

# PHAPlans

5YearPlanforFiscalYears2003 -2007  
AnnualPlanforFiscalYear2003

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBE COMPLETEDIN  
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

**PHAPlan  
AgencyIdentification**

**PHAName:** *HousingAuthorityoftheCityofDanbury*

**PHANumber:** *CT020*

**PHAFiscalYearBeginning:(mm/yyyy)** *01/2003*

**PublicAccestoInformation** *HousingAuthorityMainOffice  
2MillRidgeRoad,Danbury,CT*

**Informationregardinganyactivitiesoutlinedinthisplancanbeobtainedby contacting:(selectallthatapply)**

- Mainadministrati veofficeofthePHA
- PHAdevelopmentmanagementoffices
- PHAlocaloffices

**DisplayLocationsForPHAPlansandSupportingDocuments**

ThePHAPlans(includingattachments)areavailableforpublicinspectionat:(selecta thatapply) 11

- MainadministrativeofficeofthePHA
- PHAdevelopmentmanagementoffices
- PHAlocaloffices
- Mainadministrativeofficeofthelocalgovernment
- Mainadmi nistrativeofficeoftheCountygovernment
- MainadministrativeofficeoftheStategovernment
- Publiclibrary
- PHAwebsite
- Other(listbelow)

PHAPlanSupportingDocumentsareavailabl eforinspectionat:(selectallthatapply)

- MainbusinessofficeofthePHA
- PHAdevelopmentmanagementoffices
- Other(listbelow)

**5-YEAR PLAN**  
**PHAF ISCAL YEARS 2000 -2004**  
 [24CFRPart903.5]

**A. Mission**

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

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

*The Housing Authority of the City of Danbury was established on September 9, 1948. The mission of the agency is to provide decent, safe, sanitary, affordable housing and a suitable living environment for low and moderate income people in the City of Danbury. In 1978 with the establishment of the Section 8 Program the Housing Authority expended its mission to provide rental subsidies for low income people in the private rental market. In 1990 this mission was again expended to provide Section 8 Rental Assistance on a regional basis.*

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA 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 EN COURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targetss such as: numbers of families served or PHA scores achieved.) PHA should identify these measures in the space 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: *When funds are available*
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities: *Requested HUD approval of \$2,000,000.00 private financing for Laurel Gardens.*
  - Acquire or build units or developments *Ongoing over the next 5 years*
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
 Objectives:

- Improve public housing management: (PHAS score) *High Performance by 2004*
- Improve voucher management: (SEMAP score) *High Performance by 2004*
- Increase customer satisfaction: *Implemented Resident Orientation Plan*
- Concentrate on effortsto improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units: *Continuously*
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing: *Apply when available*
- Provide replacement vouchers: *Apply when available*
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling: *Ongoing*
- Conduct outreach effortsto potential voucher landlords: *Annually*
- 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: *Ongoing*
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities) *Designation Plan Pending*
- Other: (list below) *Increase Scattered Site Housing Continuously*

**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 support services to improve assistance recipients' employability: *On a continuous basis*
- Provide or attract support services to increase independence for the elderly or families with disabilities. *Resident Services Coordinator*
- 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: *Ongoing*
  - 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: *Ongoing*
  - 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)**

*We have also adopted the following goals and objectives for the next five years.*

**Goal #1:**

*To manage the Housing Authority of the City of Danbury programs in an efficient and effective manner, and be recognized as a high performer by 2004 under PHA and SEMAP.*

**Objective:**

*The Housing Authority of the City of Danbury shall continue to excel in providing and training, a motivating work environment with a capable and efficient team of employees to operate as a customer friendly and fiscally prudent leader in the public housing industry.*

*The Housing Authority of the City of Danbury shall continue to excel in providing services to residents and the community through involvement in all community activities.*

*The Housing Authority of the City of Danbury will continue to be involved in the NAHRO award programs and HUD Best Practices to promote better ways of providing services to the residents and the community.*

*The Housing Authority of the City of Danbury will continue to work with other community social service providers to ensure that adequate social services are provided to all residents of the City of Danbury.*

*Goal#2:*

*To provide a safe and secure environment in the Housing Authority of the City of Danbury's developments.*

*Objective:*

*The Housing Authority of the City of Danbury will continue to work with the Danbury Police Department and our residents to ensure a safe neighborhood, understanding that a safe neighborhood is the responsibility of everyone, the resident, the police and not just the housing authority.*

*The Housing Authority of the City of Danbury shall refine the memorandum of understanding between the Danbury Police Department and the Housing Authority of the City of Danbury by the end of the year 2000. This has been done. The purpose of this is to better define the "edge problem" of crime that occurs near our developments and develop strategies for identifying and reducing this problem.*

*Goal#3:*

*To expand the range and quality of housing choices available to people in the Greater Danbury area.*

*Objective:*

*The Housing Authority of the City of Danbury will continue to work with the local banking institution to provide additional homeownership opportunities through the next five years.*

*The Housing Authority of the City of Danbury, a regional housing authority, will continue to recruit landlords from the various surrounding communities into our Section 8 program to further decrease the concentration of poverty in the core central city of Danbury.*

*Goal#4:*

*To be recognized as a National Award of Excellence winner from National NAHRO and HUD Best Practices.*

*Objective:*

*Continue to provide quality programs and services to our residents and the community. Positive recognition helps to foster better working relationships and develop effective programs. Positive publicity has the same effect in a positive manner that negative publicity has in a negative manner.*

# AnnualPHAPlan PHAFiscalYear2000

[24CFRPart903.7]

## **i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

**StandardPlan**

### **StreamlinedPlan:**

- HighPerformingPHA**  
 **SmallAgency(<250PublicHousingUnits)**  
 **AdministeringSection8Only**

**TroubledAgencyPlan**

## **ii. ExecutiveSummaryoftheAnnualPHAPlan**

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiativesanddiscretionarypolicies,thePHAhasincludedintheAnnualPlan.

## **iii. AnnualPlanTableofContents**

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan,includingattachments,andalistsofsupportingdocumentsavailableforpublicinspection.

### **TableofContents**

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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 filename in parentheses in the space to the right of the title.

**Required Attachments:**

- Admissions Policy for Deconcentration
- FY2000 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)
- Voluntary Conversion Initial Assessment

**Optional Attachments:**

- PHA Management Organizational Chart
- FY2000 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)

*Flat Rents*

*Deconcentration Policy*

*Implementation of Public Housing Resident Community Service Requirements*

*Progress and Meeting the Five -Year Mission and Goals*

*Resident Membership of the PHA Governing Board*

*Membership of the Resident Advisory Board*

*Summary of Pet Policy*

*2001 Capital Fund*

*2000 Capital Fund*

**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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certification 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	5 Year and Annual Plans

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	<input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	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 <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self -Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self -Sufficiency
	Most recent self -sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self -Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) 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 result 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

[24CFR Part 903.79(a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income ≤ 30% of AMI	1988	5	5	3	5	5	5
Income > 30% but ≤ 50% of AMI	1577	5	4	3	4	5	5
Income > 50% but < 80% of AMI	484	5	3	3	4	4	4
Elderly	1534	5	4	3	4	3	3
Families with Disabilities	N/A						
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: 2000
- 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 Need 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	318		190
Extremely low income <= 30% AMI	235	73.9	
Very low income (>30% but <=50% AMI)	78	24.5	
Low income (>50% but <80% AMI)	5	1.6	
Families with children	219	68.9	
Elderly families	7	2.2	
Families with Disabilities	22	6.9	
White non -Hispanic	88	27.6	
Black non -Hispanic	96	30.2	
Hispanic	128	40.3	
Other	6	1.9	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 10 Months			
Does the PHA expect to reopen the list in the PHA plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Family Unification			

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	256		50
Extremely low income <= 30% AMI	224	87.5	
Very low income (> 30% but <= 50% AMI)	30	11.7	
Low income (> 50% but < 80% AMI)	2	.8	
Families with children	91	35.6	
Elderly families	41	16.0	
Families with Disabilities	124	48.4	
White non -Hispanic	119	46.5	
Black non -Hispanic	41	16.0	
Hispanic	87	34.0	
Other	9	3.5	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	164	64.1	
2BR	46	18.0	
3BR	40	15.6	
4BR	6	2.3	
5BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <i>Elderly Open Only</i>			
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 checked="" type="checkbox"/> Yes			

## C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthe jurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,andtheAgency'reasonsfor choosingthisstrategy.

### (1)Strategies

#### **Need:Shortageofaffordablehousingforalleligiblepopulations**

#### **Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithin itscurrentresourcesby:**

Selectallthatapply

- Employeffectivemain tenanceandmanagementpoliciestominimizethe numberofpublichousingunitsoff -line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplaceme nttopublichousingunitslosttotheinventorythroughmixed financedevelopment
- Seekreplacementofpublichousingunitslosttotheinventorythroughsection 8replacementhousingresources
- Maintainorincreasesect ion8lease -upratesbyestablishingpaymentstandards thatwillenablefamielstorentthroughoutthejurisdiction
- Undertakemeasurestoensureaccesstoaffordablehousingamongfamilies assistedbythePHA,regardlessounitsizereq uired
- Maintainorincreasesection8lease -upratesbymarketingtheprogramto owners,particularlythoseoutsideofareasofminorityandpoverty concentration
- Maintainorincreasesection8lease -upratesbyeffectivelyscreeningSection8 applicantstoincreaseowneracceptanceofprogram
- ParticipateintheConsolidatedPlandevelopmentprocesstoensure coordinationwithbroadercommunitystrategies
- Other(listbelow)

#### **Strategy2: Increasethenumberofaffordablehousingunitsby:**

Selectallthatapply

- Applyforadditionalsection8unitsshouldtheybecomeavailable
- Leverageaffordablehousingresourcesinthecommunitythroughthecreation ofmixed -financehousing
- PursuehousingresourcesotherthanpublichousingorSection8tenant -based assistance.
- Other:(listbelow)

#### **Need:SpecificFamilyTypes:Familiesatorbelow30%ofmedian**

#### **Strategy1:Targetavailableassistancetofamiliesatorbelow30%ofAMI**

Selectallthatapply

- 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
- Employment 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

- Employment admissions preferences aimed at families who are reworking
- 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 voucher 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 voucher 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 show 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**

[24CFR Part 903.79(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 support services, Section 8 tenant-based assistance, Section 8 support services or other.

<b>FinancialResources: PlannedSourcesandUses</b>		
<b>Sources</b>	<b>Planned\$</b>	<b>PlannedUses</b>
<b>1. FederalGrants(FY2003grants)</b>		
a) PublicHousingOperatingFund	1,073,382.00	
b) PublicHousingCapitalFund	764,072.00	
c) HOPEVIRevitalization	0.00	
d) HOPEVIDemolition	0.00	
e) AnnualContributionsforSection 8Tenant -BasedAssistance	5,755,399.00	
f) PublicHousingDrugElimination Program(includinganyTechnical Assistancefunds)	0.00	
g) ResidentOpportunityandSelf - SufficiencyGrants	0.00	
h) CommunityDevelopmentBlock Grant		
i) HOME		
OtherFederalGrants(listbelow)		
<b>2.PriorYearFederalGrants unobligatedfundsonly)(listbelow)</b>		
CapitalFund(2002)	625,000.00	P.H.Capital Improvements
DrugElimination	51,983.00	P.H.SafetySecurity
<b>3.PublicHousingDwellingRental Income</b>	1,328,890.00	P.H.Operations
<b>4.Otherincome (listbelow)</b>		
Investment		
<b>4.Non -federalsources (listbelow)</b>		
<b>Totalresources</b>	9,598,726.00	

### **3.PHAPoliciesGoverningEligibility,Selection,andAdmissions**

[24CFRPart903.79(c)]

#### **A.PublicHousing**

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesubcomponent 3A.

##### **(1)Eligibility**

a. Whendoesthe PHAverifyeligibilityforadmissiontopublichousing?(selectall thatapply)

- Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(state number) *TopTen*
- Whenfamiliesarewithinacertaintimeofbeing offeredaunit:(statetime)
- Other:(describe) *Preapplication*

b. Whichnon -income(screening)factorsdoesthePHAusetoestablisheligibilityfor admissiontopublichousing(selectallthatapply)?

- CriminalorDrug -relatedactivity
- Rentalhistory
- Housekeeping
- Other(describe) *LandlordRecommendations*

c.  Yes  No:DoesthePHArequestcriminalrecordsfromlocallaw enforcement agenciesforscreeningpurposes?

d.  Yes  No:DoesthePHArequestcriminalrecordsfromStatelaw enforcementagenciesforscreeningpurposes?

e.  Yes  No:DoesthePHAaccessFBI criminalrecordsfromtheFBIfor screeningpurposes?(eitherdirectlyorthroughanNCIC - authorizedsource)

##### **(2)WaitingListOrganization**

a. WhichmethodsdoesthePHAplantousetoorganizeitspublichousingwaitinglist (selectallthatapply)

- Community-widelist
- Sub-jurisdictionallists
- Site-basedwaitinglists
- Other(describe)

b. Wheremayinterestedpersonsapplyforadmissiontopublichousing?

- PHAmainad ministrativeoffice
- PHAdevelopmentsitemanagementoffice
- Other(listbelow)

c. IfthePHAplanstooperateoneormoresite -basedwaitinglistsinthecomingyear, answereachofthefollowingquestions;ifnot,ski ptosubsection**(3)Assignment**

1. How many site -based waiting lists will the PHA operate in the coming year?
2.  Yes  No: Are any or all of the PHA's site -based waiting lists new for the upcoming year (that is, they are not part of a previously -HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously? If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site -based waiting lists (select all that apply)?
  - PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site -based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
  - One
  - Two
  - Three or More
- 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 admission to public housing to families at or below 30% of median area income?
- b. Transfer policies:
 

In what circumstances will transfer take precedence over new admissions? (list below)

  - Emergencies
  - Overhoused
  - Underhoused
  - Medical justification

- Administrativereasons 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
- Household that contribute to meeting income goals (broad range of incomes)
- Household that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisal or hate crimes
- Other preference(s) (list below)
  - Condemnation by City*
  - Elevated Lead Level*
  - Verified Serious Code Violations*

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 points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing

Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veteran's families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Household that contribute to meeting income goals (broad range of incomes)
- Household that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - 1 *Condemnation by City*
  - 1 *Elevated Lead Level*
  - 1 *Verify Serious Code Violation*

4. Relationship of preference to income targeting requirements:

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

### **(5) Occupancy**

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

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

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

- At an annual reexamination and lease renewal
- Anytime 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) development to determine concentration 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:  
*High Ridge Gardens, Eden Drive and Laurel Gardens*

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:  
*Scattered Sites*

## B. Section 8

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

### **(1) Eligibility**

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug -related activity only to the extent required by law or regulation
- Criminal and drug -related activity, more extensively than required by law or regulation
- More general screening than criminal and drug -related activity (list factors below)
- Other (list below)

b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug -related activity
- Other (describe below)  
*Rental History*

### **(2) Waiting List Organization**

a. With which of the following program waiting list organizations does 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(listbelow)

**(3)SearchTime**

a.  Yes  No:DoesthePHAgiveextensionsonstandard60 -dayperiodto searchforaunit?

Ifyes,statecircumstancesbelow:

*Ifthefamilydocumentstheireffortsandadditionaltimecanreasonablybeexpectedto resultinsuccessorthefamilycontainsapersonwithadisability .*

**(4)AdmissionsPreferences**

a.Incometargeting

Yes  No:DoesthePHAplantoexceedthefederaltargetingrequireme ntsby targetingmorethan75%ofallnewadmissionstothesection8 programtofamiliesatorbelow30%ofmedianareaincome?

b.Preferences

1.  Yes  No:HassthePHAestablishedpreferencesforadmissiontosection8 tenant-basedassistance?(otherthandateandtimeof application)(ifno,skiptosubcomponent **(5)Specialpurpose section8assistanceprograms** )

2.WhichofthefollowingadmissionpreferencesdoesthePHAplantoemployinthe comingyear?(select allthatapplyfromeitherformerFederalpreferencesorother preferences)

FormerFederalpreferences

- InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousing Owner,Inaccessibility,PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden(rentis>50percentofincome)

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans'families
- Residentsholiveand/orworkinyourjurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributetomeetingincomegoals(broadrangeofincomes)
- Householdsthatcontributetomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs

- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

4. 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)SpecialPurposeSection8AssistancePrograms**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission 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 program to the public?

- Through published notices
- Other (list below)  
*Notification to affected person through local agencies*

**4.PHARentDeterminationPolicies**

[24CFR Part 903.79(d)]

**A. Public Housing**

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

**(1)IncomeBasedRentPolicies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

- \$0

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent -setting policy)  
If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent -setting policy)  
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

- 1.) \$480.00 deduction if the head of household or spouse is enrolled as a full-time student
- 2.) Alimony or child support paid by a resident family is considered an income deduction.

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)
- 95<sup>th</sup> 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 determination:

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
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- 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.)

- This section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)  
*Based on operating costs and conditions*

## **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**

[24CFR Part 903.79(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 ePHA 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.)

<b>ProgramName</b>	<b>UnitsorFamilies ServedatYear Beginning</b>	<b>Expected Turnover</b>
PublicHousing	388	55
Section8Vouchers	550	29
Section8Certificate	0	0
Section8ModRehab	55	8
FamilyUnification	50	1
ShelterPlusCare	48	3
PublicHousingDrug EliminationProgram (PHDEP)	184	N/A
DisabledSection8 Vouchers	252	7
OtherFederal Programs(list individually)		
CGP	388	N/A

### **C.ManagementandMaintenancePolicies**

ListthePHA'spublichousingmanagementandmaintenancepolicydocuments,manualsandhandbooks thatcontaintheAgency'srules,standards,andpoliciesthatgovernmaintenanceandmanagementof publichousing,includingadescriptionofanymeasuresnecessaryforthe preventionor eradicationof pestinfestation(whichincludescockroachinfestation)andthepoliciesgoverningSection8 management.

(1) PublicHousingMaintenanceandManagement:(listbelow)

- ADAPolicyandADA/GrievanceProcedure*
- AdmissionsandContinuedOccupancyPolicy*
- BloodBorneDiseasePolicy*
- CapitalizationPolicy*
- CheckSigningAuthorizationPolicy*
- Criminal,DrugTreatment,andRegisteredSexOffenderClassification*
- RecordsPolicy*
- DispositionPolicy*
- Drug-FreeWorkplacePolicy*
- EqualOpportunityEmployment Policy*
- EthicsPolicy*
- FairHousingPolicyStatement*
- FacilitiesUsePolicy*
- FundsTransferPolicy*
- InvestmentPolicy*

*Maintenance Policy (includes pest control)*  
*Personnel Policy*  
*Pet Policy*  
*Pest Control Policy*  
*Procurement Policy*

(2) Section 8 Management : (list below)

*Section 8 Administrative Plan*

## **6. PHA Grievance Procedures**

[24CFR Part 903.79(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 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices 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 24CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices 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**

[24CFR Part 903.79(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: PHA 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 TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHAName: Danbury Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P02050103 Replacement Housing Factor Grant No:			Federal FY of Grant:  2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds	11,000,000.00		11,000,000.00	6,900,000.00
2	1406 Operations	0.00			
3	1408 Management Improvements	10,000.00			
4	1410 Administration	78,000.00	76,400.00		
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	70,000.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	0.00			
10	1460 Dwelling Structures	31,072.00	32,672.00		
11	1465.1 Dwelling Equipment — Nonexpendable	0.00			
12	1470 Nondwelling Structures	0.00			
13	1475 Nondwelling Equipment	0.00			
14	1485 Demolition	0.00			
15	1490 Replacement Reserve	0.00			
16	1492 Moving to Work Demonstration	0.00			
17	1495.1 Relocation Costs	0.00			
18	1499 Development Activities	0.00			
19	1501 Collateralization or Debt Service	575,000.00			
20	1502 Contingency	0.00			
21	Amount of Annual Grant: (sum of lines 2 -20)	764,072.00			

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

PHAName: Danbury Housing Authority	Grant Type and Number Capital Fund Program Grant No: CT26P02050103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
------------------------------------	---	------------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	0.00			
23	Amount of line 21 Related to Section 504 compliance	0.00			
24	Amount of line 21 Related to Security – Soft Costs	0.00			
25	Amount of Line 21 Related to Security – Hard Costs	0.00			
26	Amount of line 21 Related to Energy Conservation Measures	0.00			

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHAName: DanburyHousingAuthority		GrantTypeandNumber CapitalFundProgramGrantNo: CT26P02050103 ReplacementHousingFactorGrantNo:				FederalFYofGrant: 2003		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.AcctNo.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
				Original	Revised	Funds Obligated	Funds Expended	
CT20 -4 PutnamTowers	RoofReplacement	1460	100%	31,072.00	32,672.00			
	<b>Subtotal</b>			<b>31,072.00</b>	<b>32,672.00</b>			
PHA-Wide Management Improvements	ResidentTraining	1408	100%	5,000.00				
PHA-Wide Management Improvements	ProfessionalDevelopmentTraining	1408	100%	5,000.00				
	<b>Subtotal</b>			<b>10,000.00</b>				
PHA-Wide Administration	StaffSalariesandBenefitsforthe(CFP)	1410	100%	78,000.00	76,400.00			
	<b>Subtotal</b>			<b>78,000.00</b>	<b>76,400.00</b>			
PHA-Wide FeesandCosts	Architectural& EngineeringFees	1430	100%	50,000.00				
	ModernizationConsultingFees	1430	100%	20,000.00				
	<b>Subtotal</b>			<b>70,000.00</b>				

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: Danbury Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P02050103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide Collateralization or Debt Service	Collateralization or Debt Service	1501		575,000.00				
<b>Subtotal</b>				<b>575,000.00</b>				

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

PHAName: Danbury Housing Authority		Grant Type and Number Capital Fund Program No: CT26P02050103 Replacement Housing Factor No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CT20 -4 Putnam Towers	12/31/2005			12/31/2007			
PHA-Wide Management Improvements	12/31/2005			12/31/2007			
PHA-Wide Administration	12/31/2005			12/31/2007			
PHA-Wide Fees & Costs	12/31/2005			12/31/2007			
PHA-Wide Collateralization or Debt Services	12/31/2005			12/31/2007			

**(2)Optional5 -YearActionPlan**

Agenciesareencouragedtoincludea5 -YearActionPlancoveringcapitalwork items.Thisstatementcanbecompletedbyusingthe5YearActionPlantable providedinthetablelibraryattheendofthePHAPlantemplate **OR**bycompletingandattachingaproperlyupdatedHUD -52834.

a. Yes No: IsthePHAprovidinganoptional5 -YearActionPlanfortheCapitalFund?(ifno,skiptosub -component7B)

b.If yestoquestiona,selectone:

TheCapitalFundProgram5 -YearActionPlanisprovidedasanattachmenttothePHAPlan atAttachment(statename )

-or-

TheCapitalFundProgram5 -YearActionPlanisprovidedbelow:(ifselected,copytheCFPOptional5YearActionPlanfrom theTableLibraryandinsertthere)

## CAPITAL FUND PROGRAM TABLES START HERE

<b>Capital Fund and Program Five - Year Action Plan</b>					
Part I: Summary					
PHAName: Danbury Housing Authority					<input checked="" type="checkbox"/> <b>Original 5 - Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHAFY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHAFY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHAFY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHAFY: 2007
	Annual Statement				
CT20 -4 Putnam Towers		31,072.00	31,072.00	31,072.00	20,712.00
CT20 -7 Scattered Sites		0.00	0.00	0.00	10,360.00
PHA-Wide		733,000.00	733,000.00	733,000.00	733,000.00
CFPF unds Listed for 5-year planning		<b>\$764,072.00</b>	<b>\$764,072.00</b>	<b>\$764,072.00</b>	<b>\$764,072.00</b>
Replacement Housing Factor Funds					

CapitalFundProgramFive -YearActionPlan						
<b>PartII:SupportingPages —WorkActivities</b>						
Activitiesfor Year1	ActivitiesforYear: 2 FFYGrant: 2004 PHAFY: 2004			ActivitiesforYear: 3 FFYGrant: 2005 PHAFY: 2005		
	Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number	MajorWorkCategories	EstimatedCost
	CT20 -4 PutnamTowers	RoofReplacement	31,072.00	CT20 -4 PutnamTowers	RoofReplacements	31,072.00
<b>Annual</b>	PHA-Wide	Architectural/Engineering andModernization ConsultingFees	70,000.00	PHA-Wide	Architectural/Engineering andModernization ConsultingFees	70,000.00
<b>Statement</b>	PHA-Wide	StaffSalaryandBenefits proratedforCapital Improvements Administration	78,000.00	PHA-Wide	StaffSalaryandBenefits proratedforCapital Improvements Administration	78,000.00
	PHA-Wide	ProfessionalDevelopment Training(Staff)	5,000.00	PHA-Wide	ProfessionalDevelopment Training(Staff)	5,000.00
	PHA-Wide	ResidentTraining	5,000.00	PHA-Wide	ResidentTraining	5,000.00
	PHA-Wide	Collaterization orDebtService	575,000.00	PHA-Wide	Collaterization orDebtService	575,000.00
<b>TotalCFPEstimatedCost</b>			<b>\$764,072.00</b>			<b>\$764,072.00</b>

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

Activities for Year: 4 FFY Grant: 2006 PHAFY: 2006			Activities for Year: 5 FFY Grant: 2007 PHAFY: 2007		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
CT20 -4 Putnam Towers	Roof Replacement	31,072.00	CT20 -4 Putnam Towers	Roof Replacement	20,712.00
PHA-Wide	Architectural/Engineering and Modernization Consulting Fees	70,000.00	CT20 -7 Scattered Sites	Exterior Renovations	10,360.00
PHA-Wide	Staff Salary and Benefits prorated for Capital Improvements Administration	78,000.00	PHA-Wide	Architectural/Engineering and Modernization Consulting Fees	70,000.00
PHA-Wide	Professional Development Training (Staff)	5,000.00	PHA-Wide	Staff Salary and Benefits prorated for Capital Improvements Administration	78,000.00
PHA-Wide	Resident Training	5,000.00	PHA-Wide	Professional Development Training (Staff)	5,000.00
PHA-Wide	Collateralization or Debt Service	575,000.00	PHA-Wide	Resident Training	5,000.00
			PHA-Wide	Collateralization or Debt Service	575,000.00
<b>Total CFPE Estimated Cost</b>		<b>\$764,072.00</b>			<b>\$764,072.00</b>

## 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 items 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 Plans 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 -financed development activities for public housing in the Plan year?
- If yes, list developments or activities below:
- Laurel Gardens (CT20 -1B) High Ridge (C20 -1A)*

- 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:
- Continued purchase and/or construction of scattered sites public housing units .*

## 8. Demolition and Disposition

[24CFR Part 903.79(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.)

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: 9 Whitlock Ave. (Scattered Sites)	
1b. Development (project) number: CT26P020011	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>(01/31/2003)</u>	
5. Number of units affected: 2	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: 03/31/2003 b. Projected end date of activity: 05/30/2003	
<b>Demolition/Disposition Activity Description</b>	
1a. Development name: 5 Triangle St. (Scattered Sites)	
1b. Development (project) number: CT26P020001	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>(01/31/2003)</u>	
5. Number of units affected: 2	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: 03/31/2003 b. Projected end date of activity: 05/30/2003	

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

[24CFR Part 903.79(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.

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	Occupancy by only the elderly <input type="checkbox"/>
	Occupancy by families with disabilities <input type="checkbox"/>
	Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	
	Approved; included in the PHA's Designation Plan <input type="checkbox"/>
	Submitted, pending approval <input type="checkbox"/>
	Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: ( )	
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**

[24CFR Part 903.79(j)]

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

### **A. Assessment 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 as 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.

<b>Conversion of Public Housing Activity Description</b>
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)

- Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPEVI demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPEVI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- 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**

[24CFR Part 903.79(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.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project ) number:	
2. Federal Program authority:	<input type="checkbox"/> HOPEI <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 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**

[24CFR Part 903.79(l)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? DD/MM/YY

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 home ownership option participation
- Preference/eligibility for section 8 home ownership 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.)

<b>Services and Programs</b>				
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)
GED & ESL Classes	30	Other	Community Rooms	Both
Computer Skill Training	120	Other	Community Rooms	Both
Children's Library & Reading Program	25	Other	Community Rooms	Public Housing
Drug Education & Awareness	120	Other	Community Rooms	Both
Job Readiness	20	Other	Community Rooms	Both
Top Drawer Boutique	50	Other	Main Office	Both
Productive Youth Sports	60	Other	Community Rooms	Public Housing
Computer and Language Arts Camp	60	Other	Community Rooms	Public Housing

*\*Community Rooms Located at High Ridge Gardens, Laurel Gardens and Eden Drive*

**(2) Family Self-Sufficiency Program/s**

**a. Participation Description**

<b>Family Self-Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	0
Section 8	0	0

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 step the PHA plan to take to achieve at least the minimum program size? If no, list the step the PHA will take below:  
*Offer FSS to Section 8 participants at time of annual recertification*

### 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)

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

### 13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79(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 measure 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 area 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 level of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA action 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 anti-crime/anti-drug programs
- Other (describe below)

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

*High Ridge Gardens*

*Laurel Gardens*

*Eden Drive*

*Putnam Towers*

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

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

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

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

*High Ridge Gardens*

*Laurel Gardens*

*Eden Drive*

## **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 - baselinelawenforcementservices
  - Other activities (list below) *Citizens Policy Academy*
2. Which developments are most affected? (list below)
- High Ridge Gardens    Wooster Manor*  
*Laurel Gardens        Putnam Tower*  
*Eden Gardens*

**D. Additional information as required by PHDEP/PHDEP Plan**

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

- Yes     No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes     No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes     No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24CFR Part 903.79(n)]

**15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

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

**16. Fiscal Audit**

[24CFR Part 903.79(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? 1
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**

[24CFR Part 903.79(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**

[24CFR Part 903.79(r)]

### **A. Resident Advisory Board Recommendations**

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached as Attachment (Filename)
- Provided below:

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

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

### 3. Description of Resident Election Process

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

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

#### b. Eligible candidates: (select one)

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

#### c. Eligible voters: (select all that apply)

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

## C. Statement of Consistency with the Consolidated Plan

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

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

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.

- ThePHAhasparticipatedinanyconsultationprocessorganizedandofferedbythe ConsolidatedPlanagencyinthedevelopmentoftheConsolidatedPlan.
- ThePHAhasconsultedwiththeConsolidatedPlanagencyduringthedevelopment ofthisPHAPlan.
- ActivitiestobeundertakenbythePHAinthecomingyearareconsistentwiththe initiativescontainedintheConsolidatedPlan.(listbelow)
  
- Other:(listbelow)

4.TheConsolidatedPlanofthejurisdictionssupportsthePHAPlanwiththefollowing actionsandcommitments:(describebelow)

TheConsolidatedPlanhaspropertiesofconstructingnewaffordablehousingand subsidizingexistinghousingtomakeitaffordable.TheAuthorityiscurrently accomplishingboth.

**D.OtherInformationRequiredbyHUD**

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

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

## **Attachments**

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

CT020a01 –OrganizationalChart

CT020b01 –FlatRents

CT020c01 –DeconcentrationandIncomeMixing

CT020d01 –ImplementationofPublicHousingCommunityService  
Requirements

CT020e01 –EvaluationinMeetingtheMissionandGoalsoftheFive(5)  
YearPlan

CT020f01 –ResidentMemberonthePHAGoverningBoard

CT020g01 –MembershipoftheResidentAdvisoryBoard

CT020h01 –Summary ofPetPolicy

CT020i01 – VoluntaryConversionComponent

CT020j01 –2000CapitalFund

CT020k01 –2001CapitalFund

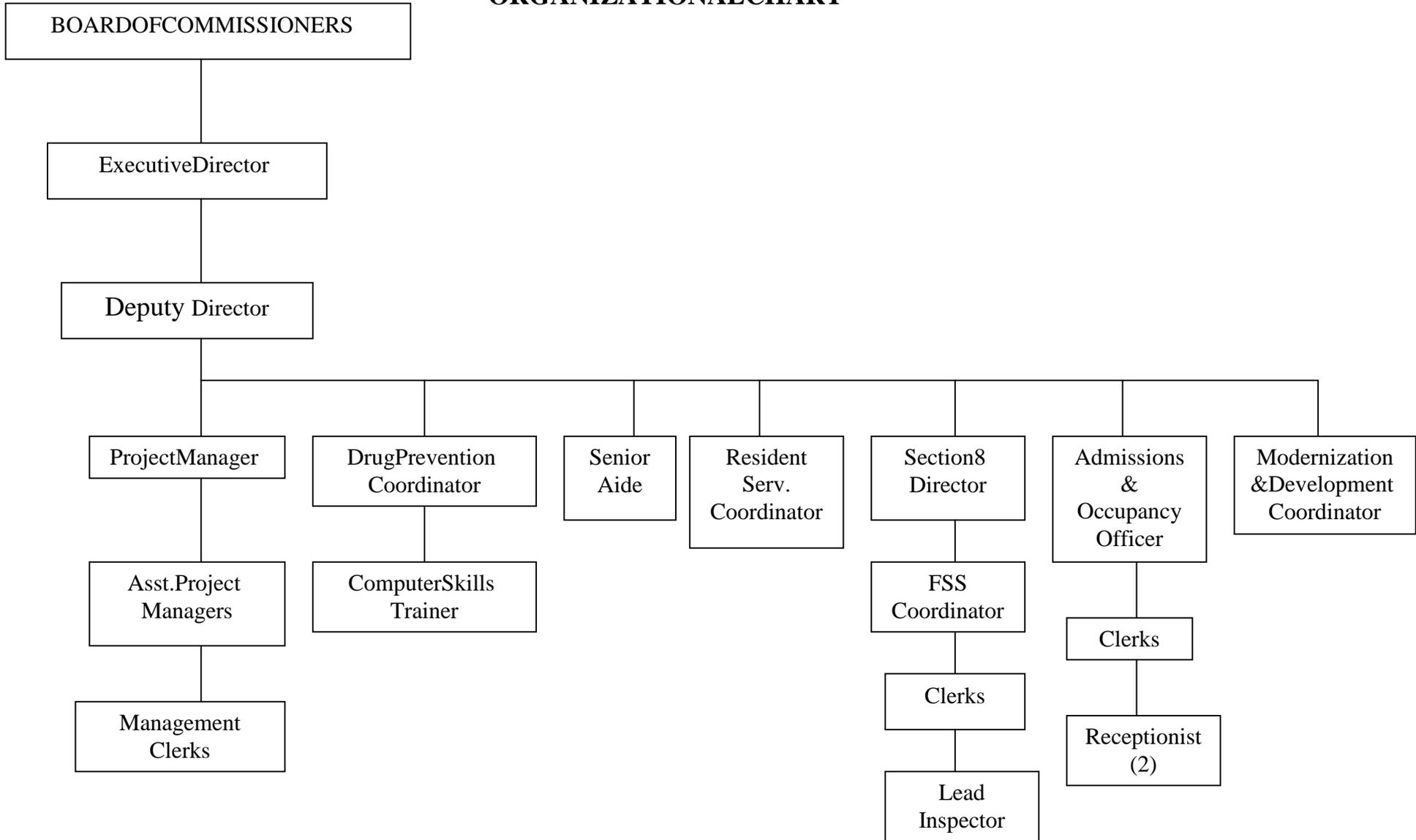
CT020l01 – 2002CapitalFund

CT020m01 –ResidentAssessmentFollowUpPlan





**DANBURYHOUSINGAUTHORITY  
ORGANIZATIONALCHART**



FLATRENTS

1BedroomsLaurelGardens,PutnamTowers, andWoosterManor	\$622.00
2BedroomsEdenDrive,LaurelGardens, HighRidgeGardens,andScatteredSites	\$814.00
3BedroomsEdenDrive,LaurelGardens, HighRidgeGardens,and ScatteredSites	\$1,089.00
4BedroomsEdenDrive,HighRidgeGardens, andScatteredSites	\$1,264.00

**Attachment C Deconcentration and Income Mixing**

- a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>

## Implementation of Public Housing Resident Community Service Requirements

The Housing Authority will send letters to all family units outlining the requirements for each adult member to provide eight (8) hours of community service or economic self-sufficiency activities a month. The letter will list the exemptions for individuals who need not fulfill the requirement, but will also provide the notice that, unless advised otherwise, the Authority will presume all adult family members will be required to complete and provide verification of the obligation.

In the meantime, the Housing Authority will make the required changes to the Lease and issue same for the 30-day comment period.

Tenants will be advised that they will be required to submit evidence of community service 30 days prior to annual recertification (or for those on flat rents, when the recertification would have occurred). The Housing Authority will conduct third-party verification of the statements received regarding community service and proceed with any required action.

The community service requirements are detailed in full in the Housing Authority's Admissions and Continued Occupancy Policy.

## DANBURY HOUSING AUTHORITY GOALS AND OBJECTIVES

The Housing Authority has achieved the following goals and objectives during the FY2002.

- Applied for Section 8 vouchers – under the Fair Share Program. The Authority received 127 vouchers
- Reduced public housing vacancies by totally rehabilitating High Ridge Gardens. Modernization close to 50% complete
- A Bonding Package with local lender to bond necessary rehabilitation to complete Laurel Gardens, as well as provide financing for the rehabilitation of High Ridge Gardens and other developments has been completed
- Continuing to build and/or acquire new units
- Implemented Resident Orientation Plan
- Continuously renovate public housing units using the capital fund
- Voucher mobility counseling has been provided on an ongoing process
- Continuously increasing the landlord base through outreach efforts in Danbury and the other 12 communities, which form Danbury's Regional Housing Authority.
- Security was improved by reducing density at Laurel Gardens, expanding site lighting, redesigning the site to improve greater visibility, and eliminating common areas to reduce drug trafficking.
- Putnam Towers and Wooster Manor were approved for elderly only designation in FY2000
- Through its FSS Program the Housing Authority continually provides or makes available support services for residents and participants.
- The Housing Authority employs a Resident Service Coordinator.
- The Housing Authority continuously affirmatively markets all units – Section 8 and Public Housing
- The Housing Authority has a satellite dish to connect to all available training through HTVN and HUD. The Housing Authority also sends employees to various workshops throughout the country
- The Housing Authority is continuously working with the Danbury Police Department and has redefined the memos of understanding between the Housing Authority and the Police Department

Resident Member on the PHA Governing Board

Willie Brown  
55 High Ridge Road  
Danbury, CT 06813

Term Dates 01/01/98 thru 12/31/03

Method of Selection: Appointment

MEMBERSHIPOFTHERESIDENTADVISORYBOARD

EllaFrasier	PutnamTowers
SallyAmador	EdenDrive
LizandraMartinez	LaurelGardens
ReciaHollins	WoosterManor
RuthMunoz	Section8

## Summary of Pet Policy

### A. Management Approval of Pets

#### Registration of Pets

Pets must be registered with the HA before they are brought onto the premises. Registration includes:

Certificates signed by a licensed veterinarian or State/local authority that the pet has received all inoculations required by State or local law, and that the pet has no communicable disease(s) and is pest-free.

Dogs and cats must be spayed or neutered.

### B. Standards For Pets

Pet rules will not be applied to animals who assist persons with disabilities.

#### Persons With Disabilities

To be excluded from the pet policy, the resident/pet owner must certify:

That there is a person with disabilities in the household.

That the animal has been trained to assist with the specified disability; and

That the animal actually assists the person with the disability.

#### **Types of Pets Allowed**

No types of pets other than the following may be kept by a resident.

No breeding of pets will be allowed.

Rodents and reptiles are not considered as household pets.

Tenants are not permitted to have more than one **type** of pet.

#### 1. Dogs

Maximum number: one

Maximum adult weight: 20 pounds

Must be housebroken

Must be spayed or neutered

Must have all required inoculations

Must be licensed as specified now or in the future by State law and local ordinance

Rottweilers and/or Pit Bulls, or any combination thereof, are prohibited

#### 2. Cats

Maximum: one

Must be spayed or neutered

Must have all required inoculations

Must be trained to use a litter box or other waste receptacle

Must be licensed as specified now or in the future by State law or local ordinance

### 3. Birds

Maximum number: one  
Must be enclosed in a cage at all times

### 4. Fish

Maximum aquarium size: 10 gallons  
Must be maintained on an approved stand

### 5. Turtles

Maximum number: one  
Must be enclosed in an acceptable cage or container at all times

## **C. Pets Temporarily On The Premises**

Pets which are not owned by a tenant will not be allowed.

Residents are prohibited from feeding or harboring stray animals.

## **D. Additional Fees And Deposits For Pets**

The resident/pet owner shall be required to pay a refundable deposit of \$300 for the purpose of defraying all reasonable costs directly attributable to the presence of a dog or cat.

## **E. Pet Waste Removal Charge**

A separate pet waste removal charge of \$25 per occurrence will be assessed against the resident for violation of the pet policy.

## **F. Pet Area Restrictions**

Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash or carried and under the control of the resident or other responsible individuals at all times.

Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrance to and from the building.

## **G. Noise**

Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises.

## **H. Cleanliness Requirements**

The resident/pet owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.

**I. Pet Care**

No pet (excluding fish) shall be left unattended in any apartment for a period in excess of 24 hours. The Authority has the right to enter the apartment and transfer the pet to the proper authorities.

**J. Responsible Parties**

The resident/pet owner will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors which render the pet owner unable to care for the pet.

**K. Pet Rule Violations**

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the Pet Rule Policy, written notice will be served.

**L. Notice for Pet Removal**

If the resident/pet owner and the HA are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the HA, the HA may serve notice to remove the pet.

**Component 10(B) Voluntary Conversion Initial Assessments**

- a. How many of the PHA's developments are subject to the Required Initial Assessments? 3
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? 2
- c. How many Assessments were conducted for the PHA's covered developments? 3  
One for each covered development
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:  
None

<b>Development Name</b>	<b>Number of Units</b>

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Danbury Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P02050100 Replacement Housing Factor Grant No:			Federal FY of Grant:  2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds	11,000,000.00		11,000,000.00	6,900,000.00
2	1406 Operations	0.00		0.00	0.00
3	1408 Management Improvements	10,000.00		10,000.00	10,000.00
4	1410 Administration	83,531.05		83,531.05	83,531.05
5	1411 Audit	1,000.00		1,000.00	1,000.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	62,000.00		62,000.00	62,000.00
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	0.00		0.00	0.00
10	1460 Dwelling Structures	233,671.83		233,671.83	233,671.83
11	1465.1 Dwelling Equipment — Nonexpendable	0.00		0.00	0.00
12	1470 Nondwelling Structures	0.00		0.00	0.00
13	1475 Nondwelling Equipment	0.00		0.00	0.00
14	1485 Demolition	0.00		0.00	0.00
15	1490 Replacement Reserve	0.00		0.00	0.00
16	1492 Moving to Work Demonstration	0.00		0.00	0.00
17	1495.1 Relocation Costs	0.00		0.00	0.00
18	1499 Development Activities	0.00		0.00	0.00
19	1501 Collateralization or Debt Service	394,631.12		394,631.12	394,631.12

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

PHAName: Danbury Housing Authority	Grant Type and Number Capital Fund Program Grant No: CT26P02050100 Replacement Housing Factor Grant No:	Federal FY of Grant:  2000
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Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:   
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency	0.00		0.00	0.00
21	Amount of Annual Grant: (sum of lines 20-26)	784,834.00		784,834.00	784,834.00
22	Amount of line 21 Related to LBP Activities	0.00		0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00		0.00	0.00
24	Amount of line 21 Related to Security - Soft Costs	0.00		0.00	0.00
25	Amount of Line 21 Related to Security - Hard Costs	0.00		0.00	0.00
26	Amount of line 21 Related to Energy Conservation Measures	0.00		0.00	0.00

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

PHA Name: Danbury Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: CT26P02050100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CT20 -1B Laurel Gardens	Reconfiguration of one (1) building to include major renovations (50%)	1460	8 units	233,671.83		233,671.83	233,671.83	
	Architectural & Engineering fees for reconfiguration design	1430	8 units	25,000.00		25,000.00	25,000.00	
	Consultant fees to include Davis - Bacon wage rate monitoring, employee interviews, preparation of HUD required paperwork, including all progress reports and budget revisions	1430	8 units	37,000.00		37,000.00	37,000.00	
	<b>Subtotal</b>			<b>295,671.83</b>		<b>295,671.83</b>	<b>295,671.83</b>	
PHA-Wide Management Improvements	Revamp Computer System	1408	100%	5,000.00		5,000.00	5,000.00	
	Professional Development Training (staff)	1408	100%	5,000.00		5,000.00	5,000.00	
	<b>Subtotal</b>			<b>10,000.00</b>		<b>10,000.00</b>	<b>10,000.00</b>	

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

PHA Name: Danbury Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: CT26P02050100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide Collateralization or Debt Services	Collateralization or Debt Services	1501		394,631.12		394,631.12	394,631.12	
	<b>Subtotal</b>			<b>394,631.12</b>		<b>394,631.12</b>	<b>394,631.12</b>	
PHA-Wide Administration	a.) Salaries for project coordinator	1410	100%	55,000.00		55,000.00	55,000.00	
	b.) Benefits	1410	100%	27,000.00		27,000.00	27,000.00	
	c.) Sundry fees	1410	100%	1,531.05		1,531.05	1,531.05	
	<b>Subtotal</b>			<b>83,531.05</b>		<b>83,531.05</b>	<b>83,531.05</b>	
PHA-Wide Audit	Audit	1411	100%	1,000.00		1,000.00	1,000.00	
	<b>Subtotal</b>			<b>1,000.00</b>		<b>1,000.00</b>	<b>1,000.00</b>	
	<b>GRANT TOTAL</b>			<b>784,834.00</b>		<b>784,834.00</b>	<b>784,834.00</b>	

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

PHA Name: Danbury Housing Authority		Grant Type and Number Capital Fund Program No: CT26P02050100 Replacement Housing Factor No:				Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CT20 -1B Laurel Gardens	9/30/2002			9/30/2004			
PHA-Wide Management Improvements	9/30/2002			9/30/2004			
PHA-Wide Administration	9/30/2002			9/30/2004			
PHA-Wide Audit	9/30/2002			9/30/2004			
PHA-Wide Collateralization or Debt Services	9/30/2002			9/30/2004			

## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>						
PHA Name: Danbury Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P02050101 Replacement Housing Factor Grant No:			Federal FY of Grant:  2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non -CFP Funds	11,000,000.00		11,000,000.00	6,900,000.00	
2	1406 Operations	0.00		0.00	0.00	
3	1408 Management Improvements	10,000.00		10,000.00	10,000.00	
4	1410 Administration	78,000.00		78,000.00	78,000.00	
5	1411 Audit	0.00		0.00	0.00	
6	1415 Liquidated Damages	0.00		0.00	0.00	
7	1430 Fees and Costs	70,000.00		70,000.00	70,000.00	
8	1440 Site Acquisition	0.00		0.00	0.00	
9	1450 Site Improvement	50,000.00	69,501.00	69,501.00	69,501.00	
10	1460 Dwelling Structures	0.00		0.00	0.00	
11	1465.1 Dwelling Equipment — Nonexpendable	0.00		0.00	0.00	
12	1470 Nondwelling Structures	0.00		0.00	0.00	
13	1475 Nondwelling Equipment	0.00		0.00	0.00	
14	1485 Demolition	0.00		0.00	0.00	
15	1490 Replacement Reserve	0.00		0.00	0.00	
16	1492 Moving to Work Demonstration	0.00		0.00	0.00	
17	1495.1 Relocation Costs	0.00		0.00	0.00	
18	1499 Development Activities	0.00		0.00	0.00	
19	1501 Collateralization or Debt Service	575,000.00		575,000.00	575,000.00	

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

PHAName: Danbury Housing Authority	Grant Type and Number Capital Fund Program Grant No: CT26P02050101 Replacement Housing Factor Grant No:	Federal FY of Grant:  2001
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Original Annual Statement   
  Reserve for Disasters/Emergencies   
  Revised Annual Statement (revision no: 1)  
 Performance and Evaluation Report for Period Ending:   
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency	19,501.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 20-26)	802,501.00		802,501.00	802,501.00
22	Amount of line 21 Related to LBP Activities	0.00		0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00		0.00	0.00
24	Amount of line 21 Related to Security - Soft Costs	0.00		0.00	0.00
25	Amount of Line 21 Related to Security - Hard Costs	0.00		0.00	0.00
26	Amount of line 21 Related to Energy Conservation Measures	0.00		0.00	0.00

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

PHA Name: Danbury Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P02050101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CT20 -7 Scattered Sites	Site Drainage	1450	100%	50,000.00	69,501.00	69,501.00	69,501.00	
	<b>Subtotal</b>			<b>50,000.00</b>	<b>69,501.00</b>	<b>69,501.00</b>	<b>69,501.00</b>	
PHA-Wide Management Improvements	Resident Training	1408	100%	5,000.00		5,000.00	5,000.00	
	Professional Development Training	1408	100%	5,000.00		5,000.00	5,000.00	
	<b>Subtotal</b>			<b>10,000.00</b>		<b>10,000.00</b>	<b>10,000.00</b>	
PHA-Wide Administration	Staff Salaries and Benefits for the (CFP)	1410	100%	78,000.00		78,000.00	78,000.00	
	<b>Subtotal</b>			<b>78,000.00</b>		<b>78,000.00</b>	<b>78,000.00</b>	
PHA-Wide Fees and Costs	Architectural & Engineering Fees	1430	100%	50,000.00		50,000.00	50,000.00	
	Modernization Consulting Fees	1430	100%	20,000.00		20,000.00	20,000.00	
	<b>Subtotal</b>			<b>70,000.00</b>		<b>70,000.00</b>	<b>70,000.00</b>	

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

PHA Name: Danbury Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: CT26P02050101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide Contingency	Construction cost overruns	1502	100%	19,501.00	0.00			
	<b>Subtotal</b>			<b>19,501.00</b>	<b>0.00</b>			
PHA-Wide Collateralization & Debt Service	Collateralization or Debt Service	1501		575,000.00		575,000.00	575,000.00	
	<b>Subtotal</b>			<b>575,000.00</b>		<b>575,000.00</b>	<b>575,000.00</b>	
	<b>GRANT TOTAL</b>			<b>802,501.00</b>		<b>802,501.00</b>	<b>802,501.00</b>	

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

PHA Name: Danbury Housing Authority		Grant Type and Number Capital Fund Program No: CT26P02050101 Replacement Housing Factor No:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CT20 -7 Scattered Sites	6/30/2003			6/30/2005			
PHA-Wide Management Improvements	6/30/2003			6/30/2005			
PHA-Wide Administration	6/30/2003			6/30/2005			
PHA-Wide Fees and Costs	6/30/2003			6/30/2005			
PHA-Wide Contingency	6/30/2003			6/30/2005			
PHA-Wide Collateralization & Debt Service	6/30/2003			6/30/2005			

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHAName: Danbury Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P02050102 Replacement Housing Factor Grant No:			Federal FY of Grant:  2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds	11,000,000.00		11,000,000.00	6,900,000.00
2	1406 Operations	0.00		0.00	0.00
3	1408 Management Improvements	0.00		0.00	0.00
4	1410 Administration	69,072.00		69,072.00	69,072.00
5	1411 Audit	0.00		0.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	70,000.00		70,000.00	70,000.00
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	0.00		0.00	0.00
10	1460 Dwelling Structures	50,000.00		50,000.00	50,000.00
11	1465.1 Dwelling Equipment — Nonexpendable	0.00		0.00	0.00
12	1470 Non Dwelling Structures	0.00		0.00	0.00
13	1475 Non Dwelling Equipment	0.00		0.00	0.00
14	1485 Demolition	0.00		0.00	0.00
15	1490 Replacement Reserve	0.00		0.00	0.00
16	1492 Moving to Work Demonstration	0.00		0.00	0.00
17	1495.1 Relocation Costs	0.00		0.00	0.00
18	1499 Development Activities	0.00		0.00	0.00
19	1501 Collateralization or Debt Service	575,000.00		575,000.00	575,000.00
20	1502 Contingency	0.00		0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	764,072.00		764,072.00	764,072.00

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

PHAName: Danbury Housing Authority	Grant Type and Number Capital Fund Program Grant No: CT26P02050102 Replacement Housing Factor Grant No:	Federal FY of Grant:  2002
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Original Annual Statement  
  Reserve for Disasters/Emergencies  
  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	0.00		0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00		0.00	0.00
24	Amount of line 21 Related to Security – Soft Costs	0.00		0.00	0.00
25	Amount of Line 21 Related to Security – Hard Costs	0.00		0.00	0.00
26	Amount of line 21 Related to Energy Conservation Measures	0.00		0.00	0.00

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

PHA Name: Danbury Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: CT26P02050102 Replacement Housing Factor Grant No:				Federal F Y of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CT20 -7 Scattered Sites	Vinyl Siding Replacement	1460	100%	25,000.00		25,000.00	25,000.00	
	Roof Replacement	1460	100%	25,000.00		25,000.00	25,000.00	
	<b>Subtotal</b>			<b>50,000.00</b>		<b>50,000.00</b>	<b>50,000.00</b>	
PHA-Wide Administration	Staff Salaries and Benefits for the (CFP)	1410	100%	69,072.00		69,072.00	69,072.00	
	<b>Subtotal</b>			<b>69,072.00</b>		<b>69,072.00</b>	<b>69,072.00</b>	
PHA-Wide Fees and Costs	Architectural & Engineering Fees	1430	100%	60,000.00		60,000.00	60,000.00	
	Modernization Consulting Fees	1430	100%	10,000.00		10,000.00	10,000.00	
	<b>Subtotal</b>			<b>70,000.00</b>		<b>70,000.00</b>	<b>70,000.00</b>	
PHA-Wide Collateralization & Debt Services	Collateralization or Debt Service	1501	100%	575,000.00		575,000.00	575,000.00	
	<b>Subtotal</b>			<b>575,000.00</b>		<b>575,000.00</b>	<b>575,000.00</b>	
	<b>GRANT TOTAL</b>			<b>764,072.00</b>		<b>764,072.00</b>	<b>764,072.00</b>	

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

PHA Name: Danbury Housing Authority		<b>Grant Type and Number</b> Capital Fund Program No: CT26P02050102 Replacement Housing Factor No:				<b>Federal FY of Grant:</b> 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CT20 -7 Scattered Sites	5/31/2004			5/31/2006			
PHA-Wide Administration	5/31/2004			5/31/2006			
PHA-Wide Fees & Costs	5/31/2004			5/31/2006			
PHA-Wide Collateralization & Debt Services	5/31/2004			5/31/2006			

HOUSING AUTHORITY OF THE CITY OF DANBURY  
RESIDENT ASSESSMENT  
FOLLOWUP PLAN

COMMUNICATION

- 1.) The distribution of a resident newsletter
- 2.) The Housing Authority will increase office hours on site
- 3.) A calendar of Resident Council Meetings will be mailed to all Residents
- 4.) Minutes of the meetings will also be mailed to all residents

SAFETY

- 1.) Increase police presence on Family Sites
- 2.) Install alarm systems on re-entry doors at elderly sites
- 3.) Educate tenants that occupancy procedures are subject to Federal and State laws