

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

Small PHA Plan Update
Annual Plan for Fiscal Year Ending **September 30, 2002**

The **HOUSING AUTHORITY**
of the CITY OF BREWER

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

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

The Housing Authority of the City of Brewer serves up to 304 families of its jurisdiction, providing assistance in Public Housing and Section 8 Housing Choice Voucher programs, 154 Public Housing Units for elderly, disabled, and families, and 150 Section 8 Vouchers. Also, The Housing Authority of the City of Brewer provides Management and Maintenance services to two developments, a congregate low-income tax-credit facility with 60 Units for elderly, and a Section 8 Substantial Rehabilitation Project with 8 Units.

As provided in this Annual Plan, all the statements, budgetary summary, policies, and plans are means that lead us toward a successful accomplishment of our goals and objectives set forth in our 5 Year Plan. In addition, the statements and other summaries in this plan delineate a comprehensive approach for meeting goals and objectives, and are consistent with the Consolidated Plan of the Maine State Government.

The Housing Authority maintains its mission of assisting low-income families with decent, safe and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority asserts its commitment to operating in an efficient, ethical, and professional manner as high performer, creating and maintaining partnerships with its clients and appropriate community agencies in order to accomplish this mission.

The Housing Authority of the City of Brewer will adequately use the available resources to effectively manage its programs and to ensure every applicant is given equal housing opportunity. In addition, the Housing Authority maintains its plan of expanding the range and quality of housing choices available to participants. The Housing Authority will establish a Section 8 Homeownership Program in partnership with its residents and other groups to help participants use the Section 8 Housing Choice Voucher Program to become homeowners.

xi. PHA Plan

Agency Identification

PHA Name: *The HOUSING AUTHORITY
of the CITY OF BREWER*

PHA Number:

PHA Fiscal Year Beginning: 10/2001

PHA Plan Contact Information:

Name: **DOROTHY E. IGOE**

Phone: **207-989-7890**

TDD: **207-989-9810**

Email (if available): **BHADIGoe@aol.com**

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

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
 Main administrative office of the local, county or 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)

PHA Programs Administered:

- Public Housing and Section 8 Section 8 Only Public Housing Only

Annual PHA Plan
Fiscal Year 2001
 [24 CFR Part 903.7]

i. Table of Contents

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

Contents	<u>Page #</u>
Annual Plan	
i. Executive Summary (optional)	x
ii. Annual Plan Information	xi
iii. Table of Contents	1
1. Description of Policy and Program Changes for the Upcoming Fiscal Year	2
2. Capital Improvement Needs	2
3. Demolition and Disposition	2
4. Homeownership: Voucher Homeownership Program	3
5. Crime and Safety: PHDEP Plan	3
6. Other Information:	4
A. Resident Advisory Board Consultation Process	4
B. Statement of Consistency with Consolidated Plan	4
C. Criteria for Substantial Deviations and Significant Amendments	5
Attachments	
<input checked="" type="checkbox"/> Attachment <u>me021a03</u> : Supporting Documents Available for Review	
<input checked="" type="checkbox"/> Attachment <u>me021b03</u> : Capital Fund Program Annual Statement	
<input checked="" type="checkbox"/> Attachment <u>me021c03</u> : Capital Fund Program 5 Year Action Plan	
<input type="checkbox"/> Attachment _____: Capital Fund Program Replacement Housing Factor Annual Statement	
<input type="checkbox"/> Attachment __: Public Housing Drug Elimination Program (PHDEP) Plan	
<input checked="" type="checkbox"/> Attachment <u>me021d03</u> : Resident Membership on PHA Board or Governing Body	
<input checked="" type="checkbox"/> Attachment <u>me021e03</u> : Membership of Resident Advisory Board or Boards	
<input checked="" type="checkbox"/> Attachment <u>me021f03</u> : Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)	
<input checked="" type="checkbox"/> Other (List below, providing each attachment name)	
Attachment <u>me021g03</u> : Amendment to Section 8 Administrative Plan, Section 5.2	
Attachment <u>me021h03</u> : An Overview of the Deconcentration Analysis	

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

Based on changes in statutes and/or HUD regulations, the Housing Authority of the City of Brewer has made numerous HUD mandated changes to its policies and/or programs. All the changes were approved by Board Resolution. In addition, the Brewer Housing Authority has followed the due process described in 24 CFR 903.21, and as related to 24 CFR 903.17 and 24 CFR 903.7(r)2 to make substantial modifications in Section 5.2 of the Section 8 Administrative Plan.

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

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

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 254,970 (Estimated amount for FY 2001)

C. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as Attachment: me021c02

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment: me021b02

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability: 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 next component ; if "yes", complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)	
1a. Development name: The Heritage	
1b. Development (project) number: ME021-2	
2. Activity type: Demolition <input type="checkbox"/>	Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>(31/10/01)</u>	
5. Number of units affected: 0	
6. Coverage of action (select one)	
<input checked="" type="checkbox"/> Part of the development – Selling a twenty-five foot strip of land for a right-of-way to a developer (no units affected)	
<input type="checkbox"/> Total development	
7. Relocation resources (select all that apply)	
<input type="checkbox"/> Section 8 for units	
<input type="checkbox"/> Public housing for units	
<input type="checkbox"/> Preference for admission to other public housing or section 8	
<input type="checkbox"/> Other housing for units (describe below)	
8. Timeline for activity:	
a. Actual or projected start date of activity: Unknown	
b. Actual or projected start date of relocation activities: N/A	
c. Projected end date of activity: Unknown	

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

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

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

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

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family’s resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply

with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards

- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

PENQUIS C.A.P. INC.

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

(Non Applicable) – We are exempt from this section because we are a Small PHA that is not applying for PHDEP funding.

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

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____

C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. Yes No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

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 Attached at Attachment (File name) **me021f02**

3. In what manner did the PHA address those comments? (select all that apply)

The PHA changed portions of the PHA Plan in response to comments
A list of these changes is included

Yes No: below or

Yes No: at the end of the RAB Comments in Attachment _____.

Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in Attachment.

Other: (list below)

B. 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: **The Maine State Consolidated Plan**
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 specific initiatives contained in the Consolidated Plan. (list such initiatives below)
 - Other: (list below)

The Housing Authority of the City of Brewer consulted with the Consolidated Plan agency (Maine State Housing Authority) during the development of the Fiscal Years 2000 – 2004 Annual and Five-Year Plans. Following HUD regulations, the Housing Authority is submitting a streamlined plan this year that includes only a portion of the information required last year. There have not been any substantial changes to policies and/or programs covered in the Five Year plan (other than HUD mandated changes and the Amendment to Section 8 Administrative Plan, Section 5.2).

3. PHA Requests for support from the Consolidated Plan Agency
 - Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The State of Maine is supportive of its Public Housing Authorities and we are always free to seek funding with the appropriate need.

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

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

A. Substantial Deviation from the 5-year Plan:

Substantial deviation from the 5-year Plan may occur when the Board of Commissioners deems necessary to modify the mission statement, goals or objectives of the Five Year Plan.

A. Significant Amendment or Modification to the Annual Plan:

Significant amendments or modifications to the Annual Plan are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the plans of the agency and which require formal approval of the Board of Commissioner.

Attachment A

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
XX	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
XX	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
XX	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
XX	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
XX	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
XX	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
XX	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
XX	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
XX	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
XX	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
XX	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
XX	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP) The Brewer Housing Authority has not received SEMAP score from HUD	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
XX	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
XX	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
XX	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
XX	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
XX	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
XX	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
XX	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
XX	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
XX	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
XX	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
XX	The results of 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
XX	Other supporting documents (optional) (list individually; use as many lines as necessary) Implementation of Community Service Requirements	(specify as needed) Admissions and Continued Occupancy Policy

Capital Fund Program Tables Start Here

See Attachment **m021b02**

Capital Fund Program 5 Year Action Plan

See Attachment **m021c02**

**PHA Public Housing Drug Elimination Program Plan
(Non Applicable)**

Required Attachment me021d02 : Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: **DOROTHY H. ALBERT
JANE B. PIERCE**

B. How was the resident board member selected: (select one)?

- Elected
 Appointed

C. The term of appointment is (include the date term expires):

**02/08/2000 – 01/11/2004
08/06/1993 – 12/31/2001**

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

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

B. Date of next term expiration of a governing board member: 12/31/2001

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): **MICHAEL CELLI, Mayor, City of Brewer.**

Required Attachment me021e02 : Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

1. **DOROTHY H. ALBERT**
2. **SARAH BEALS**
3. **LISA ESTEY**
4. **MARY HENDERSON**
5. **SHANI COLBY**
6. **PAMELA GORMELY**

Attachment A

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
XX	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
XX	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
XX	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
XX	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
XX	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
XX	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
XX	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
XX	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
XX	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
XX	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
XX	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
XX	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
XX	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
XX	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
XX	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
XX	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	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
XX	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
XX	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
XX	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
XX	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
XX	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
	<p>PHDEP-related documentation:</p> <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
XX	<p>Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G)</p> <p><input type="checkbox"/> check here if included in the public housing A & O Policy</p>	Pet Policy
XX	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 912 99 Replacement Housing Factor Grant No:			Federal FY of Grant: 1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	0.00	0.00	0.00	0.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration	15,000.00	15,000.00	15,000.00	15,000.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	19,000.00	20,359.25	20,359.25	20,359.25
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	95,430.12	82,483.00	82,483.00	52,239.82
10	1460 Dwelling Structures	130,351.88	142,107.75	114,351.88	114,351.88
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	4,000.00	3,832.00	3,832.00	3,832.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	263,782.00	263,782.00	236,026.13	205,782.95
22	Amount of line 21 Related to LBP Activities				

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

PHA Name: Brewer Housing Authority	Grant Type and Number Capital Fund Program Grant No: ME 36P 021 912 99 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: 3/31/01
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 912 99 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 21-2	Correct waviness & unlevelled spots on office ramp, remove asphalt and use concrete to resurface.	14 50		11,500.00	12,933.00	12,933.00	11,193.85	
ME 21-2	Repair or replace, as needed, concrete steps replacing handrails (16 steps) (Move to 2003, 04)	14 50		12,845.12	0.00	0.00	0.00	
ME 21-2	Repl. foundation crawlspace vents (add'l \$ to come from FY00, \$606.13)	14 60		4,000.00	1,093.87	0.00	0.00	
ME 21-2	Repair vinyl siding, reinstall/reattach or replace	14 60		12,000.00	26,662.00	0.00	0.00	
ME 21-3	Install GFCIs in kitchens	14 60		3,954.72	3,954.72	3,954.72	3,954.72	
ME 21-3	Repair/repave parking areas (6 lots) & walkways	14 50		21,585.00	21,585.00	21,585.00	4,400.00	
ME 21-4	Replace flat roofs-Church Street	14 60		9,191.00	9,191.00	9,191.00	9,191.00	
ME 21-4	Repl flooring; carpet & vinyl-Church St.	14 60		18,890.00	18,890.00	18,890.00	18,890.00	
ME 21-4	Repair/replace concrete pads:	14		7,500.00	0.00	0.00	0.00	

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

PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 912 99 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	
		50						
	26,28,46 & 48 Chamberlain St. (11))							
	139-151 Church St (4) (Move to FY 2001)							
ME 21-5	Rep/resurface walkways & parking areas	14 50		18,000.00	18,000.00	18,000.00	15,000.00	
ME 21-5	Replace roofing	14 60		32,853.36	32,853.36	32,853.36	32,853.36	
ME 21-5	Replace windows	14 60		49,462.80	49,462.80	49,462.80	49,462.80	
ME 21-7	Rep/resurface walkways & parking areas	14 50		12,000.00	14,982.50	14,982.50	11,000.00	
ME 21-8	Rep/resurface walkways & parking areas	14 50		12,000.00	14,982.50	14,982.50	10,645.97	
PHA Wide	Administration- Salaries & Benefits							
	Provide for CIAP administration fees	14 10		15,000.00	15,000.00	15,000.00	15,000.00	
	(Ex. Dir., CFO & Dir. Of Maintenance)							
	Equipment: Purchase a sander	14 75		4,000.00	3,832.00	3,832.00	3,832.00	
	A/E Services:							
	Provide salary and benefits for the	14		19,000.00	20,359.25	20,359.25	20,359.25	

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

PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 912 99 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	
	CIAP	30						
	consultant and A/E costs associated with							
	the improvements.							

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	0.00	0.00	0.00	0.00
3	1408 Management Improvements	0.00	25,000.00	0.00	0.00
4	1410 Administration	0.00	0.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	19,414.00	19,414.00	19,414.00	3,986.29
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	200,765.00	193,765.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	29,947.00	11,947.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	250,126.00	250,126.00	19,414.00	3,986.29
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

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

PHA Name: Brewer Housing Authority	Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 00 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: 3/31/01
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 00 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 21-2	Replace foundation crawlspace vents (carryover from FY99)	1460		0.00	606.13	0.00	0.00	
ME 21-3	Repair/replace fire/smoke lights, all Buildings, (5 total)	1465. 1	5 bldgs	2,500.00	2,500.00	0.00	0.00	
ME 21-3	Repair/replace emerg. pull cords at Bldg. 200	1465. 1		10,000.00	2,000.00	0.00	0.00	
ME 21-3	Replace interior smoke detectors, one in the bedroom and one in the hallway	1465. 1		17,447.00	7,447.00	0.00	0.00	
ME 21-4	<i>19 A&B Chamberlain Street</i>							
Scattered Sites	Replace kit. Cabinets, countertops Replace range hood.	1460 1460	2 units 2 units	5,500.00 900.00	10,000.00 1,500.00	0.00 0.00	0.00 0.00	
	Repl. attic windows, 3 rd floor windows	1460		800.00	800.00	0.00	0.00	
	Replace basement windows	1460		1,500.00	1,500.00	0.00	0.00	
ME 21-4	<i>25 Chamberlain Street</i>							
	Repl dryer vents, cover & duct w/metal	1460		250.00	250.00	0.00	0.00	
	Replace attic/3 rd floor window	1460		450.00	450.00	0.00	0.00	
	Repl. kit. Cabs, countertops, provide	1460	1 unit	3,000.00	5,500.00	0.00	0.00	

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

PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 00 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	
	additional cabinets on walls.							
	Repl. 2 basement windows/one attic win.	1460		1,500.00	1,500.00	0.00	0.00	
ME 21-4	<i>26A,B,C & 28A, B Chamberlain St.</i>							
	Repl. kit. Cabs, countertops, sink/faucet	1460	5 units	14,565.00	20,048.00	0.00	0.00	
ME 21-4	<i>341 N. Main Street</i>							
	Repl. kit. Cabs/countertop, sink/faucet	1460	2 units	5,500.00	10,000.00	0.00	0.00	
	Repl. dryer pipe w/metal to outside	1460		1,500.00	1,500.00	0.00	0.00	
ME 21-4	<i>46 & 48 Chamberlain Street</i>							
	Replace kitchen cabs, countertops	1460		5,500.00	10,000.00	0.00	0.00	
ME 21-4	<i>Church Street</i>							
	Replace the bathroom exhaust fan	1460		2,400.00	2,400.00	0.00	0.00	
	Repl. kit countertops, cabs, sinks, faucets	1460	8 units	19,000.00	27,000.00	0.00	0.00	
	and stove exhaust							
	Replace existing windows	1460		35,000.00	23,000.00	0.00	0.00	
ME 21-5	Repl. 24 ext entrance doors/hardware	1460		22,000.00	3,813.87	0.00	0.00	
Norumbega Park	install storm doors to rear of units.							
	Repl kit cabs, countertops, sink/ faucet,	1460	12 units	38,000.00	34,433.00	0.00	0.00	
	stove exhaust is now vented outside							

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Brewer Housing Authority			Grant Type and Number Capital Fund Program No: ME 36P 021 501 00 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 21-2 Heritage Apts.	9/02			9/03			
ME 21-3 Dartnell Apts.	9/02			9/03			
ME 21-4 Scattered Sites	9/02			9/03			
ME 21-5 Norumbega Park	9/02			9/03			
ME 21-7 Park II	9/02			9/03			
ME 21-8 Park III	9/02			9/03			
ME 21-9 Robertson	9/02			9/03			
PHA-Wide	9/02			9/03			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 01 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00			
2	1406 Operations	0.00			
3	1408 Management Improvements	0.00			
4	1410 Administration	15,000.00			
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	19,414.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	12,000.00			
10	1460 Dwelling Structures	208,556.00			
11	1465.1 Dwelling Equipment—Nonexpendable	0.00			
12	1470 Nondwelling Structures	0.00			
13	1475 Nondwelling Equipment	0.00			
14	1485 Demolition	0.00			
15	1490 Replacement Reserve	0.00			
16	1492 Moving to Work Demonstration	0.00			
17	1495.1 Relocation Costs	0.00			
18	1499 Development Activities	0.00			
19	1501 Collateralization or Debt Service	0.00			
20	1502 Contingency	0.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$254,970.00	0.00	0.00	0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504				

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

PHA Name: Brewer Housing Authority	Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 01 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
	compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 01 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 21-2	No work items							
ME 21-3	Repl. tub surrounds at bathrooms.	1460		16,000.00				
ME 21-4	Repoint exterior, brick is loose/broken	1460		18,691.00				
19 A&B	off or missing.							
Chamberlain St.	Repl. apt. drs (4) total and (2) storm drs.	1460		3,715.00				
	Replace existing windows.	1460		13,000.00				
ME 21-4	Repoint brickwork, basement foundation	1460		1,000.00				
25 Chamberlain St	Repl 2 drs to entrances and 1 storm dr.	1460		3,000.00				
	Replace existing windows.	1460		5,500.00				
ME 21-4	Repl entr. drs (10 total), front and back-	1460	10 doors	12,500.00				
26 A,B&C	back drs only have storm doors.							
And 28 A&B	Replace the existing windows.	1460		20,500.00				
Chamberlain St.	Replace the roof.	1460		14,000.00				

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

PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME 36P 021 501 01 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 21-4	Repoint foundation in minor areas.	1460		2,500.00				
341 N. Main St.	Replace all entrance doors.	1460		3,500.00				
ME 21-4	Replace the existing windows.	1460		8,650.00				
341 N. Main St.								
ME 21-4	Replace all entrance doors (4 total)	1460		4,500.00				
46 & 48	Replace the existing windows.	1460		5,500.00				
Chamberlain St.	Replace the roof.	1460		10,000.00				
ME 21-4	Replace exterior entrance doors (5)/bldg,	1460		12,500.00				
Church Street	(2) bldgs, 10 total; (2) screen drs/bldg.							
	Replace the privacy fencing	1450		4,500.00				
	Repl. dryer & bathrm vents to metal duct	1460		6,500.00				
ME 21-4	Repair/replace concrete pads:							
	26,28,46 & 48 Chamberlain Sts (11)	1450	16 pads	7,500.00				
	139-151 Church St (moved from FY99)							
ME 21-5	Complete the exterior door replacement	1460		20,000.00				

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

PHA Name: Brewer Housing Authority		Grant Type and Number Capital Fund Program No: ME 36P 021 501 01 Replacement Housing Factor No:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
ME 21-2 Heritage Apts.	9/03			9/04				
ME 21-3 Dartnell Apts.	9/03			9/04				
ME 21-4 Scattered Sites	9/03			9/04				
ME 21-5 Norumbega Park	9/03			9/04				
ME 21-7 Norumbega Park II	9/03			9/04				
ME 21-8 Norumbega Park III	9/03			9/04				
ME 21-9 Robertson	9/03			9/04				
PHA – Wide	9/03			9/04				

CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Brewer Housing Authority					<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 1
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 10/01/2001	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 10/01/2002	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 10/01/2003	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 10/01/2004
	Annual Statement				
ME 21-2 Heritage Apts		51,000.00	126,200.00	270,000.00	90,000.00
ME 21-3 Dartnell Apts.		0.00	145,200.00	38,600.00	113,500.00
ME 21-4 Scattered Sites		32,800.00	20,400.00	0.00	180,300.00
ME 21-5 Norumbega Park		13,000.00	0.00	0.00	70,200.00
ME 21-7 Norumbega Park II		35,000.00	0.00	0.00	61,200.00
ME 21-8 Norumbega Park III		60,000.00	5,400.00	0.00	40,900.00
ME 21-9 Gerald D. Robertson		39,500.00	8,000.00	0.00	87,900.00
CFP Funds Listed for 5-year planning		265,800.00	324,200.00	343,100.00	678,500.00
Replacement Housing Factor Funds		0	0	0	0

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: 10/01/2001			Activities for Year: <u>3</u> FFY Grant: 2003 PHA FY: 10/01/2002		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	ME 21-2 Heritage Apts	Repl bifold dr in kitchen closet with an accordion door (\$180/dr).-45 drs.	\$14,000.00	ME 21-2 Heritage Apts	Reset drying lines, 2 sets, 4 poles each.	\$7,500.00
		Install photo cell sensors to area lighting (common halls)	\$2,500.00		Repl hose bibs w/frost-free ones	\$2,200.00
		Insulate exhaust fans, reconnect duct.	\$4,500.00		Repl handicap ramp handrails.	\$29,000.00
		Rep/resurface walkways ramps	\$30,000.00		Repl water shut-off in crawl space.	\$7,500.00
	ME 21-3 Dartnell Apts.	No work items		ME 21-3 Dartnell Apts.	Repair/repl concrete steps and handrails.	\$80,000.00
	ME 21-4 19 A&B Chamberlain St (2 units)	Replace tub surrounds	\$2,600.00		Repl side lights (windows) next to front entrances.	\$10,000.00
		Repl the medicine cab't & lights on 2 nd floor.	\$1,800.00		Repl (7) 2 nd fl. hall windows.	\$2,100.00
	ME 21-4 Church St (8 apartments)	Repl tub & tub surround all units.	\$7,000.00		Repl (40) apt. bedroom windows	\$32,000.00
		Repl medicine cabinet	\$3,400.00		Repl apt hall and kitchen lights	\$18,000.00
		Rep/pave existing parking area	\$18,000.00		Repl kit. cabinets and countertops.	\$46,000.00
					Repl stove hood	\$8,900.00
					Exhaust.	

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: '0/01/2001			Activities for Year: <u>3</u> FFY Grant: 2003 PHA FY: 10/01/2002		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	ME 21-5, Norumbega Park (12 apts.) 3 bldgs	Repl tub/shower surround and tub (tub as needed.)	\$13,000.00	ME 21-3 Dartnell Apts.	Repl bath vanity and countertop.	\$16,000.00
					Repl recessed medicine cabinets and light.	\$
	ME 21-7, Norumbega Park II (12 apts.) 3 bldg	Replace roof.	\$35,000.00		Repl toilet w/1.6 gal tank.	\$7,600.00
				ME 21-4 Church St (8 apartments)	Remove/replace the roof	\$18,000.00
	ME 21-8, Norumbega Park III (10 apts.) 2 bldgs, 3 boiler rms.	Replace the boilers and burners (3 apts on one, x 2 + one boiler with 4 apts)	\$22,000.00		Install door closures to all exterior doors	\$2,400.00
		Repl kit cabs, countertop, sink and faucet.	\$38,000.00	ME 21-5, Norumbega Park (12 apts.) 3 bldgs	No work items	
				ME 21-7, Norumbega Park II (12 apts.) 3 bldg	No work items.	
				ME 21-8, Norumbega Park III (10 apts.) 2 bldgs, 3 boiler rms.	Repl 10 toilets w/ energy effi. 1.6 gal tanks	\$2,800.00
	ME 21-9, Gerald D. Robertson Apts., (20 Apts), 5 bldgs	Repair parking lots/ Catch basins, recoat/restrip parking lot	\$39,500.00		Repl 10 medicine cabinets and lights.	\$2,600.00
				ME 21-9, Gerald D.	Replace the dryer vents	\$4,500.00
				Robertson Apts., (20 Apts), 5 bldgs	Replace the kitchen faucets.	\$3,500.00
	HA-Wide	Arch/Eng fees	\$19,500.00	HA-Wide	Arch/Eng fees	\$19,500.00
		Salaries and benefits	\$15,000.00		Salaries and benefits	\$15,000.00
					Purchase a truck	\$30,000.00
	Total CFP Estimated Cost		265,800.00			324,200.00

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

Activities for Year : <u>4</u> FFY Grant: 2004 PHA FY: 10/01/2003			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 10/01/2004		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
ME 21-2, Heritage	Replace electric heat	\$210,000.00	ME 21-2, Heritage	Repl apt entr drs, 2	\$45,000.00
	With gas or oil.			each apts. (100 total)	
	Tenant storage area,	\$60,000.00		Repl 50 emerg pull light	\$7,000.00
	24x50 bldg plus add'l			Install 50 magnetic	\$38,000.00
	parking.			strike releases on apt. dr.	
ME 21-3, Dartnell	Replace bedrm closet	\$38,600.00	ME 21-3, Dartnell	Two dumpster enclosure	\$2,300.00
	dr, kit closet accordion			fence and concrete pads	
	drs and bathrm closet dr			Repl hose bibs with frost	\$1,200.00
ME 21-4 Scattered Sites	No work items			free ones.	
ME 21-5 Norumbega	No work items			Repl elec heat with	\$110,000.00
Park (12 apts), 3 bldgs				DHW with oil.	
ME 21-7 Norumbega	No work items		ME 21-4 19A&B	Repl 6 ceiling mounted	\$1,000.00
Park (12 apts), 2 bldgs			Chamberlain St (2 units)	lights w/fluorescent	
ME 21-8 Norumbega	No work items			Install 2 washer pans.	\$800.00
Park (10 apts), 2 bldgs				Replace the roof.	\$12,500.00
3 boiler rooms				Inst oil DHW & htg sys	\$15,000.00
			ME 21-4	Install a washer pan	\$200.00
ME 21-9, Gerald D.	No work items		25 Chamberlain Street	Remove/replace the roof	\$5,000.00
Robertson Apts. (20				Repl medicine cabinet	\$550.00
Apts), 5 bldgs.				and light in bedroom.	
				Install an oil DHW and	\$7,000.00
				heating system	

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

Activities for Year : <u>4</u> FFY Grant: 2004 PHA FY: 10/01/2003			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 10/01/2004		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
			ME 21-4	Repl ceiling mounted	
			25 Chamberlain Street	lights w/fluorescent	\$1,100.00
				Add insulation to the	\$1,000.00
				stairway wall.	
				Add insulation to the	\$12,500.00
				attic.	
			ME 21-4 26A,B&C	Repl ceiling lights in kit.	\$1,600.00
			And 28A&B	Washer pan in kitchen	\$1,000.00
			Chamberlain St (5 apts)	Repl tub surr. all units	\$5,500.00
				Repl 5 toilets w/1.6 gal	\$3,100.00
				Repl 5 exhaust fans	\$3,600.00
				Grade site, construct	\$6,500.00
				retaining wall	
				Construct a dumpster	\$2,200.00
				pad/fence area.	
				Repl fence at end of	\$2,000.00
				parking lot.	
				Inst oil DHW & htg sys	\$30,500.00
			ME 21-4 341 N. Main	Repl.2 toilets w/1.6 gal	\$500.00
			Street (2 apts.)	Repl tub surrounds all	\$5,500.00
				units plus mixing valves	
				Repl.2 medicine cab'ts	\$650.00
				and light.	

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

Activities for Year : <u>4</u> FFY Grant: 2004 PHA FY: 10/01/2003			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 10/01/2004		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
			ME 21-4 341 N. Main Street (2 apts.)	Install an oil DHW and heating system.	\$17,000.00
			ME 21-4 46 & 48 Chamberlain St (2 apts.)	Install an oil DHW and heating system.	\$9,500.00
			ME 21-4 Church Street (8 apts.)	Replace ceiling lights	\$4,500.00
				Install an oil DHW and heating system.	\$30,000.00
			ME 21-5 Norumbega Park (12 apts) 3 bldgs.	Inst a washer pan (12)	\$2,000.00
				Replace 72 ceiling lights	\$15,000.00
				Replace 12 toilets with 1.6 gal. tanks.	\$3,200.00
				Replace medicine cabs and lights.	\$3,000.00
				Replace hose bibs with frost-free ones.	\$1,500.00
				Install an oil DHW and heating system.	\$38,000.00
				Inst. fluorescent fixtures in bathroom and kitchen	\$7,500.00
			ME 21-7 Norumbega Park (12 apts) 2 bldgs.	Install a washer pan	\$2,000.00
				Replace the round incandescent fixtures	\$8,000.00
				Repl. 12 toilets with 1.6 gal tanks.	\$3,200.00

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

Activities for Year : <u>4</u> FFY Grant: 2004 PHA FY: 10/01/2003			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 10/01/2004		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
			ME 21-7 Norumbega Park (12 apts) 2 bldgs.	Replace medicine cabinets and lights.	\$3,000.00
				Replace hose bibs with frost-free ones.	\$1,500.00
				Install an oil DHW and heating system.	\$35,000.00
				Install fluorescent fixtures in bathrm & kit.	\$8,500.00
			ME 21-8 Norumbega Park (10 apts), 2 bldgs, 3 boiler rooms	Replace 20 ext ent doors	\$16,000.00
				Install 10 washer pans.	\$1,500.00
				Replace 40 round incandescent fixtures.	\$4,100.00
				Replace tub surrounds (tubs as needed).	\$4,000.00
				Replace hose bibs with frost-free ones.	\$1,800.00
				Replace the bathrm and toe heater in kitchen	\$5,000.00
				Install fluorescent fixtures in bathrm & kit.	\$8,500.00
			ME 21-9 Gerald D. Robertson Apts. (20 Apts) 5 bldgs.	Replace 20 toilets with 1.6 gal tanks.	\$6,400.00
				Repl 75 bifold doors with an accordion door.	\$32,000.00

Required Attachment me021d01 : Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: **DOROTHY H. ALBERT
JANE B. PIERCE**

B. How was the resident board member selected: (select one)?

- Elected
 Appointed

C. The term of appointment is (include the date term expires):

**02/08/2000 – 01/11/2000
08/06/1993 – 12/31/2001**

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

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

B. Date of next term expiration of a governing board member: 12/31/2001

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): **MICHAEL CELLI, City Mayor – Council the City of Brewer.**

Required Attachment me021e01 : Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

1. **DOROTHY H. ALBERT**
2. **SARAH BEALS**
3. **LISA ESTEY**
4. **MARY HENDERSON**
5. **SHANI COLBY**
6. **PAMELA GORMELY**

Comments from a Resident Advisory Board member to the Amendment to Section 8 Administrative Plan, Section 5.2:

Comment #1

I think that these proposed changes will encourage Brewer residents in need of affordable housing especially those who are working full-time, enrolled in school, or considering further education.

Comment #2

I approve of the proposed changes to Section 5.2 (of the Section 8 Administrative Plan)

Consideration by the Authority of Comments from Resident Advisory Board member

The PHA took into consideration all the comments from the Resident Advisory Board but found no further recommendations that needed to be addressed. The PHA will not add other changes to the amendment.

**The HOUSING AUTHORITY
of the City of BREWER**

*Approved by the
Board Resolution
June 26, 2001*

Section 8 Administrative Plan

Amendment to Section 5.2

5.2 PREFERENCES

Consistent with the Brewer Housing Authority Agency Plan, the Brewer Housing Authority will select families based on local housing needs and priorities, including the following preferences:

- A. Resident Preference: Preference shall be given to residents of Brewer, defined as follows:

Applicant who are residents of the City of Brewer or the communities within the Housing Authority's jurisdiction, including Orrington, Holden, and Eddington. There shall be no minimum residency duration required. An applicant employed or offered employment in Brewer shall, for the purposes of this preference, be considered a resident.

- B. The date and time of application will be noted and utilized to determine the sequence within the above prescribed preferences. Notwithstanding the above, families who are elderly or disabled will be offered housing before other single persons.

Overview of the Report on Deconcentration Analysis of Poverty and Income Mixing

**Requirement of 24 CFR Part 903
Final Rule**

The Incomes for development 005, 007, 008, and 009 of the Brewer Housing Authority fall inside the established income range of 85% and 115% (below 88%) as follows:

To the deconcentration question “Do any of the following developments have average incomes above or below 85% to 115% of the average incomes of all such developments?, the answer is “No”.

Deconcentration Policy for Covered Developments					
Development Name	Number of Units	Average Incomes above or below 85% to 115%?		Deconcentration Policy, see step 5	
		YES	NO	If Yes, Av. Income Range	If No, Av. Income Range
ME021002	50	N/A	N/A	N/A	N/A
ME021003	32	N/A	N/A	N/A	N/A
ME021004	20		NO		107%
ME021005	12		NO		103%
ME021007	10		NO		103%
ME021008	10		NO		88%
ME021009	20		NO		92%

Justification of the Income Range Situation:

The average incomes are outside the established income range due to both the smaller size of the HA and other circumstances.

1. The Brewer Housing Authority has a total of 154 units, 82 of which are exempt from application of the deconcentration requirements because they are occupied by elderly and/or disabled persons. Families occupy only 72 units in five different developments.

2. The income range characterizing the Brewer Housing Authority Developments with families is a result of the categorization of eligibility and preferences set forth by the BHA admissions policy and in response to the strategic approach to reach the goals described in the Brewer Housing Authority Five Year Plan 2000-2005.

Determining Compliance with the Deconcentration and Income Mixing in Requirements.

1. The PHA has covered developments with average incomes within the established income range.

Although the income mixing is consistent with the applicability of the required deconcentration policy, the categorization of covered developments as within the Established Income Range furthers the locally determined goals of the PHA's annual and Five Year Plan: **Goal – Assist our community with increasing the availability of affordable, suitable housing for families in the very-low and low-income range cited as need in the Consolidated Plan.**

Conclusion:

1. **The fact that Brewer Housing Authority is of smaller size represents a special characteristic placing it in an exemption category.**
2. **Proceeding with the deconcentration plan would not allow a successful pursuit and fulfillment of our goals in this particular area of service, based on the total number of units covered (72 units).**
3. **There will be no major changes to the goals and strategies set forth in our Five Year Plan 2000-2005.**
4. **Most of the developments that would be covered have no more than 20 units each for a total of 62 units, while the developments with elderly and/or disabled persons have 50 and 32 units.**
5. **Therefore, there is no urgent need to plan to deconcentrate poverty**