

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: WATERVILLE HOUSING AUTHORITY PHA Code: ME 008 PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 07/2010				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 194 Number of HCV units: 394				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
					PH HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	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 for the next five years: The mission of the Housing Authority of the City of Waterville is to promote adequate, affordable housing, economic opportunity, and a suitable living environment for the families we serve, without discrimination.				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. A. GOALS & OBJECTIVES FOR FISCAL YEARS 2010 – 2014: 1. Improve the quality of assisted housing <ul style="list-style-type: none"> • Maintain/Improve PH management as reflected by the overall PHAS scores and qualifying as at least a standard performer: <ul style="list-style-type: none"> a. Reduce unit turnover and turnaround time b. Respond to emergency work orders within 24 hours and routine work orders within 5 days c. Inspect a minimum of 97% of dwelling units annually, addressing necessary repairs promptly • Maintain the current level of performance in the HCV program and at a minimum qualify as a standard performer based on SEMAP scores. • Continue to renovate, modernize and upgrade public housing units by using Capital Funds: <ul style="list-style-type: none"> a. Complete bathroom renovations in a minimum of 50% of the family units b. complete siding and roof replacements on a minimum of 75% of the acquisition houses • Continue environmentally conscientious "green" improvements to reduce PHA and tenant costs: <ul style="list-style-type: none"> a. Install water saving toilets in a minimum of 50% of the family units b. Purchase energy efficient appliances for replacement program c. Switch to energy efficient lighting fixtures and CFL bulbs d. Install solar pre-heated domestic hot water systems e. Install energy efficient replacement windows f. Encourage recycling by distributing promotional/informational materials and increasing recycling awareness and opportunities 				

2. Promote self-sufficiency and asset development of families and individuals

- Work with other community agencies and serve on committees that promote rental housing and homeownership opportunities for low-income individuals and families
- Investigate management opportunities with owners of other apartment units operated for the use of elderly and low-income families
- Continue to support the Waterville Homeless Shelter as resources permit
- Continue to subsidize and promote the facilities and activities of the North End Boys and Girls Club as resources permit
- Identify and sponsor enrichment opportunities for low-income residents within the PHA complexes and the community at large.

3. Expand the supply of assisted housing and expand the Housing Authority's income base

- Investigate management opportunities with owners of other apartment units operated for the use of elderly and low-income families

4. Continue compliance with provisions of the Violence Against Women Act (VAWA)

- Fully comply with the Violence Against Women Act (VAWA). Details are in Attachment A.

B. PROGRESS ON GOALS & OBJECTIVES FOR FISCAL YEARS 2005 – 2009:

GOAL: IMPROVE THE QUALITY OF ASSISTED HOUSING	
Objective	Progress
<p>Concentrate on efforts to improve specific management functions:</p> <p style="text-align: center;">MANAGEMENT:</p> <p>1. Manage the Waterville Housing Authority's existing public housing program in an efficient and effective manner thereby continuing to qualify as at least a standard performer, for example by maintaining a high occupancy rate.</p>	<p>1. WHA received PHAS scores of 92 in 2005 and 2007 maintaining the status of "High" performer the entire five years. From 7/1/05 to 6/30/09 the average occupancy rate was 95%.</p>
<p>2. Manage the Waterville Housing Authority in a manner that results in full compliance with applicable statutes and regulations as defined by program audit findings</p>	<p>2. WHA has not had any audit findings in the last five years.</p>
<p>3. Promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.</p>	<p>3. WHA has had very little staff turnover in the last five years. Employees can efficiently and effectively perform their duties as reflected in our "High" performer status.</p>
<p style="text-align: center;">TENANT-BASED HOUSING:</p> <p>1. Manage the Waterville Housing Authority's tenant-based program in an efficient and effective manner thereby continuing to qualify as at least a standard performer under SEMAP</p>	<p>1. WHA's SEMAP scores have been 100% for four of the last five years, rating as a "High" performer.</p>
<p style="text-align: center;">FISCAL RESPONSIBILITY</p> <p>1. Ensure full compliance with all applicable standards and regulations including government generally accepted accounting practices, for example by:</p> <ul style="list-style-type: none"> • Continuing to operate so that income is equal to or greater than expenses every year. • Maintaining its operating reserves of at least 40 percent 	<p>1. Each annual audit performed by WHA's independent public accountant has proven that the housing authority is conscientious in its fiscal practices. Expenses have been monitored closely by employees and the board on a monthly basis which has enabled WHA to maintain healthy operating reserves.</p>
<p style="text-align: center;">OTHER:</p> <p>1. Sustain and maintain the Waterville Housing Authority's present housing stock by maintaining an appealing, up-to date environment in its developments</p>	<p>Over the course of the last five years CFP monies have been used in accordance with HUD rules. WHA has been able to maintain and improve properties by completing a variety of capital projects which included interior and exterior modifications.</p>
<p>2. Deliver timely and high quality maintenance service to the residents of the Waterville Housing Authority by:</p> <ul style="list-style-type: none"> • maintaining an average response time of 24 hours in responding to emergency work orders and • maintaining an average response time of five days in responding to routine work orders 	<p>Information provided in the MASS submissions to HUD for 2005, 2007 and 2009 confirmed 100% of emergency work orders were resolved within 24 hours. WHA's response time to routine work orders reduced from 2 days in 2005 to 1.8 days in 2009.</p>

GOAL: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS	
Objective	Progress
<p>The Waterville Housing Authority will maximize services available to residents by continuing to:</p> <ul style="list-style-type: none"> • provide memberships to the Boys and Girls Clubs for all juveniles in its family housing developments, • lend financial support to the Waterville Homeless Shelter as resources permit, • support the Waterville Teen Families in Transition, a program for pregnant teen mothers through a Section 8 set-aside and • set aside Section 8 units for persons with HIV. 	<p>WHA worked closely with the Waterville Boys and Girls Club to establish the “North End” satellite program which is housed in a small community building at one of WHA’s family complexes. The program assists youth residing in WHA housing as well as the community at large.</p> <p>Contributions are made to the Waterville Homeless Shelter on a monthly basis to assist them with operating costs.</p> <p>The Authority did establish a set-aside for pregnant teen mothers. This was done in connection with a local service agency Kennebec Valley Community Action Program (KVCAP). Unfortunately KVCAP discontinued the program/services, so WHA no longer has a set-aside for that purpose.</p> <p>WHA currently has a set-aside for persons with HIV.</p>

6.0

PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

1. Eligibility, Selection, Admissions Policies – WHA has made the following changes to the Section 8 Administrative Plan:

- Hard wired CO detectors need to be in all levels of the housing.
- Family members 18 years old and in high school must have verification of enrollment.
- If a tenant wishes to move into housing owned by a different landlord, WHA will not inspect the new unit, or issue a Voucher until confirmation from the current landlord that the tenant does not owe any tenant rent, or if they do that an acceptable payment plan has been agreed upon.
- If immigration status is in question due to a pending initial or renewal application, rent will be prorated until proof of citizenship is officially documented.
- WHA will not remove a member from a household until the designated Head of Household submits a request form which has the landlord/agent signature acknowledging that the member is leaving the household.

The ACOP and Section 8 Administrative Plan are Supporting Documents to the Annual Plan.

2. Financial Resources – Continuously changing. The financial resources table is a Supporting Document to the Annual Plan

3. Rent Determinations – For family-declared assets that total less than \$2,000, third-party verification will not be required. Two (2) current and consecutive months of statements provided by the Applicant/Resident/Participant will be used for verifications in this category. Assets that total \$2,000 or more will be third-party verified.

The ACOP and Section 8 Administrative Plan are Supporting Documents to the Annual Plan.

4. Operations and Management – No changes

5. Grievance Procedures – No changes

6. Designated Housing for Elderly and Disabled Families – No changes

7. Community Service and Self-Sufficiency – No changes

8. Safety and Crime Prevention – No changes

9. Pets – No changes

10. Civil Rights Certification – No changes

11. Fiscal Year Audit – No changes

12. Asset Management – No changes

13. Violence Against Women Act (VAWA) – No changes. Details are in Attachment A.

	<p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>Copies at Main office</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p><i>HOPE VI</i> – WHA does not anticipate applying for a HOPE VI grant in the upcoming fiscal year.</p> <p><i>Mixed-Finance Modernization or Development</i> – WHA does not anticipate any mixed-finance mod or development in the upcoming fiscal year</p> <p><i>Demolition and/or Disposition</i> – WHA does not anticipate applying for demolition or disposition in the upcoming fiscal year</p> <p><i>Conversion of Public Housing</i> – WHA does not anticipate any conversions of public housing to tenant-based assistance in the upcoming fiscal year</p> <p><i>Section 8 Homeownership Program</i> - WHA does not anticipate administering a Section 8 Homeownership Program in the upcoming fiscal year</p> <p><i>Public Housing Homeownership Program</i> – WHA does not anticipate administering a Public Housing Homeownership Program in the upcoming fiscal year</p> <p><i>Project-Based Vouchers</i> – WHA does not anticipate project-basing any of it’s tenant-based vouchers in the upcoming fiscal year</p> <p><i>Other</i> – WHA may apply for new programs or incremental units if NOFAs are issued by HUD or other appropriate opportunities are presented.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>Attachment B – FY 2010 Capital Fund Program Annual Statement Attachment C – FY 2009 Capital Fund Program Performance and Evaluation Report – ARRA Grant Attachment D – FY 2009 Capital Fund Program Performance and Evaluation Report Attachment E – FY 2008 Capital Fund Program Performance and Evaluation Report – <u>Final P & E</u></p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>Attachment F – Capital Fund Program Five-Year Action Plan</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p>Not Applicable</p>

9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>A. Housing Needs of Families in the Jurisdiction/s Served by the PHA</p> <p>Waterville Housing Authority (“WHA”) is covered under the “Maine Consolidated Plan” prepared by Maine State Housing Authority and Maine Department of Economic and Community Development. To ensure consistency with the Maine Consolidated Plan WHA staff attended a planning/public input meeting offered by the developing agencies. Included here for reference are applicable portions of the draft “Five Year Plan: 2010-2014” as submitted to HUD for approval.</p> <p>“By 2014, the number of family units needed is expected to remain nearly the same while the needed number of senior units is expected to jump by over 75%.” (Page 17)</p> <p>Kennebec County is expected to jump from needing 5,051 family units in 2009 to 5,177 in 2014 and from needing 819 elderly units to 1,053 during the same time-period. (Source: “Renters Needing Assistance in 2009 and 2014” chart, page 17)</p> <p>Page 11 of the plan states, “Participants at Consolidated Plan development public forums have stated that the high cost of housing is a major reason for homelessness.” The chart on the same page notes that 18% of families were homeless due to an eviction and 15% were homeless due to a lack of affordable housing.</p> <p>The overall message contained in the draft plan is clearly that housing costs continue to increase faster than wages all across the State, and that elderly housing will be increasingly needed over the next five years.</p> <p>In MaineHousing’s “Qualified Allocation Plan” the Waterville Service Center is considered a high need area for both elderly and family rental housing and is assigned the highest number of points possible in that category.</p>

9.0

Housing Needs. (Continued)

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

HOUSING NEEDS OF FAMILIES ON THE WAITING LIST (PUBLIC HOUSING)			
	# of families	% of total families	Annual Turnover
Waiting list total	694		90
Extremely low income <=30% AMI	612	88%	
Very low income (>30% but <=50% AMI)	59	9%	
Low income (>50% but <80% AMI)	23	3%	
Families with children	Data Unavailable		
Elderly families	97	14%	
Families with Disabilities	168	24%	
Race/ethnicity white	648	93%	
Race/ethnicity black	14	2%	
Race/ethnicity Hispanic	14	2%	
Race/ethnicity Native American	23	3%	
Race/ethnicity Other	5	0.7%	
Characteristics by Bedroom Size (Public Housing Only)			
			Annual Turnover
0 BR	6	.9%	Not Available
1BR	170	24%	Not Available
2 BR	360	52%	Not Available
3 BR	148	21%	Not Available
4 BR	31	4%	Not Available
5 BR			
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			

HOUSING NEEDS OF FAMILIES ON THE WAITING LIST (SECTION 8)			
	# of families	% of total families	Annual Turnover
Waiting list total	1223		147
Extremely low income <=30% AMI	949	78%	
Very low income (>30% but <=50% AMI)	242	20%	
Low income (>50% but <80% AMI)	31	3%	
Families with children	Data Unavailable		
Elderly families	133	11%	
Families with Disabilities	427	35%	
Race/ethnicity white	1147	94%	
Race/ethnicity black	25	2%	
Race/ethnicity Hispanic	22	2%	
Race/ethnicity Native American	39	3%	
Race/ethnicity Other	8	0.7%	
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			

<p>9.1</p>	<p>Strategy for Addressing Housing 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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>Several of WHA’s goals for the next five years as stated in section 5.1 are also strategies to address the housing needs identified for the members of the waiting list and the area covered by WHA programs.</p> <ol style="list-style-type: none"> 1. WHA will reduce unit turnaround time. This will allow individuals and families on the public housing waiting list to move into assisted housing sooner, hopefully avoiding homelessness and being “rent burdened” (paying more than 30% of income for housing). 2. WHA will maintain the current level of performance in the HCV program. By efficiently and effectively managing HCV funding and recipients it will be possible to maximize the benefits of the program. We will seek additional HCV funds as HUD makes them available. 3. WHA will continue efforts to make environmentally conscientious “green” improvements to reduce PHA and tenant costs. This will allow us to stretch our operating funds and allow tenants who pay for their own utilities to save some money. 4. WHA staff will continue to work with other community agencies and serve on committees that promote rental housing and homeownership opportunities for low-income individuals and families. By working with other agencies in the area WHA can offer tenants and clients access to more resources and lend assistance to the agencies by providing experience, knowledge and volunteer time. 5. WHA will continue to offer financial support to the Waterville Homeless Shelter as resources permit. As an agency, WHA does not offer any homeless assistance, but recognizes the importance shelters provide in a crisis. With more individuals and families struggling to survive, the shelters are a critical part in the housing continuum. 6. In 2009 WHA’s affiliate completed construction and lease-up on a 21 unit elderly apartment building using Low-Income Housing Tax Credits and funds from the FHLB Affordable Housing Program. Through its development affiliate, WHA will search out additional opportunities to provide housing in the service area.
<p>10.0</p>	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>This has been detailed in Section 5.2 above</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>Definition of Substantial Deviation and Significant Amendments or Modifications:</p> <p><i>Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the Housing Authority of the City of Waterville that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.</i></p>
<p>11.0</p>	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ol style="list-style-type: none"> (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (See Attachment G) (g) Challenged Elements (See Attachment H) (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)

Attachment G

Housing Authority of the City of Waterville

**Five-Year and Annual Plans
Fiscal Years 07/01/2010 – 07/01/2014**

Comments of the Resident Advisory Board

The Housing Authority of the City of Waterville met with the Resident Advisory Board (RAB) on March 4, 2010.

Elements of the PHA Plan Template and the Capital Fund Program grants were discussed. The RAB agreed with the overall Plan as presented and no comments or suggestions were offered by them.

A handwritten signature in black ink, appearing to read "Diane Townsend", written over a horizontal line.

Diane Townsend, Executive Director
Housing Authority of the City of Waterville

March 9, 2010

Capital Fund Program-Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary							
PHA Name/Number		Waterville Housing Authority/ME008		Locality (City/County & State)		Waterville, Maine	
						<input checked="" type="checkbox"/> Original 5-Year Plan	
						Revision No:	
A.	Development Number and Name	Work Statement for Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5	
		FFY 2010	FFY 2011	FFY 2012	FFY 2013	FFY 2014	
	ME008000088, Elm Towers						
B.	Physical Improvements Subtotal	Annual Statement	285,500	285,600	283,000	315,000	
C.	Management Improvements		5,000	5,000	5,000	7,000	
D.	PHA-Wide Non-dwelling Structures and Equipment						
E.	Administration						
F.	Other		9,500	9,400	12,000	13,000	
G.	Operations		50,000	50,000	50,000	50,000	
H.	Demolition						
I.	Development						
J.	Capital Fund Financing - Debt Service						
K.	Total CFP Funds		350,000	350,000	350,000	385,000	
L.	Total Non-CFP Funds	0	0	0	0	0	
M.	Grand Total	0	350,000	350,000	350,000	385,000	

Capital Fund Program-Five-Year Action Plan

U.S. Department of Housing and Urban Development
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Part I: Summary (Continuation)							
PHA Name/Number	Waterville Housing Authority/ME008	Locality (City/County & State)	Waterville, Maine			<input checked="" type="checkbox"/> Original 5-Year Plan	Revision No:
Development Number and Name	Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011	Work Statement for Year 3 FFY 2012	Work Statement for Year 4 FFY 2013	Work Statement for Year 5 FFY 2014		
ME008000088, Elm Towers							
	Annual Statement						
ME008-2/Acquisitions & Riverview		97,500	62,000	99,000	105,000		
ME008-3/Woodmond Heights		75,000	66,600	9,000	75,750		
ME008-4/Chap-Hill Manor		63,000	15,000	20,250	72,750		
ME008-5/Elm Towers		0	0	7,500	7,500		
ME008-6/Louise Ave.		37,000	48,000	46,375	20,000		
ME008-7/Forsythe		0	82,000	86,875	20,000		
PHA Wide		77,500	76,400	81,000	84,000		
		350,000	350,000	350,000	385,000		
	0	0	0	0	0		
	0	350,000	350,000	350,000	385,000		

Capital Fund Program-Five-Year Action Plan

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 4/30/2011

Part II: Supporting Pages - Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2010	Work Statement for Year <u>2</u>			Work Statement for Year <u>3</u>		
	FFY 2011			FFY 2012		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	ME008000088 Formerly ME008-2/Acquisitions			ME008000088 Formerly ME008-2/Acquisitions		
Annual	Replace Flooring	12 Units	30,000	Replace Flooring (on-going)	5 Units	12,500
Statement	Paving, site work and landscaping		20,000	Complete unit rehab		17,500
	Replace roofs	2 Bldgs	30,000	Replace roofs	2 Bldgs	32,000
	Complete unit rehab		17,500			
	ME008000088 Formerly ME008-3/Woodmond Heights			ME008000088 Formerly ME008-3/Woodmond Heights		
	Replace flooring (on-going)	8 Units	24,000	Replace Flooring (on-going)	8 Units	24,000
	Bathroom rehab (on-going)	5 Units	15,000	Bathroom rehab (on-going)	5 Units	15,000
	Replace windows	150 Windows	36,000	Replace windows	115 windows	27,600
	ME008000088 Formerly ME008-4/Chap-Hill Manor			ME008000088 Formerly ME008-4/Chap-Hill Manor		
	Bathroom rehab (on-going)	5 Units	15,000	Bathroom rehab (on-going)	5 Units	15,000
	Replace windows	200 windows	48,000	ME008000088 Formerly ME008-6/Louise Ave		
	ME008000088 Formerly ME008-6/Louise Ave			Replace heat appliances/water heaters		48,000
	Replace heat appliances/water heaters		37,000	ME008000088 Formerly ME008-7/Forsythe		
				Replace heat appliances/water heaters		82,000
	PHA Wide - Replace appliances		5,000	PHA Wide - Replace appliances		4,400
	PHA Wide - Replace boilers/water heaters		13,000	PHA Wide - Replace boilers/water heaters		12,000
	Subtotal of Estimated Cost		\$290,500	Subtotal of Estimated Cost		\$290,000

Capital Fund Program-Five-Year Action Plan

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Part II: Supporting Pages - Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2010	Work Statement for Year 4 FFY 2013			Work Statement for Year 5 FFY 2014		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	See Annual Statement	ME008000088 Formerly ME008-2/Acquisitions			ME008000088 Formerly ME008-2/Acquisitions	
	Replace Flooring	6 Units	15,000	Paving, site, landscaping (Riverview)		35,000
	Complete unit rehab		20,000	Paving, site, landscaping (Acquisitions)		20,000
	Replace roofs	4 Bldgs	64,000	Replace roofs	1 bldg	30,000
	ME008000088 Formerly ME008-3/Woodmond Heights			Complete unit rehab		20,000
	Bathroom rehab (on-going)	3 Units	9,000	ME008000088 Formerly ME008-3/Woodmond Heights		
				Bathroom rehab (on-going)	3 Units	9,000
	ME008000088 Formerly ME008-4/Chap-Hill Manor			Replace Flooring (on-going)	3 Units	9,000
	Bathroom rehab (on-going)	3 Units	9,000	Heat/Hot Water upgrade/conversion		57,750
	Replace Flooring (on-going)	3 Units	11,250			
				ME008000088 Formerly ME008-4/Chap-Hill Manor		
	ME008000088 Formerly ME008-5/Elm Towers			Replace Flooring (on-going)	5 Units	15,000
	Replace Flooring	3 Units	7,500	Heat/Hot Water upgrade/conversion		57,750
	ME008000088 Formerly ME008-6/Louise Ave			ME008000088 Formerly ME008-5/Elm Towers		
	Replace Flooring	3 Units	7,500	Replace Flooring	3 Units	7,500
	Paving, site lighting, landscaping		38,875	ME008000088 Formerly ME008-6/Louise Ave		
	ME008000088 Formerly ME008-7/Forsythe			Attic Insulation/Roof repair, replace		20,000
	Replace heat appliances/water heaters		48,000	ME008000088 Formerly ME008-7/Forsythe		
	Paving, site lighting		38,875	Attic Insulation/Roof repair, replace		20,000
	PHA Wide - Replace appliances		7,000	PHA Wide - Replace appliances		7,000
	PHA Wide - Replace boilers/water heaters		14,000	PHA Wide - Replace boilers/water heaters		14,000
	Subtotal of Estimated Cost		\$290,000	Subtotal of Estimated Cost		\$322,000

Capital Fund Program-Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part III: Supporting Pages - Management Needs Work Statement(s)				
Work Statement for Year 1 FFY 2010	Work Statement for Year <u> 1 </u> FFY <u> 2011 </u>		Work Statement for Year <u> 2 </u> FFY <u> 2012 </u>	
Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost	
See				
Annual Statement	PHA Wide - general operating	50,000	PHA Wide - general operating	50,000
	PHA Wide - miscellaneous management improvements	5,000	PHA Wide - miscellaneous management improvements	5,000
	PHA Wide - Professional fees & costs	4,500	PHA Wide - Professional fees & costs	5,000
	Subtotal of Estimated Cost	\$59,500	Subtotal of Estimated Cost	\$60,000


Part I: Summary					
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850108 Date of CFFP: _____		Replacement Housing Factor Grant No: FFY of Grant: 2008 FFY of Grant Approval: 2008	
Type of Grant					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input checked="" type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	50,000		50,000	50,000
3	1408 Management Improvements	5,296		2,524	2,524
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	7,150		6,503	6,503
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000		0	0
10	1460 Dwelling Structures	272,970		286,554	286,554
11	1465.1 Dwelling Equipment - Nonexpendable	6,000		5,836	5,836
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceeds 8% of line 20)				
20	Amount of Annual Grant: (sum of line 2 - 19)	351,416	0	351,416	351,416
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hart Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 Units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Part I: Summary				
PHA Name: Waterville Housing Authority	Grant Type and Number Capital Fund Program Grant No: ME36P00850108 Date of CFFP: _____ Replacement Housing Factor Grant No:			FFY of Grant: 2008 <hr/> FFY of Grant Approval: 2008
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost¹
		Original	Revised²	Obligated
		Date		Expended
Signature of Executive Director 		Date 3/8/2010	Signature of Public Housing Director Date	

Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850108 CFFP (Yes/No): No				Replacement Housing Factor Grant No:		Federal FFY of Grant: 2008
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ₂	
ME008-2	Replace Asbestos Siding	1460	2 Bldgs	0		0	0	Deferred to ARRA
	Complete Interior Rehab - 25 Oakland St	1460		20,000		21,263	21,263	Complete
	Sub-Total			20,000	0	21,263	21,263	
ME008-3	Replace Siding, Add Insulation (on-going)	1460	7 Bldgs	125,000		127,524	127,524	Complete
	Replace Flooring (on-going)	1460	4 Units	14,000		7,206	7,206	Complete
	Replace Furnace (emergency repair)	1460	1 Unit	4,960		4,959	4,959	Complete
	Replace entry steps	1460	5 Bldgs	5,250		4,750	4,750	Complete
	Sub-Total			149,210	0	144,439	144,439	
ME008-4	Replace Flooring (on-going)	1460	4 Units	14,000		9,603	9,603	Complete
	Exterior Lighting, safety	1460		10,000		3,037	3,037	Finish w/ 50109
	Sub-Total			24,000	0	12,640	12,640	
ME008-5	Parking lot overlay & pole lights	1450		10,000		0	0	Deferred
	Repair/replace DHW Solar System	1460		75,000		103,451	103,451	Finish w/ 50109
	Sub-Total			85,000	0	103,451	103,451	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.


Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850108 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2008		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ₂	
ME008-6	Replace kitchens (counters, sinks, cabinets)	1460	8 Units	0				Completed 50105
	Replace appliances	1465.1		0				Completed 50107
	Replace snow stops (emergency/safety)	1460		4,760		4,760	4,760	Complete
	Sub-Total			4,760	0	4,760	4,760	
ME008-7	Replace community room windows	1460		0			0	Deferred
	Replace appliances	1465.1		0			0	Completed 50107
	Sub-Total			0	0	0	0	
PHA Wide	General operating expenses	1406		50,000		50,000	50,000	Complete
	Computer upgrades	1408		0		1,929	1,929	Complete
	Miscellaneous Management Improvements	1408		5,296		595	595	Complete
	A&E fees and reimbursable costs	1430		7,150		6,503	6,503	Complete
	Replace appliances	1465.1		6,000		5,836	5,836	Complete
	Sub-Total			68,446	0	64,863	64,863	
	Total			351,416	0	351,416	351,416	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part I: Summary					
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850109 Date of CFFP: _____		Replacement Housing Factor Grant No:	
				FFY of Grant: 2009 FFY of Grant Approval: 2009	
Type of Grant					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2009		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	25,000	35,000	20,000	
3	1408 Management Improvements	9,000	15,000		
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	5,252	8,829		
8	1440 Site Acquisition				
9	1450 Site Improvement	11,100	50,000		
10	1460 Dwelling Structures	296,750	230,273		
11	1465.1 Dwelling Equipment - Nonexpendable	4,000	12,000		
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceeds 8% of line 20)				
20	Amount of Annual Grant: (sum of line 2 - 19)	351,102	351,102	20,000	0
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hart Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 Units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Part I: Summary				
PHA Name: Waterville Housing Authority	Grant Type and Number Capital Fund Program Grant No: ME36P00850109 Date of CFFP: _____		Replacement Housing Factor Grant No: _____	
			FFY of Grant: 2009	
			FFY of Grant Approval: 2009	
Type of Grant				
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2009		<input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost¹
		Original	Revised²	Obligated
				Expended
Signature of Executive Director 		Date 3/8/2010	Signature of Public Housing Director	
			Date	

Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850109 Replacement Housing Factor Grant No:				CFPP (Yes/No): No		Federal FFY of Grant: 2009
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 2	Funds Obligated ²	Funds Expended ²	
ME008000088	Install DHW Solar Panels - Riverview	1460	1 Bldg	74,000	110,000			Not yet started
Formerly ME008-2	Comm. room update/outdoor pavilion - Riverview	1460	1 Room	7,500	20,000			Pricing materials
	Replace entry steps/porch repair - Acq.	1460	6 Units	12,000	12,000			Not yet started
	Replace asbestos siding - Acq.	1460	1 Bldg	20,000	0			
	LBP removal/repairs - Acq.	1460	4 Units		25,000			Not yet started
	Sub-Total			113,500	167,000	0	0	
ME008000088	Bathroom Rehab (on-going)	1460	8 Units	74,000	0			
Formerly ME008-3	Replace entry steps	1460	15 Bldgs	15,750	15,750			On-going
	Site work, grading, seeding	1450		0	20,000			Not yet started
	Sub-Total			89,750	35,750	0	0	
ME008000088	Bathroom Rehab (on-going)	1460	8 Units	74,000	0			
Formerly ME008-4	Install exterior flood lights	1460		0	6,000			Priced
	Sub-Total			74,000	6,000	0	0	
ME008000088	Community Room Update	1460		7,500	10,000			Pricing materials
Formerly ME008-5	Site Improvements (lights/paving)	1450		11,100	30,000			Not yet started
	Solar Panel Installation	1460		0	11,523			Began under 501-08
	Sub-Total			18,600	51,523	0	0	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.


² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages									
PHA Name: Waterville Housing Authority			Grant Type and Number Capital Fund Program Grant No: ME36P00850109 CFFP (Yes/No): No				Replacement Housing Factor Grant No:		Federal FFY of Grant: 2009
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²		
ME008000088	General operating expenses	1406		25,000	35,000	20,000		As needed	
	Computer Equipment, Office Fixtures	1408		9,000	15,000			Pricing	
	Professional reports, design, etc.	1430		5,252	8,829			Not yet started	
	Replace appliances as needed	1465.1		4,000	12,000			Assessing need	
	Replace boilers/water heaters as needed	1460		12,000	20,000			Projected from experience	
	Sub-Total			55,252	90,829	20,000	0		
	TOTAL			351,102	351,102	20,000	0		

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

Part I: Summary					
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36S00850109 Date of CFFP: _____		Replacement Housing Factor Grant No: _____ FFY of Grant: 2009 FFY of Grant Approval: 2009	
Type of Grant					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2009		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	7,573	15,504	15,504	2,593
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	437,250	429,319	280,496	190,606
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceeds 8% of line 20)				
20	Amount of Annual Grant: (sum of line 2 - 19)	444,823	444,823	296,000	193,199
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hart Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 Units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Part I: Summary				
PHA Name: Waterville Housing Authority	Grant Type and Number Capital Fund Program Grant No: ME36S00850109 Date of CFFP: _____	Replacement Housing Factor Grant No:	FFY of Grant: 2009 FFY of Grant Approval: 2009	
Type of Grant				
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2009	<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost
		Original	Revised	Obligated
				Expended
Signature of Executive Director 		Date 3/8/2010	Signature of Public Housing Director Date	

Part II: Supporting Pages									
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36S00850109 CFFP (Yes/No): No					Replacement Housing Factor Grant No:		Federal FFY of Grant: 2009
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²		
ME008000088									
Formerly ME008-2	Replace asbestos siding	1460	11 Bldgs	50,000	132,725	0	0		
ME008000088									
Formerly ME008-3	Replace siding & add insulation (on-going)	1460	13 Bldgs	260,000	162,676	162,676	146,461		
	Bathroom Rehab	1460	20 Units	46,250	52,752	46,403	13,519		
	Replace Flooring (on-going)	1460	6 Units	13,750	13,032	13,032	11,032		
ME008000088									
Formerly ME008-4	Bathroom Rehab	1460	20 Units	46,250	56,152	46,403	13,019		
	Replace Flooring (on-going)	1460	4 Units	21,000	11,982	11,982	6,575		
PHA Wide	Professional fees associated w/ work items	1430		7,573	15,504	15,504	2,593		
	TOTAL			444,823	444,823	296,000	193,199		

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.


Part I: Summary					
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850110 Date of CFFP: _____		Replacement Housing Factor Grant No:	
				FFY of Grant: 2010	
				FFY of Grant Approval: 2010	
Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: _____)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	50,000			
3	1408 Management Improvements	7,000			
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	5,800			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	281,200			
11	1465.1 Dwelling Equipment - Nonexpendable	6,000			
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceeds 8% of line 20)				
20	Amount of Annual Grant: (sum of line 2 - 19)	350,000	0	0	0
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hart Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 Units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Part I: Summary					
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850110 Date of CFFP: _____		Replacement Housing Factor Grant No:	
				FFY of Grant: 2010	
				FFY of Grant Approval: 2010	
Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:				<input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost¹	
		Original	Revised²	Obligated	Expended
Signature of Executive Director 		Date 3/8/2010		Signature of Public Housing Director	
				Date	

Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME3GP00850110 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2010		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 2	Funds Obligated ²	Funds Expended ²	
ME008000088	Replace entry steps/porch repair - Acq.	1460	6 Units	12,000				
Formerly ME008-2	Complete unit rehab - Acq.	1460	2 Units	35,000				
	Replace roofs	1460	2 Bldgs	45,000				
	Sub-Total			92,000				
ME008000088	Replace entry steps-ongoing	1460	4 Bldgs	4,200				
Formerly ME008-3	Replace windows	1460	250	60,000				
	Sub-Total			64,200				
ME008000088	Plumbing, drain line repair/replacement	1460		45,000				
Formerly ME008-4	Replace windows	1460	250	60,000				
	Sub-Total			105,000				
ME008000088	General operating expenses	1406		50,000				
	Computer Equipment, Office Fixtures	1408		7,000				
	Professional reports, design, fees, etc.	1430		5,800				
	Replace appliances as needed	1465.1		6,000				
	Replace boilers/water heaters as needed	1460		20,000				
	Sub-Total			88,800				
	TOTAL			350,000				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Attachment A

Housing Authority of the City of Waterville

Five-Year and Annual Plans Fiscal Years 07/01/2010 – 07/01/2014

Violence Against Women Act (VAWA) Report

A goal of the Housing Authority of the City of Waterville is to fully comply with the Violence Against Women Act (VAWA). It is our objective to work with others to prevent offenses covered by VAWA to the degree we can.

The Housing Authority of the City of Waterville provides or offers the following activities, services, or programs, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking:

Through cooperation with the local domestic violence agency and the Waterville Police Department, any cases of violence as described are referred for assistance. The local domestic violence agency is the Family Violence Project.

The Housing Authority of the City of Waterville provides or offers the following activities, services, or programs that help child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing:

Program staff at the local domestic violence agency is aware of our housing programs and make client referrals to our office. Apparently eligible clients are placed on our waiting list.

For persons already living in a public housing or Housing Choice Voucher unit who become victims as described, and/or those who cannot be immediately assisted, these are referred to the above-listed domestic violence advocacy groups. An applicant or participant that is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate basis for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for assistance or admission.

The Housing Authority of the City of Waterville provides or offers the following activities, services, or programs to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families:

The same methods as described herein are used, making referrals to the above-listed domestic violence advocacy group for counseling and support services, and attempting to enforce orders of protection with the cooperation of Police Department personnel.

The Housing Authority of the City of Waterville has the following procedure in place to assure applicants and residents are aware of their rights and responsibilities under the Violence Against Women Act:

All residents and participants have been notified of their rights and responsibilities under the Violence Against Women Act.

The orientation for new residents and new participants includes information on their rights and responsibilities under the Violence Against Women Act.

The Admissions & Continued Occupancy Policy (ACOP), the Public Housing Dwelling Lease and the Section 8 Administrative Plan have been revised to include screening and termination language related to the Violence Against Women Act

Attachment H

Housing Authority of the City of Waterville

Five-Year and Annual Plans

Fiscal Years 07/01/2010 – 07/01/2014

Challenged Elements

There were no challenged elements to the Housing Authority's Five-year and Annual Plans



Diane Townsend, Executive Director
Housing Authority of the City of Waterville

March 9, 2010