

PHA Plans

Streamlined 5-Year/Annual Version

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

OMB No. 2577-0226
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined 5-Year Plan for Fiscal Years 2005__ - 2009__

Streamlined Annual Plan for Fiscal Year 2005__

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: Housing Authority of the City of Brewer, Maine **PHA Number:** ME021

PHA Fiscal Year Beginning: (mm/yyyy) 10/2005

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**

Number of public housing units: **154** Number of S8 units: Number of public housing units:
Number of S8 units: **133**

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

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 and attachments (if any) 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)

Streamlined Five-Year PHA Plan

PHA FISCAL YEARS 2005 - 2009

[24 CFR Part 903.12]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here) **The mission of the Housing Authority of the City of Brewer is to assist low-income families with decent, safe and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical, and professional manner. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.**

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 ENCOURAGED 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 spaces to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers: **As HUD funding becomes available.**
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities: **The Brewer Housing Authority will partner with the City of Brewer to support an effort to create affordable workforce housing opportunities.**
 - Acquire or build units or developments
 - Other (list below) **The Brewer Housing Authority will seek funds to create a tax-credit project within the City of Brewer to house low-income families by September 30, 2010.**
- PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score) **The Brewer Housing Authority will manage its Public Housing program in an efficient manner thereby qualifying as a PHAS high performer with a score of 98% by September 30, 2008.**
- Improve voucher management: (SEMAP score) **Manage the Brewer Housing Authority's Section 8 Housing Choice Voucher program in an effective, efficient manner thereby qualifying as a SEMAP high performer with a score of 100% by September 30, 2008.**
- Increase customer satisfaction: **The Brewer Housing Authority shall promote a responsive work environment whereby a capable and efficient team of employees operate a customer-friendly environment enhancing the communication experience for persons served therefore increasing the Communication score in the Resident Satisfaction Survey obtained by the Department of Housing & Urban Development.**
- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below) **Continue to maintain the Brewer Housing Authority's public housing developments in a decent, safe condition to meet quality standards set by the Department of Housing and Urban Development and in compliance with the City of Brewer Housing Code.**

The Brewer Housing Authority shall establish a Workplace Safety Committee to ensure safety in all facets of the working environment as well as the safety of the residents by September 30, 2006.

- PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling: **The Brewer Housing Authority shall continue to offer portable voucher counseling.**
- Conduct outreach efforts to potential voucher landlords. **The Brewer Housing Authority will continue its annual outreach efforts to attract new landlords to the Section 8 program as well as counseling existing landlords regarding the program.**
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below) **The Brewer Housing Authority shall increase**

homeownership opportunities for Public Housing residents by continuing to promote self-

sufficiency as stated below.

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

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

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
- Increase the number and percentage of employed persons in assisted families: **A significant number of residents in Brewer Housing Authority's Public Housing lack the job skills that would enable them to obtain employment in a "livable wage" job. The Brewer Housing Authority will provide a minimum of thirty residents with the opportunity to receive career counseling. Of these thirty (30) residents 50% (15/30) will enter a job training program; with 50% (15/30) increasing their job skills and earning potential by September 30, 2010.**
 - Provide or attract supportive services to improve assistance recipients' employability: **The Brewer Housing Authority has developed a Public Housing Family Self-Sufficiency Program. This program will continue to coordinate with the State of Maine Welfare-to-Work Services Plan, and the State of Maine ASPIRE/TANF and the ASPIRE/PaS Program. The FSS Program Coordinator will continue to collaborate with local area agencies. The Family-Self Sufficiency Program shall contract a total of thirty-five (35) residents who will actively participate in achieving goals to become economically self-sufficient by September 30, 2010.**
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities: **The Brewer Housing Authority will continue to operate the Nurse's Clinic, and maintain the Services Coordinator position to provide supportive services for the elderly & disabled as funding allows. This includes providing Health/Nutritional education classes, physical education classes, and providing transportation by continuing to apply for small**

- foundation grants that provide taxi vouchers and phone cards, etc.
- Other: (list below) **The Brewer Housing Authority will explore funding opportunities through HUD and local foundation grants, which would enable the Housing Authority to continue to provide residents with optimal services that foster economic self-sufficiency, independent living, and aging in place.**

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)
The Brewer Housing Authority shall continue to support HUD's mission to promote non-discrimination and ensure fair and equal housing opportunities by updating its policies to meet new HUD regulations that ensure equal opportunity and fair housing.

The Brewer Housing Authority shall continue to ensure that its key employees receive annual training on Fair Housing Laws and reasonable accommodation through a variety of sources.

Streamlined Annual PHA Plan

PHA Fiscal Year 2005_____

[24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 2005 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;

Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

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

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

Housing Needs of Families on the PHA's Waiting Lists			
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	253	13%	33
Extremely low income <=30% AMI	185	73.1	
Very low income (>30% but <=50% AMI)	53	20.9	
Low income (>50% but <80% AMI)	15	5.9	
Families with children	66	26.0	
Elderly families	72	28.4	
Families with Disabilities	72	28.4	
White	253		
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	161	63.6	
2 BR	79	31.2	
3 BR	13	5.1	
4 BR	0		
5 BR	0		
5+ BR	0		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			
Housing Needs of Families on the PHA's Waiting Lists			

Housing Needs of Families on the PHA's Waiting Lists				
Waiting list type: (select one)				
<input checked="" type="checkbox"/> Section 8 tenant-based assistance				
<input type="checkbox"/> Public Housing				
<input type="checkbox"/> Combined Section 8 and Public Housing				
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)				
If used, identify which development/subjurisdiction:				
	# of families	% of total families	Annual Turnover	
Waiting list total	176		16 (off wait list) 9 found units	
Extremely low income <=30% AMI	127	72.1		
Very low income (>30% but <=50% AMI)	49	27.8	14	7
Low income (>50% but <80% AMI)	0		2	2
Families with children	62	35.2	5	4
Elderly families	38	21.5	2	2
Families with Disabilities	69	39.2	11	7
White	176		16	9
Race/ethnicity				
Race/ethnicity				
Race/ethnicity				
Characteristics by Bedroom Size (Public Housing Only)				
1BR				
2 BR				
3 BR				
4 BR				
5 BR				
5+ BR				
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes				
If yes:				
How long has it been closed (# of months)? 2 months				
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes				
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?				
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes				

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below) **Continue to provide families with the option of participating in the Family-Self Sufficiency program whereby they may obtain an escrow account and save money towards gaining economic self-sufficiency; promote Section 8 Homeownership as an incentive for attaining and maintaining employment and building financial independence.**

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below) **Partner with a local area agency as a representative and resource for individuals and families with disabilities on our Family Self-Sufficiency Coordinating Committee; work cooperatively with social service agencies to support case management services that allow disabled individuals to obtain and retain housing units; promote Section 8 Homeownership as a method of expanding available housing options for person with disabilities.**

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	\$582,761.00	
b) Public Housing Capital Fund	\$230,000.00	
c) HOPE VI Revitalization	\$0.00	
d) HOPE VI Demolition	\$0.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$610,670.00	
f) Resident Opportunity and Self-Sufficiency Grants	\$ 83,333.00 \$ 45,123.00	
g) Community Development Block Grant	\$0.00	
h) HOME	\$0.00	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)	\$0.00	
3. Public Housing Dwelling Rental Income	\$435,000.00	
4. Other income (list below)		
4. Non-federal sources (list below)	\$0.00	
Total resources	\$1,986,887.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

A. Public Housing

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

(1) Eligibility

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

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

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe) **History of meeting financial obligations**

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

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

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

(2)Waiting List Organization

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

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

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

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

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

Site-Based Waiting Lists

Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time? ___

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? ___

4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

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
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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 point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

- Date and Time **1.**

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 **2.**
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction **3**
- Those enrolled currently in educational, training, or upward mobility programs **2**
- 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. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials **Initial lease-up orientation**
- 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
- Any time family composition changes **and when family income changes**
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

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

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

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors):
 - 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) Waiting List Organization

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

(3) Search Time

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

If yes, state circumstances below: **Legitimate hardship reasons and reasonable accommodation at the discretion of the Section 8 Programs Manager.**

(4) Admissions Preferences

- a. Income targeting

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

- b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

- 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)

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 point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

- Date and Time **1**

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 **2**
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction **3**
- Those enrolled currently in educational, training, or upward mobility programs **2**
- 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 equal preference status, how are applicants selected? (select one)

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply) **Not applicable. Brewer has no Special Purpose Section 8 Programs**

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one of the following two)

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below: **As specified in the Admissions and Continued Occupancy Policy, minimum rent hardship exemptions are at the discretion of the Executive Director.**

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members

- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time 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

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area **3-4 BR, very few families in these sizes**
- 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 **1-2 BR – majority of vouchers**
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

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

- Annually
 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) **Extensive knowledge of rental market including rent amounts, vacancy rates, etc.**

(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) **As stated in the Brewer Housing Authority's Admissions and Continued Occupancy Policy and Section 8 Administrative Plan, minimum rent hardship exemption is at the discretion of the Executive Director.**

5. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

(1) Capital Fund Program

- a. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

(1) Hope VI Revitalization

- a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)
Development name:
Development (project) number:
Status of grant: (select the statement that best describes the current status)
 Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway
- c. Yes No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. Yes No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
- e. Yes No: 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:

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If "No", skip to component 7; if "yes", complete one activity description for each development on the following chart.)

Demolition/Disposition Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected:	
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:	

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

(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 the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

(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, what is the maximum number of participants this fiscal year? 5

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:

1. To be eligible, a family must be a current participant in good standing in Brewer Housing Authority’s Section 8 HCV program for at least 12 months with 1) no money owed to any public housing

authorities, 2) no outstanding Section 8 program violations and 3) no serious or repeated lease violations that could be grounds for lease termination.

2. To be eligible, a family must be determined to be “mortgage ready” by the Credit Review Subcommittee of the Homeownership Option Oversight Committee, which is composed of community members experienced in reviewing credit reports and having a working knowledge of standard mortgage underwriting procedures and requirements.

c. What actions will the PHA undertake to implement the program this year (list)? **The program has been implemented. The Housing Authority will continue its attempts to recruit credit-worthy participants. The Housing Authority continues to explore options in partnering with outside agencies, including Coastal Enterprises, Inc., and Penquis CAP, Inc., to provide one-on-one homebuyer education classes, homeownership counseling and financial literacy in an effort to help participant gain credit worthiness. Also, to explore additional financing options and work with prospective lenders to promote the Homeownership Program; research sources of grants to assist families with pre- and post- purchase expenses.**

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a. Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family’s resources.
- b. Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below). **Brewer Federal Credit Union (14 years), Merrill-Merchants Bank (16 years), Pine Tree Legal Assistance (18 years), USDA Rural Development (31 years), Maine State Housing Authority (9+ years), Penquis CAP, Inc. (14 years), Town & Country Realty (27 years) and Bangor Savings Bank.**
- d. Demonstrating that it has other relevant experience (list experience below).

Key staff members have attended relevant trainings on homeownership and community reinvestment offered by the National Association of Housing & Redevelopment Officials, HUD and Neighbor Works Training Institute (May 2004). The Brewer Housing Authority partners with the Mount Desert Island/Ellsworth/Bar Harbor Housing Authorities to administer the Homeownership Program for that jurisdiction.

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the*

PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2000__ - 2005__.)

The Brewer Housing Authority has reached or has made steady progress toward reaching all of the goals identified in its previous Five-Year Plan (2000-2005). The only goals which will be reached later than planned is the number of families moved to homeownership through the Section 8 Homeownership Program.

In the area of managing public housing efficiently and effectively, the Brewer Housing Authority has succeeded in being recognized by HUD as a high performer. The Brewer Housing Authority's Public Housing Assessment System (PHAS) score of 96 for the 2004 Fiscal Year is an indicator of the strong management skills the agency possesses including financial controls and resident satisfaction with the administration. The agency has continuously maintained a 98% occupancy rate, as well as reaching its goal of maintaining a rent collection rate of 99% over the past five years.

In providing improved tenant-based services, the agency has successfully established a homeownership program and is maintaining a 98% lease-up rate through September 2005. Through outreach efforts, the agency has increased landlord participation within the program as well as educated the community regarding the Section 8 Housing Choice Voucher Program.

The Brewer Housing Authority has maintained its properties in a decent, safe condition by accomplishing the following items:

- The agency's preventative maintenance plan has been reviewed, revised, approved by the Board of Commissioners and implemented.
- The Brewer Housing Authority continues to maintain all of its units in compliance with the City of Brewer Housing Code and HUD's property standards. This is indicated with a PHAS Physical Score of 26 for the 2004 Fiscal Year.
- The agency continues to maintain an average response time to routine work orders of no more than two days as well as maintain an average response time to emergency work orders of no more than eight hours.

The Brewer Housing Authority has also successfully increased the number of local agencies it partners with by 25% and continues to operate a Family Self-Sufficiency program according to legal requirements.

In working toward its goal of assisting five families to achieve homeownership by September 2005 (originally September 2003), the agency has continued to have difficulty recruiting credit-worthy participants who have the ability to pass underwriting requirements. The agency has successfully helped three (3) families achieve homeownership.

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

a. Substantial Deviation from the 5-Year Plan

As defined by the Brewer Housing Authority, substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which requires formal approval of the Board of Commissioners.

b. Significant Amendment or Modification to the Annual Plan

As defined by the Brewer Housing Authority, substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which requires formal approval of the Board of Commissioners.

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

- a. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, provide the comments below: **The Brewer Housing Authority's Resident Advisory Board is comprised of nine (9) residents (three from elderly public housing, three from family public housing, and three from the Housing Choice Voucher Program). The Resident Advisory Board had ten (10) Board meetings between the dates of October 15, 2004 and May 16, 2005. During which time all policies governing Admissions and Continued Occupancy and Section 8 were reviewed and discussed. The Resident Advisory Board thoroughly reviewed and discussed the Streamlined 5-Year/Annual Plan and made one recommendation for change. The Board concurred that all strategic goals and objectives set forth by the Executive Director and Board of Commissioners of the Housing Authority of the City of Brewer were reasonable and obtainable. The recommended that on page 14, under (1) eligibility, section b. Housekeeping be a designated non-income**

screening factor in determining eligibility for admission to public housing. All packet materials including agendas and meeting minutes as well as correspondence with the Board are available for review in the Housing Authority's Administrative Office.

b. 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: **The Board of Commissioners for the Housing Authority of the City of Brewer held a special meeting of the Board on Wednesday, May 18, 2005. The Commissioners voted to change the appropriate section of the PHA Plan to include Housekeeping as a screening factor.**

Other: (list below)

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: **Jane B. Pierce and Erma V. Landry**

Method of Selection:

Appointment **Appointed by the Brewer City Council**
The term of appointment is (include the date term expires):

2/8/2000-3/31/2009 and 1/1/2002-12/30/2005

Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

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)

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)

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)

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

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

Date of next term expiration of a governing board member: **12/30/2005**

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position): **Joseph Ferris, Mayor, City of Brewer**

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

Consolidated Plan jurisdiction: (provide name here) State of Maine

a. 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 on its waiting list 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)

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

The Maine State Housing Authority is available for Brewer Housing Authority to seek funding from, if necessary.

A representative from the Maine State Housing Authority serves on the Brewer Housing Authority's Homeownership Option Oversight Committee, as well as the Credit Review Subcommittee. The purpose of these committees is to further homeownership opportunities for Section 8 participants, which is in alliance with the State of Maine's goal to increase homeownership rates across state.

(4) (Reserved)

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

10. Project-Based Voucher Program

- a. Yes No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below:)

- c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

PHAs are to 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	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: 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	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 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	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section __21__ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

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: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 05 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <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	0.00
2	1406 Operations	0.00	0.00	0.00	0.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration	10,000.00	0.00	0.00	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	24,500.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	9,310.00	0.00	0.00	0.00
10	1460 Dwelling Structures	167,065.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	21,279.00	0.00	0.00	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)	232,154.00	0.00	0.00	0.00
22	Amount of line 21 Related to LBP Activities				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 05 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> 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					
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					

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Brewer Housing Authority			Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 05 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005		
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	
ME 21-2	Construct new tenant storage facility	1460	50-unit bldg	65,563.00	0.00	0.00	0.00	
	Convert existing storage to maint. use	1460		2,000.00	0.00	0.00	0.00	
	Reset drying lines	1450		7,500.00	0.00	0.00	0.00	
	Replace electric baseboard heaters	1465.1	Misc	3,689.00	0.00	0.00	0.00	
	Replace apartment unit carpet	1460	50 units	29,800.00	0.00	0.00	0.00	
	Replace apartment unit VCT	1460	50 units	13,700.00				
ME 21-3	Replace sliding glass patio doors	1460		13,120.00	0.00	0.00	0.00	
ME 21-4	19 Chamberlain Street				0.00	0.00	0.00	
	Re-point brick walls	1460		336.00	0.00	0.00	0.00	
	Replace building exterior lights	1460		380.00	0.00	0.00	0.00	
	15 Chamberlain Street							
	Re-point foundation brick	1460		168.00	0.00	0.00	0.00	
	26-28 Chamberlain Street							
	Add sod between sidewalk & Bldg 26	1450		365.00	0.00	0.00	0.00	
	Replace concrete walk at 28B	1450		1,445.00	0.00	0.00	0.00	
	341 N. Main Street							
	Re-point areas of the brick foundation	1460		168.00	0.00	0.00	0.00	
	37-51 Church Street							
	Replace existing vinyl siding	1460		35,750.00	0.00	0.00	0.00	

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Brewer Housing Authority			Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 05 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005		
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	
ME 21-5 Norumbega	Upgrade to compact fluorescent ext light	1460		2,280.00	0.00	0.00	0.00	
ME 21-7 Norumbega II	Upgrade to compact fluorescent ext light	1460		1,900.00	0.00	0.00	0.00	
ME 21-8 Norumbega III	Upgrade to compact fluorescent ext light	1460		1,900.00	0.00	0.00	0.00	
	Replace HWBB system expansion tank	1465.1		540.00				
	Replace oil-fired boilers	1465.1		17,050.00				
ME 21-9 Gerald D. Robertson	No items selected	--		0.00	0.00	0.00	0.00	
PHA-Wide	Arch/Eng, CGP Inspection, Coord Fees	1430		\$24,500.00	0.00	0.00	0.00	
	Administration/Salaries	1410		\$10,000.00	0.00	0.00	0.00	

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Brewer Housing Authority			Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 05 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005		
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	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule					
PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program No: ME 36P 021 501 05 Replacement Housing Factor No:		Federal FY of Grant: 2005	

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

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	
ME 21-2 Heritage Apts.	9/07			9/08			
ME 21-3 Dartnell Apts.	9/07			9/08			
ME 21-4 Scattered Sites	9/07			9/08			
ME 21-5 Norumbega Park	9/07			9/08			
ME 21-7 Norumbega Park II	9/07			9/08			
ME 21-8 Norumbega Park III	9/07			9/08			
ME 21-9 Robertson	9/07			9/08			
PHA – Wide	9/07			9/08			

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Brewer Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY:	Work Statement for Year 3 FFY Grant: 2007 PHA FY:	Work Statement for Year 4 FFY Grant: 2008 PHA FY:	Work Statement for Year 5 FFY Grant: 2009 PHA FY:
	Annual Statement				
ME 21-2 Heritage Apts		\$56,951.00	\$4,860.00	18,000.00	\$54,875.00
ME 21-3 Dartnell Apts.		\$79,010.00	\$110,000.00	\$563.00	\$59,483.00
ME 21-4 Scattered Sites		\$16,265.00	\$21,900.00	\$108,252.00	\$9,450.00
ME 21-5 Norumbega Park		2,000.00	7,800.00	\$38,000.00	\$36,880.00
ME 21-7 Norumbega Park II		6,480.00	6,500.00	\$35,000.00	\$21,180.00
ME 21-8 Norumbega Park III		0.00	26,880.00	\$0.00	\$18,440.00
ME 21-9 Gerald D. Robertson		52,800.00	\$32,000.00	\$8,320.00	\$0.00
CFP Funds Listed for 5-year planning		\$253,006.00	\$249,440.00	\$247,635.00	\$239,808.00
Replacement Housing Factor Funds		0	0	0	0

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2006 PHA FY:			Activities for Year: <u>3</u> FFY Grant: 2007 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	ME 21-2	Replace bituminous	\$21,751.00	ME 21-2	Replace common area	\$4,860.00
Annual Statement	Heritage Apts	pedestrian ramps-walkways		Heritage Apts	smoke detectors	
		Repl hose bibs & crawl space shutoffs	\$9,700.00	ME 21-3	Conversion to hydronic heat and DHW	\$110,000.00
		Replace closet doors	\$16,250.00			
		Replace interior doors	\$9,250.00	ME 21-4	Install laundry overflow containment pans	\$400.00
	ME 21-3 Dartnell Apts.	Repl entry door sidelight windows	\$10,000.00	19 Chamberlain St.		
		Repl BR sliders and 2 nd fl hall windows	\$34,100.00	ME 21-4 25 Chamberlain St.	Add attic insulation Add insulation to stairway wall	\$18,500.00 \$1,000.00
		Repl bathrm unit vent-exhaust fans	\$6,400.00		Install laundry overflow containment pan	\$200.00
		Repl refrigerators	\$11,200.00	ME 21-4	Inst laundry overflow containment pans	\$1,000.00
		Repl radiant wall heaters	\$1,260.00	26-28 Chamberlain St.		
		Replace closet doors	\$10,216.00			
		Replace interior doors	\$5,834.00	ME 21-4 46-48 Chamberlain St.	Install laundry overflow containment pans	\$400.00
	ME 21-4 19 Chamberlain Street	Parking & walkway pavement overlay	\$2,000.00			
	ME 21-4 25 Chamberlain Street	Replace electric range	\$450.00	ME 21-4 341 N. Main St.	Install laundry overflow containment pans	\$400.00

13. Capital Fund Program Five-Year Action Plan

		Replace refrigerator	\$700.00	ME 21-4	No Items	
				37-51 Church St		

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2006 PHA FY:			Activities for Year: <u>3</u> FFY Grant: 2007 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	ME 21-4 26-28 Chamberlain St	Repl electric ranges	\$2,250.00	ME 21-5 Norumbega Park (12 Apts), 3 bldgs	Install laundry overflow Containment pans	\$2,400.00
		Replace refrigerators	\$3,500.00		Upgrade to compact fluorescent ext lighting	\$5,400.00
	ME 21-4 46-48 Chamberlain St	Repave parking area	\$2,765.00			
		Replace ranges	\$900.00	ME 21-7 Norumbega ParkII (12 apts), 2 bldgs	Install laundry overflow containment pans	\$2,000.00
		Replace refrigerators	\$1,400.00		Upgrade incand lighting to compact fluorescent	\$4,500.00
	ME 21-4 341 N. Main St	Replace ranges	\$900.00			
		Replace refrigerators	\$1,400.00	ME 21-8 Norumbega Pk III (10 apts), 2 bldgs	Replace smoke/fire detectors	\$6,480.00
					Replace toilets with 1.6 gpf tanks	\$6,800.00
	ME 21-5, Norumbega Park (12 apts.) 3 bldgs	Repair canopy columns	\$2,000.00		Replace medicine cabs	\$2,600.00
	ME 21-7 Norumbega ParkII (12 apts), 2 bldgs	Replace smoke/fire detectors	\$6,480.00		Install laundry overflow containment pans	\$2,000.00
	ME 21-8, Norumbega Park III (10 apts.) 2 bldgs, 3 boiler rms.	No Items			Upgrade to compact fluorescent lighting fix.	\$9,000.00
	ME 21-9, Gerald D. Robertson Apts. (20 Apts), 5 Bldgs	Upgrade to compact fluorescent ext lighting	\$3,800.00	ME 21-9, Gerald D. Robertson Apts.	Repl bifold doors with accordion style	\$32,000.00
		Replace dryer vents	\$4,500.00			
		Replace kitchen faucets	\$3,500.00			
		Repl living area VCT fls	\$41,000.00			

13. Capital Fund Program Five-Year Action Plan

	HA-Wide	Arch/Eng Fees	\$24,500.00	HA-Wide	Arch/Eng Fees	\$24,500.00
		Salaries and Benefits	\$15,000.00		Salaries and Benefits	\$15,000.00
Total CFP Estimated Cost			\$253,006.00			\$249,440.00

Part II: Supporting Pages—Work Activities

Activities for Year : <u>4</u> FFY Grant: 2008 PHA FY:	Activities for Year: <u>5</u> FFY Grant: 2009 PHA FY:
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13. Capital Fund Program Five-Year Action Plan

Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
ME 21-2, Heritage	<i>Replace exterior</i>	\$500.00	ME 21-2, Heritage	<i>Replace dumpster</i>	\$2,000.00
	threshold kickboards			<i>enclosures</i>	
	Repl Hotpoint refrig	\$17,500.00		<i>Replace electric</i>	\$35,100.00
ME 21-3, Dartnell	Repl vinyl stair nosing	\$563.00		<i>baseboard heat</i>	
				Repl common area carpet	\$17,775.00
			ME 21-3, Dartnell	Repl chain link fencing	\$6,858.00
ME 21-4 19A&B	Replace privacy fence	\$939.00		Repl lavatories and	\$51,000.00
Chamberlain St (2 units)	Repl ext vinyl siding	\$7,000.00		tub enclosures	
	Repl vinyl stair treads	\$188.00		Repl halls and landings,	\$1,625.00
				Computer room carpet	
ME 21-4	Replace vinyl siding	\$11,250.00	ME 21-4 19A&B	No Items	
25 Chamberlain Street	Repl vinyl stair treads	\$94.00	Chamberlain St (2 units)		
ME 21-4	Repl vinyl stair treads	\$469.00	ME 21-4	No Items	
26-28 Chamberlain St	Convert electric to oil-fired heating system	\$30,500.00	25 Chamberlain Street		
ME 21-4 46 & 48 Chamberlain St (2 apts.)	Replace vinyl stair treads	\$188.00	ME 21-4 26-28 Chamberlain St	Replace parking lot site lighting	\$1,050.00
	Convert electric to oil-fired heating system	\$9,500.00		Paving and grading upgrades	\$6,500.00
ME 21-4	Convert electric to oil-fired heating system	\$17,000.00		Install 10x20 concrete	\$1,400.00
341 N. Main Street	Fired heating system			Dumpster pad and apron	
Activities for Year : <u>4</u> FFY Grant: 2008 PHA FY:			Activities for Year: <u>5</u> FFY Grant: 2009 PHA FY:		

13. Capital Fund Program Five-Year Action Plan

Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
ME 21-4	Replace common	\$750.00			
37-51 Church Street	hall vinyl stair treads				
	Repl int vinyl stairtreads	\$375.00	ME 21-4 341 N. Main	Repl rear entry canopy	\$500.00
	Convert elec to oil-fired	\$30,000.00	Street (2 apts.)	Structure	
	heating system				
			ME 21-4 46 & 48	No Items	
			Chamberlain St (2 apts._		
ME 21-5 Norumbega	Convert elec to oil-fired	\$38,000.00			
Park (12 apts) 3 bldgs.	heating system		ME 21-4	No Items	
			37-51 Church St		
			ME 21-5 Norumbega	Replace closet doors	\$3,900.00
ME 21-7 Norumbega	Convert electric to oil-	\$35,000.00	Park (12 apts) 3 bldgs.	Replace interior doors	\$2,220.00
Park II (12 apts) 2	fired heating system			Replace asphalt curbing	\$30,760.00
bldgs.					
			ME 21-7 Norumbega	Replace closet doors	\$3,250.00
			Park II (12 apts) 2 bldgs	Replace interior doors	\$1,850.00
				Replace asphalt curbing	\$16,080.00
ME 21-8 Norumbega	No Items		ME 21-8 Norumbega	Replace asphalt curbing	\$18,440.00
Park III (10 apts), 2			Park III (10 apts), 2		
bldgs,			bldgs,		
ME 21-9 Gerald D.	Replace 50% hydronic	\$8,320.00	ME 21-9 Gerald D.	No Items	
Robertson Apts. (20	baseboard		Robertson Apts. (20		
Apts) 5 bldgs.			Apts) 5 bldgs		
HA-Wide	Arch/Eng Fees	\$24,500.00	HA-Wide	Arch/Eng Fees	\$24,500.00
	Salaries and Benefits	\$15,000.00		Salaries and Benefits	\$15,000.00
Total CFP Estimated Cost		\$247,635.00			\$239,808.00