

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

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009  
Annual Plan for Fiscal Year 2006

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:** Woonsocket Housing Authority

**PHA Number:** RI003

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/2005

**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**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

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

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

The Woonsocket Housing Authority is dedicated to excellence in providing quality, affordable, and safe housing to eligible persons consistent with community needs.

We foster effective and creative partnerships to maximize opportunities that improve the economic and personal well-being of the persons we serve.

Our agency conducts its business in an efficient, professional, and ethical manner without discrimination.

**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.

**GOAL 1: Provide quality, affordable, equal-opportunity housing consistent with applicant and resident needs.**

1. Achieve and maintain 90% or better PHAS score for each of the next 5 years.
2. Achieve and maintain 100% SEMAP score for each of the next 5 years.
3. Achieve and maintain 98% voucher utilization rate for each of the next 5 years.
4. Achieve and maintain 100% occupancy in public housing.
5. Establish 15% of available Section 8 vouchers as project-based.
6. Provide replacement public housing and/or replacement vouchers as existing stock declines through redevelopment and conversions.
7. Provide voucher mobility counseling and landlord outreach.
8. Redesign Service Center to enhance client confidentiality.
9. Review, update if necessary, and maintain leasing materials and resident handbook.

10. Review recertification process to be more user-friendly.
  - Review notification schedules to allow residents to be prepared.
  - Use resident participation funds to educate residents on recertification process and rent recalculations.
  - Develop resident handbook on recertification.
11. Revisit Redevelopment Master Plan at Veterans Memorial.
12. Complete Phase II of Redevelopment Master Plan at Morin Heights.
13. Pursue funding and review Phase III plans to ensure consistency with available funding.
14. Renovate efficiency apartments at Parkview Manor (elderly high-rise) to better meet space needs of residents.
15. Address unit size and configuration at Crepeau Court and St. Germaine Manor elderly high-rises.
16. Research feasibility of resident storage areas.

**GOAL 2: Ensure a safe, drug-free environment within our community.**

1. Annually maintain, refine, and monitor Memorandums of Understanding (MOUs) and contracts with Woonsocket Police Department for community policing, detail officers, and Operation Safe Home.
2. Train residents as floor captains to be utilized during emergencies and for information gathering and dissemination. Use the high-rise buildings as an initial model, and then move to family developments.
3. Increase participation in drug prevention activities, especially among the 16-21 age group. Utilize existing and develop new partnerships to provide drug prevention activities for youth, domestic violence programs, elder abuse prevention, substance abuse prevention, and other programs as determined by needs assessments.
4. Maintain and enhance the central monitoring station of surveillance equipment and access control. Complete installation to all digital recording equipment, eliminating standard VCR tapes. Continue to complement with security staff and cooperation of residents.
5. Upgrade directory access for all high-rise buildings and associated apartments.
6. Refine emergency egress and evacuation plans for high-rise buildings and better communicate the plans to residents. Set up a training program with each floor to ensure that the message is understood. Design and install central public announcement system.
7. Continue fraud prevention and investigation
8. To enforce that applicants and residents comply with HUD and WHA policies, rules, and regulations, implement and further develop policies and procedures for enhanced screening, fraud prevention and investigation, and UIV techniques.
9. Extend smoke-free zones around each building.

**GOAL 3: Develop a continuum of housing options consistent with community needs.**

1. Maintain homeownership program for participants within the Housing Choice Voucher Program.

- Continue to provide appropriate referrals to HCV residents regarding homeownership classes, budgeting classes, and other programs to ensure sound decision-making in purchasing homes throughout the next five years.
  - Continue to look for funding opportunities for the HCV Homeownership Program for the next five years.
2. Develop homeownership opportunities for Public Housing residents.
    - Offer the homeownership program to residents within public housing on an ongoing basis for the next five years.
    - Provide appropriate referrals to Public Housing residents regarding homeownership classes, budgeting classes, and other programs to ensure sound decision-making in purchasing homes throughout the next five years.
    - Provide homeownership opportunities, using Housing Authority owned land and building assets, to income eligible participants with a preference to WHA Homeownership Program participants within the next five years.
    - Continue to look for funding opportunities for the Public Housing Homeownership Program for the next five years.
  3. Maintain an allocation plan for high-rise developments.
    - Apply for and/or set aside designated vouchers as needed to mitigate.
    - Resubmit allocation plan by 2006.
  4. Establish affordable assisted living resources in the City of Woonsocket.
    - Participate on the State's study commission for frail high-rise residents to determine need and, if feasible, establish assisted living program in Woonsocket.
  5. Determine the need for supportive housing for families with disabilities.
    - If supported by need and determined feasible, establish a supportive housing program.
  6. Maintain a homeless preference for admissions.
    - Evaluate the value of the homeless preference.
    - Develop supportive service relationships with community-based organizations to provide programs and services.

**GOAL 4: Advance self-sufficiency and quality of life for public housing residents and Housing Choice Voucher participants.**

1. Continue to provide residents with referrals to city and state-wide agencies who provide a variety of programming for families, seniors, and people who are disabled over the next five years.
2. Continue to partner with various agencies to bring onsite programming to families, seniors, and people who are disabled over the next 5 years:
  - Health organizations
  - ESL/GED
  - Computer training
  - Community service
  - Vocational training
  - Daycare
  - Life skills

- Other organizations that meet the needs of WHA residents
3. Secure funding which may provide onsite educational, recreational, and vocational activities for residents over the next five years.
    - Create a 501(c)(3) nonprofit to pursue private and public funding for WHA resident programs.
  4. Provide training from Neighborhood Networks Grant to residents to advance self-sufficiency over the next three years.
  5. Maintain the HCV FSS Program at 60 slots and increase the Public Housing FSS Program to 50 slots over the next five years.
  6. Advocate for the needs of residents who are elderly, disabled, and families in crisis on the local, state, and federal level.
  7. To assist working residents, begin offering evening office hours one day per week at a WHA management office or the Service Center.
  8. Develop a health/safety check system for elderly residents at the family developments.

**GOAL 5: Manage assets in a fiscally responsible and accountable manner.**

1. Update office computer equipment integrating new technology.
2. Obtain grants and donations from public and private sectors.
3. Expand bulk purchasing process using vendor warehousing.
4. Explore activities that would generate additional income to the Housing Authority.
5. Reduce telephone and other sundry costs.
6. Implement project-based budgeting and accounting and agency-wide asset management program.

**GOAL 6: Promote a positive environment that encourages staff development, participation, and well-being.**

1. Explore the possibilities of community service for WHA staff, formalize the process, and recognize the contributions.
2. Evaluate WHA's staffing needs during annual budget process.
3. Provide ongoing staff computer, customer service, subsidized housing, real estate finance, and professional development training opportunities, cross-training where appropriate.
4. Develop a job-shadowing/knowledge exchange program to allow employees to learn about and develop respect for other departments within the WHA.
5. Consistently and fairly administer corrective employee action as necessary.
6. Perform annual employee evaluations for all staff.
7. Empower employees to become involved in the decision-making process by continuing to establish committees.
8. Enhance staff communication and a sense of community through the distribution of an agency-wide newsletter which encompasses the entire WHA population.
9. Revise website to produce an internal and external informative, user-friendly site that is reflective of the work of the WHA.
10. Distribute revised and expanded Personnel Policy to all employees.
11. Encourage supervisors and managers to use positive reinforcement/feedback techniques.

12. Provide ongoing “good health” benefits to all employees, e.g. flu shots, smoking cessation programs, EAP services, etc.
13. Develop a rewards-based Bright Ideas program to encourage employees to suggest improvements to current processes.
14. Identify departments as “teams” to create a culture that emphasizes employee involvement. Hire “team members,” not employees.
15. Develop a procedure for policy updates and dissemination.

**GOAL 7: Develop a positive working relationship with the resident organizations of the Woonsocket Housing Authority.**

1. Work with resident organizations to establish a resident participation policy.
2. Evaluate the availability of additional financial resources for the Resident Advisory Board and other resident associations.
3. Review annually MOUs with Social Clubs and family development resident associations.
4. Review RAB by-laws to conform terms of membership to 5-year annual plan cycle.
5. Establish a clear and concise MOU on resident participation funds.

**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

The Woonsocket Housing Authority's Annual Plan describes the many ways in which the WHA strives to address the housing needs of our community. We constantly reevaluate and refine our programs and policies, including admission preferences, resident service programs, and security measures. This allows the WHA to increase the level of service provided to the community while using all available resources to the maximum advantage.

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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### Attachments

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

#### Required Attachments:

- A** Admissions Policy for Deconcentration (**ri003a01**)
- B** FY 2000 Capital Fund Program Annual Statement (**ri003b01**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### Optional Attachments:

- C** PHA Management Organizational Chart (**ri003c01**)
- D** FY 2000 Capital Fund Program 5 Year Action Plan (**ri003d01**)
- 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)
  - E** Pet Policy (**ri003e01**)
  - F** Community Service Requirement Policy (**ri003f01**)
  - G** Voluntary Conversion Analysis (**ri003g01**)
  - H** Resident Advisory Board Members (**ri003h01**)
  - I** Resident Membership on Board of Commissioners (**ri003i01**)
  - J** Performance and Evaluation Reports (**ri003j02**)
  - K** List of Projects Which the Bond Proceeds Will Be Applied (**ri003k02**)
  - L** Section 8 Homeownership Capacity Statement (**ri003l02**)

### 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.

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	eradication of pest infestation (including cockroach infestation)	
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
	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 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	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional)	(specify as needed)

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

## 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (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	3,975	5	5	4	3	3	5
Income >30% but <=50% of AMI	2,110	5	5	4	3	3	5
Income >50% but <80% of AMI	2,666	3	5	4	3	3	3
Elderly	2,706	5	3	4	4	2	2
Families with Disabilities	1,700	5	3	4	3	3	5
Ethnicity: Hispanic	1,054	5	5	4	3	3	4
Race: African American	599	5	5	4	3	3	4
Race: Asian	357	5	5	4	3	3	4
Other Races	911	5	5	4	3	3	4

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data

- Indicate year:
- Other housing market study
- Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input 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	483		9%
Extremely low income <=30% AMI	412	86%	
Very low income (>30% but <=50% AMI)	64	13%	
Low income (>50% but <80% AMI)	7	1%	
Families with children	384	80%	
Elderly families	27	6%	
Families with Disabilities	83	10%	
Race: White	147	31%	
Race: African American	57	12%	
Race: Asian	8	1%	
Ethnicity: Hispanic	265	55%	
Characteristics by Bedroom Size			

Housing Needs of Families on the Waiting List			
(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)? 24 Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

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	807		30%
Extremely low income <=30% AMI	720	90%	
Very low income (>30% but <=50% AMI)	67	9%	
Low income (>50% but <80% AMI)	20	1%	
Families with children	412	51%	
Elderly families	99	13%	
Families with Disabilities	154	19%	
Race: White	447	56%	
Race: African	61	8%	

Housing Needs of Families on the Waiting List			
American			
Race: Asian	15	1%	
Ethnicity: Hispanic	274	34%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	338	42%	
2 BR	281	34%	
3 BR	160	20%	
4 BR	24	3%	
5 BR	4	1%	
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed 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)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**



**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- 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)

**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 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	*\$2,661,674	
b) Public Housing Capital Fund	\$2,739,532	
c) HOPE VI Revitalization	-	
d) HOPE VI Demolition	-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$4,494,627	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-	
g) Resident Opportunity and Self-Sufficiency Grants	\$50,000	
h) Community Development Block Grant	-	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
i) HOME	-	
Other Federal Grants (list below)		
<i>*Based on 2004 Budget</i>		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CFP – FY2002	\$1,190,000	Public Housing Capital Improvement
CFP – FY2003	\$2,275,000	
CFP – FY2003A	\$466,416	
<b>3. Public Housing Dwelling Rental Income</b>	*\$3,970,000	Public Housing Operations
<b>4. Other income (list below)</b>		
Interest & Miscellaneous (Laundry/Antenna)	\$67,000	Public Housing Operations
<b>4. Non-federal sources (list below)</b>		
Department of Elderly Affairs	\$20,000	Public Housing Safety/Security
<b>Total resources</b>	\$17,934,249	
<i>*Based on 2004 Budget</i>		

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

[24 CFR Part 903.7 9 (c)]

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

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

##### **(1) Eligibility**

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

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

- Other: (describe)  
For the high-rise buildings, eligibility is verified at the time of initial application and interview. For the family developments, eligibility is verified when families are called in to complete the full application, interview, and eligibility determination.

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): Credit Check, Character References, Home Visits

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

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

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

## **(2)Waiting List Organization**

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? 4

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

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:

Applicants on a site-based waiting list are given one vacant unit choice per site before they are removed from the waiting list for that site.

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - Police officers
  - Severe medical emergency
  - Veterans disabled in the line of duty during an armed conflict

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.

### 3 Date and Time

Former Federal preferences:

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

High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- 2 Veterans and veterans' families
- 2 Residents who live and/or work in the jurisdiction
- 2 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)
- 2 Those previously enrolled in educational, training, or upward mobility programs
- 2 Victims of reprisals or hate crimes
- Other preference(s) (list below)
- 2 Police officers
- 2 Severe medical emergency
- 1 Veterans disabled in the line of duty during an armed conflict

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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
- 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?

**N/A: See Attachment A (ri003a01).**

- 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?

**N/A: See Attachment A (ri003a01).**

- c. If the answer to b was yes, what changes were adopted? (select all that apply)  
While not required under the final rule, the Woonsocket Housing Authority has previously adopted admissions policies, as selected, to promote the deconcentration of poverty:

- 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 developments targeted below)  
Adopted optional earned income disregards

- 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:  
Morin Heights RI 3-1



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

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

List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

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

Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

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)

Most recent landlord's name and address

### (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:

The Woonsocket Housing Authority grants extensions if the applicant has been actively searching for a unit.

**(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.

2 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- 1 Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- 1 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)
- 1 Those previously enrolled in educational, training, or upward mobility programs
- 1 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)

- 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 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

A hardship exists in the following circumstances:

1. The family has lost eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program
2. The family would be evicted as a result of the imposition of the minimum rent requirement
3. The income of the family has decreased because of changed circumstances, including loss of employment
4. When the family has an increase in expenses because of changed circumstances, such as for medical costs, childcare, transportation, education, or similar items
5. When a death has occurred in the family

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

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

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

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

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

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

- For household heads
- For other family members
- For transportation expenses

- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)
  - Child support payments (court-ordered, for any child not living in the household) up to a maximum of \$480 per year/per child (with proof of payment record)
  - Alimony payments (court-ordered) up to a maximum of \$550 per year/per spouse (with proof of payment record)
  - Any portion of earned income that a household pays to obtain medical insurance

e. Ceiling rents

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

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

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

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

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

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

f. 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
- Atfamily 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**

1. 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
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket

Other (list below)

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

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

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

- Annually
- 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)

A hardship exists in the following circumstances:

1. The family has lost eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program
2. The family would be evicted as a result of the imposition of the minimum rent requirement
3. The income of the family has decreased because of changed circumstances, including loss of employment
4. When the family has an increase in expenses because of changed circumstances, such as for medical costs, childcare, transportation, education, or similar items
5. When a death has occurred in the family

## **5. Operations and Management**

[24 CFR Part 903.7 9 (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 at **Attachment C (ri003c01)**.
- 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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	1,267	15%
Section 8 Vouchers	626	1%
Section 8 Certificates	-	-
Section 8 Mod Rehab	-	-
Special Purpose Section 8 Certificates/Vouchers (list individually)	-	-
Public Housing Drug Elimination Program (PHDEP)	-	-
Other Federal Programs(list individually)	-	-

**C. Management and Maintenance Policies**

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

- (1) Public Housing Maintenance and Management: (list below)
  - Admissions and Continued Occupancy Policy
  - Grievance Policy

Resident Handbook  
Pest Control Policy  
Blood Borne Disease Policy  
Ethics Policy  
Personnel Policy  
Pet Policy  
Community Service Requirement Policy

- (2) Section 8 Management: (list below)  
Housing Choice Voucher Program Administrative Plan

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:  
Residents have a right to informal and formal grievances.

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

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

### **B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:  
Applicants and assisted families have a right to informal and formal grievances.

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

- PHA main administrative office
- Other (list below)  
Section 8 Office

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (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: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at **Attachment B (ri003b01)**.

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at **Attachment D (ri003d01)**.

-or-

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

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

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

Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

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

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

Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Morin Heights RI 3-1

Veterans Memorial RI 3-2

Yes  No: d) 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:

Bond financing: Morin Heights RI 3-1

**See Attachment K (ri003R1 ).**

Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Morin Heights 1b. Development (project) number: RI 3-1
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(06/27/2002)</u>
5. Number of units affected: 24
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 4/2004 b. Projected end date of activity: 4/2005

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

[24 CFR Part 903.7 9 (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.

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Parkview Manor
1b. Development (project) number:	RI 3-3
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>Approved</u> 07/16/2002
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	120
7. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development (85% of non-wheelchair units) <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Kennedy Manor
1b. Development (project) number:	RI 3-4
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/>

Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>Approved</u> <u>07/16/2002</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
7. Number of units affected: 198 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (85% of non-wheelchair units) <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Crepeau Court 1b. Development (project) number: RI 3-5A
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>Approved</u> <u>07/16/2002</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
8. Number of units affected: 153 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (85% of non-wheelchair units) <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: St. Germain Manor 1b. Development (project) number: RI 3-5B
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/>

Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>Approved</u> <u>07/16/2002</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
9. Number of units affected: 153 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (85% of non-wheelchair units) <input type="checkbox"/> Total development

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

[24 CFR Part 903.7 9 (j)]

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

### **A. Assessments 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.)

**See Attachment G (ri003g001).**

#### 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.

<b>Conversion of Public Housing Activity Description</b>
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.  Yes  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)

- Conversion Plan in development
- Conversion Plan submitted to HUD on: (DD/MM/YYYY)
- Conversion Plan approved by HUD on: (DD/MM/YYYY)
- 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)

- Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

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

[24 CFR Part 903.7 9 (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.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <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:

In accordance with 24 CFR Part M, the Woonsocket Housing Authority (WHA) will offer homeownership options to those families that receive Housing Choice Voucher tenant-based assistance.

The purpose of the Housing Choice Voucher Homeownership Program is to promote homeownership opportunities, self-sufficiency training and support, and community advancement. To implement this option, the WHA will partner with City and State governmental institutions and local agencies to provide services, support, and expertise in a multitude of areas. These partnerships will significantly strengthen participants' potential for success. Additionally, the WHA is committed to minimizing defaults which negatively impact the family and neighborhood.

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:

In addition to the HUD minimum income requirement for non-elderly/disabled families, the Woonsocket Housing Authority has established a minimum income standard of 30% area median income for household size.

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 02/23/2001

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)

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

b. Economic and Social self-sufficiency programs

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

**Services and Programs**

<b>Program Name &amp; Description</b> (including location, if appropriate)	<b>Estimated Size</b>	<b>Allocation Method</b> (waiting list/random selection/specific criteria/ other)	<b>Access</b> (development office / PHA main office / other provider name)	<b>Eligibility</b> (public housing or section 8 participants or both)
Resident Service Coordinator Program	650	Other	WHA High-rise Resident Services Department	Public housing residents
Better Health Collaborative – Preventative Health Promotion Programming – Nursing Clinics	309 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Better Health Collaborative – Preventative Health Promotion Programming – Chair Aerobics	80 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Better Health Collaborative – Preventative Health Promotion Programming – Health Fair & Educational Workshop Series	125 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Better Health Collaborative – Preventative Health Promotion Programming – Transportation to medical appointments	30 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Better Health Collaborative – Preventative Health Promotion Programming – Personal Task Assistance Program	50 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Telephone Reassurance Program – Once a day health and safety check	8 residents	Other	WHA Security Department	Public housing residents
Refrigerator Card/Wallet Card Programs	657 residents	Other	WHA Security Department, WPD, & WFD	Public housing residents & community
Management Meetings	275 residents	Other	WHA Security, Management Office, & Resident Services	Public housing residents
Computer Labs	50 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Meal-Site Program – Noon day meals served in the community room of each high-rise	15,000 meals served annually	Other	Woonsocket Senior Services	Public housing residents
Home delivered meal program – Noon day meals delivered to apartments	9,000 meals served	Specific criteria	Woonsocket Retired Senior Volunteer Program	Public housing residents

	annually			
Transportation to local markets	50 residents per week	Other	WHA High-rise Resident Services Department	Public housing residents
Movie Nights	645 residents	Other	WHA High-rise Resident Services Department	Public housing residents
WHA Educational Series	200 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Monthly Calendar	657 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Quarterly newsletter	657 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Hearts & Hands – Group of resident volunteers made quilts for hospitalized children	8 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Transportation to local shopping plazas, cultural events, and entertainment	150 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Old Friends, New Friends – Intergenerational Activities	15 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Beautification Projects	20 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Monthly Educational Workshop & Programs	300 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Pharmaceutical Care Program – Provides pharmaceutical counseling services onsite	60 residents	Other	WHA High-rise Resident Services Department, URI, RIPAYE	Public housing residents
Postman – Onsite postal services	622 residents	Other	US Postal Service	Public housing residents
Resident volunteer program	100 residents	Other	WHA High-rise Resident Services Department	Public housing residents
Family Resident Services Referrals	500 residents	Other	WHA Family Resident Services Department	Public housing residents
Monthly Calendar in English and Spanish	651 households monthly	Other	WHA Family Resident Services Department	Public housing residents
GED, ESL, and Literacy Classes	30 adults	Other	Project RIRAL	Public housing residents, Section 8, and Community

Fairmount Branch Library	4,950 items circulated	Other	Branch of City's Woonsocket Harris Library	Public housing residents, Section 8, and Community
Women II Women Group	20 adults weekly	Other	WHA Staff and Residents	Public housing residents
Drug Free Poster Contest	15 youth	Other	WHA Family Resident Services Department	Public housing residents
Teen Group	20 youth weekly	Other	WHA Family Resident Services Department	Public housing teen residents
Health Adventures Program – Helping youngsters learn about careers in the health field	14 middle school students	Specific criteria	Landmark Hospital Retired Senior Volunteer Program, WHA	Public housing residents
Summer Youth Employment	4 youths	Specific criteria	Family Resources	Public housing residents
Weekly Nutrition Classes	15 youth weekly	Other	Thundermist Health Associates	Public housing residents
Thundermist Pediatric Dental Clinic	25 youth	Specific criteria	Thundermist Health Associates	Public housing residents
Dance Classes	10 youth weekly	Other	Thundermist Health Associates	Public housing residents
Boy Scouts/Cub Scouts	30 boys weekly	Other	Boy Scouts of America	Public housing residents, Section 8, and Community
Girl Scouts	10 girls weekly	Other	Girl Scouts of America	Public housing residents, Section 8, and Community
Computer Labs at Family Developments	1,000 hours of use	Other	WHA Family Resident Services Department	Public housing residents
City Year After School Young Heroes Program	20 youth monthly	Other	City Year of Rhode Island	Public housing residents, Section 8, and Community
City Year School Vacation Camps	100 youth	Other	City Year of Rhode Island	Public housing residents, Section 8, and Community
After School Homework Club	75 youth	Other	WHA Family Resident Services Department	Public housing residents
Weekly Parenting Classes	20 adults	Other	University of Rhode Island Cooperative Extension	Public housing residents
Various Youth Activities	515 youth	Other	WHA Family Resident Services Department	Public housing residents
Self-Sufficiency Workshops	15	Other	WHA Family Resident	Public housing

	residents monthly		Services Department	residents and Section 8
Quarterly Newsletter	651 residents	Other	WHA Family Resident Services Department	Public housing residents
Even Start Program – Family Literacy Program	30 adults	Specific criteria	Even Start Program	Public housing residents, Section 8, and Community
Even Start Day Care	15 children	Specific criteria	Even Start Program	Public housing residents, Section 8, and Community
Family Safety Days at each family development	600 residents	Other	WHA and Resident Associations	Public housing residents
Domestic Violence Workshops	50 adults	Other	Sojourner House	Public housing residents
One-on-One Counseling for Domestic Violence	20 adults	Specific criteria	Sojourner House	Public housing residents
Boys & Girls Club summer program	39 youth daily in summer	Specific criteria	Woonsocket Boys & Girls Club	Public housing residents and community
Boys & Girls Club after school program	39 youth daily school year	Specific criteria	Woonsocket Boys & Girls Club	Public housing residents and community
Summer Lunch Program	3,500 lunches in summer	Specific criteria	City of Woonsocket & WHA	Public housing residents and community
Neighborhood Networks Activities	25 residents weekly	Other	WHA Family Resident Services Department	Public housing residents

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	Not mandated	12 (As of: 08/02/2004)
Section 8	Not mandated	31 (As of: 08/01/2004)

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 plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:



The Woonsocket Housing Authority is not mandated to have an FSS Program.

### 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

See Attachment F (ri003f01).

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

[24 CFR Part 903.7 9 (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 areas 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 anticrime/anti drug programs
- Other (describe below)

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

- Morin Heights RI 3-1
- Veterans Memorial RI 3-2
- Scattered Sites RI 3-7, RI 3-8

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

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

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

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

- Morin Heights RI 3-1
- Veterans Memorial RI 3-2
- Scattered Sites RI 3-7, RI 3-8

**C. Coordination between PHA and the police**

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action

- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

- Morin Heights            RI 3-1
- Veterans Memorial    RI 3-2
- Scattered Sites        RI 3-7, RI 3-8

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

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

See Attachment E (ri003e01).

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (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 at Attachment (File name)  
 Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:

Other: (list below)

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: City of Woonsocket
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

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

The Consolidated Plan of the City of Woonsocket supports the WHA Plan by describing and documenting the housing needs of specific populations within the City. In addition, the Consolidated Plan identifies the WHA as a partner in the implementation of components of its strategic plan, including providing housing opportunities for extremely low-income families and individuals, increased homeownership opportunities, and neighborhood revitalization.

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

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

In regards to what constitutes a substantial change in the Plan, the Housing Authority will consider the following a substantial change:

1. Any policy change that has an adverse financial impact on the residents.
2. Any change in admissions criteria including a change in preferences and/or ordering of the waiting list.
3. Any proposed demolition to units.
4. Any mixed financing for capital improvements.

## ATTACHMENT A

### **Component 3, (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 as follows:

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

**10.7 DECONCENTRATION POLICY** *(This policy has been adopted even though our analysis has indicated no current need for policy.)*

**Woonsocket Housing Authority  
Board of Commissioners, Resolution 885**

Whereas, the Quality Housing and Work Responsibility Act of 1998 requires Housing Authorities to develop policies that are designed to provide for the Deconcentration of poverty and income mixing by increasing the number of higher income families in lower income public housing developments and increasing the number of lower income families in higher income public housing developments, and

Whereas, the Woonsocket Housing Authority developments, RI 3-1 Morin Heights, RI 3-2 Veterans' Memorial, RI 3-7 and 3-8 Scattered Sites, RI 3-3 Parkview Manor, RI 3-4 Kennedy Manor, RI 3-5 Crepeau Court and RI 3-6 St. Germain Manor are subject to the aforementioned Deconcentration, and

Whereas, the Housing Authority has established a preference for working persons and persons near working, and

Whereas, the Housing Authority has established a ceiling rent to sustain families whose incomes increase, and

Whereas, the Housing Authority has a Campus of Learners and a Family Self-Sufficiency Program to promote residents becoming wage earners, and

Whereas, the Housing Authority has adopted an optional income disregard where the Housing Authority will exclude from annual income interim increases in household income less than \$150 per month, and

Whereas, the Housing Authority has developed a Master Plan for its two family developments with enhancements to further attract a broader range of incomes.

Now therefore, be it resolved:

Section 1: The Woonsocket Housing Authority has implemented a public housing Deconcentration of poverty policy that primarily relies on increasing the incomes of persons already living in its public housing developments by providing incentives for working families to remain in public housing. Further, the Woonsocket Housing Authority will monitor the effects of the agency's policy and as necessary make future revisions in its admissions policy in consultation with the Woonsocket Residents Advisory Board, to continue to provide for Deconcentration of poverty and income mixing.



**Annual Statement/Performance  
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Part I: Summary  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING  
and Urban Development  
Office of Public and Indian Housing**

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PHA/IHA Name  <b>Woonsocket Housing Authority</b>	Comprehensive Grant Number  RI 43-P003-50102	FFY of Grant Approval  <b>2002</b>
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Original Annual Statement Reserve for Disasters/Emergencies \_\_\_ P & E for Program Year Ending \_6/30/2005\_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost *
		Original	Obligated	Expended
1	Total Non-CGP Funds			
2	1406 Operating Subsidy	284,216	284,216	284,216
3	1408 Management Improvements 1/	539,015	539,015	499,496
4	1410 Administration 2/	284,000	284,000	284,000
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	407,350	407,305	278,207
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures	990,041	990,041	977,967
11	1465.1 Dwelling Equipment - Nonexpendable	325,887	325,887	325,887
12	1470 Nondwelling Structures			

13	1475	Nondwelling Equipment	13,871	13,871	13,871
14	1495.1	Relocation Costs			
15	1490	Replacement Reserve			
16	1502	Contingency (may not exceed 8% of line 17)			
17	Amount of Annual Grant (Sum of lines 2-16)		<b>2,844,380</b>	<b>2,844,380</b>	<b>2,663,644</b>
18	Amount of line 17 Related to LBP Activities				
19	Amount of line 17 Related to Section 504 Compliance				
20	Amount of line 17 Related to Security		100,000		
21	Amount of line 17 Related to Energy Conservation Measures				
1/ Management Improvement cost may not exceed 20% of line 17.					
2/ Administrative cost may not exceed 7% of line 17 (or 9% of line 17 for PHAs/IHAs having an unusually large geographic area). *To be completed at the end of each program.					
Signature of Executive Director and Date			Signature of Field Office Manager (or Regional Administrator in co-located office) and D		

**Annual Statement/Performance  
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Part II: Supporting Pages  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING**

**and Urban Development**  
Office of Public and Indian Housing

**FYE 2002**  
**RI 43-P003-50202**

Development Number/  Name of PHA-Wide	General Description of  Proposed Work Items	Development  Account Number	Estimated Cost			Funds Expended *	Funds Status of Proposed Work *
			Original	Revised *	Obligated *		
PHA-Wide Management	1 Operating Subsidy	1406	284,216		284,216	284,216	Completed
	2 Services Coordinators	1408	140,000		140,000	100,481	In Progress
Improvements	3 Campus of Learners Implement	1408	128,488		128,488	128,488	Completed
	4 Grant Writing	1408	60,000		60,000	60,000	Completed



RE 3-3 Parkview Manor	20	Unit Conversion	1460	16,990		16,990	16,990	Completed	
	21	Shower Valve Upgrade	1460	59,299		59,299	59,299	Completed	
	22	Electric Range Appliances	1465	35,160		35,160	35,160	Completed	
	23	Porch Deck Repairs	1460	290,016		290,016	290,016	Completed	
	<b>Subtotal</b>			<b>401,465</b>					
RI 3-4 Kennedy Manor	24	Electric Range Appliances	1465	50,120		50,120	50,120	Completed	
	25	Refrigerator Appliances	1465	18,550		18,550	18,550	Completed	
	26	Unit Upgrade	1460	28,685		28,685	28,685	Completed	
	<b>Subtotal</b>			<b>97,355</b>					
RI 3-5A Crepeau Court	27	Refinsh Cabinets	1460	0					
	28	Refrigerator Appliances	1465	4,200		4,200	4,200	Completed	
	29	Carpet Apartments	1460	0					
	30	Gas Range Appliances	1465	0					
	<b>Subtotal</b>			<b>4,200</b>					
St. Germain Manor	31	Refinish Cabinets	1460	0					
	32	Plumbing Main Work	1460	0					
	33	Gas Range Appliances	1465	0					
	34	Refrigerator Appliances	1465	45,612		45,612	45,612	Completed	
	35	Carpet Apartments	1460	0					
	<b>Subtotal</b>			<b>45,612</b>					
RI 3-7 RI 3-8 Scattered Sites	36	Gas Range Appliances	1465	10,000		10,000	10,000	Completed	
	37	Exterior Painting	1460	0					
	<b>Subtotal</b>			<b>10,000</b>					
	<b>Grand Total</b>			<b>2,844,380</b>					

**Annual Statement/Performance  
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Part III: Implementation Schedule

Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING  
and Urban Development      FYE 2002**

Office of Public and Indian Housing  
**RI 43-P003-  
50102**

Development Number / Name	All Funds Obligated/(Quarter Ending)			Funds Expended / (Quarter Ending)			Reasons for Revised Target Dates
	Original	Revised *	Actual *	Original	Revised *	Actual *	
PHA-Wide							
RI 3-1 Morin Heights	9/16/2004			9/16/2006			
RI 3-2 Veterans' Memorial	9/16/2004			9/16/2006			
RI 3-3 Parkview Manor	9/16/2004			9/16/2006			
RI 3-4 Kennedy Manor	9/16/2004			9/16/2006			
RI 3-5A Crepeau Court	9/16/2004			9/16/2006			
RI 3-6B St. Germain Manor	9/16/2004			9/16/2006			
RI 3-7 Scattered Sites	9/16/2004			9/16/2006			

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\* To be completed at the end of the program year

form HUD-52837

**Annual Statement/Performance  
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Part I: Summary  
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**U. S. DEPARTMENT OF HOUSING  
and Urban Development  
Office of Public and Indian Housing**

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PHA/IHA Name <b>Woonsocket Housing Authority</b>	Comprehensive Grant Number <b>RI 43-P003-50103</b>	FFY of Grant Approval <b>2003</b>
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Original Annual Statement Performance and Evaluation Report for Program Year Ending 6/30/2005

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual C
		Original	Obligated	Expended
1	Total Non-CGP Funds			
2	1406 Operating Subsidy	234,031	234,031	117,000

3	1408	Management Improvements 1/	220,320	192,071	47,845
4	1410	Administration 2/	209,031	209,031	209,031
5	1411	Audit			
6	1415	Liquidated Damages			
7	1430	Fees and Costs	21,350	21,350	10,750
8	1440	Site Acquisition			
9	1450	Site Improvement	0		
10	1460	Dwelling Structures	1,460,121	1,460,121	377,585
11	1465.1	Dwelling Equipment - Nonexpendable	2,200	2,200	2,200
12	1470	Nondwelling Structures	0		
13	1475	Nondwelling Equipment	147,697	116,442	108,697
14	1495.1	Relocation Costs	45,561	29,836	29,836
15	1490	Replacement Reserve			
16	1502	Contingency (may not exceed 8% of line 17)			
17		Amount of Annual Grant (Sum of lines 2-16)	<b>2,340,311</b>	<b>2,265,090</b>	<b>902,944</b>
18		Amount of line 17 Related to LBP Activities			
19		Amount of line 17 Related to Section 504 Compliance			
20		Amount of line 17 Related to Security	50,000		
21		Amount of line 17 Related to Energy Conservation Measures			

1/ Management Improvement cost may not exceed 20% of line 17.

2/ Administrative cost may not exceed 7% of line 17 (or 9% of line 17 for PHAs/IHAs having an unusually large geographic area).

\*To be completed at the end of each program.

Signature of Executive Director and  
Date

Signature of Field Office Manager (or Regional Administrator in co-located office)

**Annual Statement/Performance  
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Part II: Supporting  
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**U. S. DEPARTMENT OF HOUSING  
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Office of Public and Indian Housing

**FYE 2003  
RI 43-P003-  
50103**

Development Number/ Name of PHA-Wide	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Expended *	Funds Status of Prop Work *
			Original	Revised *	Obligated *		
PHA-Wide Management Improvements	1 Operating Subsidy	1406	234,031		234,031	117,000	In Progress
	2 Services Coordinators	1408	10,000		10,000	0	In Progress
	3 Campus of Learners Implement	1408	25,000		25,000	3,490	In Progress
	4 Grant Writing/Special Projects	1408	73,000		61,531	20,131	In Progress
	5 Community Policing	1408	10,000		10,000	10,000	Completed
	6 Purchase/Install New Software/Train	1408	92,320		80,550	10,896	In Progress
	7 Real Estate Assessment/Mkt Study	1408	0				
	8 Develop Home Ownership	1408	0				
	9 Human Resources Mgmt.	1408	0				
	10 Public Relations	1408	0				
	11 Records Management	1408	0				
	12 Innovative Programing/Assisted						
	13 Living/High Rise Market	1408	10,000		4,998	3,328	In Progress
	14 Admin Salaries & Fringes:	1410	209,031		209,031	209,031	Completed
	Executive Director 10%				33,445		
	Assistant to Director 10%				8,361		
	Asst. Director Operations 50%				64,800		
	Mod. Coordinator 85%				68,980		
	Controller 20%				20,903		
	Accounting Coord. 10%				6,271		
A/P Payable Bookkeeper 10%				4,180			
Payroll Bookkeeper 5%				2,091			
15 A & E Fees	1430	21,350		21,350	10,750	In Progress	
16 Purchase Computer Hardware	1475	147,697		116,442	108,697	In Progress	
17 Relocation Costs	1495	45,561		29,836	29,836	In Progress	
	<b>Subtotal</b>		<b>877,990</b>		<b>802,769</b>	<b>523,159</b>	



RI 3-0 Main Office	18	Windows	1470	0				
	<b>Subtotal</b>			<b>0</b>		<b>0</b>	<b>0</b>	
RI 3-1 Morin Heights	19	Unit Upgrade	1460	0				
	20	Exterior Upgrade	1460	0				
	21	Site Improvements/Parking	1450	0				
	22	Appliances, Ranges	1465	2,200		2,200	2,200	Completed
	<b>Subtotal</b>			<b>2,200</b>		<b>2,200</b>	<b>2,200</b>	
RI 3-2 Veteran's Memorial	23	Exterior Upgrade	1460	1,079,000		1,079,000	366,005	In Progress
	24	Unit Upgrade	1460	0				
	<b>Subtotal</b>			<b>1,079,000</b>		<b>1,079,000</b>	<b>366,005</b>	
RI 3-3 Parkview Manor	25	Unit Conversion	1460	11,580		11,580	11,580	Completed
	26	Kitchen Upgrade	1460	0				
	27	Fire Alarm Upgrade	1460	92,385		92,385	0	In Progress
	<b>Subtotal</b>			<b>103,965</b>		<b>103,965</b>	<b>11,580</b>	
RI 3-4 Kennedy Manor	28	Kitchen Upgrade	1460	0				
	29	Fire Alarm Upgrade	1460	92,386		92,386	0	In Progress
	<b>Subtotal</b>			<b>92,386</b>		<b>92,386</b>	<b>0</b>	
RI 3-5A Crepeau Court	30	Kitchen Upgrade	1460	0				
	31	Fire Alarm Upgrade	1460	92,385		92,385	0	In Progress
	<b>Subtotal</b>			<b>92,385</b>		<b>92,385</b>	<b>0</b>	
RI 3-5B St. Germain Manor	32	Refrigerator Appliances	1465	0				
	33	Fire Alarm Upgrade	1460	92,385		92,385	0	In Progress
	<b>Subtotal</b>			<b>92,385</b>		<b>92,385</b>		
RI 3-7								

RI 3-8 Scattered Sites	34 Site Improvements/parking	1450	0			
	<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>0</b>	
	<b>Grand Total</b>		<b>2,340,311</b>		<b>2,265,090</b>	<b>902,944</b>

**Annual Statement/Performance  
and Evaluation Report**

**U. S. DEPARTMENT OF HOUSING  
and Urban Development**  
**FYE 2003**  
**RI 43-P003-**  
**50103**

Part III: Implementation Schedule  
Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Development Number / Name	All Funds Obligated/(Quarter Ending)			Funds Expended / (Quarter Ending)			Reasons for Revised Target Dates
	Original	Revised *	Actual *	Original	Revised *	Actual *	
PHA-Wide							
RI 3-1 Morin Heights	9/17/2005			9/16/2007			
RI 3-2 Veterans' Memorial	9/17/2005			9/16/2007			
RI 3-3 Parkview Manor	9/17/2005			9/16/2007			
RI 3-4 Kennedy Manor	9/17/2005			9/16/2007			
RI 3-5A Crepeau Court	9/17/2005			9/16/2007			

RI 3-6B St. Germain Manor	9/17/2005		9/16/2007		
RI 3-7 Scattered Sites	9/17/2005		9/16/2007		

\* To be completed at the end of the program year

form HUD-52837

**Annual Statement/Performance  
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PHA/IHA Name

Comprehensive Grant Number

FFY of Grant Approval

## Woonsocket Housing Authority

RI 43-P003-50203

2003

Original Annual Statement — Performance and Evaluation Report for Program Year Ending 6/30/2005

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost *
		Original	Obligated	Expended
1	Total Non-CGP Funds			
2	1406 Operating Subsidy	24,631	24,631	0
3	1408 Management Improvements 1/	97,258	96,750	13,383
4	1410 Administration 2/	46,631	46,631	37,242
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	0		
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures	253,154	253,154	0
11	1465.1 Dwelling Equipment - Nonexpendable			
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment	44,742	6,655	6,655
14	1495.1 Relocation Costs			
15	1490 Replacement Reserve			
16	1502 Contingency (may not exceed 8% of line 17)			
17	Amount of Annual Grant (Sum of lines 2-16)	<b>466,416</b>		
18	Amount of line 17 Related to LBP Activities			
19	Amount of line 17 Related to Section 504 Compliance			
20	Amount of line 17 Related to Security	50,000		
21	Amount of line 17 Related to Energy Conservation Measures			

1/ Management Improvement cost may not exceed 20% of line 17.

2/ Administrative cost may not exceed 7% of line 17 (or 9% of line 17 for PHAs/IHAs having an unusually large geographic area). \*To be completed at the end of each program.

Signature of Executive Director and Date

Signature of Field Office Manager (or Regional Administrator in co-located office) and Date



	<b>Subtotal</b>		<b>0</b>		<b>0</b>	<b>0</b>	
RI 3-2 Veteran's Memorial							
	<b>Subtotal</b>		<b>0</b>		<b>0</b>	<b>0</b>	
RI 3-3 Parkview Manor	17 Kitchen Upgrade	1460	0				
	Fire Alarm Upgrade	1460	63,288		63,288	0	In Progress
	<b>Subtotal</b>		<b>63,288</b>		<b>63,288</b>	<b>0</b>	
RI 3-4 Kennedy Manor	18 Kitchen Upgrade	1460	0				
	Fire Alarm Upgrade	1460	63,288		63,288	0	In Progress
	<b>Subtotal</b>		<b>63,288</b>		<b>63,288</b>	<b>0</b>	
RI 3-5A Crepeau Court	Fire Alarm Upgrade	1460	63,289		63,289	0	In Progress
	<b>Subtotal</b>		<b>63,289</b>		<b>63,289</b>	<b>0</b>	
RI 3-5B St. Germain Manor	Fire Alarm Upgrade	1460	63,289		63,289	0	In Progress
	<b>Subtotal</b>		<b>63,289</b>		<b>63,289</b>	<b>0</b>	
RI 3-7 RI 3-8 Scattered Sites							
	<b>Subtotal</b>				<b>0</b>	<b>0</b>	
	<b>Grand Total</b>		<b>466,416</b>		<b>427,821</b>	<b>57,280</b>	

**Annual Statement/Performance  
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**U. S. DEPARTMENT OF HOUSING  
and Urban Development**  
**FYE 2003  
RI 43-P003-  
50203**

Part III: Implementation Schedule  
Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Development Number / Name	All Funds Obligated/(Quarter Ending)			Funds Expended / (Quarter Ending)			Reasons for Revised Target Dates
	Original	Revised *	Actual *	Original	Revised *	Actual *	
PHA-Wide							
RI 3-1 Morin Heights	2/13/2006			2/13/2008			
RI 3-2 Veterans' Memorial	2/13/2006			2/13/2008			
RI 3-3 Parkview Manor	2/13/2006			2/13/2008			
RI 3-4 Kennedy Manor	2/13/2006			2/13/2008			
RI 3-5A Crepeau Court	2/13/2006			2/13/2008			
RI 3-6B St. Germain Manor	2/13/2006			2/13/2008			
RI 3-7 Scattered Sites	2/13/2006			2/13/2008			

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\* To be completed at the end of the program year

form HUD-52837

**and Evaluation Report**

Part I: Summary

Comprehensive Grant Program (CGP)

OMB Approved No. 2577-0157 (Exp. 07/31/95)

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PHA/IHA Name	Comprehensive Grant Number	FFY of Grant Approval	
<b>Woonsocket Housing Authority</b>	RI 43-P003-50104		<b>2004</b>

Original Annual Statement \_\_\_ Performance and Evaluation Report for Program Year Ending \_\_\_\_\_ 6/30/2005\_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost *	
		Original	Revised	Obligated	Expended



1	Total Non-CGP Funds					
2	1406	Operating Subsidy	273,953		273,953	
3	1408	Management Improvements 1/	403,500		256,625	4,500
4	1410	Administration 2/	273,953		273,953	
5	1411	Audit				
6	1415	Liquidated Damages				
7	1430	Fees and Costs	177,876		15,859	7,659
8	1440	Site Acquisition				
9	1450	Site Improvement				
10	1460	Dwelling Structures	1,592,750		600,176	85,971
11	1465.1	Dwelling Equipment - Nonexpendable				
12	1470	Nondwelling Structures				
13	1475	Nondwelling Equipment	17,500		0	
14	1495.1	Relocation Costs				
15	1490	Replacement Reserve				
16	1502	Contingency (may not exceed 8% of line 17)				
17	Amount of Annual Grant (Sum of lines 2-16)		<b>2,739,532</b>		<b>1,420,566</b>	<b>98,130</b>
18	Amount of line 17 Related to LBP Activities					
19	Amount of line 17 Related to Section 504 Compliance					
20	Amount of line 17 Related to Security		50,000			
21	Amount of line 17 Related to Energy Conservation Measures					

1/ Management Improvement cost may not exceed 20% of line 17.

2/ Administrative cost may not exceed 7% of line 17 (or 9% of line 17 for PHAs/IHAs having an unusually large geographic area). \*To be completed at the end of each program.

Signature of Executive Director and  
Date

Signature of Field Office Manager (or Regional Administrator in co-located office) and Date

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Part II: Supporting  
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**U. S. DEPARTMENT OF HOUSING**

**and Urban Development**

Office of Public and Indian Housing

**RI 43-P003-  
50104**

**FYE  
2004**

Development Number/  Name of PHA-Wide	General Description of  Proposed Work Items	Development  Account Number	Estimated Cost			Funds Expended *	Funds Status of Prop Work *
			Original	Revised *	Obligated *		
PHA-Wide Management Improvements	1 Operating Subsidy	1406	273,953		273,953	0	In Progress
	2 Services Coordinators	1408	100,000		100,000	0	In Progress
	3 Campus of Learners Implement	1408	100,000		100,000	0	In Progress
	4 Grant Writing/Special Projects	1408	38,500		0	0	In Progress
	5 Community Policing	1408	50,000		50,000	0	In Progress
	6 Purchase/Install New Software/Train	1408	9,000		4,250	2,125	In Progress
	7 Human Resources Mgmt.	1408	11,000		0	0	In Progress
	8 Public Relations	1408	5,000		0	0	In Progress
	9 Records Management	1408	25,000		0	0	In Progress
	10 Living/High Rise Market	1408	25,000		0	0	In Progress
	11 Policies & Procedures	1408	15,000		2,375	2,375	In Progress
	12 Develop Homeownership Program	1408	25,000		0	0	In Progress
	13 Admin Salaries & Fringes	1410	273,953		273,953	0	In Progress
	Executive Director 10%				37,745		
	Assistant to Director 10%				14,745		
	Asst. Director Operations 50%				89,742		
Mod. Coordinator 85%				80,541			
Controller 20%				31,945			
Accounting Coord. 10%				7,445			

		A/P Payable Bookkeeper 10%			4,245			
		Payroll Bookkeeper 5%			7,545			
	14	A & E Fees	1430	177,876		15,859	7,659	In Progress
	15	Purchase Computer Hardware	1475	17,500		0	0	In Progress
		<b>Subtotal</b>		<b>1,146,782</b>		<b>820,390</b>	<b>12,159</b>	
RI 3-0								
		<b>Subtotal</b>		<b>0</b>		<b>0</b>	<b>0</b>	
RI 3-1 Morin Heights	16	Exterior Renovations/Roof Canopies	1460	80,000		48,471	48,471	In Progress
	17	Site Improvements/Parking	1450	0				
		<b>Subtotal</b>		<b>80,000</b>		<b>48,471</b>	<b>48,471</b>	
RI 3-2 Veteran's Memorial	18	Exterior Renovations	1460	471,619		0	0	In Progress
		<b>Subtotal</b>		<b>471,619</b>		<b>0</b>	<b>0</b>	
RI 3-3 Parkview Manor	19	Unit Conversion	1460	0				
	20	Kitchen Upgrade	1460	0				
		Fire Alarm Upgrade	1460	213,083		114,325	0	In Progress
		Interior Renovations/Elevators	1460	0				
		<b>Subtotal</b>		<b>213,083</b>		<b>114,325</b>	<b>0</b>	
RI 3-4 Kennedy Manor	21	Kitchen Upgrade	1460	0				
		Fire Alarm Upgrade	1460	241,882		114,326	0	In Progress
		Interior Renovations/Elevators	1460	0				
		<b>Subtotal</b>		<b>241,882</b>		<b>114,326</b>	<b>0</b>	
RI 3-5A								

Crepeau Court	22	Kitchen Upgrade	1460	0				
		Interior Renovations/Elevators	1460	0				
		Fire Alarm Upgrade	1460	215,583		114,327	0	In Progress
		<b>Subtotal</b>		<b>215,583</b>		<b>114,327</b>	<b>0</b>	
RI 3-5B St. Germain Manor	23	Kitchen Upgrade	1460	0				
		Fire Alarm Upgrade	1460	215,583		114,327	0	In Progress
		Interior Renovations/Elevators	1460					
		<b>Subtotal</b>		<b>215,583</b>		<b>114,327</b>		
RI 3-7 RI 3-8 Scattered Sites								
	24	3-7 & 3-8 Roofing	1460	155,000		94,400	37,500	In Progress
		<b>Subtotal</b>		<b>155,000</b>		<b>94,400</b>	<b>37,500</b>	
		<b>Grand Total</b>		<b>2,739,532</b>		<b>1,420,566</b>	<b>98,130</b>	

**Annual Statement/Performance  
and Evaluation Report**

Part III: Implementation Schedule  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING  
and Urban Development**  
Office of Public and Indian Housing

**FYE 2004  
RI 43-P003-50104**

Development Number / Name	All Funds Obligated/(Quarter Ending)			Funds Expended / (Quarter Ending)			Reasons for Revised Target Dates
	Original	Revised *	Actual *	Original	Revised *	Actual *	
PHA-Wide RI 3-1 Morin Heights	9/7/2006			9/7/2008			

RI 3-2 Veterans' Memorial	9/7/2006		9/7/2008			
RI 3-3 Parkview Manor	9/7/2006		9/7/2008			
RI 3-4 Kennedy Manor	9/7/2006		9/7/2008			
RI 3-5A Crepeau Court	9/7/2006		9/7/2008			
RI 3-6B St. Germain Manor	9/7/2006		9/7/2008			
RI 3-7 Scattered Sites	9/7/2006		9/7/2008			

\*\_To be completed at the end of the program year

\_form HUD-52837

**Annual Statement/Performance**  
**Evaluation Report**  
Summary  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING**  
**and Urban Development**  
**Office of Public and Indian Housing**

OMB Approved No. 2577-

Reporting Burden for this collection of information is estimated to average 75.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600 and to the Office of Management and Budget, Paperwork Reduction Project (2577-0157), Washington, D.C. 20503. Do not send this completed form to either of these addresses.

MIHA Name <b>Woonsocket Housing Authority</b>	Comprehensive Grant Number <b>RI 43-P003-50101</b>	FFY of Grant Approval <b>2001</b>
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Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number Performance and Evaluation Report for Program Year Ending 6/30/2005

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost *	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Subsidy	291,235		291,235	291,235
3	1408 Management Improvements 1/	328,739		328,739	328,739
4	1410 Administration 2/	150,000		150,000	150,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	321,388		321,388	321,388
8	1440 Site Acquisition				
9	1450 Site Improvement	176,532		176,532	176,532
10	1460 Dwelling Structures	1,578,594		1,578,594	1,578,594
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures	53,341		53,341	53,341
13	1475 Nondwelling Equipment	79,473		79,473	79,473
14	1495.1 Relocation Costs				
15	1490 Replacement Reserve				

16	-	1502	Contingency (may not exceed 8% of line 17)	-	-	-	-	-	-
17	-	-	Amount of Annual Grant (Sum of lines 2-16)	-	2,979,302	-	2,979,302	2,979,302	-
18	-	-	Amount of line 17 Related to LBP Activities	-	300,000	-	-	-	-
19	-	-	Amount of line 17 Related to Section 504 Compliance	-	-	-	-	-	-
20	-	-	Amount of line 17 Related to Security	-	100,000	-	-	-	-
21	-	-	Amount of line 17 Related to Energy Conservation Measures	-	-	-	-	-	-

Management Improvement cost may not exceed 20% of line 17.

Administrative cost may not exceed 7% of line 17 (or 9% of line 17 for PHAs/IHAs having an unusually large geographic area). \*To be completed at the end of each program.

Signature of Executive Director and

Signature of Field Office Manager (or Regional Administrator in co-located office) and Date

form HUD-52837  
ref Handbook  
7485.3

**Annual Statement/Performance  
and Evaluation Report**

Part II: Supporting Pages  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING  
and Urban Development**  
Office of Public and Indian Housing

FYE 2001  
RI 43-P003-50

Development Number/ Name of PHA-Wide	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated *	Funds Expended *	Status of Work
			Original	Revised *	Difference *			
PHA-Wide	1 Operating Subsidy	1406	291,235	-	-	291,235	291,235	Complete
Management	2 Services Coordinators	1408	75,890	-	-	75,890	75,890	Complete
Improvements	3 Campus of Learners Implement	1408	83,962	-	-	83,962	83,962	Complete
-	4 Grant Writing	1408	28,807	-	-	28,807	28,807	Complete
-	5 Community Policing	1408	100,000	-	-	100,000	100,000	Complete
-	6 Purchase/Install New Software	1408	26,446	-	-	26,446	26,446	Complete
-	7 Real Estate Assessment	1408	6,333	-	-	6,333	6,333	Complete
-	8 Develop Home Ownership	1408	5,232	-	-	5,232	5,232	Complete
-	29 Admin Salaries & Fringes	1410	150,000	-	-	150,000	150,000	Complete





		<b>Subtotal</b>		<b>244,878</b>			<b>244,878</b>	<b>244,878</b>	
-		-		-			-	-	
RI 3-5A	21	Bathroom Upgrade	1460	0				0	
Crepeau Court	22	HVAC Improvements (Roof Ducts)	1460	11,878			11,878	11,878	Complete
-		-		-			-	-	
-		-		-			-	-	
		<b>Subtotal</b>		<b>11,878</b>			<b>11,878</b>	<b>11,878</b>	
-		-		-			-	-	
St. Germain Manor	23	HVAC Improvements (Roof Ducts)	1460	11,878			11,878	11,878	Complete
		<b>Subtotal</b>		<b>11,878</b>			<b>11,878</b>	<b>11,878</b>	
RI 3-7									
RI 3-8	24	Exterior Painting	1460	103,493			103,493	103,493	Complete
Scattered Sites									
-		-		-			-	-	
		<b>Subtotal</b>		<b>120,000</b>			<b>103,493</b>	<b>103,493</b>	
-		-		-			-	-	
		<b>Grand Total</b>		<b>2,979,302</b>			<b>2,979,302</b>	<b>2,979,302</b>	
-		-		-			-	-	

**Annual Statement/Performance  
Evaluation Report**

III: Implementation Schedule  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING  
and Urban Development  
Office of Public and Indian Housing**

**FYE 2001  
RI 43-P003-50101**

Development Number / Name	All Funds Obligated/(Quarter Ending)			Funds Expended / (Quarter Ending)		
	Original	Revised *	Actual *	Original	Revised *	
-	-	-	-	-	-	-
-	-	-	-	-	-	-
PHA-Wide	-	-	-	-	-	-
-	-	-	-	-	-	-
1 Morin Heights	6/30/2003	-	-	9/30/2005	-	-
-	-	-	-	-	-	-

<u>-2 Veterans' Memorial</u>		<u>6/30/2003</u>	-	-		<u>9/30/2005</u>	-	-
<u>-3 Parkview Manor</u>	-	<u>6/30/2003</u>	-	-	-	<u>9/30/2005</u>	-	-
<u>-4 Kennedy Manor</u>	-	<u>6/30/2003</u>	-	-	-	<u>9/30/2005</u>	-	-
<u>-5A Crepeau Court</u>	-	<u>6/30/2003</u>	-	-	-	<u>9/30/2005</u>	-	-
<u>-6B St. Germain Manor</u>	-	<u>6/30/2003</u>	-	-	-	<u>9/30/2005</u>	-	-
<u>-7 Scattered Sites</u>	-	<u>6/30/2003</u>	-	-	-	<u>9/30/2005</u>	-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
	-		-	-	-		-	-
<u>to be completed at the end of the program year</u>	-		-	-	-		-	-

**WOONSOCKET HOUSING AUTHORITY**  
679 Social Street, Woonsocket, RI 02895

# Organizational Chart

May 2005

Vacant  
Executive Director  
Janet Lemieux  
Controller  
Judy Pouliot  
Service Center Manager  
Don Beauregard  
Security Administrator  
Jacqueline Allard  
Housing Choice Voucher Program Coordinator  
Christine O'Connor  
HR Manager  
Maureen McNulty  
Assistant to the Ex. Director  
Kathy Muhr  
Resident Services Mgr.  
Family Developments  
Duncan C. Speel  
Assistant Director of  
Operations & Development  
Board of Commissioners  
Lisa Joseph  
T/A Bookkeeper

Monique Bergeron  
Accounting Coordinator  
Esther Magliocca  
Payroll Bookkeeper  
Bruce Paris  
IT Specialist  
Debra Perron  
Housing Data Clerk  
Amneris Nieves  
Tenant Selector  
Elaine Boutilier  
Tenant Selector  
Nancy Beras  
Housing Data Clerk  
Sonia Alpen  
Receptionist  
Regina Lindblad  
Housing Data Clerk  
Gloria Wilson  
Data Clerk  
Charlotte Vieira  
Security Activities  
Coordinator  
Tracy Maynard  
Security Lead Person  
Andre Cote  
Courier  
Sarah Blakely  
Answering Service  
Russell St. Germain  
Security/Answering Service  
Pauline Richard  
Security/Answering Service  
Samia Osman  
Security/Answering Service  
Paul Williamson  
Security/Answering Svc.  
Gloria Collado  
Answering Service  
Nelson Orengo  
Answering Service

Nina Parrett Resident Service  
Coordinator  
Sandra McCarthy  
Resident Service  
Coordinator

Jeanne Sharp  
Lead Self Sufficiency/  
Homeownership  
Coordinator  
Alicia Jackson  
Self-Sufficiency/Homeownership  
Coordinator

Mary Ann Jolicoeur  
Housing Manager  
Veterans Memorial  
Eunice DeLaHoz  
Housing Manager  
Morin Heights  
Rita Ornstedt  
Housing Manager

High-rises  
Judy Lacroix  
Modernization  
Coordinator  
Elizabeth Cole  
Senior Housing  
Data Clerk  
Linda Boulay  
Senior Housing  
Data Clerk

Rhonda Ducharme  
Work Order  
Intake Specialist  
Michael Piedmonte

Maintenance Foreman  
Veterans Memorial  
Paul Gamache

Maintenance Foreman  
Morin Heights  
Carol Jalbert  
Senior Housing  
Data Clerk

Richard Robidoux  
Maintenance Lead  
George Laplume  
Maintenance Lead

Daisy Machuca  
HousingDataClerk  
Sandra Agosto  
Senior Housing  
Data Clerk

MarieElena Silva Housing DataClerk  
Veterans Memorial

Maintenance Persons:

Ray Courmoyer  
Richard Girard  
Paul Levreault  
Bernabel Martinez  
Michael Provost  
Roger MacIntosh  
Michael Nespolo

Morin Heights  
Maintenance Persons:

Edgar Baril  
Marcel Beauregard  
Robert Lafrenaye

Roland Laprade  
Ernest Richard  
Charles Rossi  
Gerard Laplume  
Jean Menard  
Maintenance Person  
Kennedy Manor  
Roger Plante  
Maintenance Person  
St. Germain Manor  
Robert Lafrenaye  
Maintenance Person  
Parkview Manor  
Joseph Browne  
Maintenance Aide  
William Stein  
Maintenance Person  
Central Supply  
Gerard Leverault  
Maintenance Person  
Mobile Van  
Walter Bourgeois  
Maintenance Aide

Robert Neri  
Maintenance Person  
Crepeau Court  
Mike Desorosiers  
Maintenance Aide  
Jo-Ann Lanoue A/P Bookkeeper  
Diane Hilbert  
Housing Data Clerk

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

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

HA Name <b>Housing Authority of the City of Woonsocket</b>	Locality: (City/County & State) <b>Woonsocket, Rhode Island</b>	<input type="checkbox"/> Original <input type="checkbox"/> Revision No.: __8__
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A. Development Number/Name	Work Statement for Year 1 FFY: 2006	Work Statement for Year 2 FFY: 2007	Work Statement for Year 3 FFY: 2008	Work Statement Year 4 FFY: 2009	Work Statement Year 5 FFY: 2010
RI 3-1 Morin Heights		0	0	0	0
RI 3-2 Veterans Memorial		270,000	600,000	400,000	163,438
RI 3-3 Parkview Manor		143,594	150,000	166,000	150,000
RI 3-4 Kennedy Manor		191,594	150,000	208,400	150,000
RI 3-5A Crepeau Court		156,594	150,000	172,400	331,719
RI 3-5B St. Germain Manor		156,594	150,000	180,076	331,719
RI 3-7 Scattered Sites		87,500	26,938	5,000	5,000
RI 3-8 Scattered Sites		25,000	9,938	5,000	5,000
<b>B. Physical Improvements Subtotal</b>		<b>1,030,876</b>	<b>1,236,876</b>	<b>1,136,876</b>	<b>1,136,876</b>
<b>C. Management Improvements</b>		<b>363,500</b>	<b>175,000</b>	<b>207,500</b>	<b>207,500</b>
<b>D. HA-wide Non-dwelling Structures and Equipment</b>		<b>17,500</b>	<b>0</b>	<b>67,500</b>	<b>67,500</b>
<b>E. Administration</b>		<b>273,953</b>	<b>273,953</b>	<b>273,953</b>	<b>273,953</b>
<b>F. Other (1411, 1430 &amp; 1501)</b>		<b>779,750</b>	<b>779,750</b>	<b>779,750</b>	<b>779,750</b>
<b>G. Operations</b>		<b>273,953</b>	<b>273,953</b>	<b>273,953</b>	<b>273,953</b>
<b>H. Demolition</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>I. Replacement Reserve</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>J. Modernization Used for Development</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>K. Total CGP Funds</b>		<b>2,739,532</b>	<b>2,739,532</b>	<b>2,739,532</b>	<b>2,739,532</b>
<b>L. Total Non-CGP Funds</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>J. Grand Total</b>		<b>2,739,532</b>	<b>2,739,532</b>	<b>2,739,532</b>	<b>2,739,532</b>

Signature of Executive Director and Date	Signature of Public Housing Director/Office of Native American Programs Administrator and Date
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**Five-Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: 2006	Work Statement for Year ____2____ FFY: _2007_			Work Statement for Year ____3____ FFY: _2008_		
	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost
<b>See Annual Statement</b>	<b>RI 3-1 Morin Heights</b>		Part of Debt Service	<b>RI 3-1 Morin Heights</b>		Part of Debt Service
	Interior Renovations		00.00	Interior Renovations		0
	Exterior Renovations		00.00	Exterior Renovations		0
	SiteImprovement/parking/landscaping		00.00	<b>Total:</b>		0
	<b>Total:</b>		00.00	<b>RI 3-2 Veteran's Memorial</b>		
	<b>RI 3-2 Veterans Memorial</b>			Lead Abatement		600,000
	SiteImprovement/parking/landscaping		20,000	<b>Total:</b>		600,000
	Lead Abatement		210,000	<b>RI 3-3 Parkview Manor.</b>		
	<b>Total:</b>		270,000	New Generators		150,000
	<b>RI 3-3 Parkview Manor</b>			<b>Total:</b>		150,000
	New Trash Compactor System		60,000	<b>RI 3-4 Kennedy Manor</b>		150,000
	New PA System in Corridors		83,594	New Generators		150,000
<b>Total:</b>		143,594	<b>Total:</b>		150,000	
<b>RI 3-4 Kennedy Manor</b>			<b>RI 3-5A Crepeau Court</b>			
PA System in Corridors		86,594	New Generators		150,000	
New Generators		45,000	<b>Total:</b>		150,000	
<b>Total:</b>		191,594				
<b>RI 3-5A Crepeau Court</b>						
PA System in Corridors		86,594				
New Boilers		70,000				
<b>Total:</b>		156,594				
	Subtotal of Estimated Cost		<b>See Next Page</b>	Subtotal of Estimated Cost		<b>See Next Page</b>



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

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

Work Statement for Year 1 FFY: 2005	Work Statement for Year <u>2</u> FFY: <u>2006</u>			Work Statement for Year <u>3</u> FFY: <u>2007</u>		
	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>RI 3-5B St. Germain</b>			<b>RI 3-5B St. Germain</b>		
	New PA System in Corridors		86,594	New Generators		<u>150,000</u>
	Trash Compactor System		60,000	<b>Total:</b>		150,000
	New Boilers		<u>10,000</u>			
	<b>Total:</b>		156,594			
	<b>RI 3-7 Scattered Sites</b>			<b>RI 3-7 Scattered Sites</b>		
	Roofs		77,500	Boilers		12,000
	Site Work/Parking		<u>10,000</u>	Site Work/Parking		<u>14,938</u>
	<b>Total:</b>		87,500	<b>Total:</b>		26,938
	<b>RI 3-8 Scattered Sites</b>			<b>RI 3-8 Scattered Sites</b>		
Appliances		15,000	Site Work/Parking		<u>9,938</u>	
Site Work/Parking		<u>10,000</u>	<b>Total:</b>		9,938	
<b>Total:</b>		25,000				
	Subtotal of Estimated Cost		<b>1,030,876</b>	Subtotal of Estimated Cost		<b>1,236,876</b>

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

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

Work Statement for Year 1 FFY: 2005	Work Statement for Year <u>4</u> FFY: <u>2008</u>			Work Statement for Year <u>5</u> FFY: <u>2009</u>		
	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>RI 3-1 Morin Heights</b>		<b>Part of Debt Services</b>	<b>RI 3-1 Morin Heights</b>		<b>Part of Debt Services</b>
	Interior Renovations		0	Interior Renovations		0
	Exterior Renovations		0	Exterior Renovations		0
	Site Work/landscaping/parking		<u>0</u>	Site Work/landscaping/parking		<u>0</u>
	<b>Total:</b>		0	<b>Total:</b>		0
	<b>RI 3-2 Veterans Memorial</b>			<b>RI 3-2 Veterans Memorial</b>		
	Interior Renovations/Lead Abatement		<u>400,000</u>	Interior Renovations/Lead Abatement		<u>163,438</u>
	<b>Total:</b>		400,000	<b>Total:</b>		163,438
	<b>RI 3-3 Parkview Manor.</b>			<b>RI 3-3 Parkview Manor</b>		
	Hood/Light/Microwave		116,000	Chillers		<u>150,000</u>
Cycle Painting		<u>50,000</u>	<b>Total:</b>		150,000	
<b>Total:</b>		166,000				
<b>RI 3-4 Kennedy Manor</b>			<b>RI 3-4 Kennedy Manor</b>			
Cycle Painting		50,000	Chillers		<u>150,000</u>	
Hood/Light/Microwave		<u>158,400</u>	<b>Total:</b>		150,000	
<b>Total:</b>		208,400				
<b>RI 3-5A Crepeau Court</b>			<b>RI 3-5A Crepeau Court</b>			
Cycle Painting		50,000	Function Rooms		181,719	
Hood/Light/Microwave		<u>122,400</u>	Chillers		<u>150,000</u>	
<b>Total:</b>		172,400	<b>Total:</b>		331,719	
	<b>Subtotal of Estimated Cost</b>			<b>Subtotal of Estimated Cost</b>		

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

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

Work Statement for Year 1 FFY: 2005____	Work Statement for Year ___4___ FFY: ___2008___			Work Statement for Year ___5___ FFY: ___2009___		
	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>RI 3-5B St. Germain</b> Hood/Light/Microwave Cycle Painting		130,076 <u>50,000</u> 180,076	<b>RI 3-5B St. Germain</b> Function Areas Chillers		181,719 <u>150,000</u> 331,719
	<b>Total:</b>			<b>Total:</b>		
	<b>RI 3-7 Scattered Sites</b> Site work/Parking		<u>5,000</u> 5,000	<b>RI 3-7 Scattered Sites</b> Site Work/Parking		<u>5,000</u> 5,000
	<b>Total:</b>			<b>Total:</b>		
	<b>RI 3-8 Scattered Sites</b> Site Work/Parking		<u>5,000</u> 5,000	<b>RI 3-8 Scattered Sites</b> Site Work/Parking		<u>5,000</u> 5,000
	<b>Total:</b>			<b>Total:</b>		

Subtotal of Estimated Cost

**1,136,876**

Subtotal of Estimated Cost

**1,136,876**

Page 5 of 7

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

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

Work Statement for Year 1 FFY: 2005	Work Statement for Year <u>2</u> FFY: <u>2006</u>			Work Statement for Year <u>3</u> FFY: <u>2007</u>		
	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>PHA-Wide Management Improvements</b>			<b>PHA-Wide Management Improvements</b>		
	Services Coordinators		50,000	Services Coordinators		50,000
	Neighborhood Network		5,000	Neighborhood Network		25,000
	Community Policing		50,000	Community Policing		50,000
	Computer Software Upgrade		39,000	HR Resource Management		25,000
	Computer Hardware Upgrade		50,000	Develop Homeownership Program		10,000
	Grant Writing/Special Projects		38,500	Policies and Procedures Update		15,000
	Human Resource Management		11,000			
	Records Management		5,000			
	Innovative Programming (Assisted Living/High Rise Market)		10,000			
	Develop Homeownership Program		10,000			
	Policies and Procedures Update		5,000			

	Subtotal of Estimated Cost	<b>108,000</b>	Subtotal of Estimated Cost	<b>175,000</b>	

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

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

Work Statement for Year 1 FFY: 2005	Work Statement for Year <u>4</u> FFY: <u>2008</u>			Work Statement for Year <u>5</u> FFY: <u>2009</u>		
	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost
<b>See Annual Statement</b>	<b>PHA-Wide Management Improvements</b>			<b>PHA-Wide Management Improvements</b>		
	Services Coordinators		50,000	Community Policing		50,000
	Network Neighborhood		15,000	Services Coordinators		50,000
	Community Policing		50,000	Neighborhood Network		15,000
	Develop Homeownership Program		10,000	Develop Homeownership Program		10,000
	Develop Policies and Procedures		15,000	Develop Policies and Procedures		15,000
	PNA/MNA Update		67,500	Computer Software		67,500
	Computer Software		67,500	Computer Hardware		67,500
Computer Hardware						

		<b>207,500</b>		Subtotal of Estimated Cost	<b>207,500</b>

# ATTACHMENT E

## **PHA PLAN- Component 14**

### **Pet Policy – Woonsocket Housing Authority**

**POLICY:** Effective January 1, 2001 the Housing Authority of the City of Woonsocket, Rhode Island will have in effect a PET POLICY. In order to accommodate residents fairly and equitably one policy will be enforced for all properties owned and managed by the WHA (family developments, high rise buildings and scattered sites). Residents who opt to house a dog or cat will be required to pay a security deposit of one month's rent (not to exceed \$ 300.00) for this privilege.

**'LEASH' BOARD:** A LEASH (LEASE ENFORCEMENT of ANIMAL SAFETY in HOUSING) Board of five (5) members shall be established to hear complaints, grievances, and appeals of pet owners. Two (2) 'LEASH ' members appointed by the Executive Director will be representatives of the WHA and two (2) representatives of the Resident Advisory Board (RAB) will also be members. Additionally one (1) other individual with an affiliation of pet ownership and care will also be requested to become a member of the 'LEASH' Board. LEASH will meet to discuss changes in the PET POLICY and on an as needed basis.

**ACCEPTABLE PETS:** Only common household pets will be allowed: cat, dog, bird, hamster, iguana, gerbil, guinea pig, rabbit, and fish. If the pet is a dog, the maximum weight cannot exceed 20 pounds at full maturity.

**UNACCEPTABLE PETS:** Any animal normally found in the wild (raccoons, skunks, squirrels etc). Also pigeons, ferrets, snakes, spiders, chickens, ducks, birds of prey (hawks, falcons, etc.)

**RULES and REGULATIONS:** Reflecting the laws of the State of Rhode Island, and further mirroring an enhancing the laws of the City of Woonsocket, dogs are not allowed to roam freely at any time and must be properly licensed and immunized. Cats will not be allowed to roam freely and must be properly immunized. Dogs and cats are required to be spayed or neutered at the proper age, with proof of all aforementioned given to the WHA. Pet owners must prevent their pet from nuisances such as excessive barking, chirping, howling, meowing, whining or any other unruly behavior that would disturb the health, safety, comfort or quiet enjoyment of their neighbors at all times. Animals found loose will be brought to an animal shelter at no expense to the WHA.

**INTERIOR OF UNIT:** In order to assure the safety of WHA personnel, dogs must be contained in secure metal cages whenever an employee is expected at the unit, or whenever the head of the household is not at home. Resident pet owners are prohibited from altering their unit to accommodate a pet. Resident pet owners will prevent the animal from causing damage to the interior of the unit. Pet owners must keep their units clean, sanitary and free of pet odors and infestation of insects. Animal waste must be properly bagged and disposed of in the dumpster.

**EXTERIOR OF UNIT:** No dogs can be tied at either the front or rear stairs or in the front or rear yards. No dog coops, cages, pens, or hutches are permitted on the property. Resident pet owners will prevent the animal from causing damage to all exterior yard areas including landscaping. Pet owners must keep their yards clean, sanitary and free of pet odors and infestation of insects. Animal waste must be cleaned immediately by the pet owner, properly bagged and disposed of in the dumpster.

**SPONSORS:** In the event a resident pet owner has neglected, abused, or abandoned their pet, or another emergency situation exists the pet owner must provide the WHA the names, addresses and telephone numbers of two (2) adult individuals who will take immediate full responsibility of the pet. If these individuals are unavailable at the time a situation becomes known, the WHA will remove the pet or cause to have the pet removed to an animal care facility at the cost of the resident pet owner.

**INSURANCE:** Although not required, it is strongly recommended that pet owners obtain insurance for their own protection. The WHA requires pet owners to sign documentation indemnifying the Authority against pet related litigation, attorney's fees, and any and all personal injury claims.

**FEES:** In addition to fines imposed by the City of Woonsocket regarding pets, the WHA reserves the right to impose fees to resident pet owners who lack responsibility and show little regard to the rules and regulations of the WHA pet policy.

## **ATTACHMENT F**

### **Resolution 923**

#### **POLICY: WHA Community Service Requirement**

It is the obligation of all adult residents who live within Woonsocket Housing, who are not exempted to perform community service, participate in an economic self-sufficiency program or a combination of either for at least 8 hours per month. The lease specifies that it (the lease) will be renewed automatically for all purposes unless the family fails to comply with service requirement. Violation of the service requirement is grounds for non-renewal of the lease at the end of the twelve-month lease term, but not for termination during the course of the twelve-month lease term. Residents who qualify for the requirement will begin participation on the first annual renewal date of their lease after January 1, 2001. All residents will be reviewed for eligibility annually at least thirty days before the end of the twelve-month lease term.

Residents exempted from the program are adults who are:

1. 62 years or older
2. A person with a disability as defined by the Social Security Act or the primary care taker of a person with a disability
3. Engaged in work activity
4. Enrolled in an educational program, welfare to work program
5. A member of family receiving benefits from a state funded program such as the Department of Human Services who has not been sanctioned

All residents are responsible for informing the Housing Authority of a change in their exemption status for this program. A Memorandum of Understanding is in effect with the Rhode Island Department of Human Services so that WHA may verify information regarding a person's exemption status.

Community service is voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance residents self-sufficiency, or increase residents self-sufficiency in the community. In implementing the service requirement, WHA may not substitute community service or self-sufficiency activities performed by residents for work ordinarily performed by WHA employees, or replace any job at any location where residents perform activities to satisfy the requirement.

At the initiation of a resident's service, a Service Verification Form must be completed which collects data on the place of service. This form will be returned to the Housing Manager for approval. If a proposed community service activity is not found to meet the above requirements, the resident will be referred to Resident Services for assistance in obtaining a qualifying placement. Residents who do not pre-approve their placement risk completing service that does not fulfill the requirement and jeopardizes their ability to meet the terms of the lease.



At least thirty days before the end of the twelve-month term of a lease, eligible residents are required to produce documentation of their service. Verification will consist of a signed letter from the location where the service was performed, that states the place at which the service occurred, the start date of service, the total number of hours of service, and the contact person's name, phone number, and address. The Housing Authority reserves the right to verify the information being presented by contacting the contact person.

If the Housing Authority determines there is a resident who is required to fulfill the service requirement, but who has violated his obligation, WHA will notify residents of this determination. The notice must briefly describe the noncompliance, inform residents of their right to a grievance hearing, and state that the WHA will not renew the lease at the end of the twelve-month lease term unless the resident meets one of the following requirements:

1. The resident and any other noncompliant residents enter into a written agreement with WHA to cure such noncompliance.
2. The resident shows satisfactory evidence to WHA that the noncompliant resident no longer resides in the unit.

If a resident has violated the service requirement, WHA may not renew the lease upon expiration of the terms unless a written agreement to cure such non-compliance is established or all other family members who are subject to mandatory service are compliant and non-compliant family members no longer reside in the unit.

## ATTACHMENT G

### Woonsocket Housing Authority Component 10 (B) Voluntary Conversion Initial Assessment

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

There are four (4) ACCs subject to the Voluntary Conversion Analysis. These are:

Morin Heights (RI 3-1)  
Veteran's Memorial (RI 3-2)  
Scattered Site (RI 3-7)  
Scattered Site (RI 3-8)

- b) How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

There are four (4) ACCs not subject to the Voluntary Conversion Analysis as Elderly/Disabled developments. These are:

Parkview Manor (RI 3-3)  
Kennedy Manor (RI 3-4)  
Crepeau Court (RI 3-5A)  
St. Germain (RI 3-5B)

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

All four covered developments have had an initial assessment. This initial assessment relied on existing data including a Physical Needs Assessment (PNA) from 1997, a basic allocation of operating costs by unit and recent Section 8 rent reasonableness data.

The analysis was prepared using the Appendix A to the Proposed Rule on Voluntary Conversion, which was published July 23, 1999.

The Authority is in the process of updating the PNA and will be working on development of different operating cost assumptions for its elderly/disabled high-rises and family Townhouse developments. The Authority will also review its cost per Section 8 unit using the new FMR under the Final Rule due for publication during the Fall of 2001.

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

At the current time, the Housing Authority has not identified any developments suitable for conversion.

Development Name	Number of Units

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

This information must be provided as a required attachment to the PHA Plan template.

## ATTACHMENT H

**WOONSOCKET RESIDENT ADVISORY BOARD (WRAB)  
of the Woonsocket Housing Authority  
Woonsocket, Rhode Island, 02895**

Gail Michaud, President	401 762-8139
Yvette A. Poire, Vice President	N/A
Denise Leveillee, Secretary	401 766-0963
Dora Wilson, Treasurer	401 767-1719

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**Members:**

Candy Seldon	26 Morin Heights	769-3391
Denise Leveillee	Kennedy Manor #802	766-0963
Dora Wilson	48 Olo Street (Section 8)	767-1719
Doris Mercure	429 E. School Street #314 (St. Germain)	766-2474
Gail Michaud	96 Arnold Street (Scattered Sites)	765-0905 / 769-1480
Gene Michaud	96 Arnold Street (scattered sites)	765-0905 / 769-1480
Janet C. Lavoie	218 Pond Street #313 (Parkview)	766-7864
Lorraine Lanctot	100 Front Street #512 (Crepeau Ct.)	766-0810
Lucienne Cote	218 Pond Street #812 (Parkview)	356-1145
Madeline Dominick	100 Front Street #812 (Crepeau Ct.)	766-7061
Robert V. Hayes	229 Morin Heights Blvd.	766-9591
Doris Miles	429 E. School Street #912 (St. Germain)	766-4361
Yvette A. Poire	547 Clinton Street #1009 (Kennedy Manor)	N/A

# **ATTACHMENT I**

## **Woonsocket Housing Authority Board of Commissioners**

### **RESIDENT MEMBERS:**

There are two (2) slots on the Board of Commissioners for residents. Both are appointed by the Mayor as a result of a legislative change that increased our Board from 5 members to 7 members with 2 members being residents.

The members and their terms are:

Yvette A. Poiré                      8/07/2003-6/08/2007

\*The second slot was vacated in June, 2004, and a new Commissioner has not yet been appointed.

**Annual Statement/Performance  
and Evaluation Report**

Part I: Summary  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING  
and Urban Development  
Office of Public and Indian Housing**

OMB Approved No. 2577-0157 (Exp. 07/31/95)

**Annual Statement/Performance  
and Evaluation Report**

Part I: Summary  
Comprehensive Grant Program (CGP)

Public Reporting Burden for this collection of information is estimated to average 75.0 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600 and to the Office of Management and Budget, -Paperwork Reduction Project (2577-0157), Washington, D.C. 20503. Do not send this completed form to either of these addresses.

PHA/IHA Name <b>Woonsocket Housing Authority</b>	Comprehensive Grant Number <b>RI 43-P003-50106</b>	FFY of Grant Approval <b>2006</b>
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Original Annual Statement  Reserve for Disasters/Emergencies \_\_\_ Revised Annual Statement/Revision Number \_\_\_ Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost *	
		Original	Revised	Obligated	Exp
1	Total Non-CGP Funds				
2	1406 Operating Subsidy	259,080			
3	1408 Management Improvements 1/	198,500			
4	1410 Administration 2/	259,080			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	5,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000			
10	1460 Dwelling Structures	1,029,391			
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				

13	1475	Nondwelling Equipment	50,000		
14	1495.1	Relocation Costs			
15	1501	Debt Service	779,750		
16	1502	Contingency (may not exceed 8% of line 17)			
17	Amount of Annual Grant (Sum of lines 2-16)		<b>2,590,801</b>		<b>0</b>
18	Amount of line 17 Related to LBP Activities				
19	Amount of line 17 Related to Section 504 Compliance				
20	Amount of line 17 Related to Security		50,000		
21	Amount of line 17 Related to Energy Conservation Measures				

1/ Management Improvement cost may not exceed 20% of line 17.

2/ Administrative cost may not exceed 7% of line 17 (or 9% of line 17 for PHAs/IHAs having an unusually large geographic area). \*To be completed at the end of each program.

Signature of Executive Director and Date

Signature of Field Office Manager (or Regional Administrator in co-located office) and Date

form HUD-52837  
ref Handbook 7485.3

<b>Annual Statement/Performance and Evaluation</b> Part II: Comprehensive Grant Program (CGP)	<b>U. S. DEPARTMENT OF HOUSING and Urban Development</b> Office of Public and Indian Housing	<b>FYE 2006</b> <b>RI 43-P003-50106</b>
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Development Name of	General Description of Proposed Work Items	Development Account	Estimated Cost			Funds Obligated	Funds Expended	Status of Proposed
			Original	Revised	Difference			
PHA-Wide Management Improvements	1 Operating Subsidy	1406	259,080					
	2 Services Coordinators	1408	10,000					
	3 Campus of Learners Implement	1408	10,000					
	4 Grant Writing/Special Projects	1408	38,500					
	5 Community Policing	1408	50,000					

	5	Community Policing	1408	50,000				
	6	Purchase/Install New Software/Train	1408	39,000				
	7	Real Estate Assessment/Mkt Study						
		Policies & Procedures	1408	15,000				
	8	Develop Home Ownership	1408	10,000				
	9	Human Resources Mgmt.	1408	11,000				
	10	Public Relations	1408	5,000				
	11	Records Management	1408	5,000				
	12	Innovative Programing/Assisted						
		Living/High Rise Market	1408	5,000				
	13	Admin Salaries & Fringes:	1410	259,080				Admin Salaries & Fringes:
		Executive Director 10%						33,445
		Assistant to Director 10%						8,361
		Asst. Director Operations 50%						64,800
		Mod. Coordinator 85%						68,980
		Controller 20%						20,903
		Accounting Coord. 10%						6,271
		A/C Payable Bookkeeper 10%						4,180
		Payroll Bookkeeper 5%						2,091
	14	A & E Fees	1430	5,000				
	15	Purchase Computer Hardware	1475	50,000				
	16	Debt Service	1502	779,750				
		<b>Subtotal</b>		<b>1,551,410</b>			<b>0</b>	<b>0</b>
RI 3-0 Main Office				0				
		<b>Subtotal</b>		<b>0</b>			<b>0</b>	<b>0</b>
RI 3-1 Morin Heights	17	Exterior Renovsations	1460	0				
		<b>Subtotal</b>		<b>114,000</b>			<b>0</b>	<b>0</b>
RI 3-2	18	Interior Upgrade/Lead Abatement	1460	60,000				

Veteran's Memorial	19	Entrance Doors	1460	210,000				
	<b>Subtotal</b>			<b>270,000</b>			<b>0</b>	<b>0</b>
RI 3-3 Parkview Manor	20	Trash Compactor System	1460	145,158				
	<b>Subtotal</b>			<b>145,158</b>			<b>0</b>	<b>0</b>
RI 3-4 Kennedy Manor	21	Trash Compactor System	1460	143,158				
	22	Domestic Hot Water Tank	1460	97,754				
	<b>Subtotal</b>			<b>240,912</b>			<b>0</b>	<b>0</b>
RI 3-5A Crepeau Court	23	Trash Compactor System	1460	148,907				
	24	Boilers	1460	37,753				
	<b>Subtotal</b>			<b>186,660</b>			<b>0</b>	<b>0</b>
RI 3-5B St. Germain Manor	25	Trash Compactor System	1460	148,908				
	26	Boilers	1460	37,753				
	<b>Subtotal</b>			<b>186,661</b>				
RI 3-7 RI 3-8 Scattered Sites	Site Improvements/parking		1450	10,000				
	<b>Subtotal</b>			<b>10,000</b>			<b>0</b>	<b>0</b>
<b>Grand Total</b>				<b>2,590,801</b>			<b>0</b>	<b>0</b>

**Annual Statement/Performance  
and Evaluation Report**

Part III: Implementation Schedule  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING  
and Urban Development**  
Office of Public and Indian Housing

**FYE 2006  
RI 43-P003-50106**



Development Number / Name	All Funds Obligated/(Quarter Ending)			Funds Expended / (Quarter Ending)			Reasons for Revised Target Dates
	Original	Revised *	Actual *	Original	Revised *	Actual *	
PHA-Wide							
RI 3-1 Morin Heights	9/30/2008			9/30/2010			
RI 3-2 Veterans' Memorial	9/30/2008			9/30/2010			
RI 3-3 Parkview Manor	9/30/2008			9/30/2010			
RI 3-4 Kennedy Manor	9/30/2008			9/30/2010			
RI 3-5A Crepeau Court	9/30/2008			9/30/2010			
RI 3-6B St. Germain Manor	9/30/2008			9/30/2010			
RI 3-7 Scattered Sites	9/30/2008			9/30/2010			

\* To be completed at the end of the program year

form HUD-52837

## **ATTACHMENT K**

### **List of Projects to which the Bond Proceeds will be Applied:**

#### Morin Heights Family Complex

The scope of this work is to renovate fourteen (14) Buildings (130 units) and demolition of three (3) buildings (24 units). This work is to include renovating 10 of the units within ADA standards possibly from the "A" buildings with a one bedroom 1<sup>st</sup> floor unit on each end combined with the next door apartment; a two bedroom to make a 3 bedroom unit on each end with a first floor bedroom.

This work is to continue the esthetics/motif from phase I. The functional improvements to the interior, opening the kitchen/living room wall and kitchen/utility room wall are desirable along with new floors, walls, ceilings and lead abatement.

Site work is to continue underground electrical from phase I, resurfacing a parking lot and minimal landscape for maintenance oversight. This will include new curb cuts and ramps at walks for ADA requirements.

# **ATTACHMENT L**

## **Section 8 Homeownership Program Capacity Statement**

The Woonsocket Housing Authority plans to administer a Section 8 Homeownership Program and we will demonstrate our capacity to administer that program by:

Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment come from the family's resources.