

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: <u>East Hartford Housing Authority</u> PHA Code: _____ PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2012</u>												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>621</u> Number of HCV units: <u>431</u>												
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 <table border="1"> <tr> <th>PH</th> <th>HCV</th> </tr> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
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: This mission of the East Hartford Housing Authority (EHHA) is to serve the citizens of East Hartford by providing affordable housing opportunities in a safe environment while revitalizing and maintaining neighborhoods and a strong urban core. EHHA will work with the community by forming effective partnerships to maximize social and economic opportunities for the low-income, very low-income and extremely low-income families in EHHA's jurisdiction. EHHA's mission shall be accomplished by a fiscally responsible, creative organization committed to excellence in public service.												

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.

1. Continue to work with HUD on the Recovery Agreement. See attached Recovery Agreement.
2. Work in cooperation with the Board of Commissioners, Town Council, HUD, Residents and other appropriate parties to get out of troubled status.
3. Promote the overall goal of decent, safe and affordable housing by using the Section 8 Program to house eligible extremely low-income and very low-income families in private rental housing located outside areas of poverty or minority concentration while maintain their rent payments at an affordable level; therefore, increasing the housing stock available to extremely low and very low income families.
4. Improve East Hartford's housing stock by ensuring that all units, through participation in the Section 8 Program, meet Section 8 Housing Quality Standards, requiring participating landlords to meet such standards for their rental property. Through such enforcement efforts the intent and goals of the Housing and Community Development Act of 1974 will be met. Participation in the Section 8 Program by owner and participants will allow EHHA to preserve and utilize existing housing stock in our community.
5. Promote fair housing and the opportunity for extremely low and very low income families of all ethnic backgrounds to experience freedom of housing choice through compliance in letter and spirit with Title VI of the Civil Rights Act of 1964, and all other applicable federal laws and regulations. This is to insure that admission to and continued occupancy in assisted housing are conducted without regard to race, color, religion, sex, sexual orientation, creed, handicap or disability, age, familial or marital status, lawful source of income and national or ethnic origin.
6. Administer the Agency to continue to improve EHHA's support systems and commitment to our employees and their development. EHHA will meet this goal through ongoing in-house and professional training seminars for all employees administering its housing programs.
7. Maintain a high level of standards and professionalism in our day-to-day management of all program components.
8. Continue to adhere to the EHHA's procurement policy and continue to monitor and guide staff accordingly on the procurement process in order to maintain a centralized procurement system. Adapt procurement policy to meet future changes to procurement process.
9. Implement better financial tracking.
10. Provide ongoing periodic training in fair housing requirements.
11. Open up Section 8 Waiting List, if necessary.
12. Continue to pursue funding to assist in social services to all tenants and promote self-sufficiency.
13. Maintain a partnership with Town of East Hartford Department of Social Services for referral and counseling services for any applicants and residents that have reported and/or filed VAWA Certification with EHHA.
14. Establish a partnership with "Interval House", a women's and children's Domestic Violence Shelter and DV Community Education Provider. In partnering with Interval House, EHHA can effectively provide Education and Outreach to its Public Housing residents and Section 8 participants in crisis.
15. To explore with HUD and Interval House, the possibility of adding a preference for housing of VAWA individuals.
16. Organize and hold trainings for RAB Board Representatives to improve the ability of its members to effectively communicate the need of the developments they represent and resident input on EHHA's policies and objectives.
17. Continue to promote East Hartford NET, which provides residents with support and guidance during an emergency.
18. Work towards adopting an Emergency Response Plan.
19. To hold an annual educational town-wide meeting for Public Housing residents, Section 8 participants and Section 8 owners regarding VAWA. This meeting provides much needed clarification of tenants' rights, owners' responsibilities and outreach to families in crisis.
20. To review and, if applicable, obtain an energy performance contract to improve the cost of utility expenses.
21. Utilize Connecticut Energy Efficiency Fund for applicable CL&P or CNG rebates for energy efficiency improvements installed at properties. Utilize CL&P WRAP program to install energy efficiency measures such as: interior/exterior lighting replacements, Energy Star refrigerators, insulation improvements and general weatherization if qualified. Utilize Energy Audit information to plan improvements at properties with Capital Fund projects to achieve overall energy usage reduction.
22. Monthly monitoring of required EIV reports.
23. Negotiate an agreeable payment schedule with HUD to payback our programs.
24. Procure thirty scattered site units and redevelop our main office with 20 units of family housing and will utilize 50 vouchers out of its current Housing Choice Voucher ACC to help subsidize the rent barring HUD approval.

PHA Plan Update

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

Purged Section 8 and Public Housing waiting lists in fall of 2011.

Continue annual execution of VAWA Lease Addendums. EHHA has began and continues implementation of partnerships with community agencies regarding the education of Public Housing residents, Section 8 participants and Section 8 owners regarding VAWA.

Brought the UPCS Inspection System on line.

Updated records retention policy, procurement policy, bylaws, rent collection policy, write-off policy.

Provided information for the "Renters Rebate Program" to assist residents.

As of July, 2011, all accounts payable were paid on time.

Rent Collection Rate greater than 95%.

Occupancy Rate is 99%.

Vacant Unit Turnaround less than 20 days.

The East Hartford Housing Authority's Section 8 program exited out of "troubled status" in January 2012 after HUD representatives did a RIM review of our SEMAP submission. HUD has newly designated our Section 8 program as a "Standard" performer.

ARRA CFP 2009 Hutt Heights Site Improvements – 25% of asphalt walks were replaced in the fall of 2011.

CFP 2010- Items Completed:

- 504 Compliance Upgrades project in 2 apartments at Rochambeau and related asbestos abatement in two units.
- Completed Shingle Roof Replacement project at Shea Gardens.
- Completed a Generator Replacement project at Heritage Gardens.
- Completed Boiler Upgrades project at Elms Village apartments;

6.0

CFP 2010 – In construction – Two efficiency apartments at Hutt Heights are being combined into a one bedroom unit under 504 Compliance Upgrades. Related asbestos removal completed and site upgrades to improve accessibility achieved.

CFP 2010 – Emergency grounds clean up completed from Storm Alfred damage at all Federal sites.

CFP 2010 – Management Improvements – Generator studies initiated and completed

CFP 2011 – In design:

- 6 efficiency units being combined to create 3 one bedroom apartments with 504 Compliance Upgrades to include site accessibility improvements. Asbestos abatement required on removal of flooring.
- Perimeter Fence Replacements at The Highlands, Heritage Gardens and Hutt Heights.

CFP 2011 – RFP initiated for A&E services for design and bid specifications for Seal Paving Cracks/Line Striping at Hockanum Park, Shea Gardens, Rochambeau, Meadow Hill, Elms Village, The Highlands, Heritage Gardens, Miller Gardens.

CFP 2011 – Emergency grounds clean up completed from Storm Alfred damage at all Federal sites.

CFP 2011 – Management Improvements – Generator studies initiated and completed.

CFP 2011 – Repairs started on fire casualty loss apartment #6F, Meadow Hill.

CFP 2012 – Initiated Environmental Reviews and Statutory Checklists for Capital fund projects and budgeted line items.

CFP 2012 – RFP initiated for:

- A&E service for design and bid specifications for Miller Gardens Generator Replacement.
- A&E service for design and bid specifications for The Highlands EDPM Roof Replacement.
- A&E service for design and bid specifications for Hockanum Park Boiler & H/W Heater Replacements.

Under the CL&P WRAP program, signed agreement to replace site pole light fixtures at Rochambeau with energy efficient lighting at no cost to the Authority and continue to initiate site reviews for all Federal properties to determine if more qualified energy efficiency projects can be accomplished.

(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.

East Hartford Housing Authority
546 Burnside Avenue
East Hartford, CT 06108
(860) 290-8301

7.0	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>
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.
8.1	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.
8.2	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.
8.3	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.
9.0	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. Housing need in jurisdiction in order of need: <ol style="list-style-type: none"> 1. Affordability -- increased costs to owners, raised rents, loss of employment of families 2. Supply -- increased rents, recent foreclosures and sales, impact supply 3. Quality of Housing -- declining with foreclosures and costs of upkeep 4. Accessibility See Waiting List Statistical Summary Reports for Section 8 and Public Housing as Attachment

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.**

Need: Shortage of affordable housing for all eligible population:

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

- a. Employ effective maintenance and management policies to minimize the number of public housing units off-line
- b. Reduce turnover time for vacated public housing units
- c. Reduce time to renovate public housing units
- d. Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- e. Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
- f. Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- g. Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- h. Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

- a. Apply for additional Section 8 units should they become available
- b. Leverage affordable housing resources in the community through the creation of mixed – finance housing
- c. Pursue housing resources other than public housing or Section 8 tenant-based assistance
- d. Coordinate more broadly with the local CDBG Office for the purpose of securing HOME Funds or other available resources
- e. Petition to fund Section 8 Program at the current level of expense

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

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

- a. Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- b. Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based Section 8 assistance
- c. Adopt rent policies to support and encourage work

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

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

- a. Employ admissions preference aimed at families who are working
- b. Adopt rent policies to support and encourage work

9.1

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- a. Obtained designation of public housing for the elderly
- b. Apply for special-purpose vouchers targeted to the elderly, should they become available
- c. Waiting List for elderly – open

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities

- a. Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- b. Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- c. Affirmatively market to local non-profit agencies that assist families with disabilities

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

Strategy 1. Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs by affirmatively market to races/ethnicities shown to have disproportionate housing needs

Strategy 2. Conduct activities to affirmatively further fair housing

- a. Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- b. Market the Section 8 program to owners outside of areas of poverty/minority concentration
- c. Provide fair housing regulation training to staff and owners

Reason for Selecting Strategies

- 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

Additional Information. Describe the following, as well as any additional information HUD has requested.

(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.

1. Through Capital Fund, upgrades and major repairs and replacements are done to EHHA properties to keep housing in decent and safe condition, thereby preserving housing stock and revitalizing
2. Continue to promote the Section 8 Program to local Owners by educating Owners about the Section 8 Program
3. Continue to promote Fair Housing training to staff
4. Update Personnel Policies, Ethics Policies, etc. in order to maintain a high level of standards and professionalism
5. Maintain working towards high-performer status for public housing and Section 8 program
6. Maintain and encourage participation in the Resident Advisory Board and community organization to better serve our residents by meeting and forming partnerships with local organizations listed below. These organizations help to maximize social and economic opportunities and assist our families in becoming self-sufficient:

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| ADA Transportation | Herbert t. Clarke House |
| American Red Cross | Infoline |
| Asian Family Services | Intercommunity Mental Health |
| Aurora Senior Living of East Hartford | Interfaith Ministries |
| Board of Education Services for the Blind | Interim Healthcare |
| Boy Scouts of America | Latino Community Services |
| Bureau of Rehabilitation Services | Lens Crafters – Gift of Sight Program |
| ChildPlan | Malta House of Care Foundation |
| Companions and Homemakers | Manchester Memorial Hospital |
| Community Partners | Masonicare Partners |
| Community Renewal Team, Incorporated | Medstrive |
| Connecticut Community Care, Incorporated | Metropolitan Shoes |
| Connecticut Homecare Program for Elders | National Alliance of Mental Illness CT Chapter |
| Connecticut Housing Coalition | North Central Area Agency on Aging |
| Crossroads Community Cathedral | Nursing Services, Incorporated |
| Dial-A-Ride Transportation | Patient Care Services |
| East Hartford Community Healthcare, Incorporated | Pentecostal Church |
| East Hartford Community Resource Center | Protective Services of the Elderly |
| East Hartford Dialysis | Riverside Health and Rehabilitation |
| East Hartford Emergency Shelter | Saint Francis Hospital |
| East Hartford Fire Department | Senior Care – Adult Day Care |
| East Hartford Health Department | State of Connecticut Department of Social Services |
| East Hartford Neighborhood Emergency Team | Ste. Marie Opticians |
| East Hartford Police Department | The Retreat – Assisted Living |
| East Hartford Senior Services | Visiting Nurse and Health Services of Connecticut |
| East Hartford Social Services | Walgreens Pharmacy |
| Foodshare | WellCare |
| Greater Hartford Legal Aid | YMCA |
| Hartford Hospital | |
| Hartford Orthotics | |
| Hearing Wellness Center | |

10.0

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”

A Significant Amendment is a critical change in policies, or occupancy rules needed to address changing population in Town.

A Substantial Deviation is a change or exception to adopt rules necessitated by emergency needs of local population.

11.0	<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> <ul 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. (g) Challenged Elements (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)
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a 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: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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: East Hartford Housing Authority	Grant Type and Number Capital Fund Program Grant No. CT26P01350112 Replacement Housing Factor Grant No. Date of CFFP	FFY of Grant: 2012 FFY of Grant Approval:
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Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies
 Performance and Evaluation Report for Period Ending: Revised Annual Statement (revision no:#2)
 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-CFF Funds	0	0		
2	1406 Operations (may not exceed 20% of line 21) ³	61,073	61,073		
3	1408 Management Improvements	61,073	17,073		
4	1410 Administration (may not exceed 10% of line 21)	61,073	61,073		
5	1411 Audit	0	0		
6	1415 Liquidated Damages	0	0		
7	1430 Fees and Costs	32,518	20,518		
8	1440 Site Acquisition	0	0		
9	1450 Site Improvement	0	0		
10	1460 Dwelling Structures	105,000	2,000		
11	1465.1 Dwelling Equipment—Nonexpendable	0	0		
12	1470 Non-dwelling Structures	0	0		
13	1475 Non-dwelling Equipment	290,000	449,000		
14	1485 Demolition	0	0		
15	1492 Moving to Work Demonstration	0	0		
16	1495.1 Relocation Costs	0	0		
17	1499 Development Activities ⁴	0	0		

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 CFF Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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: East Hartford Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P01350112 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant:2012 FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Revised Annual Statement (revision no: #2) <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
18a	1501 Collateralization or Debt Service paid by the PHA	0	0		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0		
19	1502 Contingency (may not exceed 8% of line 20)	0	0		
20	Amount of Annual Grant (sum of lines 2 - 19)	610,737	610,737		
21	Amount of line 20 Related to LBP Activities	0	0		
22	Amount of line 20 Related to Section 504 Activities	0	0		
23	Amount of line 20 Related to Security - Soft Costs	0	0		
24	Amount of line 20 Related to Security - Hard Costs	0	0		
25	Amount of line 20 Related to Energy Conservation Measures	290,000	449,000		
Signature of Executive Director <i>Debra Pouchard</i>		Date 6/20/12		Signature of Public Housing Director <i>Jeffrey E. Azkan</i>	
				Date 6/21/12	

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 CFF Grants for operations.
⁴ RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: East Hartford Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P01350112 CFPP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2012			
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	
Low Rise Amp #1								
13-1 Hockanum Park	Replace boilers and H/W systems	1475	14	290,000	449,000			bids received - additional budget needed for high efficiency boilers
High Rise Amp #2								
13-6 The Highlands	Replace EDPM roofing	1460	1	105,000	2,000			in design- construction moved to CFP 2013 - \$2,000 for REAC corrections
13-7 Miller Gardens	Replace generator	1475	1	65,000	0			in design - construction moved to CFP 2013
1406 Operations	Utility and other associated AMP costs	1406	PHA wide	61,073	61,073			
1408 Management Improvements	Fleet upgrades, physical needs assessments, staff training, safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements,	1408	PHA wide	61,073	17,073			no change additional funds used in BLI 1475

	environmental hazards, accessibility & site improvements, contract & design services, REAC corrections							
1-10 Administration	Asset Coordinator's salary and benefits to manage program	1410	PHA wide	61,073	61,073			no change

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² To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
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Part II: Supporting Pages								
PHA Name: East Hartford Housing Authority			Grant Type and Number Capital Fund Program Grant No: CT26P01350112 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2012		
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	

1460					
13-7 Miller Gardens Replace generator	03/11/2014	construction moved to CFP 2013	03/11/2016	construction moved to CFP 2013	moved construction to CFP 2013 budget - no change in dates for design
1406 Operations	03/11/2014		03/11/2016		
1408 Management Improvements	03/11/2014		03/11/2016		no change in dates no change in dates
1410 Administration	03/11/2014		03/11/2016		no change in dates

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
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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: East Hartford Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P01350111 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2011 FFY of Grant Approval:
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Revised Annual Statement (revision no: #1) <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	66,111	66,111	0	0
3	1408 Management Improvements	66,111	66,111	0	0
4	1410 Administration (may not exceed 10% of line 21)	66,111	66,111	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	44,784	48,784	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	198,000	224,000	0	0
10	1460 Dwelling Structures	220,000	190,000	0	0
11	1465.1 Dwelling Equipment---Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities ⁴	0	0	0	0

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.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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: East Hartford Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P01350111 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant:2011 FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Revised Annual Statement (revision no: #1) <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
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2 - 19)	661,117	661,117	0	0
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Activities	220,000	190,000	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0
Signature of Executive Director <i>Debra Bruckner</i>		Date 7/13/12	Signature of Public Housing Director <i>J. Foster</i>		Date 7/17/2012

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 II: Supporting Pages								
PHA Name: East Hartford Housing Authority			Grant Type and Number Capital Fund Program Grant No: CT26P01350111 CFPP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2011		
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	
Low Rise Amp #1								
13-1 Hockanum Park	Seal paving cracks-line striping	1450	2	15,000	15,000	0	0	out to bid 7-17-12
13-2 Shea Gardens	504 Compliance upgrades	1460	6	125,000	190,000	0	0	bid opening 7-11-12
13-2 Shea Gardens	Site Improvements -Seal paving cracks-line striping and 504 Compliance upgrades	1450	2	15,000	20,000	0	0	out to bid 7-17-12
13-3 Rochambeau	Seal paving cracks-line striping	1450	1	10,000	14,000	0	0	out to bid 7-17-12
13-5 Elms Village	504 Compliance Upgrades	1460	2	95,000	0	0	0	moved to 5 year plan
13-5 Elms Village	Seal paving cracks-line striping	1450	3	10,000	14,000	0	0	out to bid 7-17-12
High Rise Amp								
13-4 Meadow Hill	Seal paving cracks-line striping	1450	3	12,000	19,000	0	0	out to bid 7-17-12
13-6 The Highlands	Seal paving cracks-line striping	1450	1	8,000	13,000	0	0	out to bid 7-17-12
13-6 The Highlands	Replace perimeter fencing	1450	1	40,000	30,000	0	0	contract signed 6/28/12
13-6 Heritage Gardens	Seal paving cracks-line striping	1450	1	8,000	9,000	0	0	out to bid 7-17-12
13-6 Heritage Gardens	Replace perimeter fencing	1450	1	35,000	27,000	0	0	contract signed 6/28/12
13-7 Miller Gardens	Seal paving cracks-line striping	1450	1	10,000	20,000	0	0	out to bid 7-17-12
Federalized Amp								

Hutt Heights	Site Improvements -Replace perimeter fencing - sidewalk repairs	1450	I	35,000	43,000	0	0	contract signed 6/28/12
1406 Operations	Utility and other associated AMP costs	1406	PHA wide	66,111	66,111	0	0	no change

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.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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								
PHA Name: East Hartford Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P01350111 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2011			
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	
1408 Management Improvements	Fleet upgrades, physical needs assessments, staff training, safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, environmental hazards, accessibility & site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	1408	PHA wide	66,111	66,111	0	0	no change
1410 Administration	Asset Coordinator's salary and benefits to manage the program	1410	PHA wide	66,111	66,111	0	0	no change

504 Compliance Upgrades 1460					
13-2 Shea Gardens - Site Improvements-Seal paving cracks-line striping 1450	8/02/2013		08/02/2015		no change
13-3 Rochambeau seal paving cracks-line striping 1450	8/02/2013		08/02/2015		no change
13-5 Elms Village 504 Compliance Upgrades 1460 Seal paving cracks-line striping 1450	8/02/2013		08/02/2015		no change with Site Improvements/seal paving crack 504 Compliance Upgrades moved to 5 yr. plan
High Rise Amp #2					
13-4 Meadow Hill-seal paving cracks -linestriping 1450	8/02/2013		08/02/2015		no change
13-6 The Highlands seal paving cracks-line striping 1450	8/02/2013		08/02/2015		no change
13-6 The Highlands Replace perimeter fencing 1450	8/02/2013		08/02/2015		no change
13-7 Miller Gardens seal paving cracks-line striping 1450	8/02/2013		08/02/2015		no change
Federalized Amp-Hutt Heights-Site Improvements Replace perimeter fencing- sidewalks repairs	8/02/2013		08/02/2015		no change
1406 Operations	8/02/2011		08/02/2013		no change
1408 Management Improvements	8/02/2011		08/02/2015		no change
1410 Administration	08/02/2011		08/02/2013		no change

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j) of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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: East Hartford Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P01350110 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2010 FFY of Grant Approval:
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Revised Annual Statement (revision no: #6) <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	75,931	75,931	0	0
3	1408 Management Improvements	35,931	55,859.25	0	0
4	1410 Administration (may not exceed 10% of line 21)	75,931	75,931	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	41,518	40,474.81	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	306,364.58	287,479.52	0	0
11	1465 1 Dwelling Equipment- Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	223,635.42	223,635.42	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495 1 Relocation Costs	0	0	0	0
17	1499 Development Activities ⁴	0	0	0	0

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.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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: East Hartford Housing Authority	Grant Type and Number Capital Fund Program Grant No: CT26P01350110 Replacement Housing Factor Grant No: Date of CFFP.	FFY of Grant: 2010 FFY of Grant Approval:
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Type of Grant

Original Annual Statement Reserve for Disasters/Emergencies

Performance and Evaluation Report for Period Ending: Revised Annual Statement (revision no: #6)

Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant:: (sum of lines 2 - 19)	759,311	759,311	0	0
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Activities	190,000	171,000	0	0
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0
24	Amount of line 20 Related to Security - Hard Costs	0	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	185,000	185,000	0	0

Signature of Executive Director: *Debra Bruchan* Date: *7/18/12*

Signature of Public Housing Director: *Jif B... S. Arhan* Date: *7/12/2012*

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 II: Supporting Pages

PHA Name: East Hartford Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P01350110 CFFP (Yes/ 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 ¹	Funds Obligated ²	Funds Expended ²	
Low Rise Amp #1								
13-3 Rochambeau	504 Compliance Upgrades	1460	2	95,000	95,000	0	0	contract signed 6-24/11-work complete
13-5 Elms Village	Boiler replacements	1475	4	183,635.42	183,635.42	0	0	contract signed 5-5-11 -work complete
13-2 Shea Gardens	Shingle Roof Replacement	1460	10	116,364.58	116,364.58	0	0	contract signed 9-27-11- work complete
High Rise Amp #2								
13-6 Heritage Gardens	Generator Replacement	1475	1	40,000	40,000	0	0	contract signed 5-23-11-work complete
Federalized Amp								
Hutt Heights	504 Compliance Upgrades	1460	2	95,000	76,114.94	0	0	contract signed 2-27-12 - work complete
Hutt Heights	504 Compliance Upgrades - Site Improvements	1470	1	0	0	0	0	work to be done under ARRA General Renovation/site improvements - no change
1406 Operations	Utility and other associated AMP costs	1406	PHA wide	75,931	75,931	0	0	no change from Rev. #5
1408 Management	Fleet upgrades, physical needs	1408	PHA	35,931	55,859.25	0	0	additional funds

Improvements	assessments, staff training, safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, environmental hazards, accessibility & site improvements, contract & design services		wide					not used in construction being returned to this line item for computer server and software upgrades
1410 Administration	Asset Coordinator's salary and benefits to manage the program	1410	PHA wide	75,931	75,931	0	0	no change from Rev. #5

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.

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Part II: Supporting Pages		PHA Name: East Hartford Housing Authority			Grant Type and Number Capital Fund Program Grant No: CT26P01350110 CFFP (Yes/ 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 ¹	Funds Obligated ²	Funds Expended ²		

13-5 Elms Village Boiler Replacements	7/09/2012		07/09/2014		no change
13-2 Shea Gardens Shingle Roof replacements High Rise Amp #2	7/09/2012		07/09/2014		no change
13-6 Heritage Gardens Generator Replacement	7/09/2012		07/09/2014		no change
Federalized Amp					
Hutt Heights 504 Compliance upgrades	07/09/2012		07/09/2014		no change
Hutt Heights 504 Compliance upgrades Site Improvements	07/09/2012		07/09/2014		reduced scope of work for 504 Compliance Upgrades in units - no change in dates for funding obligations or expenditure
1406 Operations	07/09/2010		07/09/2012		no change
1408 Management Improvements	07/09/2012		07/09/2014		no change
1410 Administration	07/09/2010		07/09/2012		no change

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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: East Hartford Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P01350109 Replacement Housing Factor Grant No. Date of CFFP:			FFY of Grant: 2009 FFY of Grant Approval:
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Revised Annual Statement (revision no:) <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	75,772.83		75,772.83	75,772.83
3	1408 Management Improvements	57,228.95		57,228.95	57,228.95
4	1410 Administration (may not exceed 10% of line 21)	76,059		76,059	76,059
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	46,055.52		46,055.52	46,055.52
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	80,128		80,128	80,128
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	19,314.40		19,314.40	19,314.40
13	1475 Non-dwelling Equipment	406,040.30		406,040.30	406,040.30
14	1485 Demolition	0	0		
15	1492 Moving to Work Demonstration	0	0		
16	1495.1 Relocation Costs	0	0		
17	1499 Development Activities ⁴	0	0		

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.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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: East Hartford Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P01350109 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant:2009 FFY of Grant Approval:	
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	
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0	
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0	
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0	
20	Amount of Annual Grant: (sum of lines 2 - 19)	760,599		760,599	760,599	
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 - Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures	406,040		406,040	406,040	
Signature of Executive Director <i>Diana Borucki</i>		Date 4/4/12		Signature of Public Housing Director <i>Jeff Morris</i>		
				Date 4/12/12		

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 III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: East Hartford Housing Authority					Federal FFY of Grant: 2009
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
Low Rise Amp #100					
13-5 Elms Village Boiler Replacements - all buildings	9/14/2011	9/14/2011	9/14/2013	4/02/2012	all funded expended by 4/2/2012
13-1 Hockanum Park Demo brick stack/ventilation	9/14/2011	9/14/2011	9/14/2013	4/02/2012	all funded expended by 4/2/2012
High Rise Amp #200					
13-6 Heritage Gardens Replace Shingle roofs	9/14/2011	9/14/2011	9/14/2013	4/02/2012	all funded expended by 4/2/2012
13-7 Miller Gardens Boiler Upgrades	9/14/2011	9/14/2011	9/14/2013	4/02/2012	all funded expended by 4/2/2012

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary						
PHA Name/Number East Hartford Housing Authority		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: <i>4-9-2012</i>	
A.	Development Number and Name	Work Statement for Year 1 FFY__2012__	Work Statement for Year 2 FFY__2013__	Work Statement for Year 3 FFY__2014__	Work Statement for Year 4 FFY__2015__	Work Statement for Year 5 FFY__2016__
B.	Physical Improvements Subtotal	Annual Statement	297,000	297,000	297,000	297,000
C.	Management Improvements		61,000	61,000	61,000	61,000
D.	PHA-Wide Non-dwelling Structures and Equipment		100,000	100,000	100,000	100,000
E.	Administration		61,000	61,000	61,000	61,000
F.	Other 1430.1502		30,000	30,000	30,000	30,000
G.	Operations		61,000	61,000	61,000	61,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		610,000	610,000	610,000	610,000
L.	Total Non-CFP Funds					
M.	Grand Total					

Part I: Summary (Continuation)

4-4-2012

PHA Name/Number		Locality (City/county & State)			<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFy 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016
	Low Rise Amp #1	Annual Statement				
	13-1 Hockanum Park		Generator installation Demo old boilers at 42 Ham.	Replace older perimeter fencing Upgrade common security doors	Window Upgrades -- Low E Kitchen Upgrades Bathroom Upgrades	Common areas/stairwell painting Replace storm doors
	13-2 Shea Gardens		Replace generator Replace electric stoves	Unit flooring replacement -- asbestos Site Renovations & fencing	Window Upgrades -- Low E Kitchen Upgrades Bathroom Upgrades	Common areas/stairwell painting
	13-3 Rochambeau			Site Renovations & fencing Shingle roof replacements Unit flooring replacement - asbestos	Bathroom Upgrades Window Upgrades -- Low E	Generator Replacement Replace electric stoves 504 Compliance Upgrades-additional units
	13-5 Elms Village		Generator Installation	Site Renovations & fencing 504 Compliance upgrades -- additional units	Window Upgrades -- Low E Kitchen Upgrades Bathroom Upgrades	Unit flooring replacement -- asbestos Common areas/stairwell painting
	High Rise Amp #2					
	13-4 Meadow Hill		Site Renovations & fencing Generator Replacement	Window Upgrades -- Low E Kitchen Upgrades Bathroom Upgrades Upgrade stack ventilation	Replace electric stoves 504 Compliance upgrades Replace security & apartment doors	Replace EDPM roofing Unit flooring replacement -- asbestos Common areas/stairwell painting
	13-6 The Highlands		Generator Installation	Install 2 nd elevator Window Upgrades -- Low E Kitchen Upgrades Bathroom Upgrades Upgrade stack ventilation	Elevator Upgrade Replace electric stoves Upgrade fire alarm panel Upgrade hall ventilation	Unit flooring replacement -- asbestos Common areas/stairwell painting Replace security & apartment doors

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/20011

	13-6 Heritage Gardens		Replace A/C Community Room	Replace security & apartment doors Window Upgrades – Low E Kitchen Upgrades Bathroom Upgrades	Upgrade fire alarm panel Replace electric stoves Unit flooring replacement -- asbestos Upgrade hall ventilation	504 Compliance Upgrades- additional units Common areas/ stairwells painting
	13-7 Miller Gardens		Replace gas stoves	Replace security & apartment doors Site Renovations & fencing Upgrade stack & hall ventilation	Window Upgrades -- Low E Kitchen Upgrades Bathroom Upgrades	Replace EDPM roofing Common areas/stairwell painting
	Federalized Amp Hutt Heights					
	Hutt Heights		Replace gas stoves	Window Upgrades – Low E Bathroom Upgrades Generator installation	Unit flooring replacement -- asbestos Electrical Upgrades	Replace storm doors 504 Compliance Upgrades -- additional units

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2012	Work Statement for Year 2013 FFY			Work Statement for Year: 2014 FFY		
	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	Low Rise Amp #1			Low Rise Amp #1		
Annual	13-1 Hockanum Park 1475 Generator installation	1	60,000	13-1 Hockanum Park 1450 Replace older perimeter fence	1	40,000
	1475 Demo old boilers	2	50,000	1460 Upgrade common security doors	28	35,000
Statement	13-2 Shea Gardens 1475 Replace generator	1	40,000	13-2 Shea Gardens 1460 Unit flooring replacement –asbestos	42	210,000
	1465.1 Replace electric stoves	47	19,000	1450 Site renovations & fencing	1	50,000
	13-3 Rochambeau			13-3 Rochambeau 1450 Site renovations & fencing	1	100,000
				1460 Unit flooring replacement –asbestos	45	180,000
				1460 Shingle roof replacements	5	120,000
	13-5 Elms Village 1475 Generator Installation	1	60,000	13-5 Elms Village 1460 504 Compliance upgrades – additional units	4	140,000
				1450 Site renovations & fencing	1	40,000
	High Rise Amp#2			High Rise Amp #2		

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

	13-4 Meadow Hill 1450 Site Renovations & fencing 1475 Generator Replacement	1 1	40,000 70,000	13-4 Meadow Hill 1460 window upgrades – Low E 1460 Kitchen Upgrades 1460 Bathroom Upgrades 1475- upgrade stack ventilation	120 120 120 20	720,000 600,000 600,000 30,000
	13-6 The Highlands 1475 Generator Installation	1	40,000	13-6 The Highlands 1470 – Install 2 nd elevator 1460 window upgrades – Low E 1460 Kitchen Upgrades 1460 Bathroom Upgrades 1475- upgrade stack ventilation	1 54 52 52 10	300,000 270,000 260,000 260,000 20,000
	13-6 Heritage Gardens 1475 Replace A/C Community Room	1	12,000	13-6 Heritage Gardens 1460 Replace security & apartment doors 1460 window upgrades – Low E 1460 Kitchen Upgrades 1460 Bathroom Upgrades	54 46 44 44	108,000 184,000 176,000 176,000
	13-7 Miller Gardens 1465.1 Replace gas stove	86	40,000	13-7 Miller Gardens 1460 Replace security & apartment doors 1450 Site Renovations & fencing 1475- upgrade stack & hall ventilation	90 1 6	180,000 80,000 25,000

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2012 _____	Work Statement for Year 2015 _____ FFY			Work Statement for Year: 2016 _____ FFY		
	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	Low Rise Amp #1			Low Rise Amp #1		
Annual	13-1 Hockanum Park 1460 window upgrades – Low E 1460 Kitchen Upgrades 1460 Bathroom Upgrades	100 100 100	350,000 800,000 600,000	13-1 Hockanum Park 1460 Common areas/ stairwells painting 1460 Replace storm doors	 15 108	 30,000 54,000
Statement	13-2 Shea Gardens 1460 window upgrades – Low E 1460 Kitchen Upgrades 1460 Bathroom Upgrades	50 42 42	150,000 210,000 210,000	13-2 Shea Gardens 1460 Common areas/ stairwells painting	2	52,000
	13-3 Rochambeau 1460 window upgrades – Low E 1460 Bathroom Upgrades	50 46	150,000 460,000	13-3 Rochambeau 1475 Generator Replacement 1460 504 Compliance upgrades – additional units	1 2	40,000 80,000
	13-5 Elms Village 1460 window upgrades – Low E 1460 Kitchen Upgrades 1460 Bathroom Upgrades	85 81 81	255,000 405,000 810,000	13-5 Elms Village 1460 Unit flooring replacement –asbestos 1460 Common areas/ stairwells painting	75 4	300,000 10,000
	High Rise Amp #2			High Rise Amp #2		

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

	13-4 Meadow Hill 1465.1 Replace electric stoves 1460 504 compliance upgrades 1460 Replace security & apartment doors	120 4 130	50,000 160,000 260,000	13-4 Meadow Hill 1460 Replace EDPM roofing 1460 Unit flooring replacement - asbestos 1460 Common areas/ stairwells painting	1 110 10	300,000 440,000 40,000
	13-6 The Highlands 1475 Elevator Upgrades 1465.1 Replace electric stoves 1475 Upgrade fire alarm panel 1475 Upgrade hall ventilation	1 54 1 2	100,000 27,000 100,000 30,000	13-6 The Highlands 1460 Unit flooring replacement - asbestos 1460 Common areas/ stairwells painting 1460 Replace security & apartment doors	50 5 60	200,000 20,000 120,000
	13-6 Heritage Gardens 1475 Upgrade fire alarm panel 1465.1 Replace electric stoves 1460 Unit flooring replacement - asbestos 1475 Upgrade hall ventilation	1 46 40 2	15,000 20,000 160,000 10,000	13-6 Heritage Gardens 1460 Common areas/ stairwells painting 1460 504 Compliance upgrades -- additional units	4 4	20,000 100,000
	13-7 Miller Gardens 1460 window upgrades -- Low E 1460 Kitchen Upgrades 1460 Bathroom Upgrades	86 84 84	344,000 420,000 420,000	13-7 Miller Gardens 1460 Replace EDPM roofing 1460 Common areas/ stairwells painting	1 6	200,000 24,000

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY 2012	Work Statement for Year 2013 FFY		Work Statement for Year: 2014 FFY	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See	Low Rise Amp #1		Low Rise Amp #1	
Annual	Physical Needs Assessment, fleet upgrades, staff training, security/safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	20,000	Physical Needs Assessment, fleet upgrades, staff training, security/safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	20,000
Statement				
	High Rise Amp #2		High Rise Amp #2	
	Physical Needs Assessment, fleet upgrades, staff training, security/safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	21,000	Physical Needs Assessment, fleet upgrades, staff training, security/safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	21,000
	Federalized Amp - Hutt Heights		Federalized Amp - Hutt Heights	
	Physical Needs Assessment, fleet upgrades, staff training, security/safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	20,000	Physical Needs Assessment, fleet upgrades, staff training, security/safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	20,000

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY 2012	Work Statement for Year 2015 FFY		Work Statement for Year: 2016 FFY	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See	Low Rise Amp #1		Low Rise Amp #1	
Annual	Physical Needs Assessment, fleet upgrades, staff training, safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	20,000	Physical Needs Assessment, fleet upgrades, staff training, safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	20,000
Statement				
	High Rise Amp #2		High Rise Amp #2	
	Physical Needs Assessment, fleet upgrades, staff training, safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	21,000	Physical Needs Assessment, fleet upgrades, staff training, safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	21,000
	Federalized Amp – Hutt Heights		Federalized Amp – Hutt Heights	
	Physical Needs Assessment, fleet upgrades, staff training, safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	20,000	Physical Needs Assessment, fleet upgrades, staff training, safety improvements, energy efficiency upgrades, computer and office equipment upgrades, policy review and updates, emergency repairs/replacements, accessibility and 504 Compliance upgrades, site improvements, contract & design services, REAC corrections, Section 3 compliance/training/opportunities	20,000

5 Year Plan 2012 VAWA Statement

In 2010 East Hartford Housing Authority partnered with Interval House, a Domestic Violence center, in an effort to educate our public housing residents, Section 8 participants, property owners and their managers regarding domestic violence. This year East Hartford Housing Authority has added the additional help of the newly founded East Hartford Community Resource Center to our educational efforts.

Interval House provides a 24-hour hotline, safety planning, emergency shelter, and support groups, programs for children, and court and legal advocacy for the families of domestic violence. Their programs help children and adult victims cope with the lasting and devastating effects domestic violence has on their lives. It is through their programs that the families of domestic violence learn how to heal, become strong, and effectively break free from their abusers.

East Hartford Housing Authority has established a referral procedure with Interval House for Suspected or reported domestic violence situations with all residents and participants. Additionally, pamphlets and brochures may be found in EHHA's waiting room for anyone that may need information and help but are still unable to ask.

In 2007 East Hartford Housing Authority began notifying its Section 8 participants and owners and its public housing residents of the passage of VAWA through a direct mailing. The mailing included information regarding victims' rights and property owners' responsibilities under the new, little known law - VAWA. In 2008 East Hartford Housing Authority began including the HUD VAWA Lease Addendum (HUD - 91067) in all annual recertification intake interviews. It is during annual intake interviews that East Hartford Housing Authority staff explains to our residents and participants the purpose of the addendum and the protections VAWA gives all victims of domestic violence.

East Hartford Housing Authority is committed the education of our residents and clients regarding domestic violence. Through the educational presentations provided to the community, we hope our continued efforts will help families understand domestic violence and heal from the trauma that domestic violence inflicts on all people young and old that are touched by its effects.

EAST HARTFORD HOUSING AUTHORITY

RESIDENT ADVISORY BOARD

Ms. Marie Fredrickson
26 Elms Village Drive
East Hartford, CT 06118

Ms. Deonna Sheppard
26 Columbus Circle
Apt. B-1
East Hartford, CT 06108

Mr. Bill Dumond
163 School Street
Apt. W-6
East Hartford, CT 06108

Mr. Jason Matthews
24 Holmes Street
East Hartford, CT 06118

Ms. Gladys Monti
68 Silver Lane
Apt. 37
East Hartford, CT 06118

Mr. Freeman Sargent
1403 Main Street
Apt. 4-F
East Hartford, CT 06108

Waiting List Statistical Summary

Waiting List: Public

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Black/African American	0	0	3	2	0	0	0	0	0	0	5	26.32%
White	0	5	6	0	3	0	0	0	0	0	14	73.68%
Total	0	5	9	2	3	0	0	0	0	0	19	
Total Percent	0.00	26.32	47.37	10.53	15.79	0.00	0.00	0.00	0.00	0.00		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Disabled	0	3	2	0	0	0	0	0	0	0	5	26.32%
Elderly	0	2	7	0	0	0	0	0	0	0	9	47.37%
Family	0	0	0	2	3	0	0	0	0	0	5	26.32%
Total	0	5	9	2	3	0	0	0	0	0	19	
Total Percent	0.00	26.32	47.37	10.53	15.79	0.00	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Hispanic or Latino	0	2	3	0	3	0	0	0	0	0	8	42.11%
Not Hispanic or Latino	0	3	6	2	0	0	0	0	0	0	11	57.89%
Total	0	5	9	2	3	0	0	0	0	0	19	
Total Percent	0.00	26.32	47.37	10.53	15.79	0.00	0.00	0.00	0.00	0.00		

Waiting List: Section 8

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Black/African American	0	0	0	5	4	0	0	0	0	0	9	39.13%
White	0	0	2	5	7	0	0	0	0	0	14	60.87%
Total	0	0	2	10	11	0	0	0	0	0	23	
Total Percent	0.00	0.00	8.70	43.48	47.83	0.00	0.00	0.00	0.00	0.00		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Elderly	0	0	1	0	0	0	0	0	0	0	1	4.35%
Family	0	0	0	10	11	0	0	0	0	0	21	91.30%
Single	0	0	1	0	0	0	0	0	0	0	1	4.35%
Total	0	0	2	10	11	0	0	0	0	0	23	
Total Percent	0.00	0.00	8.70	43.48	47.83	0.00	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Hispanic or Latino	0	0	1	4	7	0	0	0	0	0	12	52.17%
Not Hispanic or Latino	0	0	1	6	4	0	0	0	0	0	11	47.83%
Total	0	0	2	10	11	0	0	0	0	0	23	
Total Percent	0.00	0.00	8.70	43.48	47.83	0.00	0.00	0.00	0.00	0.00		

Waiting List	SRO	Average Days Waiting									Combined Average
		0	1	2	3	4	5	6	7	8	
Public	0	476	906	328	2,069	0	0	0	0	0	915.00
Section 8	0	0	1,533	1,533	1,533	0	0	0	0	0	1,533.00
Averages for All Waiting Lists:	0	238	1,220	931	1,801	0	0	0	0	0	1,224.00

Waiting List Statistical Summary

Waiting List	Average Gross Income	Average Adjusted Income
Public	\$16,560.84	\$15,128.42
Section 8	20,752.39	19,099.35
Averages for All Waiting Lists:	\$18,656.62	\$17,113.88

Waiting List: Public

Percent that are Handicapped or Disabled:	26.00%
Total Number of Handicapped or Disabled:	5
Total Number of Applicants Listed:	19

Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	1
Number Qualifying for Very Low Income:	3
Number Qualifying for Extremely Low Income:	15
Percent Qualifying for Low Income:	5.00%
Percent Qualifying for Very Low Income:	16.00%
Percent Qualifying for Extremely Low Income:	79.00%

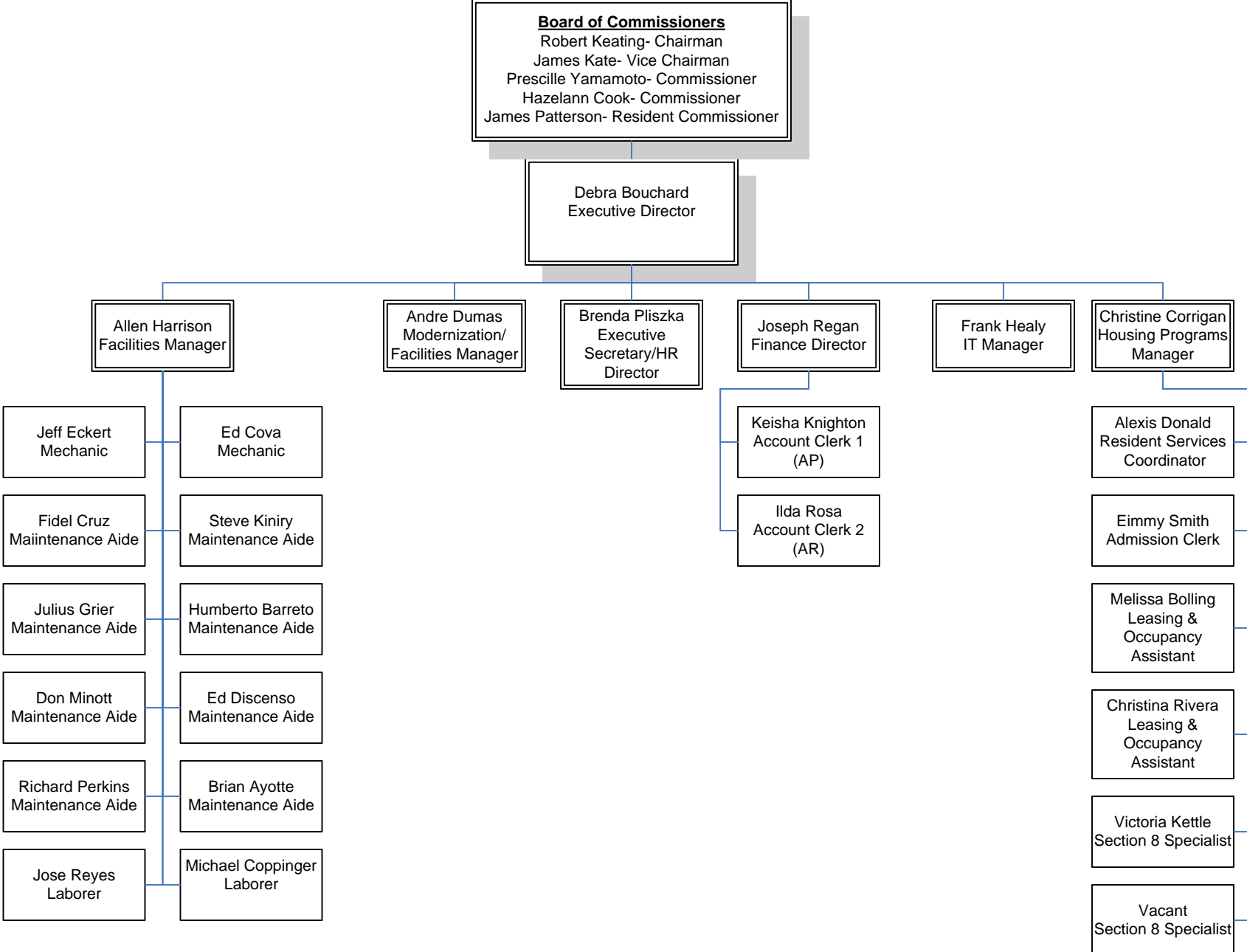
Waiting List: Section 8

Percent that are Handicapped or Disabled:	0.00%
Total Number of Handicapped or Disabled:	0
Total Number of Applicants Listed:	23

Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	0
Number Qualifying for Very Low Income:	6
Number Qualifying for Extremely Low Income:	17
Percent Qualifying for Low Income:	0.00%
Percent Qualifying for Very Low Income:	26.00%
Percent Qualifying for Extremely Low Income:	74.00%

End of Report

East Hartford Housing Authority Organizational Chart



Board of Commissioners
 Robert Keating- Chairman
 James Kate- Vice Chairman
 Prescille Yamamoto- Commissioner
 Hazelann Cook- Commissioner
 James Patterson- Resident Commissioner

Debra Bouchard
 Executive Director

Allen Harrison
 Facilities Manager

Andre Dumas
 Modernization/
 Facilities Manager

Brenda Pliszka
 Executive
 Secretary/HR
 Director

Joseph Regan
 Finance Director

Frank Healy
 IT Manager

Christine Corrigan
 Housing Programs
 Manager

Jeff Eckert
 Mechanic

Ed Cova
 Mechanic

Fidel Cruz
 Maintenance Aide

Steve Kiniry
 Maintenance Aide

Julius Grier
 Maintenance Aide

Humberto Barreto
 Maintenance Aide

Don Minott
 Maintenance Aide

Ed Discenso
 Maintenance Aide

Richard Perkins
 Maintenance Aide

Brian Ayotte
 Maintenance Aide

Jose Reyes
 Laborer

Michael Coppinger
 Laborer

Keisha Knighton
 Account Clerk 1
 (AP)

Ilda Rosa
 Account Clerk 2
 (AR)

Alexis Donald
 Resident Services
 Coordinator

Emmy Smith
 Admission Clerk

Melissa Bolling
 Leasing &
 Occupancy
 Assistant

Christina Rivera
 Leasing &
 Occupancy
 Assistant

Victoria Kettle
 Section 8 Specialist

Vacant
 Section 8 Specialist

Recovery Agreement: Attachment A

updated:6/1/2012

East Hartford Housing Authority and the U.S. Department of Housing and Urban Development
August 2011

Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
Area: Governance	The EHHA Board of Commissioners demonstrates effective capacity, leadership and decision-making; all measures in the section are to be taken by the Board of Commissioners, except for the re-evaluation of the Board's capacity, which is to be completed by HUD.	Construct and propose to HUD a balanced operating budget for Fiscal Year 2012 (beginning 10/1/11)	9/1/2011	9/1/2011	Demonstration of capacity and leadership by the EHHA Board of Commissioners is critical first step toward recovery. The status of the "Measures" in "Governance" which are due by October 2011 will enable HUD to determine if the EHHA Board has the capacity to govern EHHA and to oversee the balance of this Recovery Agreement; or if alternative measures, such as receivership options, need to be explored as remedies.	Submitted draft budget to Hartford field office on 9/1/2011.
		Select a well-qualified Executive Director; this task should be expedited as many other objectives are dependent on its completion.	11/1/2011	11/1/2011		EHHA requested and HUD approved moving the deadline date for ED selection from 10/1/2011 to 11/1/2011. Executive Director Application deadline- 9/15/2011. First round of interviews held by selected panel on October 4, 2011. Three finalists sent to the Chairman. Commissioners appointed a new ED on November 1, 2011.
		HUD recommends the Board immediately secure a vendor to conduct a professional search	9/1/2011	8/1/2011		SELECTED A PANEL- Kevin Nelson (ED), Stratford Housing, Patrick Barder(ED), Manchester Housing, Neil Griffin (ED), Glastonbury Housing

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Review, revise and adopt by-laws consistent with applicable state laws regarding meetings held by public entities	9/1/2011	8/17/2011		By-Laws revised, presented and approved by the Board of Commissioners at the August Board meeting.
		Establish and review monthly reports related to accomplishment of tasks outlined in this Recovery Agreement	9/1/11 and monthly thereafter	8/17/2011		Updated RA was included in the Board packet for the August Board meeting. RA will be included at every Board meeting.
		Establish and review monthly reports related to: 1) financial performance, 2) physical maintenance and improvement and 3) occupancy maximization/vacancy reduction	09/01/11, and monthly thereafter	Started 8/17/2011-ongoing		Board packets include Site Improvements, Occupancy Levels, Rent Collection Rate, Unit Turnaround, AP Aging, AR Aging, Budget/Actual, and Check Register Report.

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East Hartford Housing Authority and the U.S. Department of Housing and Urban Development
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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Develop, approve and present to HUD an Annual Agency Plan	9/15/2011	9/14/2011		EHHA resubmitted updated Annual Plan including the RA items.
		Submit Amended Five Year Plan that is consistent with EHHA's strategic recovery objectives	3/15/2012	11/11/2011		

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Develop and share with HUD a plan to address pending and on-going litigation	9/1/2011	9/1/2011		Provided to Hud Pending and Ongoing Litigation report.
		Re-evaluate Board's capacity, leadership and decision-making based on accomplishment of critical priority items noted above	11/15/2011	1/20/2012		HUD moved target date from 10/15/2011 to 11/15/2011. Evaluation from HUD complete.
		Participate in Training offered by state and national industry groups on public housing topics including PHAS	Ongoing	Ongoing		Sent Leasing and Occupancy staff to rent collection training offered by Conn NAHRO. The Managers watched the PHAS III webinar. Ten employees will attend Fair Housing offered by Conn Nahro.
		Ensure Housing Authority Board obtains training in project based accounting, principles of Generally Accepted Accounting Principles (GAAP) and asset management	11/1/2011	10/12/2011		GAAP training provided by HUD on October 12, 2011 at Hartford Field office
		Institute Mentor Relationship with High Performing PHA	11/1/2011	8/1/2011		Stratford Housing Authority

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Post all meeting minutes and notices as required by Connecticut state law. C.G.S. Chapter 14, sec. 1-225	9/1/11, and monthly thereafter	N/A		EHHA has always posted the agendas with the Town Hall. EHHA does not have a website to post minutes to. Minutes are kept at the authority for anyone to review. In March 2012, the Housing Authority started posting changes/updates to meetings on the town's website.
		Develop and present Annual Report to local government in accordance with bylaws	11/1/2011	11/8/2011		The East Hartford Housing Authority office lost power from October 29, 2011 to November 3, 2011.
		Develop and adopt administrative policies related to personnel, use of PHA vehicles and equipment, records retention and travel	2/1/2012	1/30/2012		EHHA has all policies with the exception of Record Retention policy. Board adopted policy on 1/30/12.

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Formulate personnel policies that Board will use to conduct performance reviews of Executive Director	2/1/2012	4/11/2012		A new evaluation form was created with criteria in order to evaluate the Executive Director on 3/27/12. Evaluation performed on 4/10/12. Further modifications will be done to the form to achieve clear measurable goals.
		Conduct year end performance review for Executive Director	10/1/12 and annually thereafter			
Area: Organization and Staffing	An organizational table that reflects the authorities and functions of the Executive Director and staff	Evaluate existing functions, size and capacity of staff and design a revised organizational table	12/1/2011	12/1/2011	Demonstration of the capacity of the newly hired Executive Director of EHHA is another critical step toward recovery. The status of the "Measures" in "Organization and Staffing" which are due by March 2012 will enable the Board of Commissioners and HUD to determine if the new ED has the capacity to	Reviewing budget and current staff levels and revised the chart of organization.
		Establish credentials and position descriptions for all positions	12/1/2011	Ongoing		Revised AP position qualifications to include degree in accounting, obtain GAAP training within 6 months of hire date and knowledge of housing.

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Requirement for new hires in accounting department should be an accounting degree and experience working in state/local/federal government accounting and asset management	12/1/2011	12/1/2011	direct and manage EHHA and to oversee the balance of this Recovery Agreement; or if alternative measures, such as the hiring of a replacement ED or alternative management strategies, need to be explored as remedies.	New Finance Director job description was redone with experience in housing and account degree added. EHHA selected a new Finance Director by 12/1/11.
	EHHA staff have sufficient skills	Provide training on GAAP for accounting staff	3/1/2012	2/16/2012		Asher Finance Group- 2/14/12 to 2/16/2012
		Provide training on project based accounting for accounting staff	3/1/2012	2/16/2012		Asher Finance Group- 2/16/2012
		Provide training in public housing management	5/1/2012	1/27/2012		Nan McKay- 01/23/12 to 1/27/2012
		Provide training on SEMAP, EIV and fraud prevention and for HCV staff	2/1/2012	8/19/2011		Leasing Staff viewed EIV Webinar on August 12th and had Income and Discrepancy training with Marisol Ortiz from HUD on August 19th.

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Provide procurement and environmental compliance training for modernization staff	2/1/2012	11/17/2011		Sent Andre Dumas to Capital Funds training on November 17, 2011.
		Provide PHAS training	2/1/2012	4/14/2011		Webinar PHAS III, HUD's New Yardstick training for the following staff- Andre Dumas, Christine Corrigan, Al Harrison, Frank Healy, and Debra Bouchard
		Provide Ethics Training	2/1/2012	1/27/2012		
		Provide Procurement Training for all staff	2/1/2012	3/22/2012		On-site training with NAHRO scheduled for March 20th-22nd.
		Labor costs are sustainable and based on a balanced budget	Perform cost benefit analysis about contracting out payroll function	2/1/2012		
		Perform cost benefit analysis about contracting out IT services	2/1/2012			IT Manager has multiple responsibilities within organization.
		Perform cost benefit analysis about eliminating resident service coordinator	2/1/2012	N/A		Receive 42,000 grant for Resident Services Coordinator.
		Perform analysis of employee benefits in comparison with industry standards	2/1/2012			Union Contracts

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Negotiate for cost savings	2/1/2012	Ongoing		Savings- Phone lines= 23,000 Annually, DSL= 5,000 annually, Cell phones= 2,500 annually, Office Supplies= 25 %, Fire Extinguisher Contracts= 75%
	Performance reviews facilitate high performance	Formulate personnel policies to conduct performance reviews of staff	2/1/2012	2/1/2012		EHHA has personnel policies and has done all employee reviews as of 2/1/2012.
		Conduct mid-year and year-end performance reviews for each staff member	June 30, 2012 mid-year reviews due; December 31, 2012, annual reviews due			1st set of Employee reviews done 2/1/12
	Integrity of PHA "core business" functions is ensured	Obtain HUD concurrence for any addition of non-HUD funded programs to be administered by EHHA	Duration of MOU			

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Review organizational structure and staffing levels	3/1/2012			Organization Chart was provide to HUD on 12/1/2011. We will be looking at other agencies to see if we need to revise. Met with Executive Director of Worcester Housing on April 28th to discuss conversion to Asset Management. Spoke with Patrick Barder regarding his organization, staffing levels and salary.
Areas: Development Initiatives	Assets are properly and affordably positioned	Dispose of King Court as described in EHHA response of 5/2/11	1/1/2013		The proper positioning of assets is critical to the overall financial performance of EHHA: if EHHA's repositioning efforts are not timely or successful, HUD will explore alternative remedies, such as unilateral disposition and/or contracting options.	Regarding sale- At our last meeting, HUD has agreed to move deadline up from Aug to January of 2013. Still working on draft RFQ- input from residents, neighbors and town. We held additional neighborhood meeting on 1/23/12 and a meeting with the town on January 30,2012.
		Perform Cost benefit Analysis of contracting out management of Veteran's Terrace	TBD			

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Submit Annual Plan for Veterans Terrace Recovery to HUD regarding curing recurring deficiencies in Management Occupancy Review and using suggestions of the performance based contract administrator.	9/15/2011	9/15/2011		EHHA hired independent contract to review files, policies, to advise and train staff on 4350 guidelines.
Area: Finance lead on all measures = Executive Director and/or Finance Director	EHHA meets all financial performance standards as defined by HUD	Submit balanced budget to HUD on all agency activities	10/1/2011	10/1/2011	Each of the measures identified in "Finance" represents a critical task essential for the improved and sustained financial performance of EHHA; if the EHHA ED and /or Finance Director cannot complete these tasks within established time periods, the Board and HUD will evaluate if alternative measures, such as the hiring of a replacement ED and/or Finance Director, need to be explored as remedies.	Special Board meeting to approve budget held on September 28, 2011. Balanced budget submitted to HUD on 10/1/2011.
		Submit monthly actual to HUD for all agency budgets Develop tracking method for current ratio	15 th of each month	1st Submission on 7/15/2011- ongoing		Budget /Actual submitted to HUD via email by the 15th of every month.
		Submit accounts payable aging monthly to HUD	monthly	9/15/2011		AP Aging report sent by the 15th of the month.
		Develop tracking method for expendable fund balance	ongoing	9/15/2011		Ratio report sent by the 15th of the month.
		Report monthly to HUD/EHHA Board	monthly	ongoing		1st meeting was on September 9th with the Harford field office.

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Insure Veteran's Terrace is operated as a single asset with separate bank accounts, income, expenses and staffing allocations clearly defined	10/1/2011	10/1/2011		Separate bank accounts, prorated salaries, prorated allocation of costs. Sent with Budget.
	Inter-program accounts receivable are eliminated	Develop and implement Repayment Plan to Federal accounts, including Veterans Terrace	Repayment complete by 8/1/13			Ehha is putting a proposal together for HUD to establish a payback plan.
	EHHA Board of Commissioners receives accurate monthly reports on financial performance	Accurately identify available cash, including restricted funds, that are clearly distinguished as restricted	9/1/2011 and monthly thereafter	9/1/2011		Section 8 net restricted assets are in a separate account from unrestricted.
		Accurately identify rent collection rate	9/1/2011 and monthly thereafter	8/17/2011		Rent Collection Report shows a rent collection rate well over 97% (July-November)
		Accurately identify progress on repayment to federal accounts	9/1/2011 and monthly thereafter			HUD has requested a repayment plan by August 16, 2012.
		Accurately identify progress on repayment to delinquent vendors	9/1/2011 and monthly thereafter		N/A	Only debt outstanding is King Court mortgage owed to CHFA. EHHA will settle debt when King Court property is sold. Aged AP shows no other vendors.

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
	Rent collection rates at all subsidized housing units are increased to at least 90 percent	Implement direct deposit for public housing and project based section 8 units	TBD			
		Report monthly to HUD on tenant accounts receivables	9/15/2011	9/15/2011		Aged Receivables sent to HUD the 15th of every month.
		Pursue timely evictions	ongoing	Ongoing		NTQ's go out a couple of days after the 10th each month.
		Develop and implement a policy regarding repayment plans	ongoing			
		Use a collection agency for accounts 90 days past due	TBD			
		Program compliance is sustained through the implementation of internal controls	Complete review of internal controls; establish and implement written controls as necessary	11/1/2011	Ongoing	

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments	
	Routine accounting functions are performed	Train new and existing personnel on accounting software	9/1/2011	9/7/2011		Training for finance software was performed by Emphasys. Training began on 9/1/11 and completed on 9/7/11.	
		Perform monthly reconciliations	1/1/2012	7/1/2011		Bank reconciliation are done every month since July 2011	
		Establish functional linkage between the accounting system and the general ledger	February 1, 2012	April 17, 2012		Scheduled for 02/24/12 with vendor.	
	The reconciliation of bank accounts and the determination of the cash position is performed timely, accurately, monthly and according to HUD requirements	Establish separate bank accounts to include at a minimum:					
		○ General Operating Account	1/1/2012	N/A		Already have an account at Webster bank.	
		○ Section 8 Housing Choice Voucher	1/1/2012	N/A		Already have an account at Webster bank.	
		○ Section 8 Administrative Fee	1/1/2012	8/8/2011		Account setup at Webster bank for Admin Fees	
		○ Other Section 8 Programs	1/1/2012	N/A		Already have a VT account setup at Webster bank.	
		○ Public Housing	1/1/2012	N/A		Already have an account at Webster bank.	

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		o Security Deposits	1/1/2012	N/A		Already have accounts setup at First Niagara.
		Write Standard Operating Procedures to ensure applicability and consistency based on current practices	1/1/2012			Adopted new write off policy April 18.2012. Ehha has draft procedures and policies for financials and are currently reviewing them.
	Adequate insurance coverage is maintained		9/1/2011	7/1/2011		
Area: Program Management, Public Housing	PH occupancy rate is improved to and maintained at 95 percent or greater	Submit quarterly monthly reports on occupancy and maintain occupancy levels equal to or greater than 95%.	12/1/2011	6/30/2011	High occupancy rates are essential to fulfilling the mission of the Public Housing and provide critical revenues contributing to the on-going viability of every multi-family rental property; if the EHHA ED cannot complete the measures related to "Program Management"	We have always submitted at monthly board meetings. Occupancy rate has improved with vacant unit turnaround time numbers closer to 20 days.

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Comply with PIH Notice 2011-7 for units that are to be taken offline	12/1/2011	9/1/2011	within established time periods, the Board and HUD will evaluate if alternative measures, such as the hiring of a replacement ED or the contracting out of leasing and management functions, need to be explored as remedies.	EHHA puts request in writing to HUD to take unit offline then submits the request to the HUD PIC database for approval.
	Occupancy loss is reduced	Lease up long-term vacancies and focus on reducing the vacant unit turnaround time	TBD			
Area: Compliance with local and federal requirements	EHHA is compliant with the Cooperation Agreement with the Town of East	Repay Town of East Hartford delinquent PILOT Funds or negotiate a settlement	6/1/2012	8/16/2011	Compliance with program requirements is required; if the EHHA ED cannot complete the measures related to "Compliance"	EHHA has paid 2009 and 2010 PILOT payments to the Town.

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
	Hartford	Amend cooperation agreement as needed, post any notices of changes as required by state and local law	6/1/2012		within established time periods, HUD will evaluate if alternative measures, such declaration of ineligible cost or other financial penalties, need to explored as remedies.	We have a meeting setup with Mike Walsh, Finance Director on May 23rd.
		Review and discuss public services with Town of East Hartford	6/1/2012			We have a meeting setup with Mike Walsh, Finance Director on May 23rd. Discussions of trash removal took place, putting together proposal for town to remove trash at the high-rises.
	A procurement policy that complies with 24 CFR 85.36 is developed and implemented	Ensure full and open competition in all large procurement transactions	11/1/2011	5/31/2011		
		Obtain three competitive quotes for all small procurement transactions	ongoing	5/31/2011		Revised Procurement Policy, trained and instituted
		Application of procurement policy to all contracts including contracts for services, construction purchases, leases, rental of supplies and equipment	ongoing	5/31/2011		Revised Procurement Policy, trained and instituted

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Produce written contracts executed by Executive Director and that specify the supplies, services or construction to be provided on all procurements	ongoing	5/31/2011		Revised Procurement Policy, trained and instituted
		Maintain documentation of the history of the procurement including the method of procurement chosen, the basis for the contract price and the cost analysis for cost reasonableness, maintain complete procurement files for each procurement	ongoing	5/31/2011		Revised Procurement Policy, trained and instituted
		Amend Procurement policy to reflect requirement that Board approval is required for all purchases over \$25,000	10/1/2011	8/17/2011		Revised procurement policy and submitted at August 2011 Board meeting.

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Results and Determinations Assessment	Desired Outcome	Measures to Achieve Outcomes	Target Accomplishment Date	Actual Accomplishment Date	Remedies	Comments and Accomplishments
		Publish RFQ for legal services contract	12/1/2011	12/5/2011		RFP for Legal services was done on 12/1/11 and was published in the paper on 12/5/11 and will be published the following week in accordance with our procurement policy.
Area: Program Management, Housing Choice Voucher Program	EHHA meets all the standards defined in the Section Eight Management Assessment Program (SEMAP)	Comply with the Code of Federal Regulation governing the Quality Control and submission of SEMAP Certification.	Next SEMAP Submission	11/29/2011	Compliance with the HCV program requirements is required; if the EHHA ED cannot complete the measures related to HCV "Program Management" within reasonable time periods, HUD will evaluate if alternative measures, such as declaration of ineligible costs or other financial penalties, need to be explored as remedies.	Section 8 leasing department is revamping it's quality control procedures and has brought in additional help from Windsor Housing Authority to complete the QA. EHHA submitted SEMAP on 11/29/2011. EHHA's Section 8 program is now designated as a Standard Performer.
		Submit Monthly Corrective Action Plan (CAP) reports indicating progress in meeting Field Office assigned goals.	Monthly effective September, 2011	9/15/2011		Submitted CAP plan to HUD by September 15, 2011. EHHA will update the CAP and resubmit to HUD by the 15th of every month. EHHA's Section 8 program is no longer troubled and has been designated as a Standard Performer- CAP reports have ceased.

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

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, Sara Ross the Housing Planning Analystst certify that the Five Year and
Annual PHA Plan of the East Hartford Housing Authority is consistent with the Consolidated Plan of
Town of East Hartford prepared pursuant to 24 CFR Part 91.

Sara Ross 7/9/2012

Signed / Dated by Appropriate State or Local Official

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 10/1/12, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

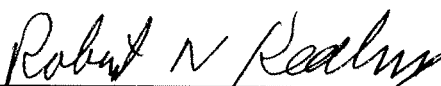
East Hartford Housing Authority
PHA Name

CT013
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2012 - 2016

Annual PHA Plan for Fiscal Years 2012 - 2013

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Robert N. Keating	Chairman of the Board
Signature	Date
	6/20/2012

Civil Rights Certification

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Civil Rights Certification**Annual Certification and Board Resolution**

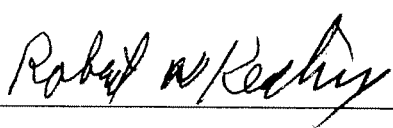
Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

East Hartford Housing Authority
 PHA Name

CT013
 PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Robert N. Keating	Chairman of the Board
Signature	Date
	6/20/2012

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

East Hartford Housing Authority

Program/Activity Receiving Federal Grant Funding

Annual & Five Year Agency Plan for 2012

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---


- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 - f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Debra M. Bouchard	Title	Exécutive Director
Signature		Date	7/12/12

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

Approved by OMB
0348-0046

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: ^{4c}	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Debra Bouchard</u> Print Name: <u>Debra M. Bouchard</u> Title: <u>Executive Director</u> Telephone No.: <u>860-290-8301</u> Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

Certification of Payments to Influence Federal Transactions

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

OMB Approval No. 2577-0157 (Exp. 01/31/2014)

Applicant Name

East Hartford Housing Authority

Program/Activity Receiving Federal Grant Funding

Annual & Five Year Agency Plan for 2012

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Debra M. Bouchard

Title

Executive Director

Signature



Date (mm/dd/yyyy)

07/12/2012