

Small PHA Plan Update  
Annual Plan for Fiscal Year: **2003**

**HOUSING AUTHORITY OF THE CITY OF OLD TOWN**

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

**PHA Plan  
Agency Identification**

**PHA Name: Housing Authority of the City of Old Town**

**PHA Number: ME018**

**PHA Fiscal Year Beginning: 04/2003**

**PHA Plan Contact Information:**

Name: **Iona M. Crowley**

Phone: **(207) 827-6151**

TDD: **(207) 827-6151**

Email (if available): **hacot@oldtownhousing.net**

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**PHA Programs Administered:**

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

**Annual PHA Plan**  
**Fiscal Year 2003**  
 [24 CFR Part 903.7]

**i. Table of Contents**

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

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<input checked="" type="checkbox"/> Attachment <u>A</u> : Supporting Documents Available for Review	(me018a01)
<input checked="" type="checkbox"/> Attachment <u>B</u> : Fiscal Year 2003 Capital Fund Program Annual Statement	(me018b01)
<input checked="" type="checkbox"/> Attachment <u>C</u> : Capital Fund Program 5 Year Action Plan	(me018b01) (me018c01)
<input checked="" type="checkbox"/> Attachment <u>D</u> : Fiscal Year 2002 Capital Fund Program Performance and Evaluation Report	(me018d01)
<input checked="" type="checkbox"/> Attachment <u>E</u> : Fiscal Year 2001 Capital Fund Program Performance and Evaluation Report	(me018e01)
<input checked="" type="checkbox"/> Attachment <u>F</u> : Fiscal Year 2000 Capital Fund Program Final Performance and Evaluation Report	(me018f01)
<input checked="" type="checkbox"/> Attachment <u>G</u> : Resident Membership on PHA Board or Governing Body	(me018g01)
<input checked="" type="checkbox"/> Attachment <u>H</u> : Membership of Resident Advisory Board or Boards	(me018h01)
<input type="checkbox"/> Attachment: <u>   </u> : Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)	
<input type="checkbox"/> Other (List below, providing each attachment name)	

## **ii. Executive Summary**

[24 CFR Part 903.7 9 (r)]

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

The Housing Authority of the City of Old Town provides housing assistance to 295 families of the jurisdiction. It does so by owning and operating 86 public housing units for the elderly, disabled and other families plus 209 Housing Choice Vouchers.

The plans, statements, budget summary, policies, etc., set fourth in the Annual Plan, all lead toward the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan.

In summary, we are on course to maintain the excellent condition and quality of our affordable housing projects and programs and will seek to expand housing and services opportunities to those in need in the Housing Authority of the City of Old Town's jurisdiction.

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

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

We have made changes to our policies and/or programs based on changes mandated by HUD and in statutes and regulations.

## **2. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

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

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 137,395.00

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

D. Capital Fund Program Grant Submissions

### **(1) Capital Fund Program 5-Year Action Plan**

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

### **(2) Capital Fund Program Annual Statement**

The Capital Fund Program Annual Statement is provided as Attachment

### **3. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

#### 2. Activity Description

<b>Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)</b>
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for      units <input type="checkbox"/> Public housing for      units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for      units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

#### **4. Voucher Homeownership Program**

[24 CFR Part 903.7 9 (k)]

- A.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

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

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

- Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family’s resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

#### **5. Safety and Crime Prevention: PHDEP Plan**

[24 CFR Part 903.7 (m)]

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

- A.  Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year? \$ \_\_\_\_\_
- C.  Yes  No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D.  Yes  No: The PHDEP Plan is attached at Attachment \_\_\_\_\_

## **6. Other Information**

[24 CFR Part 903.79 (r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are Attached at Attachment (File name)
3. In what manner did the PHA address those comments? (select all that apply)
  - The PHA changed portions of the PHA Plan in response to comments  
A list of these changes is included  
 Yes  No: below or  
 Yes  No: at the end of the RAB Comments in Attachment \_.
  - Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment \_\_\_\_\_.
  - Other: (list below)

### **B. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: (provide name here)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
  - Other: (list below)

**The Housing Authority of the City of Old Town consulted with the Consolidated Plan Agency (Maine State Housing Authority). Per the regulations of HUD, the Housing Authority is again submitting a streamlined plan this year. There have not been any substantial changes to policies and/or programs covered in the Fiscal Year 2003-2007 plans other than HUD mandated changes.**

3. PHA Requests for support from the Consolidated Plan Agency

Yes  No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

The Consolidated Plan agency (Maine State Housing Authority) will continue to invite us to participate in any consultation process that they organize and offer.

### C. Criteria for Substantial Deviation and Significant Amendments

#### 1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

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

**A. Substantial Deviation from the 5-year Plan:** Substantial deviation from the 5-year plan occurs when the Board of Commissioners decides that it wants to change the mission statement, goals or objectives of the 5-year plan.

**B. Significant Amendment or Modification to the Annual Plan:** Significant amendments or modifications to the Annual Plan are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the plans of the agency and which require

**Attachment A**

(me018a01)

**Supporting Documents Available for Review**

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" 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	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/A	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
N/A	PHDEP-related documentation: <ul style="list-style-type: none"> <li>· Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</li> <li>· Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);</li> <li>· Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</li> <li>· Coordination with other law enforcement efforts;</li> <li>· Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</li> <li>· All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</li> </ul>	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Other supporting documents (optional) (list individually; use as many lines as necessary) Community Service Policy Voluntary Conversion Analysis Deconcentration Analysis	(specify as needed)

**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>					
<b>PHA Name:</b> Housing Authority of the City of Old Town		<b>Grant Type and Number</b> Capital Fund Program Grant No: ME36-P018-501-03 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2003
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
2	1406 Operations	40,000			
3	1408 Management Improvements	5,000			
4	1410 Administration	15,395			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	5,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	59,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	5,000			
13	1475 Nondwelling Equipment	8,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	137,395			

me018b01

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

PHA Name: Housing Authority of the City of Old Town		Grant Type and Number Capital Fund Program Grant No: ME36-P018-501-03 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	
ME018-001	Roof Replacement	1460	1	50,000				
	MIA Canopy & Front Entrance	1460	1	5,000				
	Office Renovations	1470	1	5,000				
	Floor Replacement	1460	1	3,000				
ME018-002	Floor Replacmenet	1460	1	1,000				
PHA Wide	Operations	1406	1	40,000				
	Training	1408	1	5,000				
	Residential Programs	1410	1	12,000				
	Salary & Benefits	1410	1	3,395				
	Computer Upgrade	1475	1	8,000				
	A&E Fees	1430	1	5,000				

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

PHA Name: Housing Authority of the City of Old Town		<b>Grant Type and Number</b> Capital Fund Program No: ME36-P018-501-03. Replacement Housing Factor No:					<b>Federal FY of Grant:</b> 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		
ME018-001	3/31/05			3/31/06				
ME018-002	3/31/05			3/31/06				
PHA Wide	3/31/05			3/31/06				

me018c01

**Capital Fund Program Five-Year Action Plan  
Part I: Summary**

PHA Name Housing Authority of the City of Old Town				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/H A-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2007
	Annual Statement				
ME018-001		56,000	42,500	13,000	48,000
ME018-002		4,395	7,000	72,000	45,000
PHA Wide		77,000	87,895	52,395	44,395
CFP Funds Listed for 5-year planning		\$137,395	\$137,395	\$137,395	\$137,395
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year: <u>2</u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u>3</u> FFY Grant: 2005 PHA FY: 2005		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
See	ME018-001	Roof Replacement	50,000	ME018-001	Heating System Upgrade	25,000
Annual		Painting & Plastering	3,000		Garage Door Replacement	4,000
Statement		Floor Replacement	3,000		Lever Handles and Re-key Doors	12,000
					Upgrade Stairwells	1,500
	ME018-002	Mailbox Replacement	1,500			
		Medicine Cabinet Rep.	2,895	ME018-002	Floor Replacement	2,000
					Appliance Upgrade	5,000
	PHA Wide	Training	5,000			
		Residential Programs	12,000	PHA Wide	Training	5,000
		Salary & Benefits	10,000		Residential Programs	12,000
		A&E	5,000		Salary & Benefits	10,000
		Computer Upgrades	5,000		A&E	3,000
		Operations	40,000		Computer Upgrades	2,000
					Operations	30,895
					Vehicle & Accessories	25,000
		<b>Total CFP Estimated Cost</b>	\$137,395			\$137,395

me018c01

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

Activities for Year :__4__ FFY Grant: 2006 PHA FY: 2006			Activities for Year: _5__ FFY Grant: 2007 PHA FY: 2007		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
ME018-0012	Install Air Conditioning in Public Areas	10,000	ME018-001	Replace Air Handler Unit	30,000
	Floor Replacement	3,000		Floor Replacement	3,000
				Demolition of Coal Building	15,000
ME018-002	Upgrade Rear Entrances	72,000	ME018-002	Floor Replacement	10,000
				Appliance Replacement	25,000
				Re-key Units	10,000
PHA Wide	Training	5,000			
	Residential Programs	12,000	PHA Wide	Training	5,000
	Salary & Benefits	10,000		Residential Programs	12,000
	A&E	8,200		Salary & Benefits	7,895
	Computer Upgrade	2,000		A&E	4,500
	Operations	15,195		Computer Upgrades	5,000
				Operations	10,000
<b>Total CFP Estimated Cost</b>		\$137,395			\$137,395

me018d01

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: Housing Authority of the City of Old Town	Grant Type and Number Capital Fund Program: ME36-P018-501-02 Capital Fund Program 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:1 )  
 Performance and Evaluation Report for Period Ending: 9/30/2002     
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	0	18,269	18,269.00	
3	1408 Management Improvements	14,000	14,000	6,000.00	
4	1410 Administration	22,491	24,000	3,000.00	
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	8,800	8,800		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	33,428	14,250	8,000.00	4,671.28
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures	15,676	15,676	4,031.00	849.47
13	1475 Nondwelling Equipment	43,000	42,400	35,700.00	30,286.93
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				

me018d01

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

<b>PHA Name:</b> Housing Authority of the City of Old Town	<b>Grant Type and Number</b> Capital Fund Program: ME36-P018-501-02 Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2002
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Original Annual Statement     
  Reserve for Disasters/ Emergencies     
  Revised Annual Statement (revision no:1 )  
 Performance and Evaluation Report for Period Ending: 9/30/2002     
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	137,395	137,395	75,000.00	35,807.68
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHA Name: <b>Housing Authority of the City of Old Town</b>		Grant Type and Number Capital Fund Program #: <b>ME36-P018-501-02</b> Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: <b>2002</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
ME018-001	Roof Replacement	1460	1	21,178	0			
	Office Building Upgrades	1470	1	15,676	15,676	4,031.00	849.47	
	Carpeting	1460	1	6,000	8,000	8,000.00	4671.28	
ME018-002	Floor Replacement	1460	1	5,000	5,000			
	Painting & Plastering	1460	1	1,250	1,250			
PHA Wide	Training	1408	1	8,000	8,000			
	Resident Programs	1408	1	6,000	6,000	6,000.00		
	Resident Programs	1410	1	8,000	8,000	3,000.00		
	Purchase Vehicles & Accessories	1475	1	35,000	27,400	27,400.00	26,493.93	
	Administrative Salaries & Benefits	1410	1	14,491	16,000			
	Architect & Engineering	1430	1	8,800	8,800			
	Computer Upgrades & Training	1475	1	8,000	15,000	8,300.00	3,793.00	
	Operations	1406	1	0	18,269	18,269.00		

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

PHA Name: <b>Housing Authority of the City of Old Town</b>		Grant Type and Number Capital Fund Program #: <b>ME36-P018-501-02</b> Capital Fund Program Replacement Housing Factor #:					Federal FY of Grant: <b>2002</b>
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
ME018-001	5/30/04			5/30/06			
ME018-002	5/30/04			5/30/06			
PHA Wide	5/30/04			5/30/06			

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**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

<b>PHA Name:</b> Housing Authority of the City of Old Town	<b>Grant Type and Number</b> Capital Fund Program: <b>ME36-P018-501-01</b> Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 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: 9/30/2002     
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	19,000	23,235	19,000.00	10,476.91
4	1410 Administration	20,791	20,791	20,791.00	2,753.62
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	7,500	7,500	1,383.20	1,383.20
8	1440 Site Acquisition				
9	1450 Site Improvement	25,000	34,750	29,750.00	27,953.43
10	1460 Dwelling Structures	62,510	38,000	20,638.16	2,922.14
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures	0	11,500	0	0
13	1475 Nondwelling Equipment	10,000	9,025	5,988.64	5,988.64
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

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**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

<b>PHA Name:</b> Housing Authority of the City of Old Town	<b>Grant Type and Number</b> Capital Fund Program: <b>ME36-P018-501-01</b> Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 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: 9/30/2002                     
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	144,801	144,801	97,551.00	51,477.94
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHA Name: <b>Housing Authority of the City of Old Town</b>		Grant Type and Number Capital Fund Program #: <b>ME36-P018-501-01</b> Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: <b>2001</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
ME018-001	Roof Replacement	1460	1	50,000	0			
	ADA Entry and Stairwell Renovations	1460	1	0	20,000	12,201.16		
	Painting & Plastering	1460	1	1,250	1,250	187.00	187.00	
	Asbestos Tile Removal	1460	1	1,000	1,000			
	Clean Sanitary Sewer Lines	1460	1	5,000	5,000			
	Carpet Replacement	1460	1	2,760	7,000	7,000.00	2,735.14	
	Paving, Lighting & Signage	1450	1	25,000	25,000	20,000.00	18,203.43	
	Office Handicap Ramp and Railings	1470	1	0	10,000			
	Maintenance Shop Doors (4)	1470	1	0	1,500			
	Laundry Room Floor Replacement	1460	1	0	2,500			
ME018-002	Floor Replacement	1460	1	1,250	0			
	Painting & Plastering	1460	1	1,250	1,250	1,250.00		
	Sidewalk Construction	1450	1	0	9,750	9,750.00	9,750.00	
PHA Wide	Training	1408	1	8,000	8,000	8,000.00	3,399.82	

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

PHA Name:  <b>Housing Authority of the City of Old Town</b>		Grant Type and Number Capital Fund Program #: <b>ME36-P018-501-01</b> Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant:  <b>2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	Computer Upgrade	1408	1	5,000	9,235	5,000.00	5,000.00	
	Parking Lot Sander	1475	1	5,000	4,025	4,025.00	4,025.00	
	Resident Programs	1408	1	6,000	6,000	6,000.00	2,077.09	
	Resident Programs	1410	1	8,000	8,000	8,000.00	2,753.62	
	Fire Alarm Upgrade	1475	1	5,000	5,000	1,963.64	1,963.64	
	Administrative Salaries & Benefits	1410	1	12,791	12,791	12,791.00		
	Architect & Engineering	1430	1	7,500	7,500	1,383.20	1,383.20	



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**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:  
Summary**

<b>PHA Name:</b> Housing Authority of the City of Old Town	<b>Grant Type and Number</b> Capital Fund Program: <b>ME36-P018-501-00</b> Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b>  <b>2000</b>
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Original Annual Statement     
  Reserve for Disasters/ Emergencies     
  Revised Annual Statement (revision no: 1)  
 Performance and Evaluation Report for Period Ending: 9/30/02     
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	13,591.24	14,071.24	14,071.24	14,071.24
4	1410 Administration	26,374.48	31,380.31	31,380.31	31,380.31
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	10,900.00	7,919.10	7,919.10	7,919.10
8	1440 Site Acquisition				
9	1450 Site Improvement	24,500.00	25,200.00	25,200.00	25,200.00
10	1460 Dwelling Structures	49,144.19	45,032.63	45,032.63	45,032.63
11	1465.1 Dwelling Equipment— Nonexpendable	1,397.00	1,397.00	1,397.00	1,397.00
12	1470 Nondwelling Structures	2,511.24	2,511.24	2,511.24	2,511.24
13	1475 Nondwelling Equipment	13,622.85	14,529.48	14,529.48	14,529.48
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				

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**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:  
Summary**

<b>PHA Name:</b> Housing Authority of the City of Old Town	<b>Grant Type and Number</b> Capital Fund Program: <b>ME36-P018-501-00</b> Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b>  <b>2000</b>
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Original Annual Statement     
  Reserve for Disasters/ Emergencies     
  Revised Annual Statement (revision no: 1)  
 Performance and Evaluation Report for Period Ending: 9/30/02     
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	142,041.00	142,041.00	142,041.00	142,041.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> <b>Housing Authority of the City of Old Town</b>			<b>Grant Type and Number</b> Capital Fund Program #: <b>ME36-P018-501-00</b> Capital Fund Program Replacement Housing Factor #:			<b>Federal FY of Grant:</b>  <b>2000</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
ME018-001	Lighting MIA Parking Lot	1450	1	10,000.00	10,000.00	10,000.00	10,000.00	
	Resurface Parking Lot and Replace Railings	1450	1	13,000.00	13,000.00	13,000.00	13,000.00	
	Circulating Pumps & Building Exhaust Fans	1475	1	563.73	563.73	563.73	563.73	
	Masonry Re-pointing & Sealing, Stairwell Renovations, ADA Entry Door, & Elevator Upgrade	1460	1	43,683.68	42,250.00	42,250.00	42,250.00	
	Fire Alarm Upgrade	1460	1	460.51	460.51	460.51	460.51	
	3 Refrigerators	1465	1	1,397.00	1,397.00	1,397.00	1,397.00	
	Office Parking Lot Overlay	1450	1	0	700.00	700.00	700.00	
ME018-002	Dining Room Lights	1460	1	2,000.00	2,014.12	2,014.12	2,014.12	
	Road Work Retainage	1450	1	1,500.00	1,500.00	1,500.00	1,500.00	
PHA Wide	Computer Equipment	1475	1	1,802.00	1,802.00	1,802.00	1,802.00	
	Computer Training	1408	1	2,280.13	2,280.13	2,280.13	2,280.13	
	Computer Software Upgrade	1475	1	5,186.50	5,186.50	5,186.50	5,186.50	
	Lawnmower	1475	1	441.00	339.00	339.00	339.00	

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

PHA Name: <b>Housing Authority of the City of Old Town</b>		Grant Type and Number Capital Fund Program #: <b>ME36-P018-501-00</b> Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant:  <b>2000</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	Laundry Room Floor	1460	1	3,000.00	0			
	Resident Programs	1408	1	4,647.18	4,647.18	4,647.18	4,647.18	
	Resident Programs	1410	1	13,352.20	13,352.20	13,352.20	13,352.20	
	Staff Training	1408	1	6,663.93	7,143.93	7,143.93	7,143.93	
	Administrative Salaries & Benefits	1410	1	7,700.00	7,700.00	7,700.00	7,700.00	
	Architect & Engineering	1430	1	10,900.00	7,919.10	7,919.10	7,919.10	
	Carpet Shampooers (2)	1475	1	3,104.00	3,114.18	3,114.18	3,114.18	
	Oil Tank Upgrades	1475	1	765.60	765.60	765.60	765.60	
	Carpeting	1470	1	2,040.95	2,040.95	2,040.95	2,040.95	
	Air Compressors (2)	1475	1	1,165.02	786.00	786.00	786.00	
	Drain Cleaning Machine	1475	1	595.00	595.00	595.00	595.00	
	Executive Director Search	1410	1	5,322.28	5,322.28	5,322.28	5,322.28	
	Handicap Ramp Installation	1470	1	470.29	470.29	470.29	470.29	
	CHSP Support	1410	1	0	5,005.83	5005.83	5005.83	
	Painting & Plastering	1460	1	0	308.00	308.00	308.00	
	New Plow	1475	1	0	1,377.47	1,377.47	1,377.47	

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

PHA Name: <b>Housing Authority of the City of Old Town</b>			Grant Type and Number Capital Fund Program #: <b>ME36-P018-501-00</b> Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: <b>2000</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
ME018-001	3/31/02		3/31/02	9/30/02		9/30/02		
ME018-002	3/31/02		3/31/02	9/30/02		9/30/02		
PHA Wide	3/31/02		3/31/02	9/30/02		9/30/02		

**me018f01**

**Required Attachment G (me018g01): Resident Member on the PHA Governing Board**

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

A. Name of resident member(s) on the governing board:

**Leisa Welch**  
**Harriet Young**

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

Elected  
 Appointed

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

**Leisa Welch - December 2002 through December 31, 2004**  
**Harriet Young - December 2001 through December 31, 2004**

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

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

B. Date of next term expiration of a governing board member: **December 31, 2003**

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): City of Old Town, City Council

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**Required Attachment H (me018h01): Membership of the Resident Advisory Board or Boards**

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

**Ms. Leisa Welch**

**Mrs. Harriet Young**

**Mrs. Yvonne Currier**

**Mrs. Aileen Powers**

**Ms. Chrysalis Wild**