

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

PHA Plans

5 Year Plan for Fiscal Years 2001 - 2005
Annual Plan for Fiscal Year 2002

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

PHA Plan Agency Identification

PHA Name: Lewiston Housing Authority

PHA Number: ME005

PHA Fiscal Year Beginning: (mm/yyyy) 07/2001

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2001 - 2005
[24 CFR Part 903.5]

A. Mission

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

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

It is the mission of the Lewiston Housing Authority to provide decent, safe, and affordable housing to those eligible persons who are in need of housing assistance and, in so doing, promote economic uplift and personal growth.

Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers: 100 vouchers
 - Reduce public housing vacancies: maintain 97% occupancy
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units: perform timely replacements and improvements to major systems at all buildings and sites per our Capital Fund five year Action Plan.
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)
Design and implement a homeownership program drawing on available federal, state and local resources.

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
Aim to increase resident's sense of safety and security as indicated by surveys and Resident Advisory Board Reports
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

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

Objectives:

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

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

Other PHA Goals and Objectives: (list below)

PHA Goal: Develop partnerships with other community housing and social service agencies in order to expand the available resources to solve housing problems.

Objectives:

Participate in the development of a community center in the downtown area to enable provision of services that will foster resident self-sufficiency

Participate in housing development activities with community partners.

Annual PHA Plan
PHA Fiscal Year 2002
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

Not required per Notice PIH 99-51

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	
ii. Table of Contents	
1. Housing Needs	5
2. Financial Resources	12
3. Policies on Eligibility, Selection and Admissions	13
4. Rent Determination Policies	22
5. Operations and Management Policies	27
6. Grievance Procedures	29
7. Capital Improvement Needs	30
8. Demolition and Disposition	32
9. Designation of Housing	33
10. Conversions of Public Housing	34
11. Homeownership	35

12. Community Service Programs	
37	
13. Crime and Safety	40
14. Pets (Inactive for January 1 PHAs)	42
15. Civil Rights Certifications (included with PHA Plan Certifications)	42
16. Audit	42
17. Asset Management	42
18. Other Information	43

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration (me005a01.doc)
- FY 2001 Capital Fund Program Annual Statement (me005b01.doc)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Section 8 Homeownership Program Capacity Statement (me005g01.doc)
- Implementation of Public Housing Resident Community Service Requirements (me005h01.doc)
- Pet Policy (me005i01.doc)
- Progress in Meeting the 5-Year Plan Mission and Goals (me005j01.doc)
- Resident Membership on the PHA Governing Board (me005k01.doc)
- Membership on the Resident Advisory Board (me005l01.doc)
- Section 8 Project Based Vouchers (me005m01.doc)
- Performance & Evaluation Report ME36P00570799 (me005n01.doc)
- Performance & Evaluation Report ME36P00550100 (me005o01.doc)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2001 Capital Fund Program 5 Year Action Plan (me005c01.doc)
- Public Housing Drug Elimination Program (PHDEP) Plan (me005d01.doc)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (me005e01.doc)
- Other (List below, providing each attachment name)
Definition of a substantial deviation (me005f01.doc)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy	Annual Plan: Operations

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	1,990	5	5	5	2	2	2
Income >30% but <=50% of AMI	1,396	5	3	5	2	2	2
Income >50% but <80% of AMI	1,663	3	2	3	2	2	2
Elderly	1,809	5	3	5	2	2	2
Families with Disabilities	Un- known	4	3	4	2	2	2
White, non- Hispanic	4,943	4	3	4	2	2	2
Black, non- Hispanic	50	4	3	4	2	2	2
Hispanic	22	4	3	4	2	2	2
Native American	22	4	3	4	2	2	2
Asian/Pacific Island	12	4	3	4	2	2	2

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000-2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

City of Lewiston’s Analysis of Impediments to Fair Housing - 1997

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	151		123
Extremely low income <=30% AMI		64%	
Very low income (>30% but <=50% AMI)		16%	
Low income (>50% but <80% AMI)		19%	
Families with	88	58%	

Housing Needs of Families on the Waiting List			
children			
Elderly families	45	30%	
Families with Disabilities	Not Available		
Race/ethnicity	Not Available		
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	57	38%	68
2 BR	60	40%	18
3 BR	23	15%	23
4 BR	4	3%	13
5 BR	1	1%	1
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	413		62
Extremely low income <=30% AMI		72%	

Housing Needs of Families on the Waiting List			
Very low income (>30% but <=50% AMI)		28%	
Low income (>50% but <80% AMI)		0	
Families with children		38%	
Elderly families		10%	
Families with Disabilities		52%	
Race/ethnicity	Not Available		
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 0.5			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

Lewiston Housing Authority will continue to optimize the use of its current programs by reducing public housing vacancies and actively marketing its Section 8 programs. We foresee no loss of public housing units except through conversion of efficiencies to one bedroom units at Blake Street Towers. The Section 8 Voucher Program works well in the present rental housing market and we would apply for additional units if they were available. We believe that the continued presence of project based Section 8 is important to the community and generally would support Mark-to –Market applications which would enable project based developments to retain their subsidy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs

- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	693,293	
b) Public Housing Capital Fund	284100	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,060,854	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	32,099	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Section 8 Moderate Rehab	929,957	Operations, HAP
Section 8 Substantial Rehab	2,771,648	Operations, HAP
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Fund Program	446,061	Modernization
Drug Elimination Program	42,099	Operations
3. Public Housing Dwelling Rental		Operations

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Income		
4. Other income (list below)		
Non-Dwelling Rent	4,800	Operations
Interest Income – Section 8	29,500	Operations
Interest Income – Public Housing	16,900	Operations
4. Non-federal sources (list below)		
State Pass Through Section 8	180,090	Operations, HAP
Total resources	8,491,401	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

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

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe) Credit history, landlord references

- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

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

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

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

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

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

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

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

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

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

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

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
 - Two
 - Three or More - Three choices are offered only if there are vacancies at three or more sites, otherwise two choices are offered.
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
 - Overhoused
 - Underhoused
 - Medical justification
 - Administrative reasons determined by the PHA (e.g., to permit modernization work)
 - Resident choice: (state circumstances below) Incentive transfers to promote deconcentration
 - Other: (list below)
- c. Preferences
1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

Response not required per Notice PIH 99-51; Federal Register dated 02/05/01 changed implementation date of final rule on deconcentration so that Lewiston Housing Authority must comply with the requirements beginning with its fiscal year ending 6/30/2003.

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

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

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

Adoption of site based waiting lists
If selected, list targeted developments below:

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors below)
 - Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below)
When a landlord requests information regarding a prospective tenant, Lewiston Housing Authority will give the family's current address and the name and address (if it is known) of the landlord at the family's prior address.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 - Federal public housing
 - Federal moderate rehabilitation
 - Federal project-based certificate program

Other federal or local program (list below)

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

PHA main administrative office

Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Extensions are permitted upon written request describing search efforts to date and demonstrating likelihood of success if additional time is granted.

Extensions will be granted to persons with disabilities who need additional time.

(4) Admissions Preferences

1. Income targeting

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

2. Preferences

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

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

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
Preference will be given to participants in LHA programs who have a documented need to move and who cannot be placed in a public housing unit as a result of domestic violence, reprisals, hate crimes, inaccessibility of unit, or being underhoused.

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

- 1 Other preference(s) (list below)
Preference will be given to participants in LHA programs who have a documented need to move and who cannot be placed in a public housing unit as a result of domestic violence, reprisals, hate crimes, inaccessibility of unit, or being underhoused.
4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- Date and time of application
- Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)
- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)
Change in family composition.

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families

Other (list below)

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

The Lewiston Housing Authority has thirty-three employees in five departments. Three of these departments are located at the Authority's main office at 1 College Street. The Executive Department, consisting of the Executive Director, Administrative Assistant, and Modernization Coordinator, provides planning and direction to the other departments and carries out the policies adopted by the Board of Commissioners.

The Eligibility and Occupancy Department, headed by the Rental Programs Manager, has a staff of seven and performs all of the waiting list, lease-up, and rent determination functions for both the Section 8 and public housing programs. This department is responsible for inspections of dwelling units.

The Accounting Department, consisting of the Controller and three staff, performs budgeting, accounting, and financial reporting for the agency as well as personnel, systems management, and compliance functions.

The Resident Services Department is located at the Hillview Community Center and is directed by the Manager of Resident Services who uses a staff of four to manage all of the public housing developments and to provide social, educational, and supportive services to residents.

The Maintenance Department, located at 47 Avon Street, is directed by the Manager of Physical Plant. The staff of twelve provides maintenance, grounds-keeping and janitorial services for the agency on a twenty-four hour on call basis.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	445	123
Section 8 Vouchers	810	60
Section 8 Certificates	20	2
Section 8 Mod Rehab	200	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	188	
Other Federal Programs(list individually)		
Section 8 Sub Rehab	278	
State Pass-Thru Sec 8	40	8

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management: (list below)

- Admissions and Continued Occupancy Policy
- Pest Control Policy
- Procurement Policy
- Travel Policy

Section 3 Policy
Affirmative Action Plan
Investment Policy
Disposition Policy
Capitalization Policy
Bonding Policy
Safety Policy
Personnel Policies
Smoking Policy
Sexual Harassment Policy
Solicitation Policy
Petty Cash Policy
Policy on Use of Community Rooms
Rent Collection Policy
Close-out Policy
Check Signing Policy/Procedures

Credit Card Policy
Annual Maintenance Plan
Uniform Policy
Hazard Communication Policy
Bloodborne Pathogen Standard
Lock-out Tag-out Procedures
Work Order System
Apartment Painting Policy
Keys, Lockouts, Leasehold Improvements Procedures
Maintenance Vehicles - Standard Operation Procedures

(2) Section 8 Management: (list below)
Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) ME005b02.doc

-or-

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

(2) Optional 5-Year Action Plan

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

- a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) ME005c02.doc
- or-
- The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

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

- Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)
1. Development name:
 2. Development (project) number:
 3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved

Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>

4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>

<p>3. Application status (select one)</p> <p>Approved; included in the PHA's Designation Plan <input type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
<p>4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected:</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway	
<input type="checkbox"/> Assessment results submitted to HUD	
<input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next	

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

- Yes No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 03/23/00

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Family Self-sufficiency	25	Waiting List	Hillview Office	Both
Youth Enrichment Opportunity Program	100	Waiting List	Hillview Office	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: 04/02/01)
Public Housing	0	10
Section 8	12	13

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies

- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports

- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

- ME36P005001
- ME36P005003
- ME36P005005
- ME36P005006

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

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

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

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

- ME36P005001
- ME36P005003
- ME36P005005
- ME36P005006

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

ME36P005001

ME36P005003

ME36P005005

ME36P005006

D. Additional information as required by PHDEP/PHDEP Plan

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

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ME005d02.doc)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)

2. Yes No: Was the most recent fiscal audit submitted to HUD?

3. Yes No: Were there any findings as the result of that audit?

4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____

5. Yes No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment (File name) ME005e02.doc
 - Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
 - Considered comments, but determined that no changes to the PHA Plan were necessary.
 - The PHA changed portions of the PHA Plan in response to comments
List changes below:

The Pet Policy for general occupancy developments was made more restrictive.

Other: (list below)

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)
City of Lewiston

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

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

Apply for additional vouchers
Design & implement a homeownership program
Renovate public housing units
Participate in community center development
Participate in housing development
Continue drug prevention activities in partnership with Lewiston Police Dept.

Other: (list below)

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

The Consolidated Plan supports the Housing Authority's plan with a number of housing initiatives. The City has supported homeless shelters, shelter for substance abusers, home care for elderly, housing rehab loan programs, community policing, lead paint and asbestos abatement, economic development initiatives, land use regulation changes aimed at reducing barriers to fair and affordable housing, and code enforcement. Initiatives like these enable Lewiston Housing Authority to use its resources in the most effective way.

D. Other Information Required by HUD

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

Attachments

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

PHA Plan Table Library

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

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

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

Original Annual Statement

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

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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

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

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

LEWISTON HOUSING AUTHORITY
Attachment to FYE 2002 Annual Plan
Admissions Policy for Deconcentration

DECONCENTRATION POLICY

It is Lewiston Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Lewiston Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement. The worksheet for the analysis can be found in **Appendix I below**.

DECONCENTRATION INCENTIVES

The Lewiston Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

LEWISTON HOUSING AUTHORITY
Attachment to FYE 2002 Annual Plan
Admissions Policy for Deconcentration

Appendix I

Income Limits and Deconcentration Worksheet

Development Name	Number of Units Under ACC	Number of Occupied Units	Number of Units Occupied by Very Poor Families	% Occupied by Very Poor Families

%Very Poor in

Census Tract

Target Number

Number Needed of below 30% of median area income

Number Needed above 30% of median area income

Waiting list number of families Appendix 2

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

PHA Name: LEWISTON HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: ME36P00550101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
--	--	-------------------------------------

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	1,000.00			
3	1408 Management Improvements	19,000.00			
4	1410 Administration	50,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	1,000.00			
8	1440 Site Acquisition	1,000.00			
9	1450 Site Improvement	161,200.00			
10	1460 Dwelling Structures	403,495.00			
11	1465.1 Dwelling Equipment—Nonexpendable	1,000.00			
12	1470 Non-dwelling Structures	12,000.00			
13	1475 Non-dwelling Equipment	59,571.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	1,000.00			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	710,266.00			
22	Amount of line 21 Related to LBP Activities	45,000.00			
23	Amount of line 21 Related to Section 504 compliance	20,000.00			
24	Amount of line 21 Related to Security – Soft Costs	9,500.00			
25	Amount of Line 21 Related to Security – Hard Costs				

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

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00550101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
ME 5-3								
Hillview Apts.	Apartment Floors	1460	15-18 Floors	28,000.00				
Hillview Apts.	Paving Parking Lots Phase 3 of 3	1450	Development	54,000.00				
Hillview Apts.	Replace Bathroom Fans	1460	96 Each	18,800.00				
Hillview Apts.	Heating System-Boilers Phase 1 of 2	1460	Development	50,000.00				
Lafayette Park	Breaker Panels	1460	Development	9,600.00				
Lafayette Park	Replace Bathroom Fans	1460	30 Each	6,000.00				
Rosedale Acres	Replace Bathroom Fans	1460	30 Each	6,000.00				
Rosedale Acres	Paving Parking Lots Phase 2 of 4	1450	Development	18,000.00				
	TOTAL ME 5-3			202,400.00				

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

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00550101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
ME 5-5								
Park, Ash, Whipple Sts.	Replace Flooring	1460	Project Wide	62,500.00				
Park, Ash, Whipple Sts.	Replace Windows	1460	Project Wide	20,000.00				
Ash St.	Exterior Siding and Painting	1460	1 Building	30,000.00				
	TOTAL ME 5-5			112,500.00				
ME 5-6								
Sabattus, Horton, Oak, Shawmut Sts.	Replace Hot Water Heaters	1460	Project Wide	10,000.00				
	TOTAL ME 5-6			10,000.00				
LHA-WIDE								
	Operations	1406		1,000.00				
	Management Needs	1408		2,000.00				
	Resident Initiatives	1408		2,500.00				
	Employment of Investigator	1408		9,500.00				
	Admin. Salaries	1410		20,000.00				
	Modern. Coordinator	1410		30,000.00				
	Transportation Costs	1430		1,000.00				
	Surveys and Maps	1440		1,000.00				
	Dwelling Equipment	1465.1		2,000.00				
	Computer Hardware	1475		17,500.00				
	Computer Software	1408		5,571.00				
	Office Equipment	1475		9,795.00				
	Maintenance Tools & Equipment	1475		7,000.00				
	Community Room & Equipment	1475		4,000.00				
	Landscaping/Paving	1450		4,200.00				
	Exterior Painting Repairs	1460		4,000.00				
	Energy/Dwelling Improvements	1460		8,000.00				
	Energy/Non-Dwelling Improvements	1470		12,000.00				
	Yanmar Tractor	1475		30,000.00				
	Relocation Costs	1495.1		1,000.00				
	TOTAL LHA-WIDE			172,066.00				
TOTAL	TOTAL			710,266.00				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name LEWISTON HOUSING AUTHORITY		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005
	Annual Statement				
ME 5-1/Blake St. Towers		108,300.00	40,000.00	50,000.00	149,000.00
ME 5-2/Meadowview Park		128,000.00	100,000.00	100,000.00	100,000.00
ME 5-3/Hillview Apts.		146,080.00	260,000.00	235,000.00	112,000.00
ME 5-3/Lafayette Park		28,000.00	50,000.00	75,000.00	102,500.00
ME 5-3/Rosedale Acres		43,600.00	80,000.00	75,000.00	53,000.00
ME 5-5		75,000.00	8,000.00	12,000.00	8,000.00
ME 5-6		10,000.00	10,000.00	6,000.00	28,000.00
LHA-Wide		171,286.00	162,266.00	157,766.00	157,766.00
CFP Funds Listed for 5-year planning		710,266.00	710,266.00	710,266.00	710,266.00
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year: <u>2</u> FFY Grant: 2002 PHA FY: 2002			Activities for Year: <u>3</u> FFY Grant: 2003 PHA FY: 2003		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	ME 5-1/Blake St. Towers	Hallways & Flooring	30,000.00	ME 5-1/ Blake St. Towers	Hallways & Flooring	40,000.00
		Kitchen Cabinets Phase 2 of 2	58,300.00			
		Handicap Conversions	20,000.00			
	Subtotal		108,300.00	Subtotal		40,000.00
	ME 5-2/Meadowview Park	Elec. Service Panels, Phase 1 of 3	50,000.00	ME 5-2/Meadowview Park	Elec. Service Panels, Phase 2 of 3	50,000.00
		Heating System-Boilers Phase 1 of 2	50,000.00		Heating System-Boilers, Phase 2 of 2	50,000.00
		Bathrooms	28,000.00			
	Subtotal		128,000.00	Subtotal		100,000.00
	ME 5-3/Hillview Apts.	Apartment Floors	28,000.00	ME 5-3/Hillview Apts.	Interior Lighting	65,000.00
		Breaker Panels	30,080.00		Replace Windows, Phase 1 of 8	45,000.00
		Heating System-Boilers Phase 2 of 2	50,000.00		Maintenance Garage, Phase 1 of 2	150,000.00
		Replace Baseboards	38,000.00			
	Subtotal		146,080.00	Subtotal		260,000.00
	ME 5-3/Lafayette Park	Heating System-Boilers	16,000.00	ME 5-3/Lafayette Park	Flooring	50,000.00
		Replace Baseboards	12,000.00			
	Subtotal		28,000.00	Subtotal		50,000.00
	ME 5-3/Rosedale Acres	Heating System-Boilers	16,000.00	ME 5-3/Rosedale Acres	Flooring	50,000.00
		Paving Parking Lot, Phase 3 of 4	18,000.00		Paving Parking Lot, Phase 4 of 4	18,000.00
		Breaker Panels	9,600.00		Replace Baseboards	12,000.00
	Subtotal		43,600.00	Subtotal		80,000.00
	ME 5-5/ Park, Ash, Whipple	Hallways	12,000.00	ME 5-5, Park, Ash, Whipple	Replace Doors	8,000.00
		Replace Windows	18,000.00			
		Siding	45,000.00			
	Subtotal		75,000.00	Subtotal		8,000.00
	ME 5-6/Sabattus, Horton, Shawmut, Oak	Replace Windows	10,000.00	ME 5-6/ Sabattus, Horton, Shawmut, Oak	Heating Systems	10,000.00
	Subtotal		10,000.00	Subtotal		10,000.00
	LHA-Wide		171,286.00	LHA-Wide		162,266.00
	Subtotal		171,286.00	Subtotal		162,266.00
	Total CFP Estimated Cost		\$710,266.00			\$710,266.00

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year: <u>4</u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	ME 5-1/Blake St. Towers	Replace Windows	50,000.00	ME 5-1/Blake St. Towers	Exterior Lighting	15,000.00
					Repave Parking Lot	18,000.00
					Rehab. Laundry Room	6,000.00
					Hot Water Maker	10,000.00
					Fire Doors	10,000.00
					Elevator Cylinders	50,000.00
					Bathrooms	40,000.00
	Subtotal		50,000.00	Subtotal		149,000.00
	ME 5-2/Meadowview Park	Elec. Service Panels, Phase 3 of 3	100,000.00	ME 5-2/Meadowview Park	Replace Windows, Phase 1 of 3	100,000.00
	Subtotal		100,000.00	Subtotal		100,000.00
	ME 5-3/ Hillview Apts.	Replace Windows, Phase 2 of 8	45,000.00	ME 5-3/Hillview Apts.	Replace Interior Stairs, Phase 1 of 3	20,000.00
		Bathrooms	40,000.00		Replace Interior Doors, Phase 1 of 3	12,000.00
		Maintenance Garage, Phase 2 of 2	150,000.00		Boiler Room Doors	10,000.00
					Replace Windows, Phase 3 of 8	45,000.00
					Hot Water Heaters	25,000.00
	Subtotal		235,000.00	Subtotal		112,000.00
	ME 5-3/Lafayette Park	Replace Windows, Phase 1 of 5	50,000.00	ME 5-3/Lafayette Park	Replace Interior Doors	12,000.00
		Interior Lighting	25,000.00		Replace Interior Stairs	18,000.00
					Replace Windows, Phase 2 of 5	50,000.00
					Hot Water Heaters	22,500.00
	Subtotal		75,000.00	Subtotal		102,500.00

G. PHDEP Program History

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996					
FY 1997 X	134,100	ME36DEP0050197	Closed		
FY 1998 X	134,100	ME36DEP0050198	Closed		12/31/2000
FY 1999 X	98,313	ME36DEP0050199	\$20,697		12/31/2001
FY 2000 X	102,463	ME36DEP0050100	\$88,486		12/31/2002

Section 2: PHDEP Plan Goals and Budget**A. PHDEP Plan Summary**

The overall objective of the plan is to reduce drug use in and around our public housing developments through continuation of our Youth Enrichment Opportunity Program and the addition of new programs aimed at creating a “drug-free lifestyle”. The first strategy consists of drug education in the local schools. As part of the drug education program, a police officer will teach drug education to children in grades K-5. This program will further extend into our largest family development. Here, the drug education officer will be an integral link in promoting mutual trusting relationships between the public housing residents and the local police force. Another strategy of the plan is to promote personal enrichment and self-esteem in young adults. The Youth Enrichment Opportunity Program (YEOP) offers a wide variety of creative activities, such as music, crafts and art. One on one teacher/student programs are offered as well as, group activities. Another objective is to provide adult activities that enhance family relationships and provide quality family-time together.

**LEWISTON HOUSING AUTHORITY
ME005
PHDEP BUDGET SUMMARY**

B. PHDEP Budget Summary

FY <u>2001</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	20,428
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	88,396
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	1,000
TOTAL PHDEP FUNDING	109,824

A. PHDEP Plan Goals and Activities

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$ 20,428		
Goal(s)	Reduce drug use “in and around” public housing using investigative methods.						
Objectives	Investigate drug related crime “in and around” public housing. Gather and analyze crime data, participate in pre-screening of tenants and attend judicial and administrative hearings.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Employment of Investigator			01/01/2002	12/31/2002	\$20,428	\$20,428 LHA Local Share	Crime data, records of court hearings
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding:		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ 88,396		
Goal(s)	Reduce drug use in and around public housing developments						
Objectives	Support and encourage a “drug-free” school environment through drug education; develop trusting and confiding relationships among public housing residents and the local police force; promote personal growth and self-esteem through performing art courses; strengthen and foster bonds between parents and children through family oriented programs						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Drug Education Specialist	Not Known	Children in grades K-5 and public housing families	1/1/2002	12/31/2002	40,000	4,130 Lewiston Police Dept.	DARE officer reports, crime statistics, school department info.
2. Youth Enrichment Opportunity Program	245	Public Housing Youth	1/1/2002	12/31/2002	40,396	16,840 LHA Local Share	enrollment data, attendance sheets, project completions
3. Family/Adult Programs	210	Public Housing Families/Adults	1/1/2002	12/31/2002	8,000	6,000 LHA Local Share	enrollment data, attendance sheets, project completions

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$ 1,000		
Goal(s)	Budget and administer the grant amount accordingly						
Objectives	Determine a correlation between drug reduction and program activities						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Evaluation and Admin.			1/1/2002	12/31/2002	1,000	24,105 LHA Local Share	surveys results, crime statistics
2.							
3.							

Section 3: Expenditure/Obligation Milestones

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130	Activity 1- 100%	20,428	Activity 1 - 100%	20,428
9140				
9150				
9160	Activity 1- 100% Activities 2, 3 - 50%	64,198	Activity 1 - 100% Activities 2, 3 - 75%	76,297
9170				
9180				
9190	Activity 1 -100%	1,000	Activity 1 - 100%	1,000
TOTAL		\$ 85,626		\$ 97,725

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

**Lewiston Housing Authority
Attachment to FYE 2002 Annual Plan
Comments of the Resident Advisory Board**

The Resident Advisory Board decided to meet in two separate groups, one for Section 8 and the other for public housing. Each group held a series of meetings and developed extensive comments. The starting point for the comments was a questionnaire provided by LHA, but the comments surpassed the scope of the questionnaire. The Section 8 group requested that its comments be presented as they wrote them, and we present their comments below.

**Lewiston Housing Authority Resident Advisory Board
Section 8 Recommendations**

To: Board Of Directors
From: Resident Advisory Board
Dates: March 7- March 29,2001
Chair: Brian P. Kendall
CC: Mr. James Dowling-Executive Director Mr. Rick Porter
Assistant Director

The Advisory Board for the Section 8 Program submits its concerns and recommendations to the Board Of the Lewiston Housing Authority. In answering the six questions submitted to us we have discussed these and many more issues we feel are of concerns to the Community the Housing Authority serves. With this said we the Advisory Board wish to let the Executive Board know we have all come into contact with staff at the authority and want it to be know that we find the staff to be pleasant -and helpful. What we have found or discussed are ways In which we believe can help and address the needs of the clients in which the housing authority serves. The following are the questions we were asked and the answers that we came up with and then some have been expanded on to help you understand our recommendations.

- 1) Did you have any difficulty finding suitable apartment in the neighborhood in which you wanted to live?
 - A. Good Neighborhoods have been hard to find.
 - 1) Why would landlords want to sign leases when they can Rent for more.
 - 2) Because of safety, cleanliness, and sanitary conditions, and safety for walking to and from.
 - B. Housing information has not been forthcoming, which makes the search even more difficult.
 - 1) Not knowing what the rights are or who to contact.
 - 2) Not having someplace to go for peer Advocacy outside L.H.A.
 - C. Landlord attitudes toward section 8 people have been Mixed.
 - 1) That Section 8 might be last thing to speak to landlord about after seeing unit and meeting face to face to give them chance to meet the person using the program.

- 2) Landlord's running ads about section 8 not applying. (We would like the authority to look into this to see if this is discriminating)
- D. Time needed to find appropriate housing went from 2 weeks to months.
 - 1) The authority giving only 60 days when in fact the Federal Guidelines state 120 and people feeling pressured to take what they can get not what they are going to be comfortable in or with.
 - 2) The Authority working with Landlord Association of Lewiston and the benefits to the landlord of this program.
 - 3) Having Brochure for tenants and Landlords about the Section 8 Programs.
- 2) Is the payment standard high enough? Is the unit affordable?
 - Did you have trouble finding an affordable apartment?
 - A) Landlords often -know the maximum amounts they can charge and do.
 - B) Units are becoming less affordable, thus more difficult to find.
 - 1) Because of affordable and availability.
 - 2) Because of Utilities Expenses.
 - 3) Because of Clean, Safe and maintained units.
- 3) Does your landlord maintain your unit as well as the building and grounds Properly
 - A) Some do and then there are some that don't.
 - B) Some appliances are in disrepair and having difficulty getting then repaired.
 - C) Snow removal, sanding and salting appear to be a universal problem for parking lot areas, and sidewalks.
- 4) Is Lewiston Housing Authority responsive to your needs and concerns?
 - A) If you know questions to ask...
 - B) Each person on the board knew the answers to different questions through there own experiences.
 - C) It was the Board's opinion that too little information was available to Residents for them to understand the process that is making decisions on the way they will be living in the years to come.
 - 1) That Tenants are afraid to speak to either the landlord or the Authority about issues or questions.
 - 2) Tenants should be told of an appeals process to decisions being made about them. So if they should disagree with it.
 - 3) Section 8 Participants not knowing the process or understanding it of Section 8.
- 5) If you pay for your utilities, is your utility allowance high enough?
 - A) Mostly the Board did not understand the allowance.
 - B) Most had never seen a utility allowance Chart.
 - 1) Those that do pay their utilities don't think it's high enough with current costs.
 - 2) Utility Allowance should be explained at the orientation meetings in detail so that clients understand it.
- 6) Are you in favor of using Section 8 Assistance homeownership?
 - A) Resounding YES!
 - 1) Making this known to all participants of section 8.
 - 2) Why can't L.H.A. purchase a property like the Westbrook housing authority and convert this to Condos for Section 8 Clients to purchase like they did.
 - 3) Why is this only for participants who work when who know what happens down the road? We believe this program should be made available to all Clients. The Authority's mission is to help make all self-sufficient. And purchasing would be to that end.

- 7) L.H.A. should use PR to help dispel the myths about the housing programs and it's advantages to both Tenants and landlords.
- 8) L.H.A. should distribute to all participants a Residents Rights and Responsibilities Booklet Distributed by HUD. This gives Basic Rights and Responsibilities of both Tenants and landlords.
- 9) That the Lewiston Housing Authority Establish a Peer Advocacy Group to help Clients with Issues in regards to housing and the Lewiston Housing Authority to help then to advocate for there needs and rights when they are afraid to speak of problems or concerns.
- 10) That the Lewiston Housing Convene the Advisory Board to start meetings in February to give them longer time to work on there issues before the public hearing. We felt very pressured to get this done before we where ready.
- 11) That the Housing Authority Establish an Emergency Voucher that this Voucher be available to the number the authority sets aside based on the following.
 - A) Those faced with homelessness who are in life threatening illness and on Medications that if not in housing they might otherwise not get or take and therefore facing threat to life.
- 12) Does L.H.A. refer people to other alternative programs if not eligible for Section 8?

Lewiston Housing Authority responses to Section 8 comments

Several of the comments pertained to affordability of units. LHA recognizes that rents in the community are rising. We have raised the payment standard for one bedroom units to 110% of the FMR. If rents in the other bedroom sizes continue to rise, we will raise the payment standards in the other bedroom sizes as well. If proposed FMR's do not keep up with rent increases in the community, then we will seek exception rents or increases in the FMR's.

Comments were made about the lack of acceptance by local landlords of Section 8 voucher holders. LHA will continue to promote the program to local landlords. LHA believes that as long as the program remains financially competitive with the private rental market, landlord acceptance of the program will be attainable.

Several comments related to information (or lack thereof) about the program for participants. LHA has recently improved the information packets it gives people at the time of admission to the program. We welcome suggestions for improvements. We will look for a suitable booklet or brochure on tenants rights. We will develop a scaled down information packet to make available at recertification in case a resident has lost their original material. As far as a peer advocacy group goes, LHA does not plan to sponsor the formation of a peer advocacy group. Residents would be welcome to form such a group on their own or seek the support of existing community groups.

Several comments pertained to homeownership. LHA agrees that this opportunity should be made available as broadly as possible. Until we gain some experience in how the program works, we will limit participation to 25 total households and will make the program available to smaller groups. LHA will explore the possibility of different ways of facilitating purchase of homes, such as the condominium model used by Westbrook, but cannot commit to a specific model at this point.

One comment requested that our admissions policies provide for emergency assistance for homeless persons with life threatening illness and who are on medication. LHA believes that the needs of such persons probably go beyond a voucher and that a special housing type is required as well. LHA has chosen not to target its assistance to specific groups in emergency situations, but rather to the entire group of income eligible persons. Given the long waiting list for voucher assistance, LHA makes every effort to refer people to alternative programs if vouchers are not available. These include Moderate Rehab, Substantial Rehab, Public Housing, and other programs.

Public Housing Comments

ME5-1 Blake Street Towers

Residents requested improved security on the grounds with more fencing, security lighting, trees trimmed for visibility, security guards and video surveillance. A new entry system for the building was requested because of the fragility of the cards and the occasional malfunctions of the system. Additional cleaning of the parking lots, grounds and smoking room was requested. The smoking room needs painting and a smoke eater. The laundry room needs an additional dryer. The windows in the large community room are not weather tight. The public address system needs to be repaired. The kitchen needs additional cabinets and the freezer needs repairs. The units need new kitchen cabinets, painting, new stoves, thermostats, and TV and phone jacks in the bedrooms. Wheelchair accessibility is needed. Desired services include window washing, cleaning, meals, laundry, and at-home recertification for disabled residents. Stronger background checks at time of admission are requested.

ME5-2 Meadowview

Meadowview needs better parking signs to distinguish between resident and visitor parking, the lot at circle 3 could use a second sidewalk, all of the circles could have swingsets under shade trees. Pine trees attract insects in summer. The shuffleboard court needs to be resurfaced. Skate-boarders and roller-bladers are a nuisance. Religious advocates go door to door in violation of the no solicitation policy. Availability of services such as meals and housekeeping is generally good through outside agencies.

ME5-3 Hillview, Rosedale, Lafayette Park

Additional parking is needed. There are only two visitor spots per lot. People speed in the parking lots and make frequent u-turns at the end of Rideout. There are occasional graffiti problems and more security lighting would be helpful. The feeling was that the pet policy should be as restrictive as possible and strictly enforced. Picnic tables are requested. A playground for small children is desired. Trees and other beautification of the grounds is desired. A request for carpeting in units was made. A request was made to

have the YEOP program accessible to children with attention deficit disorder. A cable outlet in the master bedroom would be desirable.

ME 5-5 & 5-6 Park, Ash, Whipple, Shawmut, Horton, Oak, Sabattus

Ash street residents expressed concern about security, sidewalk maintenance, and parking. Uneven heating of units was a concern. It was observed that the pet policy should not exclude caged birds which are already allowed without a pet deposit.

LHA Response to Public Housing Comments

A number of the items will be taken care of through ordinary maintenance. Examples of such items include sweeping and renumbering parking lots, improved signage at parking lots, and repairs to community room furnishings and fixtures. We will continue to focus on security related matters, especially at Blake Street Towers. LHA has prepared a follow-up plan to respond to the safety section of last year's Customer Service and Satisfaction Survey. We will attempt to control the skate boarders, the door to door solicitors, and the fast drivers at all sites. We will attempt to enlist the help of residents in reporting incidents.

Several of the items raised by residents will be addressed by our Capital Fund activities. We have planned several paving projects which will expand or improve the parking lots at Meadowview and ME5-3. We have planned for kitchen cabinets at Blake Street Towers. We have budgeted for landscaping improvements and have allowed for the smaller items such as picnic tables. In general the comments reflected a growing need for accessible units, and we intend to increase the number of accessible units by four per year. We will be looking into the feasibility of some of the other suggestions such as phone and cable outlets in the bedrooms and a new entry system for Blake Street Towers.

We have listened with interest to the comments on the pet policy and decided to keep the elderly pet policy without any changes and to implement a separate family pet policy. The consensus of the Resident Advisory Board seemed to be that the policy should be strict and be very well enforced. We will look for ways to fund additional services for elderly residents, especially at Blake Street Towers.

LEWISTON HOUSING AUTHORITY
Attachment to FYE 2002 Annual Plan

Definitions of “substantial deviation” and “significant amendment or modification”

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

Lewiston Housing Authority
Attachment to the FYE 2002 Agency Plan
Section 8 Homeownership Program Capacity Statement

The Lewiston Housing Authority demonstrates its capacity to administer a Section 8 homeownership program by requiring that financing for purchase of a home under its Section 8 homeownership program will: be provided, insured or guaranteed by the State or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

LEWISTON HOUSING AUTHORITY
Attachment to FYE 2002 Annual Plan
Community Service Policy

In compliance with the Quality Housing and Work Responsibility Act of 1998, the Lewiston Housing Authority has developed a policy to implement the resident community service requirement. This policy describes the way the LHA will implement the community service requirement and includes the following provisions:

- Definitions of community service and economic self-sufficiency
- How residents will be notified
- Definitions of exemptions from participation
- How the exemptions will be verified, both at the beginning of the program and as an ongoing part of program administration
- How compliance will be determined
- How non-compliance will be treated
- LHA's cooperation with other organizations.

LHA's residential lease will be modified to include the community service requirement and the community service policy has been subjected to public comment for inclusion in the 2002 Annual Plan. When the 2002 Annual Plan is approved the community service policy will be implemented. At that time all residents will be sent an information sheet advising them of the community service requirement. This sheet will provide a description of the requirement, qualifying activities, the exemptions and how the exemptions will be verified.

Residents will become subject to the requirement at the time of their first annual recertification and lease renewal after final adoption of the policy. Another notification describing the requirement will be sent at least ninety days before this annual recertification, so that residents will be reminded of the requirement and informed what documentation may be used to establish an exemption.

Each year at the time of their annual recertification resident compliance with the community service requirement will be determined and exemption status will be reverified. Residents will be notified of this at least 90 days before the recertification date and required documentation will be specified in the notice. If a resident does not complete community service as required he or she will have one additional year to make up the required service. If the non-compliant resident does not do so or leaves the unit, lease termination proceedings will commence.

LHA intends to implement the policy using the range of alternatives described in the regulations. The authority will directly administer some activities and make others available through contractors or partners.

The policy includes a description of qualifying work and self-sufficiency activities. These activities include: unsubsidized employment, subsidized private or public sector employment, on the job training, job search and job readiness assistance, vocational educational training, job skills training, education directly related to employment, attendance at a secondary school or GED program or provision of child care services to an individual participating in a community service program.

Lewiston Housing Authority
Attachment to FYE 2002 Annual Plan
Pet Policy – Summary

Lewiston Housing Authority maintains separate pet policies for its elderly developments, pursuant to 24 CFR 5.300 – 380, and its family developments, pursuant to 24 CFR 960.701 – 707. Under the policy for the elderly developments, Blake Street Towers and Meadowview, common household pets are allowed with certain restrictions. Prior approval is required, only one pet per unit is allowed, pets are limited to 15 lbs., no dogs are allowed above the first floor, all pets must be spayed or neutered, evidence of registration and inoculations must be provided annually to LHA, all pets must be leashed if outside the unit, and a refundable pet deposit of \$100 is charged to offset any damages the pet may cause. Pet owners are required to clean up after their pets and responsible for controlling noise, odor, and infestations associated with pets. Pet owners must sign an agreement to hold the Lewiston Housing Authority harmless from any claims caused by an action or inaction of the pet. Assistive animals are not covered by this policy as long as a member of the household has a disability, the animal is trained to assist with the disability, and the animal actually does assist with the disability.

The family policy is similar except that dogs are limited to 30 lbs and are not restricted to the first floor. Rottweilers, pit bulls, and attack or fight trained dogs are specifically excluded. In addition to the pet deposit, a non-refundable fee of \$60 will be charged annually. A waste removal fee of \$25 is charged for failure to dispose of pet waste properly.

Lewiston Housing Authority
Attachment to FYE 2002 Annual Plan
Progress in Meeting the 5-Year Plan Mission and Goals

Lewiston Housing Authority has made progress towards meeting its 5-Year Plan mission and goals. After just one year, we are pleased to report several accomplishments. We have increased our lease-up rate for rental vouchers from 94% to 100%. We have increased our public housing occupancy rate to 98%. We applied for and received 61 additional rental vouchers. We successfully appealed HUD's baseline unit count of our vouchers and received eleven additional vouchers as a result. We currently have a application before HUD for additional vouchers. We have added an objective to our five-year plan, namely, to implement a voucher homeownership program. We have continued to modernize our public housing units and are on schedule with our Comprehensive Grant and Capital Fund activities. These achievements have served to increase the availability and quality of assisted housing.

We are working closely with our residents, especially at Blake Street Towers, to implement security improvements. We installed security cameras in the lobby at Blake Street Towers, added gates that could be closed to the perimeter fencing, and installed an alarm to prevent people from defeating the building's security system by propping open a side door. We have been working with the Lewiston Police Department, which encourages residents to call the police when they witness a crime or disturbance.

We have worked closely with community partners on two projects in the City's Enterprise Community. One project is a homeownership project that seeks to build affordable townhouses on a targeted block in the downtown area. The other project is a community center which would provide a venue for social services, healthcare and recreation for neighborhood residents. We hope through these two projects to revitalize a neighborhood and bring additional housing choice and to the community.

Lewiston Housing Authority
Attachment to the FYE 2002 Agency Plan
Resident Membership on the PHA Governing Board

Under Maine state law, Lewiston Housing Authority must have at least two resident commissioners. These commissioners are appointed by the mayor with the consent of the city council. The term of a commissioner is five years. The current resident commissioners and their current terms are:

Commissioner	Beginning	Expiration
Anita Gosselin	09/17/98	09/17/03
Thomas Palman	09/17/00	09/17/05

Lewiston Housing Authority
Attachment to the FYE 2002 Agency Plan
Membership on the Resident Advisory Board

Lewiston Housing Authority's Resident Advisory Board consists of members chosen from among public housing and Section 8 residents. Public housing members representing developments with resident councils were chosen by the resident councils. Public housing members from developments without resident councils and Section 8 members were chosen by sending an invitation to apply for membership on the Resident Advisory Board to all households. All residents who completed a questionnaire were appointed to the Board. This process resulted in a Resident Advisory Board with seventeen Section 8 members and twelve public housing members.

Maine law does not allow the disclosure of resident information by housing authorities, so we are not providing the names of the members of the Resident Advisory Board as part of the Agency Plan. However, several members of the Resident Advisory Board have requested that their names be included in the Plan. The following members requested to be so named:

Ruth Bell
Normand Blais
Janice Burdin
Terry Green
Judith Griffin
Arnita Hekmat
Brian Kendall
Robert Woodham

Lewiston Housing Authority
Attachment to the FYE 2002 Agency Plan
Section 8 Project Based Vouchers

Lewiston Housing Authority intends to use up to 25 vouchers as project based vouchers. These may be used city-wide, but preference will be given in the selection process to projects in the Enterprise Community, i.e. Census Tracts 201 & 204. These vouchers will be used to promote development of housing which meets needs not normally met by tenant based vouchers. Examples would be housing development or rehabilitation projects or housing for persons with disabilities.

Annual Statement/Performance and Evaluation Report Comprehensive Grant Program (CGP) Part I: Summary

PHA Name: LEWISTON HOUSING AUTHORITY	Grant Type and Number Comprehensive Grant Program No: ME36P00570799 Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
--	---	-------------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 12/31/2000
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations	0.00	0.00	0.00	0.00
3	1408 Management Improvements	45,500.00	38,391.00	38,390.10	38,390.10
4	1410 Administration	42,000.00	37,378.00	37,378.00	26,603.36
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	12,504.00	550.00	550.00	550.00
8	1440 Site Acquisition	1,200.00	4,200.00	1,200.00	1,200.00
9	1450 Site Improvement	54,082.00	33,585.00	33,585.00	33,585.00
10	1460 Dwelling Structures	235,114.00	289,655.00	271,710.52	182,100.39
11	1465.1 Dwelling Equipment—Nonexpendable	93,450.00	90,407.00	90,407.00	72,839.00
12	1470 Non-dwelling Structures	1,000.00	3,522.00	3,100.00	3,100.00
13	1475 Non-dwelling Equipment	47,031.00	34,193.00	15,410.76	15,410.76
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	531,881.00	531,881.00	491,731.38	373,778.61
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00	0.00	0.00	0.00
24	Amount of line 21 Related to Security – Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 Related to Security – Hard Costs	0.00	0.00	0.00	0.00
26	Amount of line 21 Related to Energy Conservation	93,450.00	90,775.00	90,775.00	72,839.00

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

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00570799 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
ME 5-1								
Blake St. Towers	Security/Video Surveillance	1460	1 Bldg.	15,000.00	0.00			Completed with 98 CGP Funds
Blake St. Towers	Zone Controls-Phase 2 of 4	1460	¼ Bldg.	12,000.00	0.00			Completed with 98 CGP Funds
Blake St. Towers	Caulk 100 Windows	1460	½ Bldg.		0.00			Moved to 2000 Capital Fund
Blake St. Towers	Conversion of Units	1460	1 Units		4,456.00	1,018.91	1,018.91	Completed
Blake St. Towers	Replace Boiler 1 College St.	1470	1 Each		3,100.00	3,100.00	3,100.00	Completed
Blake St. Towers	Refrigerators	1465.1	107	37,450.00	34,775.00	34,775.00	34,775.00	Completed
	Development Subtotal ME 5-1			64,450.00	42,331.00	38,893.91	38,893.91	
ME 5-2								
Meadowview Park	Hallway Painting-Phase 3 of 3	1460	1/3 Develop.	10,000.00	2,784.00	2,784.33	2,784.33	Completed
Meadowview Park	Replace Refrigerators	1465.1	152	49,400.00	55,632.00	55,632.00	38,064.00	½ Completed
Meadowview Park	Replace Kitchen Cabinets/Counters Phase 1 of 2	1460	¾ Develop.	114,000.00	175,791.00	175,791.00	86,180.87	½ Completed
Meadowview Park	Install Catch Basin with Drain	1450	1 Each		1,000.00	1,000.00	1,000.00	Completed

Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP)
Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00570799 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Meadowview Park	Roofing	1460	8-9 Bldg.		38,176.00	38,116.04	38,116.04	99% Completed
	Development Subtotal ME 5-2			173,400.00	273,383.00	273,323.37	166,145.24	
	ME 5-3							
Hillview Apts.	Replace Apartment Floors	1460	20 Units	28,000.00	18,124.00	12,308.49	12,308.49	Not Completed
Hillview Apts.	Replace Roofs-Dormers	1460	2 Bldg.	22,000.00	10,140.00	10,140.40	10,140.40	Completed
Hillview Apts.	Waterproof Masonry	1460	Development	10,000.00	124.00	124.27	124.27	Survey Completed
Hillview Apts.	Level Steps	1460	Development		0.00			Completed w/ Paving Job
Hillview Apts.	Exterior Repairs & Painting	1460	5 Bldg.		8,429.00	8,428.93	8,428.93	Completed
Hillview Apts.	Drainage Improvements	1450	Development		3,500.00	3,500.00	3,500.00	Completed
Hillview Apts.	Landscaping	1450	Development		0.00			Moved to 2000 Capital Fund
Hillview Apts.	4% of 4 Parking Lots	1450	4% of 4		3,245.00	3,245.00	3,245.00	Completed
	Subtotal			60,000.00	43,562.00	37,747.09	37,747.09	
Rosedale Acres	Replace Roofs	1460	5 Bldg.	22,000.00	11,494.00	11,493.34	11,493.34	Completed

Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP)
Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00570799 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Rosedale Acres	Waterproof Masonry	1460	Development	4,000.00	0.00			Moved to 2000 Capital Fund
Rosedale Acres	Replace Refrigerators	1460	60	10,500.00				Moved to 2000 Capital Fund
	Subtotal			36,500.00	11,494.00	11,493.34	11,493.34	
Lafayette Park	Replace Roofs	1460	5 Bldg.	22,000.00	10,655.00	10,654.86	10,654.86	Completed
Lafayette Park	Waterproof Masonry	1460	Development	4,000.00	0.00			Moved to 2000 Capital fund
Lafayette Park	Drainage Improvements	1450	Development		6,890.00	6,890.00	6,890.00	Completed
Lafayette Park	1 Parking Lot	1450	1		16,755.00	16,755.00	16,755.00	Completed
	Subtotal			26,000.00	34,300.00	34,299.86	34,299.86	
	Development Total ME 5-3			122,500.00	89,356.00	89,340.29	89,340.29	

Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP)
Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Comprehensive Grant Program No: ME36P00570799 Replacement Housing Factor Grant No:			Federal FY of Grant: 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
LHA Wide								
	Training & Consultants	1408		2,000.00	0.00			
	Resident Initiatives	1408		2,500.00	520.00	520.02	520.02	Completed
	Investigator's Position w/ Benefits	1408		34,000.00	36,432.00	36,431.58	36,431.58	Completed
	Computer Software	1408		7,000.00	1,439.00	1,438.50	1,438.50	Completed
		1410		20,000.00	37,378.00	37,378.00	26,603.36	¾ Comp.
	Inspection Costs	1430.7		24,000.00	0.00			
	Energy Audit	1430.2		10,000.00	0.00			Moved to 2000 CF
	Surveys & Maps	1440		1,000.00	4,000.00	1,200.00	1,200.00	½ Comp.
	Imprvmnts to Office/Comm. Bldg.	1470		1,000.00	422.00	0.00	0.00	Not Comp.
	Carpet Extractor & Aqua Kit	1475.2			2,170.00	2,170.00	2,170.00	Completed
	Pressure Washer	1475.2			647.00	647.00	647.00	Completed
	Chain Saw	1475.2			260.00	260.00	260.00	Completed
	Dell Unix Server	1475.1			2,825.00	0.00	0.00	Not Comp.
	Fisher Plow & Sander	1475.2			2,825.00	0.00	0.00	Not Comp.
	Computer Hardware	1475		20,000.00	2,308.00	570.64	570.64	Not Comp.
	Smart UPS-Power Supply	1475.1			341.00	340.63	340.63	Completed
	Office Chairs (3)	1475.1			675.00	675.00	675.00	Completed
	Printer w/ Floor Cabinet	1475.1			4,695.00	4,695.00	4,695.00	Completed
	Printer	1475.1			250.00	249.98	249.98	Completed
	Hand Held Microphone	1475.1			97.00	96.98	96.98	Completed
	Faxmodem	1475.1			150.00	149.95	149.95	Completed
	Office Equipment	1475		2,531.00	0.00			See Above
	Security Consultant	1430.2			550.00	550.00	550.00	Completed
	Main. Tools & Equipment	1475		6,500.00				See Below
	Wet/Dry Shop Vacuum	1475.2			231.00	230.63	230.63	Completed
	Palm Sander	1475.2			69.00	68.95	68.95	Completed
	Sander/Spreader	1475.2			1,050.00	1,050.00	1,050.00	Completed
	Replace Maintenance Vehicle	1475		18,000.00	14,219.00			Not Comp.
	LHA Wide Subtotal			148,531.00	115,134.00	92,928.86	82,154.22	
	TOTAL			531,881.00	531,881.00	491,731.38	373,778.61	

Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP)
Part III: Implementation Schedule

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: ME36P00570799 Replacement Housing Factor No:				Federal FY of Grant: 1999	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
ME 5-1	03/31/2001			9/30/2002			
ME 5-2	03/31/2001			9/30/2002			
ME 5-3	03/31/2001			9/30/2002			
ME 5-5	03/31/2001			9/30/2002			
ME 5-6	03/31/2001			9/30/2002			
LHA WIDE	03/31/2001			9/30/2002			

Annual Statement/Performance and Evaluation Report Comprehensive Grant Program (CGP) Part I: Summary

PHA Name: LEWISTON HOUSING AUTHORITY	Grant Type and Number Comprehensive Grant Program No: ME36P00550100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
--	---	-------------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 12/31/2000
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00		
2	1406 Operations	0.00	0.00		
3	1408 Management Improvements	43,500.00	18,714.00		
4	1410 Administration	44,000.00	44,000.00		
5	1411 Audit	0.00	0.00		
6	1415 Liquidated Damages	0.00	0.00		
7	1430 Fees and Costs	1,000.00	11,000.00		
8	1440 Site Acquisition	1,000.00	1,000.00		
9	1450 Site Improvement	130,779.00	228,560.00		
10	1460 Dwelling Structures	239,500.00	173,226.00		
11	1465.1 Dwelling Equipment—Nonexpendable	144,060.00	123,270.00		
12	1470 Non-dwelling Structures	3,000.00	4,000.00		
13	1475 Non-dwelling Equipment	89,220.00	92,291.00		
14	1485 Demolition	0.00	0.00		
15	1490 Replacement Reserve	0.00	0.00		
16	1492 Moving to Work Demonstration	0.00	0.00		
17	1495.1 Relocation Costs	0.00	0.00		
18	1499 Development Activities	0.00	0.00		
19	1501 Collateralization or Debt Service	0.00	0.00		
20	1502 Contingency	0.00	0.00		
21	Amount of Annual Grant: (sum of lines 2 – 20)	696,061.00	696,061.00		
22	Amount of line 21 Related to LBP Activities	0.00	0.00		
23	Amount of line 21 Related to Section 504 compliance	0.00	0.00		
24	Amount of line 21 Related to Security – Soft Costs	0.00	0.00		
25	Amount of Line 21 Related to Security – Hard Costs	0.00	0.00		
26	Amount of line 21 Related to Energy Conservation	52,300.00	67,900.00		

Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP)
Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00550100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
ME 5-1								
Blake St. Towers	Hallways & Apartment Flooring	1460	12 Floors	20,000.00	20,000.00			As of 12/31/2000, no funds have been obligated or expended from this grant.
Blake St. Towers	Zone Controls-Phase 3 of 4	1460	1 Bldg.	12,000.00	12,000.00			
Blake St. Towers	Kitchen Cabinets	1460	52 Units	52,500.00	0.00			
Blake St. Towers	Caulk 100 Windows	1450	100 Each		9,000.00			
Blake St. Towers	Conversion of Efficiencies	1460	2-4 Units		10,000.00			
Blake St. Towers	Handicap Unit Conversions	1460	1-3 Units		10,000.00			
Blake St. Towers	Repave Parking Lot-1College St.	1450	1 Lot		13,000.00			
	Development Subtotal ME 5-1			84,500.00	74,000.00			
ME 5-2								
Meadowview Park	Handicap Unit Conversions	1460	1-4 Units		16,000.00			
Meadowview Park	Replace Kitchen Cabinets-Phase 2 of 2	1460	76 Units	85,000.00	33,226.00			
Meadowview Park	Roofing-Phase 2 of 2	1460	8 Bldg.	36,000.00	18,000.00			
Meadowview Park	Repave 2 Parking Lots & Roadway	1450	3 Lots		61,424.00			
	Development Subtotal ME 5-2			121,000.00	128,650.00			

Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP)
Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00550100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Hillview Apts.	Replace Apartment Floors	1460	20 Units	28,000.00	28,000.00			
Hillview Apts.	Refrigerators	1465	94 Each	32,900.00	32,900.00			
Hillview Apts.	Pave Parking Lots-Phase 2 of 3	1450	2 Lots	54,000.00	36,136.00			
Hillview Apts.	Replace Stoves	1465	94 Each	21,620.00	21,620.00			
Hillview Apts.	Install Stove Fans	1465	94 Each	31,490.00	18,800.00			
Hillview Apts.	Sidewalks	1450	2 Each	33,799.00	40,000.00			
Hillview Apts.	Weatherstripping Doors/Windows	1460	Development		5,000.00			
Hillview Apts.	Waterproofing	1450	15 Bldg.		10,000.00			
Hillview Apts.	Landscaping	1450	Development		6,000.00			
Hillview Apts.	Exterior Painting & Repairs	1460	5 Bldg.		5,000.00			
	Subtotal			201,789.00	203,456.00			
Rosedale Acres	Paving Parking Lots-Phase 1 of 4	1450	1 Lot	18,000.00	18,000.00			
Rosedale Acres	Refrigerators	1465	30 Each	10,500.00	10,500.00			
Rosedale Acres	Replace Stoves	1465	30 Each	6,900.00	6,900.00			
Rosedale Acres	Install Stove Fans	1465	30 Each	10,050.00	6,000.00			
Rosedale Acres	Waterproofing	1460	5 Bldg.		4,000.00			
	Subtotal			45,450.00	45,400.00			
Lafayette Park	Paving Parking Lots-Phase 2 of 2	1450	1 Lot	18,000.00	18,000.00			
Lafayette Park	Refrigerators	1465	30 Each	10,500.00	10,500.00			
Lafayette Park	Stoves	1465	30 Each	6,900.00	6,900.00			
Lafayette Park	Hood/Venting System	1465	30 Each	10,050.00	6,000.00			
Lafayette Park	Waterproofing	1460	5 Bldg.		4,000.00			
	Subtotal			45,450.00	45,400.00			
Avon St.	Repave Parking Lot	1450	1 Lot	5,000.00	10,000.00			
	Development Subtotal			297,689.00	304,256.00			

Annual Statement/Performance and Evaluation Report

Comprehensive Grant Program (CGP)

Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Comprehensive Grant Program No: ME36P00550100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
ME 5-5								
Park, Ash, Whipple Sts.	Exterior Repairs & Painting	1460	5 Bldg.	2,000.00	2,000.00			
Park, Ash, Whipple Sts.	Landscaping/Paving	1450	2 Lots		5,000.00			
	Development Subtotal ME 5-5			2,000.00	7,000.00			
ME 5-6								
Sabattus, Horton, Oak, Shawmut Sts.	Exterior Repairs & Painting	1460	5 Bldg.	2,000.00	5,000.00			
Sabattus, Horton, Oak, Shawmut Sts.	Refrigerators	1465	9 Each	3,150.00	3,150.00			
	Development Subtotal ME 5-6			5,150.00	8,150.00			
LHA Wide								
	Training & Consultants	1408		2,000.00	2,000.00			
	Resident Initiatives	1408		2,500.00	2,500.00			
	Investigator's Position w/ Benefits	1408		35,000.00	10,214.00			
	Computer Software	1408		4,000.00	4,000.00			
	Administrative Costs	1410		44,000.00	44,000.00			
	Inspection Costs	1430.7		1,000.00	1,000.00			
	Energy Audit	1430			10,000.00			
	Surveys & Maps	1440		1,000.00	4,000.00			
	Landscaping & Paving	1450		2,000.00	2,000.00			
	Energy Dwelling Improvements	1460		1,000.00	1,000.00			
	Carpeting for 1 College St.	1470		3,000.00	3,000.00			
	Energy/Non-Dwelling Improvements	1470		1,000.00	1,000.00			
	Computer Hardware	1475		55,000.00	55,000.00			
	Office Equipment	1475		2,222.00	6,291.00			
	Community Building Equipment	1475		2,000.00	1,000.00			
	Maintenance Tools & Equipment	1475		2,000.00	2,000.00			
	Maintenance Vehicle-Dump Truck	1475		28,000.00	28,000.00			
	LHA Wide Subtotal			185,722.00	174,005.00			
	TOTAL			696,061.00	696,061.00			

Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP)
Part III: Implementation Schedule

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: ME36P00550100 Replacement Housing Factor No:				Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
ME 5-1	03/31/2002			9/30/2003			
ME 5-2	03/31/2002			9/30/2003			
ME 5-3	03/31/2002			9/30/2003			
ME 5-5	03/31/2002			9/30/2003			
ME 5-6	03/31/2002			9/30/2003			
LHA WIDE	03/31/2002			9/30/2003			

