

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 2001

**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: Barre Housing Authority

PHA Number: VT005

PHA Fiscal Year Beginning: 04/2001

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: The mission of the Barre Housing Authority is to be the area's affordable housing of choice. We provide and maintain safe, quality housing in a cost-effective manner. By partnering with others, we offer rental assistance and other related services to our community in a non-discriminatory manner.

B. Goals

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

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:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHAGoal: 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:
- 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)

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:
- 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)

FIVE-YEAR GOALS

The goals and objectives adopted by the Barre Housing Authority are:

Goal One: Manage the Barre Housing Authority's existing public housing program in an efficient and effective manner thereby qualifying as a high performer.

Objectives: 1. HUD shall recognize the Barre Housing Authority as a high performer until December 31, 2005.

Advisory Score FY 1999: 87.9, pending appeal

2. The Barre Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list.

Barre Housing Authority has completed an extensive marketing campaign

3. The Barre Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.

4. The Barre Housing Authority shall sustain an occupancy rate of 98% for Public Housing and Section 8 Programs.

Barre Housing Authority Section 8 Program has not met target rate because of market conditions. Public Housing has met goal.

Goal Two: Provide a safe and secure environment in the Barre Housing Authority's public housing developments.

Objectives: 1. The Barre Housing Authority shall refine the memorandum of understanding between the jurisdiction's police force and this agency. The purpose of this is to better define and develop strategies for identifying and reducing crime in our communities.

Negotiations are progressing; police officer has requested moving on-site at Green Acres.

Goal Three: Deliver timely and high quality maintenance service to the residents of the Barre Housing Authority's public housing developments.

Objectives: 1. The Barre Housing Authority shall achieve and maintain an average response time of 24 hours in responding to emergency work orders.

2. The Barre Housing Authority shall achieve and maintain an average response time of three - (3) days in responding to routine work orders.

3. The Barre Housing Authority shall create an appealing, up to date environment in all developments.

All goals and objectives achieved for Goal Three.

Goal Four: Enhance the marketability of the Barre Housing Authority's public housing units.

Objectives: 1. The Barre Housing Authority shall convert ten efficiency units to one-bedroom units by December 31, 2004.

Plans have been developed by the architect and all financial considerations are being discussed. These plans are being considered based on loss on income and costs of conversion.

2. The Barre Housing Authority shall achieve a level of customer satisfaction that gives the agency the highest score possible in the Public Housing Assessment System.

Advisory score was 87.9, pending appeal.

3. The Barre Housing Authority shall continue to be a customer-oriented organization.

Barre Housing Authority has always been a customer service organization.

Goal Five: Operate the Barre Housing Authority in full compliance with all Equal Opportunity laws and regulations.

Objectives: 1. The Barre Housing Authority shall mix its public housing development populations as much as possible with respect to income, race and ethnicity.

All developments in compliance with HUD regulations.

2. The Barre Housing Authority shall ensure equal treatment of all applicants, residents, employees and vendors.

All developments in compliance with HUD regulations

Goal Six: Ensure full compliance with all applicable standards and regulations including generally accepted accounting principles.

Objectives: 1. The Barre Housing Authority shall operate so that income exceeds expenses every year.

REAC Inspection-related costs incurred deficit.

2. The Barre Housing Authority shall maintain the operating reserves at an amount of at least four months' operating reserves between now and December 31, 2004.

Operating reserve goals met.

Goal Seven: Enhance the image of public housing in our community.

Objectives: 1. The Barre Housing Authority shall ensure that there are at least two stories a year in the local media about the housing authority or one of its residents.

Two stories published at mid-year.

Goal Eight: Improve access of public housing and Section 8 residents to services that support economic opportunity (self-sufficiency) and quality of life in our communities.

Objectives: 1. The Barre Housing Authority shall assist the resident organizations in strengthening their organizations and developing a mission statement in each community.

This objective is in progress.

2. The Barre Housing Authority shall ensure that supportive service opportunities are available in every community.

All developments have extensive support services and effective Resident Organizations.

3. The Barre Housing Authority shall have effective, fully functioning resident organizations in every public housing development.

All developments have extensive support services and effective Resident Organizations.

4. The Barre Housing Authority will implement 10 new partnerships in order to enhance the self-sufficiency services to our residents in public housing and Section 8.

Five Memorandums of Agreement were negotiated with local social service agencies at mid-year.

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan – PHAS Advisory Score 87.9

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Barre Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

We have adopted the following mission statement to guide the activities of the Barre Housing Authority.

The mission of the Barre Housing Authority is to be the area's affordable housing of choice. We provide and maintain safe, quality housing in a cost-effective manner. By partnering with others, we offer rental assistance and other related services to our community in a non-discriminatory manner.

We have also adopted the following goals and objectives for the next year:

FIRST-YEAR GOALS

The goals and objectives adopted by the Barre Housing Authority are:

Goal One: Manage the Barre Housing Authority's existing public housing program in an efficient and effective manner thereby qualifying as a high performer.

Objectives: 1. HUD shall recognize the Barre Housing Authority as a high performer.

2. The Barre Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase in our waiting lists.

3. The Barre Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.

4. The Barre Housing Authority shall sustain an occupancy rate of 98% for Public Housing and Section 8 Programs.

Goal Two: Provide a safe and secure environment in the Barre Housing Authority's public housing developments.

Objectives: 1. The Barre Housing Authority shall refine the memorandum of understanding between the jurisdiction's police force and this agency. The purpose of this is to better define and develop strategies for identifying and reducing crime in our communities.

Goal Three: Deliver timely and high quality maintenance service to the residents of the Barre Housing Authority's public housing developments.

Objectives: 1. The Barre Housing Authority shall achieve and maintain an average response time of 24 hours in responding to emergency work orders.

2. The Barre Housing Authority shall achieve and maintain an average response time of three days in responding to routine work orders.

3. The Barre Housing Authority shall create an appealing, up to date environment in all developments.

Goal Four: Enhance the marketability of the Barre Housing Authority's public housing units.

Objectives: 1. The Barre Housing Authority shall achieve a level of customer satisfaction that gives the agency the highest score possible in the Public Housing Assessment System.

2. The Barre Housing Authority shall continue to be a customer-oriented organization.

Goal Five: Operate the Barre Housing Authority in full compliance with all Equal Opportunity laws and regulations.

Objectives: 1. The Barre Housing Authority shall mix its public housing development populations as much as possible with respect to income, race and ethnicity.

2. The Barre Housing Authority shall ensure equal treatment of all applicants, residents, employees and vendors.

Goal Six: Ensure full compliance with all applicable standards and regulations including generally accepted accounting principles.

Objectives: 1. The Barre Housing Authority shall operate so that income exceeds expenses every year.

2. The Barre Housing Authority shall maintain the operating reserves at an amount of at least \$420,000.00.

Goal Seven: Enhance the image of public housing in our community.

Objectives: 1. The Barre Housing Authority shall ensure that there are at least two stories a year in the local media about the housing authority or one of its residents.

Goal Eight: Improve access of public housing and Section 8 residents to services that support economic opportunity (self-sufficiency) and quality of life in our communities.

Objectives: 1. The Barre Housing Authority shall assist the resident organizations in strengthening their organizations and developing a mission statement in each community.

2. The Barre Housing Authority shall ensure that supportive service opportunities are available in every community.

3. The Barre Housing Authority shall have effective, fully functioning resident organizations in every public housing development.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc., set forth in the Annual Plan all lean towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

- We have adopted two local preferences: 1. Mixed income preference; for families with incomes needed to achieve de-concentration of poverty. 2. Families that are victims of domestic violence.
- Applicants will be selected from the waiting list by preference and in order of date and time of application.
- We have established a minimum rent of \$50.00.
- We have a screening policy for public housing that ensures to the best of our ability that new admissions will be good neighbors. In the Section 8 program we will screen applicants to the fullest extent possible. Our screening practices will meet all fair housing requirements.
- We have established flat rents for all our developments.
- We are going to increase our payment standards for the Section 8 program to 110% of FMR for 0 – 1 bedroom units.

- **We will develop 10 cooperative agreements with local agencies and municipalities for purchasing of equipment and implementation of programs.**
- **We will focus Capital Fund money on energy improvement and conservation measures.**

In summary, we are on course to improve the condition of affordable housing in Barre, Vermont.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2001 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2001 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan

- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
1. Pet Policy
 2. Progress on 5-year goals
 3. Community Service Implementation
 4. Resident Membership on Board
 5. Security Follow-Up Plan

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
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
	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
	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</i>	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
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
	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations 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 type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	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
	Policies governing any Section 8 Homeownership program	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Homeownership
	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
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

The booming economy has done little to relieve the housing problems of low-income households. The supply of low-cost unsubsidized rental units continues to dwindle as rent increases outpace growth in median incomes. The stock of subsidized housing units is also decreasing as owners opt out of federal subsidy in favor of high rents.

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	Affordability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	Lack of affordable housing - 71% in need.	PH is only choice for families in this income range	Needs will increase in 1-5 years	The oldest housing stock in the state	Good supply	Very short supply of 3 and 4 bedroom	Scattered throughout jurisdiction

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
	(1315)	(5)	(5)	(4)	(3)	(3)	(3)
Income >30% but <=50% of AMI	Growth in demand for units (923)	As economy increases, families will have choices (4)	Not sufficient in jurisdiction (4)	See Above (4)	Good (2)	Short supply of 3 and 4 bedroom (3)	See Above
Income >50% but <80% of AMI	Economic outlook increases home-ownership (923)	Affordable for income range (2)	Not sufficient (4)	See Above (4)	Good (2)	Short supply of 3 and 4 bedrooms (3)	See Above (3)
Elderly	Needs are met (931)	PH develop-ments are best choice (2)	Good Supply (2)	Good quality subsidized stock (2)	Good (2)	Supply adequate (2)	Centrally located in city (2)
Families with Disabilities	Shortage of supply	PH develop-ments are the only choice (4)	Not sufficient (4)	Good quality subsidized stock (3)	Good (2)	Not adequate for needs (2)	Centrally located (2)
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						

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: State of Vermont FFY 1995 - 1999
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input 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	126		61
Extremely low income <=30% AMI	23	18%	
Very low income (>30% but <=50% AMI)	38	30%	
Low income (>50% but <80% AMI)	29	18%	
Families with children	23	18%	
Elderly families	54	43%	
Families with Disabilities			
Race/ethnicity	0		
Characteristics by			

Housing Needs of Families on the Waiting List			
Bedroom Size (Public Housing Only)			
1BR	53	42%	
2 BR	18	14%	
3 BR	8	6%	
4 BR	2	2%	
5 BR	0		
5+ BR	0		
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			

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	86		65
Extremely low income <=30% AMI	42	49%	
Very low income (>30% but <=50% AMI)	40	47%	
Low income (>50% but <80%)	27	31%	

Housing Needs of Families on the Waiting List			
AMI)			
Families with children	44	51%	
Elderly families	2	33%	
Families with Disabilities			
Race/ethnicity	1	1%	
Race/ethnicity	0		
Race/ethnicity	0		
Race/ethnicity	0		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

The Barre Housing Authority will continue to be a partner in providing affordable housing to low-income Vermonters. In support of Vermont's Consolidated Plan priorities, the Barre Housing Authority will give priorities and house families and individuals at the lowest income levels. We will also strive to increase mixed income communities and preserve the existing housing stock with cost-effective energy saving improvements.

(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	388,242	
b) Public Housing Capital Fund	478,440	
c) HOPE VI Revitalization		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	553,024	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	84,583	
g) Resident Opportunity and Self-Sufficiency Grants	(PHA) 14,575	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	945,650	Public Housing Operations
4. Other income (list below)		
Investment Income	15,000	Public Housing Operations
Laundry Income	14,000	Public Housing Operations
4. Non-federal sources (list below)		
Use of BHA Reserves		
Total resources	2,493,514	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: At the time the application is received.

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)

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: via mail

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? All 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

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)
 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):
Federal Income Target Requirements

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.

1) Mixed Income

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 3 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

- 2 Those enrolled currently in educational, training, or upward mobility programs
 - Households that contribute to meeting income goals (broad range of incomes)
 - Households that contribute to meeting income requirements (targeting)
 - Those previously enrolled in educational, training, or upward mobility programs
 - Victims of reprisals or hate crimes
 - 1 Other preference(s):
- Federal Income Target Requirements**

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: By phone

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

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

(6) Deconcentration and Income Mixing

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

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:
Name and address of current and previous landlord.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 - Federal public housing
 - Federal moderate rehabilitation
 - Federal project-based certificate program
 - Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
 - Other: Via mail

(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:

Thirty-day extensions. Housing market for all bedrooms is extremely tight. Voucher holder must request extension.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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)
- 2 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
- 2 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 3 Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

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

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

- \$0
- \$1-\$25

\$26-\$50

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

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

A hardship exists in the following circumstances:

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

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: 10%

Other (list below)

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

(2) Flat Rents

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

- The section 8 rent reasonableness study of comparable housing
 Survey of rents listed in local newspaper
 Survey of similar unassisted units in the neighborhood
 Other:

Employed licensed property appraisal company.

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)

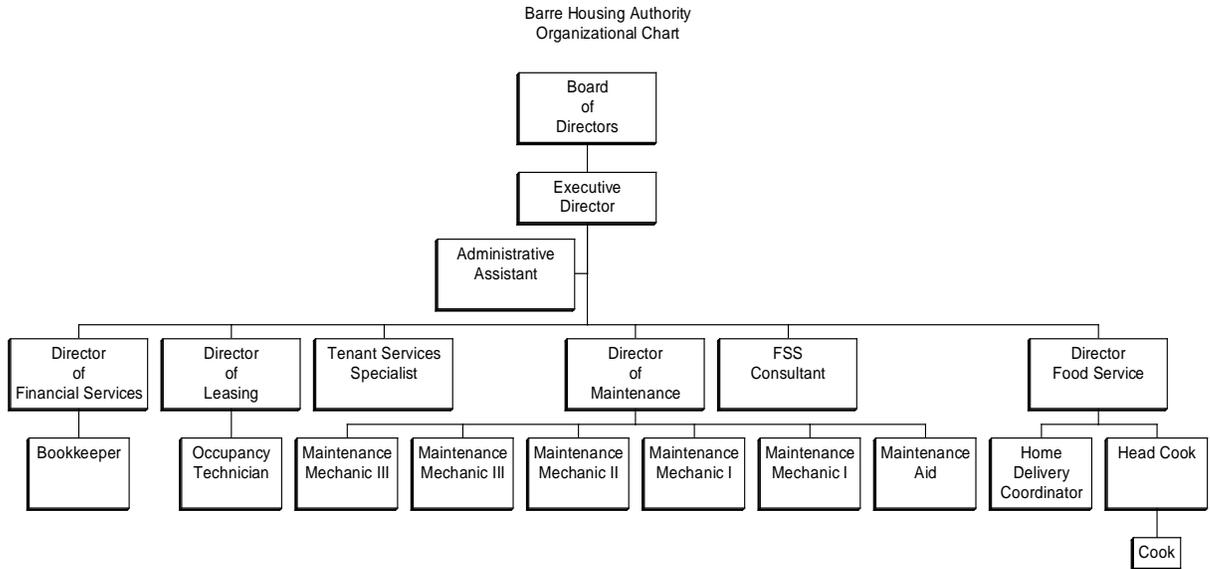
- \$0
- \$1-\$25
- \$26-\$50

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:

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	361	65
Section 8 Vouchers	0	
Section 8 Certificates	128	25
Section 8 Mod Rehab	0	
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program		

(PHDEP)		
Section 8 Sub Rehab	12	
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management:

- Admissions and Continued Occupancy Policy
- Fair Housing Policy
- Criminal Records Management
- Waiting List
- Pet Policy
- Blood Borne Pathogen Policy
- Capitalization Policy

- Check Signing Policy
- Disposition Policy
- Key Card Policy
- Ethics Policy
- Fund Transfer Policy
- Hazardous Materials Policy
- Investment Policy
- Maintenance Plan Policy
- Evacuation
- Fire/Emergency
- Power Failure
- Medical Emergency
- Public Disturbance
- Robbery
- Bomb Threats
- Flooding
- Risk Control Policy
- Galley Food Policy
- Transportation of Injured Workers or Tenants Policy
- Personnel Policy
- Drug-Free Work Place Policy
- Procurement Policy
- Section 8 Management: (list below)
- Section 8 Administration Plan

Copies of these policies can be found at our office on Four Humbert Street, Barre, Vermont, and are attached to this submission.

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)

-or-

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

**Capital Fund Program Annual Statement
Parts I, II, and II**

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number VT36P00550101 FFY of Grant Approval: (09/2001)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	25,000
3	1408 Management Improvements	31,696
4	1410 Administration	47,844
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	30,000
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	276,400
11	1465.1 Dwelling Equipment-Nonexpendable	25,500
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	42,000
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)	478,440
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	165,500

**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
VT 5-1	Replace Flooring	1460	3,600
VT 5-2	Replace Flooring	1460	8,000
	Compactor	1475	6,000
	Stoves Replaced	1465	25,500
VT 5-4	Elevator Upgrade	1460	67,000
VT 5-5	Generator	1460	22,000
	Replace Flooring	1460	4,800
	Compactor	1475	2,000
VT 5-8	Hot Water Heater Conversion & Lighting Upgrade	1460	140,000
VT 5-9	Replace Flooring	1460	6,000
VT 5-10	Repair Gutters & Outside Area	1460	25,000
PHA – Wide	Maintenance Plow Truck	1475	28,000
	Salaries	1410	47,844
	Salaries	1408	29,696
	Maintenance Equipment	1475	5,000
	Office Equipment	1475	1,000
	Staff Training	1408	2,000
	Fees & Costs Including Five-Year Needs Assessment	1430	30,000
	Maintenance – Routine Operations	1406	25,000

**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)
VT 5-1	03/31/2003	09/30/2003
VT 5-2	03/31/2003	09/30/2003

VT 5-4	03/31/2003	09/30/2003
VT 5-8	03/31/2003	09/30/2003
VT 5-9	03/31/2003	09/30/2003
VT 5-10	03/31/2003	09/30/2003
PHA-Wide	03/31/2003	09/30/2003

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

1. Yes No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless

eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

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 question) <input type="checkbox"/> Other (explain below)	
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.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)	
B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937	

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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.

To be eligible for continued occupancy, each adult family member must either contribute 8 hours a month of community service or participate in an economic self-sufficiency program unless exempt from this requirement. The State of Vermont will require all recipients to participate in a welfare-to-work program effective June 2001.

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? 12/22/2000

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)
Public Housing	363 units	Waiting List	PHA Main Office	PH participants
Section 8	129 cert.	Waiting List	PHA Main Office	Sec. 8 participants
Sub Rehab	12 units	Waiting List	PHA Main Office	Sec. 8 participants
Family Self Sufficiency	Open	Specific Criteria	PHA Main Office	both
Tangible Assets - economic self-sufficiency program with Central VT Community Action Council, Inc.	Open	Specific Criteria	PHA Main Office/CVCAC Office	both
Galley/Meals on Wheels - meals program with Central VT Council on Aging	Open	Open	Galley, housing projects	both
Summer Lunch Program - meals program for children	Open	Open	Green Acres	both
Summer Reading Program - literacy program for children	Open	School-age children	Green Acres	both
Mother Goose Program	Open	Pre-schoolers	Green Acres	both
Scholarship Program	Open	Specific Criteria	PHA Main Office	PH participants
Success by Six Program	Open	Pre-schoolers	Green Acres	both
Swimming Pool Passes	Open	Application	PHA Main Office	PH participants
Tenant Council Organizations - meetings/entertainment	Open	Project residents	PHA Main Office, housing projects	PH participants
Central VT Home Health & Hospice - health clinics	Open	Application	PHA Main Office/housing projects	PH participants
Central VT Council on Aging & Disabilities - advocate services	Open	Specific Criteria	PHA Main Office/COA Office	PH participants
Barre City Police Dept. - security training for tenants	Open	Specific Criteria	Barre City Police Dept.	PH participants
Children's Rights & Safety, Bike	Open	Open	Barre City Police Dept.	both

Safety & Registration				
Barre City Fire & Ambulance - smoke alarm, fire safety training, Introduction to Fire Trucks & Ambulances	Open	Open	Barre City Fire Dept.	both
Probation & Parole, State of VT - Operation Snow Shovel	Open	Elderly/disabled	Housing projects	PH participants
Washington County Mental Health	Open	Disabled	WCMH Offices	both
Retired Senior Volunteer Program	Open	Retired Seniors	Galley, PHA Main Office	both
Aldrich Public Library - book delivery	Open	Application	Aldrich Public Library/Housing projects	PH participants
Vermont Associates - Seniors job training	Open	Application	Galley	PH participants
Getting Serious: Choosing a Business Idea - Central VT Community Action Council, Inc.	Open	Specific Criteria	CVCAC Office	both
Vermont Center for the Books - Reading program	Open	N/A	PHA Main Office, Housing projects	PH participants
StepUp for Women - Northern New England Tradeswomen	Open	Specific Criteria	Dept. Social Welfare	Open to all
Dinners, holiday events, plays, other entertainment - Barre City Elementary/Middle School, Spaulding High School, Barre Area Vocational School, Girl & Boy Scouts	Open	Open	Housing projects	PH participants
Summer Outings - BHA Tenant Services	Open	Application	PHA Main Office	PH participants
Volunteer Recognition - BHA Tenant Services	Open	Specific Criteria	N/A	both
Tenant Employment Opportunity	Open	Specific Criteria	PHA Main Office	PH participants
Vermont Dept. of Employment & Training	Open	Application	DET Office	both
Area businesses & banks	Open	Application	City-wide	both
Shared Housing Program	4	Specific Criteria	PHA Main Office	PH participants

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	7
Section 8	12	2

--	--	--

- 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)

2. Which developments are most affected?
Green Acres

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:
Police Officer living on site.

3. Which developments are most affected?
Green Acres

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) **Green Acres**

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2001 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. (PHDEP Plan Template)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The amendment of Barre Housing Authority pet policy and procedures for ownership of pets now includes family, elderly and disabled units. We have rewritten the policy to insure that no applicant or resident is discriminated against regarding admissions or continued occupancy because of pet ownership. We have established reasonable rules governing the keeping of common household pets.

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

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
 - Provided below:

Overall: 1) The Resident Advisory Board found several sections of the ACOP and Plan easier to understand.
 2) Policy on Pets and Community Service is regarded by residents as excessive.

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

- Other:
 - 1) The Barre Housing Authority has made policies more reader-friendly.
 - 2) We pass this comment re. discrimination on to HUD and its policy advisors: Income targeting is discriminatory.
 - 3) Pet Policy was revised to allow visiting pets for elderly and/or handicapped residents.

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:

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: City of Barre, Washington County, State of Vermont

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

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

- Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: Serving very low income residents of Washington County

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.

1. Pet Policy; The highlights of changes are as follows;

- a. The policy extends to our family development.
- b. All tenants are required to register all pets.
- c. Standards for types and sizes of pets have been established.
- d. Pet deposits are set at 1 ½ times the current months rent or a maximum of \$300.00.
- e. A pet waste removal charge has been established at \$25.00 per incident.
- f. Noise, care and cleanliness requirements have been established.

2. Progress in Meeting 5 Year Plan Mission and Goals;

The progress statements are included in 5 year plan statement with notations included under each goal and objective.

3. Resident Membership on Barre Housing Authority Governing Board;

The resident member of the Barre Housing Authority Board of Commissioners is Carol Moulton. Ms. Moulton was appointed by the City of Barre on March 30, 1999 to fill the unexpired term of Oreste Valsangiacomo. Her term expires on November 24, 2001, at which time another resident will be appointed by the city manager.

4. Membership of the Resident Advisory Board;

The following is a list of the members of the Resident Advisory Board:

Kay Brown
25 Jefferson St., Apt. 403
Barre, VT 05641

Toni Otis
170 Mill Street; Apt. 103
E. Barre, VT 05649

Evelyn Dunham
16 South Main St. Apt. 202
Barre, VT 05641

Lucy Hurlburt
RR#1, Box 1120
Graniteville, VT 05654

Geri Rielly
14 Washington St. Apt. 404
Barre, VT 05641

Lorraine Brule
455 N. Main St., #609
Barre, VT 05641

Janet Hood
21 Bergeron St. Apt #15
Barre, VT 05641

5. Implementation of Public Housing Resident Community Service Requirements:

- a. Leases have been reviewed and updated by BHA attorney to include changes in Community Service requirements.
- b. All tenants will sign new leases in the month of March, 2001.
- c. The Memorandum of Agreement with TANF agency has been updated and signed on December 21, 2000.
- d. Written description of service requirement has been completed and was reviewed by the Resident Advisory Board on December 8, 2000.
- e. All tenants notified of requirement and changes in policy after final review period ended and public hearing held. All Tenants were informed of the public hearing process and will be notified about the requirement in a newsletter and notice to all.
- f. The BHA will identify all adult family members who are apparently not exempt from the community service requirement.
- g. The BHA will notify all non exempt members of the requirement. The notification will provide the opportunity for family members to claim an exempt status. The BHA shall verify all such claims. The notification will advise families that failure to comply will result in ineligibility for continued occupancy.
- h. The BHA will develop a list of volunteer opportunities and distribute them to all family members required to participate.
- i. The sites and activities available will consist of the following;
Aldrich Public Library, Aide; The Galley Meals on Wheels Program, Server; Barre Housing Authority, Maintenance and Green Acres Library; Barre City Public Schools, Aide; and Central Vermont Adult Basic Education, Aide.

6. Security, Follow-up Plan:

In response to the requirement to submit a plan to address the Resident Survey results for the Safety Section Barre Housing Authority will:

1. Continue to meet with the RAB on a monthly basis to communicate with the residents and address any security issues as needed.
2. With PHDEP monies BHA will add additional lighting and security measures to all common areas.

3. Continue monitoring the police reports received and maintain contact with the Barre Police Department.

BHA would suggest that HUD reword questions # 11 and # 12.

#11. Residents should not be aware of actions the administration is taking against other tenants, this information is confidential.

#12. BHA has 7 sites; with 6 being elderly with no crimes against person or property being reported. I do not envision establishing Street Patrols utilizing elderly residents.

7. Deconcentration Policy;

It is Barre 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 Barre 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 1.

a. Deconcentration Incentives

The Barre 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.

b. Offer of a Unit

When the Barre Housing Authority discovers that a unit will become available, we will contract the first family on the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the deconcentration goal and/or the income targeting goal.

The Barre Housing Authority will contact the family first by telephone to make the unit offer. If the family cannot be reached by telephone, the family will be notified of a unit offer via first class mail. The family will be given five (5) business days from the date the letter was mailed to contact the Barre Housing Authority regarding the offer.

The family will be offered the opportunity to view the unit. After the opportunity to view the unit, the family will have five (5) business days to accept or reject the unit. This verbal offer and the family's decision must be documented in the tenant file. If the family rejects the offer of the unit, the Barre Housing Authority will send the family a letter documenting the offer and the rejection.

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 VT36P00550201 FFY of Grant Approval: (09/2001)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	25,000
3	1408 Management Improvements	31,696
4	1410 Administration	47,844
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	30,000
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	276,400
11	1465.1 Dwelling Equipment-Nonexpendable	25,500
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	42,000
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)	478,440
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	165,500

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
VT 5-1	Replace Flooring	1460	3,600
VT 5-2	Replace Flooring	1460	8,000
	Compactor	1475	6,000
	Stoves Replaced	1465	25,500
VT 5-4	Elevator Upgrade	1460	67,000
VT 5-5	Generator	1460	22,000
	Replace Flooring	1460	4,800
	Compactor	1475	2,000
VT 5-8	Hot Water Heater Conversion & Lighting Upgrade	1460	140,000
VT 5-9	Replace Flooring	1460	6,000
VT 5-10	Repair Gutters & Outside Area	1460	25,000
PHA – Wide	Maintenance Plow Truck	1475	28,000
	Salaries	1410	47,844
	Salaries	1408	29,696
	Maintenance Equipment	1475	5,000
	Office Equipment	1475	1,000
	Staff Training	1408	2,000
	Fees & Costs Including Five-Year Needs Assessment	1430	30,000
	Maintenance Routine Operations	1406	25,000

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)
VT 5-1	03/31/2003	9/30/2003
VT 5-2	03/31/2003	9/30/2003
VT 5-4	03/31/2003	9/30/2003
VT 5-8	03/31/2003	9/30/2003
VT 5-9	03/31/2003	9/30/2003
VT 5-10	03/31/2003	9/30/2003
PHA - Wide	03/31/2003	9/30/2003

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	
VT005001	Green Acres	3	94	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Apartment Flooring			5,112	04/01/2003
Refrigerators			26,000	04/01/2003
Apartment Flooring			3,600	04/01/2004
Exterior Siding			250,000	04/01/2004
Apartment Flooring			3,600	04/01/2005
Apartment Stair Tread Replacement			10,000	04/01/2005
Energy Conservation Measures			10,912	04/01/2005
Apartment Flooring			3,600	04/01/2006
Landscaping			10,000	04/01/2006
Total estimated cost over next 5 years			\$322,824	

Optional 5 Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
VT005002	Washington Apartments	1	98	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Apartment Flooring			8,000	04/01/2003
Refrigerators			26,000	04/01/2003
Windows & Trim, Bricks – exterior renovation			215,000	04/01/2003
Faucet Replacement			8,000	04/01/2003
Apartment Flooring			8,000	04/01/2004

Apartment Flooring	8,000	04/01/2005
Elevator Upgrade	25,000	04/01/2005
Apartment Flooring	8,000	04/01/2006
Energy Conservation Measures	5,000	04/01/2006
Total estimated cost over next 5 years	\$311,000	

Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VT005004	Tilden House	1	99
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Refrigerators		12,000	04/01/2003
Faucet Replacement		14,000	04/01/2003
Weatherization		25,000	04/01/2004
Building Structure Improvements		20,000	04/01/2005
Efficiency Conversion		15,000	04/01/2005
Stoves		40,000	04/01/2005
Corridor Renovations		40,000	04/01/2005
Remaster Locks		6,000	04/01/2005
Efficiency Conversion		2,000	04/01/2006
Refinish Kitchen Cabinets		80,000	04/01/2006
Replace ventilation fan on roof		5,500	04/01/2006
Total estimated cost over next 5 years		\$259,500	

Optional 5 Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
VT005005	Jefferson Apartments	0	100	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Apartment Flooring			4,800	04/01/2003
Faucets			3,600	04/01/2003
Apartment Flooring			4,800	04/01/2004
In-Unit Lighting			10,000	04/01/2004
Apartment Flooring			4,800	04/01/2005
Stoves			12,000	04/01/2005
Attic Sprinkler			10,000	04/01/2005
New Roof			25,000	04/01/2005
Remaster Locks			3,000	04/01/2005
Weatherization			10,000	04/01/2005
Apartment Flooring			4,800	04/01/2006
Painting Common Area & Hall Doors			5,000	04/01/2006
Total estimated cost over next 5 years			\$97,800	

Optional 5 Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
VT005008	North Barre Manor	0	100	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Paint Corridors			20,000	04/01/2005
Replace Roof			70,000	04/01/2006
Paint Exterior Areas			12,012	04/01/2006
Weatherization			25,000	04/01/2006
Total estimated cost over next 5 years			\$127,012	

Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VT005009	Quarry Hill Apartments	1	97
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Apartment Flooring		6,000	04/01/2003
Refrigerators		16,000	04/01/2003
Apartment Flooring		6,000	04/01/2004
Apartment Flooring		6,000	04/01/2005
Garage		10,000	04/01/2005
Stoves		15,000	04/01/2005
Apartment Flooring		6,000	04/01/2006
Replace Roofs		30,000	04/01/2006
Weatherization		10,000	04/01/2006
Total estimated cost over next 5 years		\$105,000	

Optional 5 Year Action Plan Tables

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
VT005010	Avery Apartments	0	100	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Energy Conservation & Windows			30,000	04/01/2004
Maintenance Shed			2,000	04/01/2005
Replace Fire Panel			5,000	04/01/2005
Remaster Locks			2,000	04/01/2005
Replace Sidewalks			12,000	04/01/2006
Replace Roof			35,000	04/01/2006
Weatherization			5,000	04/01/2006
Total estimated cost over next 5 years			\$91,000	

Optional 5 Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
VT005	PHA-Wide			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Maintenance – Routine Operations			25,000	04/01/2003
Vehicle – Plow Trucks			28,000	04/01/2003
Salaries - 1410			22,840	04/01/2003
Salaries - 1408			41,088	04/01/2003
Maintenance Equipment			5,000	04/01/2003
Office Equipment			2,000	04/01/2003
Galley Equipment			2,000	04/01/2003

Table Library

Staff Training	3,000	04/01/2003
Fees & Costs	5,000	04/01/2003
Maintenance – Routine Operations	25,000	04/01/2004
Salaries - 1410	37,840	04/01/2004
Salaries - 1408	42,688	04/01/2004
Maintenance Equipment	2,512	04/01/2004
Office Equipment	2,000	04/01/2004
Staff Training	3,000	04/01/2004
Fees & Costs	5,000	04/01/2004
Contingency	23,000	04/01/2004
Maintenance – Routine Operations	25,000	04/01/2005
Salaries - 1410	47,840	04/01/2005
Salaries - 1408	67,688	04/01/2005
Maintenance Equipment	5,000	04/01/2005
Office Equipment	2,000	04/01/2005
Staff Training	3,000	04/01/2005
Fees & Costs	5,000	04/01/2005
Contingency	19,600	04/01/2005
Maintenance – Routine Operations	25,000	04/01/2006
Vehicle – Plow Trucks	25,000	04/01/2006
Salaries - 1410	22,840	04/01/2006
Salaries - 1408	42,688	04/01/2006
Maintenance Equipment	5,000	04/01/2006
Office Equipment	15,000	04/01/2006
Galley Equipment	3,000	04/01/2006
Staff Training	3,000	04/01/2006
Fees & Costs	5,000	04/01/2006
Contingency	3,000	04/01/2006
	\$133,928	04/01/2003 Total
	141,040	04/01/2004 Total
	175,128	04/01/2005 Total
	149,528	04/01/2006 Total
Grand Total PHA wide	\$599,624	

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$ 87,120

B. Eligibility type (Indicate with an "x") N1 X N2 _____ R _____

C. FFY in which funding is requested FFY 2001

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Barre Housing Authority and Washington County is experiencing an increase in crime-related-to-drug activity. We will utilize our PHDEP money and focus on two areas: 1. Physical improvements to enhance security in our elderly, disabled and family communities. 2. Economic and educational opportunities for resident youth and adults. The efforts of all our residents and community partners will help reduce the statistics and crimes against our community.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Green Acres	49	
Washington Apartments	51	
Tilden House	79	
Jefferson Apartments	24	
North Barre Manor	120	
Quarry Hill Apartments	30	
Avery Apartments	15	

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months _____ **12 Months** _____ **18 Months** _____ **24 Months** X **Other** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an "x" by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place "GE" in column or "W" for waivers.

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					
FY1998					
FY 1999					

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

9150 Physical Improvements: We plan to install security equipment, and cameras in the parking lots of three communities in our rural locations. The installation of this equipment should assist our efforts at controlling vandalism and the increase of drug-related criminal activities in the common areas.

9160 Drug Prevention: The BHA will improve capacity and opportunity for resident youth and adults to enhance their educational skills and competence at all grade levels. We will expand the reading and tutorial program in our family development to include local schools and businesses. This will be a collaborative effort with several community partners participating in the program.

9190 Other Program Costs: The BHA will contract with a school to conduct a resident survey and evaluation. In addition, we will administer and monitor the contract over the two-year period.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY <u> 01 </u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	60,000
9160 - Drug Prevention	20,000
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	7,120
TOTAL PHDEP FUNDING	87,120

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

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: \$	
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.							

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

9150 - Physical Improvements					Total PHDEP Funding: \$ 60,000		
Goal(s)							
Reduction in vandalism and drug-related crime, increased security.							
Objectives							
Installation of security doors, cameras, re-master locks and install speed bumps.							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Security Cameras				11/2003	35,000		Installation completed
2. Security Doors				11/2003	17,800		Installation completed
3. Re-Master Locks				11/2002	5,000		Installation completed
4. Speed Bumps				11/2002	1,200		Installation completed

9160 - Drug Prevention					Total PHDEP Funding: \$ 20,000		
Goal(s)							
Improve educational opportunities for youth and adults; expand after-school tutorial programs.							
Objectives							
Collaborative efforts w/local schools and businesses will expand educational/vocational opportunities.							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Tutorial Program	60	Youth/Adult	11/2001	11/2003	20,000		Improved reading scores, Improved link between schools and parents
2.							
3.							

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

9190 - Other Program Costs					Total PHDEP Funds: \$ 7,120.00		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Program Evaluation			6/2003	11/2003	2,000	0	
2. Program Administration			11/2001	11/2003	5,120	0	
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

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				
9140				
9150	Activity 1, 2, 3, 4	15,000	Activity 1, 2	60,000
9160	Activity 1	5,000	Activity 1	20,000
9170				
9180				
9190			Activity 1	
TOTAL		\$20,000		\$87,120

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.”