

Attachment A
(nh002a01)

Brief Statement of Progress in Meeting 5-Year Plan Mission and Goals

The Nashua Housing Authority (NHA) has moved through one year with essentially all new upper management staff at NHA. Staff now has a clearer understanding of NHA policies and procedures and the operations of this agency. The goal is to continue to improve and exceed the current PHAS High Performer and SEMAP scores.

In response to the NHA's PHAS score, it is noted that the NHA did not fair well in the communication, safety, and neighborhood appearance sections of the survey. Staff of the NHA have done a full overview of the responses by development and developed strategies to improve these areas.

The NHA's first area of concern is Bronstein Apartments where residents responded negatively to the three areas mentioned above. The NHA is currently working with an Architect/Engineer to design plans for a modernization project at this development to begin in the spring of 2004. The goal is to provide a sense of ownership to residents along with redesigning the exteriors to beautify the development. In addition, at this development are concurrent plans to decommission a unit located at 33 Central Street to provide a police precinct and community resource center. These efforts will include collaboration with City agencies to provide education, support, and activities to families within the community. NHA staff will provide office hours at Bronstein Apartments to work directly with residents living in the community while outreaching to families and children.

Resident Services staff have actively been working with residents at Temple Street Manor, Arel Manor, Sullivan Terrace North, Sullivan Terrace South, and Vagge Village promoting activities and empowering residents to be active in their community. Activities such as movie nights, craft classes, exercise programs, cooking classes, bingo, ice-cream socials, and pot-luck dinners are being held throughout these developments with support from NHA staff. Frequent meetings are being held at developments between residents and the NHA's Executive Director, along with support staff, to encourage communication and afford opportunities for residents to talk about their community along with their requests for changes.

Meetings held between NHA staff and the local police department are used to relay the concerns of residents and communicate areas where police can be directly involved with promoting change. The use of the police precinct planned for Bronstein Apartments will be used by neighborhood police patrols, the Problem Oriented Policing (POP) unit, along with detail officers. The visibility of officers within this development will benefit the residents along with the surrounding community and the NHA will encourage residents to utilize services provided by the precinct.

The NHA continues to operate its programs to ensure equal opportunity and affirmatively further fair housing.

Attachment B
(nh002b01)

Admissions Policy for Deconcentration

The Nashua Housing Authority has no general occupancy (family) public housing developments covered by the deconcentration rule. CFR 903.2 (b)

Attachment C
(nh002c01)

Voluntary Conversion Required Initial Assessment

Component 10. B.

Responses to questions in NOTICE PIH 2001-26

- a. How many of the PHA's developments are subject to the Required Initial Assessments? 7
- 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)? 6
- c. How many Assessments were conducted for the PHA's covered developments? 7
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

None, as indicated below:

The NHA determined the Per Unit Month (PUM) cost for covered developments to be \$623.00, which includes operational costs as well as resident contributions. We then compared that to the average Housing Assistance Payment (HAP) plus the resident contribution that resulted in a PUM of \$951.00. Therefore, the change to resident-based assistance would not be cost effective. In addition, based on the NHA's development-based financial statements, all but one development operate at a small surplus. The development running a deficit (Bronstein Apartments) is scheduled to undergo a major renovation over the next two years intended to increase the viability and livability of the development, thus making it more cost effective.

The NHA will continue to evaluate developments on a case-by-case basis for appropriateness of conversion.

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

Not Applicable, see (d) above

Attachment D
(nh002d01)

Pet Policy
Elderly

TABLE OF CONTENTS

I	EXCLUSIONS	3
II	PETS IN PUBLIC HOUSING	3
III	APPROVAL	3
IV	TYPES AND NUMBER OF PETS	3
V	INOCULATIONS	4
VI	PET DEPOSIT	4
VII	FINANCIAL OBLIGATION OF RESIDENTS	4
VIII	NUISANCE OR THREAT TO HEALTH OR SAFETY	4
IX	DESIGNATION OF PET AREAS	4
X	MISCELLANEOUS RULES.....	5
XI	VISITING PETS	6
XII	REMOVAL OF PETS.....	6

PET POLICY (ELDERLY)

I EXCLUSIONS

This policy does not apply to animals that are used to assist persons with disabilities. Animals that are required to assist disabled residents are allowed in all public housing facilities with no restrictions other than those imposed on all residents to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.

II PETS IN PUBLIC HOUSING

The Nashua Housing Authority allows for pet ownership in its developments with the written pre-approval of the Housing Authority. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units. In exchange for this right, residents assume full responsibility and liability for the pet and agree to hold the Nashua Housing Authority harmless from any claims caused by an action or inaction of the pet.

III APPROVAL

Residents must have the prior written approval of the Housing Authority before moving a pet into their unit. Residents must request approval on the Authorization for Pet Ownership Form that must be fully completed before the Housing Authority will approve the request. Residents must give the Housing Authority a picture of the pet so it can be identified if it is running loose.

IV TYPES AND NUMBER OF PETS

The Nashua Housing Authority will allow only common household pets. This means only domesticated animals such as a dog, cat, bird, fish in aquariums or a turtle will be allowed in units. Common household pets do not include hamsters, ferrets or reptiles such as snakes (except turtles). Dogs that are currently owned and registered with the NHA as required may remain in the unit as long as all requirements have been met. If this definition conflicts with a state or local law or regulation, the state or local law or regulation shall govern.

All cats must be spayed or neutered before they become six months old. A licensed veterinarian must verify this fact.

Only **one** pet per unit will be allowed except for fish.

Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.

V INOCULATIONS

In order to be registered, pets must be appropriately inoculated against rabies, distemper and other conditions prescribed by state and/or local ordinances. They must comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements. A certification signed by a licensed veterinarian or state or local official shall be annually filed with the Nashua Housing Authority to attest to the inoculations.

VI PET DEPOSIT

A pet deposit of **\$100** is required at the time of registering a pet. The deposit is refundable when the pet or the family vacates the unit, less any amounts owed due to damage beyond normal wear and tear.

VII FINANCIAL OBLIGATION OF RESIDENTS

Any resident who either owns or keeps a pet in his/her dwelling unit will be required to pay for any damages caused by the pet. Also, any pet related insect infestation in the pet owner's unit will be the financial responsibility of the pet owner, and the Nashua Housing Authority reserves the right to exterminate and charge the resident.

VIII NUISANCE OR THREAT TO HEALTH OR SAFETY

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas.

Repeated substantiated complaints by neighbors or the Nashua Housing Authority personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance may result in the owner having to remove the pet or move himself/herself.

Pets who make noise continuously and/or incessantly for a period of ten minutes or intermittently for one half hour or more to the disturbance of any person at any time of day or night shall be considered a nuisance.

IX DESIGNATION OF PET AREAS

Pets must be kept in the owner's apartment or on a leash at all times when outside the unit (no outdoor cages may be constructed). Pet owners must clean up after their pets and are responsible for disposing of pet waste in a sanitary manner.

With the exception of animals that are required to assist disabled residents, no pets shall be allowed in the community room, community room kitchen, laundry rooms, public bathrooms, lobby, beauty shop, hallways or office in any of our sites.

To accommodate residents who have medically certified allergic or phobic reactions to dogs, cats, or other pets, those pets may be barred from certain wings (or floors) in our development(s)/(building(s)). This shall be implemented based on demand for this service.

X MISCELLANEOUS RULES

Pets may not be left unattended in a dwelling unit for over **eight** hours. If the pet is left unattended and no arrangements have been made for its care, the Housing Authority will have the right to enter the premises and take the neglected pet to be boarded at a local animal care facility at the total expense of the resident.

Pet bedding shall not be washed in any common laundry facilities.

Residents must take appropriate actions to protect their pets from fleas and ticks.

All dogs must wear a tag bearing the resident's name and phone number and the date of the latest rabies inoculation.

Pets cannot be kept, bred or used for any commercial purpose.

Residents owning cats shall maintain waterproof litter boxes for cat waste. Refuse from litter boxes shall not accumulate or become unsightly or unsanitary. Litter shall be disposed of in an appropriate manner.

A pet owner shall physically control or confine his/her pet during the times when Housing Authority employees, agents of the Housing Authority or others must enter the pet owner's apartment to conduct business, provide services, enforce lease terms, etc.

If a pet causes harm to any person, the pet's owner shall be required to permanently remove the pet from the Housing Authority's property within 24 hours of written notice from the Housing Authority. The pet owner may also be subject to termination of his/her dwelling lease.

A pet owner who violated any other conditions of this policy may be required to remove his/her pet from the development within ten days of written notice from the Housing Authority. The pet owner may also be subject to termination of his/her dwelling lease.

The Housing Authority's grievance procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

XI VISITING PETS

Visiting pets are not allowed.

XII REMOVAL OF PETS

The Nashua Housing Authority, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

In the event of illness or death of pet owner, or in the case of an emergency which would prevent the pet owner from properly caring for the pet, the Nashua Housing Authority has permission to call the emergency caregiver designated by the resident or the local Pet Law Enforcement Agency to take the pet and care for it until family or friends would claim the pet and assume responsibility for it. Any expenses incurred will be the responsibility of the pet owner.

Attachment D
(nh002d02)

Pet Policy
Family

**TABLE OF CONTENTS
(FAMILY)**

I	EXCLUSIONS	9
II	PETS IN PUBLIC HOUSING	9
III	APPROVAL	9
IV	TYPES AND NUMBER OF PETS	9
V	INOCULATIONS	10
VI	PET DEPOSIT	10
VII	FINANCIAL OBLIGATION OF RESIDENTS	10
VIII	NUISANCE OR THREAT TO HEALTH OR SAFETY	10
IX	DESIGNATION OF PET AREAS	10
X	MISSCELANEOUS RULES	11
XI	VISITING PETS	11
XII	REMOVAL OF PETS	12

PET POLICY (FAMILY)

I EXCLUSIONS

This policy does not apply to animals that are used to assist persons with disabilities. Animals that are required to assist disabled residents are allowed in all public housing facilities with no restrictions other than those imposed on all residents to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.

II PETS IN PUBLIC HOUSING

The Nashua Housing Authority allows for pet ownership in its developments with the written pre-approval of the Housing Authority. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units. In exchange for this right, residents assume full responsibility and liability for the pet and agree to hold the Nashua Housing Authority harmless from any claims caused by an action or inaction of the pet.

III APPROVAL

Residents must have the prior written approval of the Housing Authority before moving a pet into their unit. Residents must request approval on the Authorization for Pet Ownership Form that must be fully completed before the Housing Authority will approve the request. Residents must give the Housing Authority a picture of the pet so it can be identified if it is running loose.

IV TYPES AND NUMBER OF PETS

The Nashua Housing Authority will allow only common household pets. This means only domesticated animals such as a cat, bird, fish in aquariums or a turtle will be allowed in units. Common household pets do not include hamsters, ferrets or reptiles such as snakes (except turtles). Dogs are not allowed. If this definition conflicts with a state or local law or regulation, the state or local law or regulation shall govern.

All cats must be spayed or neutered before they become six months old. A licensed veterinarian must verify this fact.

Only **one** pet per unit will be allowed except for fish.

Any animal deemed to be potentially harmful to the health or safety of others will not be allowed.

V INOCULATIONS

In order to be registered, pets must be appropriately inoculated against rabies, distemper and other conditions prescribed by state and/or local ordinances. They must comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements. A certification signed by a licensed veterinarian or state or local official shall be annually filed with the Nashua Housing Authority to attest to the inoculations.

VI PET DEPOSIT

A pet deposit of **\$100** is required at the time of registering a pet. The deposit is refundable when the pet or the family vacates the unit, less any amounts owed due to damage beyond normal wear and tear.

VII FINANCIAL OBLIGATION OF RESIDENTS

Any resident who either owns or keeps a pet in his/her dwelling unit will be required to pay for any damages caused by the pet. Also, any pet related insect infestation in the pet owner's unit will be the financial responsibility of the pet owner, and the Nashua Housing Authority reserves the right to exterminate and charge the resident.

VIII NUISANCE OR THREAT TO HEALTH OR SAFETY

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas.

Repeated substantiated complaints by neighbors or the Nashua Housing Authority personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance may result in the owner having to remove the pet or move himself/herself.

Pets who make noise continuously and/or incessantly for a period of ten minutes or intermittently for one half hour or more to the disturbance of any person at any time of day or night shall be considered a nuisance.

IX DESIGNATION OF PET AREAS

Pets must be kept in the owner's apartment or on a leash at all times when outside the unit (no outdoor cages may be constructed). Pet owners must clean up after their pets and are responsible for disposing of pet waste in a sanitary manner.

With the exception of animals that are required to assist disabled residents, no pets shall be allowed in the community room, community room kitchen, laundry rooms, public bathrooms, lobby, beauty shop, hallways or office in any of our sites.

To accommodate residents who have medically certified allergic or phobic reactions to cats or other pets, those pets may be barred from certain wings (or floors) in our development(s)/(building(s)). This shall be implemented based on demand for this service.

X MISCELLANEOUS RULES

Pets may not be left unattended in a dwelling unit for over **eight** hours. If the pet is left unattended and no arrangements have been made for its care, the Housing Authority will have the right to enter the premises and take the neglected pet to be boarded at a local animal care facility at the total expense of the resident.

Pet bedding shall not be washed in any common laundry facilities.

Residents must take appropriate actions to protect their pets from fleas and ticks.

Pets cannot be kept, bred or used for any commercial purpose.

Residents owning cats shall maintain waterproof litter boxes for cat waste. Refuse from litter boxes shall not accumulate or become unsightly or unsanitary. Litter shall be disposed of in an appropriate manner.

A pet owner shall physically control or confine his/her pet during the times when Housing Authority employees, agents of the Housing Authority or others must enter the pet owner's apartment to conduct business, provide services, enforce lease terms, etc.

If a pet causes harm to any person, the pet's owner shall be required to permanently remove the pet from the Housing Authority's property within 24 hours of written notice from the Housing Authority. The pet owner may also be subject to termination of his/her dwelling lease.

A pet owner who violated any other conditions of this policy may be required to remove his/her pet from the development within ten days of written notice from the Housing Authority. The pet owner may also be subject to termination of his/her dwelling lease.

The Housing Authority's grievance procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

XI VISITING PETS

Visiting pets are not allowed.

XII REMOVAL OF PETS

The Nashua Housing Authority, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

In the event of illness or death of pet owner, or in the case of an emergency which would prevent the pet owner from properly caring for the pet, the Nashua Housing Authority has permission to call the emergency caregiver designated by the resident or the local Pet Law Enforcement Agency to take the pet and care for it until family or friends would claim the pet and assume responsibility for it. Any expenses incurred will be the responsibility of the pet owner.

**Attachment E
(nh002e01)**

Membership of Resident Advisory Board

Ronald Doucette
165 Pine Street –311
Nashua, NH 03060

Paul Deschenes
57 Tyler Street –809
Nashua, NH 03060

Pauline Dion
42 Lock Street
Nashua, NH 03060

Rebecca Mullis
165 Pine Street, # 108
Nashua, NH 03060

RESIDENT ADVISORY BOARD RECOMMENDATIONS
NHA, 40 East Pearl St., Nashua, NH 03060
Wednesday, June 4, 2003, 4:30 p.m.
Minutes of Annual Plan

In Attendance: Pauline Denise Dion 42 Lock Street, Nashua, NH 03064
 Paul Deschenes 57 Tyler Street, #809, Nashua, NH 03060
 Ronald Doucette 165 Pine Street, #311, Nashua, NH 03060
 Rebecca Mullis 165 Pine Street, ##108, Nashua, NH 03060
 Grace Hicks-Grogan NHA
 William Forrester NHA
 Lynn Lombardi NHA

Ms. Lombardi: Everyone was introduced, welcomed, and thanked for attending. She explained the purpose of the meeting and the five-year plan. Not a lot has changed from last year's Annual Plan. We will be focusing on the goals and mission of the NHA a little bit more. We will see if you have any questions on what you have read and then Mr. Forrester will tell you about the Capital Fund Program. Do you have any questions so far?

Ms. Lombardi: What I would like to do is start on page two. Anything that you see in bolded font is a statement that the Housing Authority has made in reference to the question being posed by HUD. The question is the PHA's goal to improve the quality of assisted housing and what the NHA's objectives are. On page two, checked is *other* and it indicates that the PHA Plan is to provide a community police precinct along with a community resource center at 33 Central Street, which is at Bronstein Apartments. We plan to have this center provide educational, supportive, and recreational services to families.

Ms. Mullis: What are you going to do with the Community Center that is already at Bronstein?

Ms. Lombardi: That will continue to house the Head Start program, which is funded through Southern New Hampshire Services. We have the community rooms at both Bronstein and Eleventh Streets that house that program. Any additional questions? On the bottom of this page where it states the HUD strategic goal to improve the community quality of life and economic vitality, it speaks a little about the decommissioning of the unit at 33 Central Street to be used for a community center for residence. "We plan to provide education, recreation, and supportive services along with the community police precinct."

Ms. Mullis: Why a police precinct when you have one on Ash Street, which was put there for that reason?

Ms. Lombardi: The police department plans to move it to our development as opposed to using the Ash Street Community Center. They felt that 33 Central offers more visibility and privacy for them to provide services. Our community center will work with families and adults.

Ms. Mullis: So there will be no more precinct on Ash Street?

Ms. Lombardi: No.

Ms. Dion: It is more congested at Bronstein, so it would be more beneficial to have the police precinct there. In our area, they are right in the middle of Canal Street where there is congestion, so they are able to see more.

Ms. Lombardi: My understanding is that the Police Department will continue to utilize the Ash Street Center as a drop in center for the POP units (Problem Oriented Policing) or bicycle patrol but not house an actual precinct which is what we will have. On top of that, we are also working with an architect and engineer (A/E) to perform design work at Bronstein Apartments. We are hoping to change the exterior of the units, provide a sense of ownership, yards, and a sense of community. That work is scheduled to begin the spring of next year if all goes as planned.

Mr. Doucette: This educational program is open to all residents including the elderly?

Ms. Lombardi: Yes, computer courses will be available to all residents. This is in the works and we are hoping that residents will provide their input. We have the space and we have agencies expressing interest to come in and provide services. The Boys and Girls Club is donating six to eight computers.

If everyone will turn to page three, the second question on that page is the HUD strategic goals; to ensure equal opportunity and housing for all Americans. After receiving the resident surveys which came out last year through the PHAS (Public Housing Assessment System) and REAC (Real Estate Assessment Center) reports, it was noted that residents feel that communication between our agency and the residents was not positive. Cyndy Merrifield worked hard to take all of those statistics and provide us with a better idea as to where those comments were originating from so that we could focus on the developments that feel we need improved communication with them. The NHA looks to improve communication through the development of supportive programming which our Resident Services Manager, Sarah Gagnon has been doing. She has been actively out in the developments designing new programming and GJ has been joining Sarah for meetings at the developments so that residents know that we do care about how residents feel and want to make changes that are suggested by residents and to be seen more. On top of that, we are looking to provide staff support at the developments in the form of office hours. At Bronstein apartments, our plan is to utilize 33 Central Street with hours set up with our Resident Services Manager and Property Manager.

Ms. Mullis: Can we turn to page ten for one second? It looks as though the income targeting is below what it should be. I thought that at one point we had to house people into different categories, so many in each category.

Ms. Lombardi: HUD requires the NHA to house people using the Area Median Income (AMI). We are required to house 40% of our new residents that fall into the extremely low income (30% or below the AMI). What this is stating is that we will exceed that amount by helping more at or below that level.

Mr. Doucette: Page 15 - Eligibility – Police records as far as the screening process, is there a way that we can broaden as opposed to just using Nashua police records and go maybe state wide?

Ms. Lombardi: Yes, there is an opportunity to do so. There are fees with that which would include budgetary adjustments but there are opportunities to do that.

Ms. Dion: So at this point these people are probably not criminals or ex-cons within the local they could be within the widespread state or federal. Am I correct in assuming?

Ms. Hicks-Grogan: You are correct.

Ms. Hicks-Grogan: It is a costly endeavor. It is \$10.00 a report and we (NHA) are not allowed to charge these applicants an application fee, so we could not require somebody to go and get their records from the State of New Hampshire because there is a fee and that would be construed as charging them to apply to

housing. If you go to the court as opposed to the police department, there is no charge and you get the same information. We are looking at a way to find this information.

Mr. Deschenes: So federal dollars would not help the NHA as far as updating the screening process?

Ms. Hicks-Grogan: They will not give us any more money. They will say yes you can do that but you are not getting any more money.

Ms. Mullis: How long does it take to get a State report back?

Ms. Lombardi: The turn around time is usually less than two weeks.

Ms. Mullis: Could you wait until somebody is close to the top of the list? Sometimes that list thins out real quick, and there would be less people needing this state-wide report.

Ms. Lombardi: A criminal check cannot be more than three months old. We would have to do it as they got close to the top of the wait list.

Ms. Hicks-Grogan: The other thing we are looking at is something we call CORI, which is out of the State of Massachusetts and it is free to nonprofits and that access is Massachusetts state wide reports and since we are so close to the Mass. state line that would be helpful to get that. The other thing that we can do is we can go through a process to be able to get records from NCIC, which is the FBI. In order to do that every single person who applies for housing must be fingerprinted and I am opposed to that. I do not think that just because you are of low-income that you should have to go somewhere and be fingerprinted.

Ms. Dion: That is like discrimination, sort of.

Ms. Hicks-Grogan: As far as I am concerned, it is.

Ms. Mullis: Under admissions, other, one vacancy out of every five is offered for transfer? I have a question about that. I know of a person that lives in housing, is on the transfer list, and was recently told there are one hundred twenty people ahead of them before they can be transferred. This (referring to page 15) is not telling me that.

Ms. Lombardi: What happens with our transfer policy is that one vacancy out of every five is offered to someone on the transfer list. Depending on what the size and the composition of that apartment is gets offered to that person on the wait list. That is why it takes so long. HUD requires us to make it a priority to house those that do not have housing first before transferring residents already housed. However, based upon need, or emergencies, the NHA would transfer someone in need of a handicapped accessible apartment prior to transferring someone who is over or under housed.

Ms. Lombardi: Please return to page nineteen. This is about the Section 8 program indicating the type of information we would share with landlords. A landlord must ask to see an applicant file before the NHA would show them the information contained therein. No information is shown to a landlord without their oral request.

Ms. Dion: My landlord can come to you and ask to see my file and you would show him my file?

Ms. Deschenes: Providing you said it was okay.

Ms. Lombardi: This would be a prospective landlord. In addition, as long as we have your consent we have the ability to show that landlord your file. If you go to number three, Search Time, the PHA gives extensions on the standard 60-day period to locating unit. The rental market in Nashua is pretty saturated at this time and we do require applicants to report back to the NHA with their written search sheet showing that they have made an effort to be out looking for units. We want to see that good faith has been made in getting housing and then we would issue up to a 60-day extension

Ms. Mullis: Determination Policy – minimum rent; what amount does the PHA consider minimum rent? Zero is checked, but was it twenty-five or fifty dollars?

Ms. Lombardi: There was a HUD regulation stating a PHA is not required to have a minimum rent but HUD is looking into changing this. HUD has not made a final ruling on that yet.

Ms. Hicks-Grogan: There was a minimum rent five years ago and at some point the Board of Commissioners voted to set the rate at zero.

Ms. Mullis: Not this Commissioner (former Commissioner on the Board).

Ms. Lombardi: On page 36 there is information regarding PHA coordination with the local welfare agency. GJ had previously requested that our local TANF agency sign a written cooperative agreement but they have refused. That still stands; they do not feel we should have a written agreement because they do work cooperatively with us. Attachment A is a statement of progress and five year mission and it explains the items staff are actively working on and plans for future efforts, our work with local police department and so forth.

Ms. Mullis: Pet Policy-Elderly - States dogs that a currently owned and registered with the NHA as required can remain in the unit as long as the required attachments are met. Does this mean that I cannot get one; it says dogs that are currently owned?

Ms. Hicks-Grogan: This policy has not changed.

Mr. Deschenes: Do we have anything that when you get a pet, is there a form and a picture of that pet when registered with NHA?

Ms. Lombardi: Yes.

Mr. Deschenes: When you come up for recertification that should be part of your package?

Ms. Lombardi: Yes. In our recertification process current pet inoculations must be provided.

Mr. Deschenes: The person that does my recertification does not ask for that and they are surprised when I do have it. It concerns me that it might not be written in their paperwork.

Ms. Lombardi: I will speak to the staff about that and remind them to make sure they are asking the right questions.

Ms. Mullis: Parking situation, are you looking into this at Arel?

Mr. Deschenes: I don't know if we need a bigger sign in our parking lots. There have been people parking in our spots at STS. We leave notes but that does not help. We need to address the rules to the new influx of tenants at some point.

Ms. Lombardi: The best thing to do is contact the property manager. We do not put notes on cars. We have citations indicating if they do not move their vehicles they will be towed.

Mr. Forrester: Capital Fund Program – turn to CFP501-01. Currently the NHA is working on the Sullivan Terrace North re-siding. About 90% of the money is being used for this project. The other 10% is being used for refrigerators and items like that. It should be closed late this summer so it is almost expended now.

Mr. Forrester: Let us turn to CFP 501-02. CFP 501-02 started October 1 last year. Currently we have done some carpeting and painting over at Arel. There are some significant changes in CFP 501-02 from last year. The big changes are the exterior sewage lines at Maynard Homes are not going to be done this year; they are deferred to year four. The re-caulking of the Ledge St. buildings was changed to re-siding because of the damage we found (not done yet). Bronstein – we will not be doing the work items listed because we will be doing a complete overhaul. The A/E has come in, they are putting a plan together, and we will be changing some dramatic things in the next couple of years. We are spending a lot of money at Bronstein and we are not doing the bathroom replacement. Instead we are going to be replacing the existing boilers and \$300,000 worth of upgrades. This is an overall effort that we cannot separately itemize. The other change is Arel Manor, we are not going to be adding exterior lighting to the parking lots. This has been deferred to year three. We are replacing carpets and elevators. Elevators will be completed during the winter of this year, we have an A/E coming on board for that very soon. At Lake Street we will be painting the exterior and replacing the decks. The same work will be done at Fossa Ave. and Rochette Ave. Whitney Street cannot be done this year we have to kick it off onto CFP 501-03, the replacement of the bathrooms. That is it for CFP 501-02 everything else is the same. CFP 501-03 will be starting the end of September 2003. We will be doing storage sheds for Vage Village and changing boilers at Sullivan Terrace North. Again, Bronstein individual items have been removed and we put in \$300,000 for the contractor cost (not sure what that is yet so we assigned a number to that job). Major Drive we will be installing storage sheds, at Whitney Street we will be replacing the bathrooms from last year and replacing the siding. That is all that has changed in this CFP program. Then there are the other three years, CFP 501-04 and year three, four and five.

Mr. Deschenes: Wasn't Sullivan Terrace South going to have a new boiler put in?

Mr. Forrester: That will be happening in a couple of months. We have to get an A/E in here to tell us what we need, then a contractor by August maybe, work should be done by September. Any questions?

Ms. Lombardi: No questions from anybody regarding the five-year plan? Should anyone have any questions please feel free to contact us at any time.

All members of the Resident Advisory Board voted to formally accept this year's Nashua Housing Authority's PHA Annual Plan.

Meeting adjourned at 5:30 p.m.

**Attachment G
(nh002g01)**

Resident Membership on Board of Commissioners

MEMBER	TERM EXPIRES
Thomas F. Monahan 28 Swart Terrace Nashua, NH 03064	10/14/05
Eric R. Wilson One Burns Street Nashua, NH 03064	10/14/04
William C. Marcoux 47 Dogwood Drive - #206 Nashua, NH 03062	10/14/06
Selma R. Pastor 24 Stark Street Nashua, NH 03064	10/14/02
(NHA Resident) Paul Deschenes 57 Tyler Street - #809 Nashua, NH 03060	10/14/03

**Attachment H
(nh002h01)**

Definition of Substantial Deviation and Significant Amendment

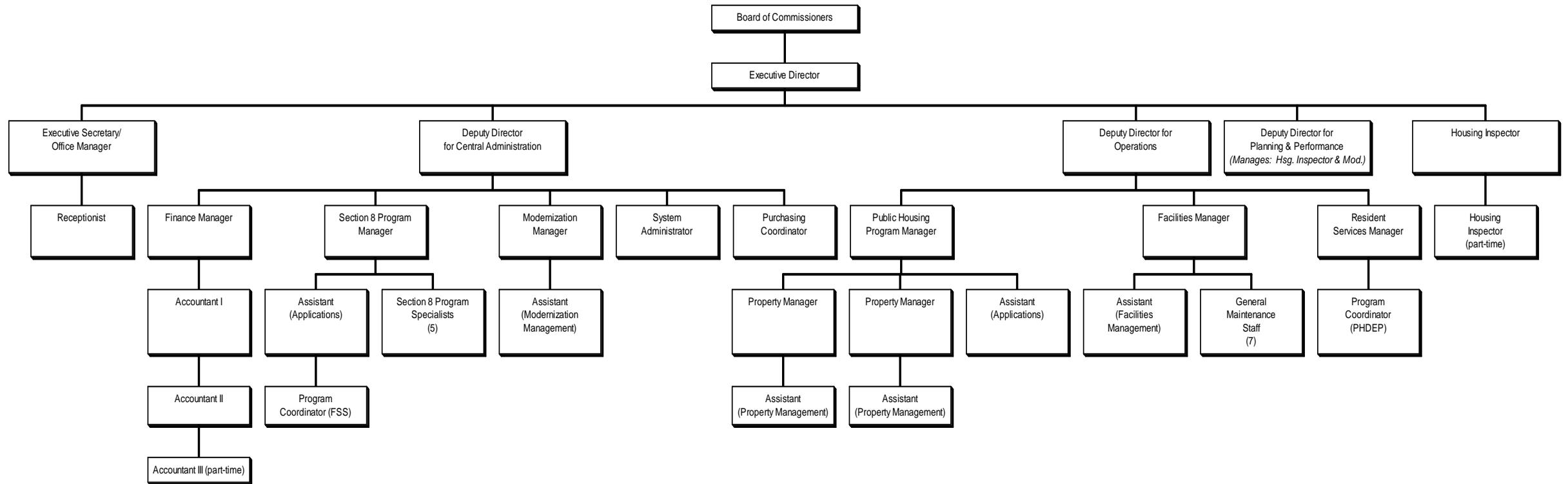
The Nashua Housing Authority's definition of Substantial Deviation and Significant Amendment is as follows:

Changes to rent or admissions policies or organization of the Wait List.

Additions of non-emergency work items or change in the use of replacement reserve funds.

Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Nashua Housing Authority Organization Chart



Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Nashua Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-00 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
---------------------------------------	--	------------------------------

Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no. 7)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report
 Date June 10, 2003

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds	66,517	66,517	66,517	66,517
2	1406 Operations	0	0	0	0
3	1408 Management Improvements - Soft Costs	0	0	0	0
	Management Improvements - Hard Costs	0	0	0	0
4	1410 Administration	\$94,503	\$94,503	\$94,503	\$94,503
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	40,508	31,516	31,516	31,516
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	872,728	846,771	846,771	846,771
11	1465.1 Dwelling Equipment - Nonexpendable	58,404	93,353	93,353	93,353
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1502 Contingency	0	0	0	0
20	Amount of Annual Grant (Sum of lines 2-19)	\$1,066,143	\$1,066,143	\$1,066,143	\$1,066,143
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 Compliance				
	Amount of line 20 Related to Security - Soft Costs				
	Amount of line 20 Related to Security - Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	\$569,754	\$603,203	\$603,203	\$603,203
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-00 Replacement Housing Factor Grant No:						Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
NH 2-1 Maynard Homes	Kitchen renovations	1460	100units	186,079	186,079	186,079	186,079	Contract \$262,900, Completed: 12-22-00 Gibraltar Completed: 11-10-00 Nelson & Small, Inc. Completed: 11/13/01 PM MacKay I.E.S. \$55,800 contract includes NH2-5: CFP501-00 & CGP708 Recaulking Brought forward from 501-02 Contract: Whirlpool \$72,115 Contract includes CFP501-00: NH2-2 NH 2-3, NH 2-13, NH 2-20, NH2-20 Completed: 10-23-02 Brought forward from Year 4 Brought forward from Year 4 See NH 2-2, NH 2-3, NH 2-13 NH 2-20, NH 2-20 Work to be done in CFP 501-01 Integrated Engineered System Deferred to CFP 501-01 Deferred to CFP 501-01 Brought forward to CGP 708	
	Fees and costs	1430		0	0	0	0		
	Replace Refrigerators	1465.1	100 units	58,404	58,404	58,404	58,404		
	Replace Stoves	1465.1	100 units	See above	See above	See above	See above		
	JC Com.Ctr Htg Improvement	1460		248,460	248,460	248,460	248,460		
	Fee and costs-JC Com.Ctr. Htg	1430		14,433	12,933	12,933	12,933		
	Subtotal				\$507,376	\$505,876	\$505,876		\$505,876
NH 2-2 Vagge Village	Refrigerator replacement	1465.1	50 units	0	34,949	\$34,949	\$34,949		
	Subtotal			\$0	\$34,949	\$34,949	\$34,949		
NH 2-3 Ledge Street	Stove replacement	1465.1	30 units	0	See NH 2-2	See NH 2-2	See NH 2-2		
	Refrigerator replacement	1465.1	30 units	0	See NH 2-2	See NH 2-2	See NH 2-2		
	Subtotal			\$0	See NH 2-2	See NH 2-2	See NH 2-2		
NH 2-5 Sullivan Terrace North	Exterior repairs - siding and reaulking	1460	1 bldg.	25,957	0	0	0		
	Fees and costs	1430		24,950	17,458	17,458	17,458		
	Replace existing boilers/DHW	1460	10 units	0	0	0	0		
	Fees and costs-Boilers/DHW	1430		0	0	0	0		
	Refrigerator replacement	1465.1	97 units	0	0	0	0		
	Subtotal				\$50,907	\$17,458	\$17,458	\$17,458	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-00 Replacement Housing Factor Grant No:						Federal FY of Grant: 2000
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NH 2-6 Bronstein	Vestibule repairs	1460	46	0	0	0	0	Deferred to year 3
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-7 Sullivan Terrace South	Replace trash compactor	1460	1 unit	43,981	43,981	43,981	43,981	Completed: 07/10/01 Willco NH 2-7, NH 2-10, NH 2-11 Brought forward to CGP 708
	Refrigerator replacement	1465.1	101	0	0	0	0	
	Subtotal			\$43,981	\$43,981	\$43,981	\$43,981	
NH 2-10 Arel Manor	Replace trash compactors	1460	1 unit	See NH 2-7	See NH 2-7	See NH 2-7	See NH 2-7	NH 2-7, NH 2-10, NH 2-11 Completed: 05/26/01PM MacKay Brought forward to CGP 708
	Replace boilers/DHW system	1460	110 units	182,676	182,676	182,676	182,676	
	Fees and costs-Boilers/DHW	1430		0	0	0	0	
	Subtotal			\$182,676	\$182,676	\$182,676	\$182,676	
NH 2-11 Temple Manor	Replace trash compactor	1460	1 unit	See NH 2-7	See NH 2-7	See NH 2-7	See NH 2-7	See NH 2-7, NH 2-10, NH 2-11 See NH 2-7, NH 2-10, NH 2-11
	Subtotal			See NH 2-7	See NH 2-7	See NH 2-7	See NH 2-7	
NH 2-13 Major Drive	Stove replacement	1465.1	10 units	0	See NH 2-2	See NH 2-2	See NH 2-2	Brought forward from 501-02 See NH 2-2, NH 2-3, NH 2-13 NH 2-20, NH 2-20
	Refrigerator replacement	1465.1	10 units	0	See NH 2-2	See NH 2-2	See NH 2-2	
	Subtotal			\$0	See NH 2-2	See NH 2-2	See NH 2-2	
NH 2-15 Whitney Street	Replace boiler/DHW system	1460	4 units	See NH2-10	See NH2-10	See NH2-10	See NH2-10	Deferred from CGP 708 Brought forward to CGP 708 Completed:09/05/01PM MacKay Completed: 03/28/01 Wojcik See NH2-1 Brought forward to CGP 708
	Fees and costs	1430		0	0	0	0	
	Entrance repair/replacement	1460	2 units	94,798	94,798	94,798	94,798	
	Fees and costs	1430		1,125	1,125	1,125	1,125	
	Kitchen renovations	1460	4 units	See NH2-1	See NH2-1	See NH2-1	See NH2-1	
	Fees and costs-Kitchen Design	1430		0	0	0	0	
	Subtotal			\$95,923	\$95,923	\$95,923	\$95,923	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-00 Replacement Housing Factor Grant No:						Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
NH 2-15 Atwood Court	Kitchen renovations	1460	7 units	See NH2-1	See NH2-1	See NH2-1	See NH2-1	See NH2-1 Brought forward to CGP 708	
	Fees and costs-Kitchen Design	1430		0	0	0	0		
	Replace boilers/DHW system	1460	7 units	See NH2-10	See NH2-10	See NH2-10	See NH2-10	See NH2-10 Brought forward to CGP 708	
	Fees and costs-Boiler/DHW	1430		0	0	0	0		
Subtotal				See above	See above	See above	See above		
NH 2-15 Pine Street	Kitchen renovations	1460	6 units	See NH2-1	See NH2-1	See NH2-1	See NH2-1	See NH2-1 Brought forward to CGP 708	
	Fees and costs-Kitchen Design	1430		0	0	0	0		
	Subtotal				See NH2-1	See NH2-1	See NH2-1	See NH2-1	See NH2-1
NH 2-16 Fairmount Street	Replace roofs	1460	10 units	24,996	24,996	24,996	24,996	Completed: 11-19-00 Baldwin Builders	
	Subtotal			\$24,996	\$24,996	\$24,996	\$24,996		
NH 2-20 Forge Drive	Replace exterior and storm doors	1460	22 units	65,781	65,781	65,781	65,781	Completed: 07/11/01 MGM See above Brought forward from year 4 Brought forward from year 4 See NH 2-2, NH 2-3, NH 2-13 NH 2-20, NH 2-20 See above	
	Replace patio doors	1460	20 units	See above	See above	See above	See above		
	Stove replacement	1465.1	22 units	0	See NH 2-2	See NH 2-2	See NH 2-2		
	Refrigerator replacement	1465.1	22 units	0	See NH 2-2	See NH 2-2	See NH 2-2		
	Subtotal				\$65,781	\$65,781	\$65,781		\$65,781
NH 2-20 Flagstone Drive	Replace exterior and storm doors	1460	4 units	See above	See above	See above	See above	See NH 2-2, NH 2-3, NH 2-13 NH 2-20, NH 2-20 Brought forward from year 4 Brought forward from year 4 See NH 2-2, NH 2-3, NH 2-13 NH 2-20, NH 2-20	
	Stove replacement	1465.1	4 units	0	See NH 2-2	See NH 2-2	See NH 2-2		
	Refrigerator replacement	1465.1	4 units	0	See NH 2-2	See NH 2-2	See NH 2-2		
	Subtotal				See above	See above	See above		See above

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-00 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
	Contingency	1502		\$0	\$0	\$0	\$0	
	Administration	1410						
	Director of Modernization			\$45,900	\$45,900	\$45,900	\$45,900	
	Executive Director			4,181	4,181	4,181	4,181	
	Asst. Executive Director			3,094	3,094	3,094	3,094	
	Director of Maintenance			3,706	3,706	3,706	3,706	
	Accountant			1,755	1,755	1,755	1,755	
	Purchasing Coordinator			5,327	5,327	5,327	5,327	
	Executive Secretary			1,790	1,790	1,790	1,790	
	Clerk Typist			24,150	24,150	24,150	24,150	
	Sundry:			1,468	1,468	1,468	1,468	
	Advertising			44	44	44	44	
	Administration costs			35	35	35	35	
	Postage			53	53	53	53	
	Trailer rental			3,000	3,000	3,000	3,000	
	Subtotal			\$94,503	\$94,503	\$94,503	\$94,503	

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-00 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-1 Maynard Homes	9/30/02	3/31/01	3/31/01	9/30/03	6/30/02	6/30/02	
NH 2-2 Vagge Village	N/A	9/30/02	9/30/02	N/A	3/31/03	3/31/03	Contract includes CFP501-00: NH 2-2 NH 2-3, NH 2-13, NH 2-20, NH 2-20
NH 2-3 Ledge Street	N/A	9/30/02	9/30/02	N/A	3/31/03	3/31/03	Contract includes CFP501-00: NH 2-2 NH 2-3, NH 2-13, NH 2-20, NH 2-20
NH 2-5 Sullivan Terrace North	9/30/02	6/30/01	6/30/01	9/30/03	12/31/02	12/31/02	Balance of I.E.S. contract deferred to CFP501-01
NH 2-6 Bronstein	N/A	N/A	N/A	N/A	N/A	N/A	
NH 2-7 Sullivan Terrace South	9/30/02	9/30/01	9/30/01	9/30/03	9/30/01	9/30/01	
NH 2-10E Arel Manor	9/30/02	9/30/01	9/30/01	9/30/03	9/30/01	9/30/01	
NH 2-11 Temple Manor	9/30/02	9/30/01	9/30/01	9/30/02	9/30/01	9/30/01	

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-13 Major Drive	N/A	9/30/02	9/30/02	N/A	3/31/03	3/31/03	Contract includes CFP501-00: NH 2-2 NH 2-3, NH 2-13, NH 2-20, NH 2-20
NH 2-15 Atwood Court	9/30/02	9/30/01	9/30/01	9/30/02	9/30/01	9/30/01	
NH 2-15 Whitney St.	9/30/02	9/30/01	9/30/01	9/30/02	9/30/01	9/30/01	
NH 2-15 Pine Street	9/30/02	9/30/00	9/30/00	12/31/00	12/31/00	12/31/00	
NH 2-16 Fairmount St.	9/30/02	12/31/00	12/31/00	12/31/00	12/31/00	12/31/00	
NH 2-20 Forge Drive	9/30/02	9/30/02	9/30/02	9/30/02	3/31/03	3/31/03	Contract includes CFP501-00: NH 2-2 NH 2-3, NH 2-13, NH 2-20, NH 2-20
NH 2-20 Flagstone Drive	9/30/02	9/30/02	9/30/02	9/30/02	3/31/03	3/31/03	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Nashua Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
---------------------------------------	--	------------------------------

Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no. 5)
 Performance and Evaluation Report for Period Ending: 03/31/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds	0	0	0	0
2	1406 Operations	0	\$39,409	0	0
3	1408 Management Improvements - Soft Costs	0	0	0	0
	Management Improvements - Hard Costs	0	0	0	0
4	1410 Administration	\$108,774	108,774	\$108,774	\$108,774
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	40,960	54,347	40,960	22,390
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	55,596	0	0
10	1460 Dwelling Structures	870,410	792,455	679,345	1,500
11	1465.1 Dwelling Equipment - Nonexpendable	37,166	37,166	37,288	37,166
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1502 Contingency	30,437	0	0	0
20	Amount of Annual Grant (Sum of lines 2-19)	\$1,087,747	\$1,087,747	\$866,367	\$169,830
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 Compliance				
	Amount of line 20 Related to Security - Soft Costs				
	Amount of line 20 Related to Security - Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	\$563,370	\$675,480	0	0
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-01 Replacement Housing Factor Grant No:						Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NH 2-1 Maynard Homes	JC ComCtr Htg Improvements Fees and costs	1470 1430	1 bldg.	0 0	0 0	0 0	0 0	Brought forward to 501-00 Brought forward to 501-00
	Roof Repairs JC Com. Center Fees and costs	1470 1430	1 bldg.	0 0	0 0	0 0	0 0	Deferred to 501-02 Deferred to 501-02
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-2 Vagge Village	Refrigerator replacement Subtotal	1465.1	50	37,166 \$37,166	37,166 \$37,166	37,288 \$37,288	37,166 \$37,166	Brought forward from 501-02 Contract: 09/24/02Whirlpool \$72,115 CFP501-00, NH2-2, NH2-3 NH 2-13, NH 2-20, NH 2-20
NH 2-3 Ledge Street	Storage Sheds Add new parking Fees and costs Refrigerator and stove replacement Subtotal	1470 1450 1430 1465.1	6 units 6 bldgs. 30	0 0 0 See NH 2-2	0 0 0 See NH 2-2	0 0 0 See NH 2-2	0 0 0 See NH 2-2	Deferred to 501-02 Deferred to 501-02 Deferred to 501-02 Brought forward from Year 4 See NH 2-2, NH 2-3, NH 2-13 NH 2-20, NH 2-20
NH 2-5 Sullivan Terrace North	Replace existing boilers/DHW System Fees and costs Replace existing siding Fees and costs Remove asbestos Fees and costs Subtotal	1460 1430 1460 1430 1460 1430	10 units 1 bldg.	0 0 638,000 13,960 230,910 27,000	0 0 704,120 13,960 114,475 27,000	0 0 563,370 13,960 114,475 27,000	0 0 3,490 0 18,900 \$22,390	Deferred to 501-02 Deferred to 501-02 Contract:03/04/03 Exterior Designs Contract: 01/24/01 I.E.S. Contract: 03/07/03 D.L. King Contract: 08/28/01 Desmarais Environmental, Inc.
NH 2-6 Bronstein	Bulkheads replacement Exterior painting - doors/trim Subtotal	1460 1460	6 18000LF	0 0	0 0	0 0	0 0	Deferred to 501-02 Deferred to 501-02

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-01 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NH 2-7 Sullivan Terrace South	Replace trash compactor	1460	1	0	0	0	0	Brought forward to 501-00
	Community Room Improvements	1460	1 bldg.	0	0	0	0	Deferred to 501-02
	Upgrade hallway ventilation system	1460	1 unit	0	0	0	0	Deferred to 501-02
	Fees and costs-ventilation	1430		0	0	0	0	Deferred to 501-02
	New Generators/transfer switch	1460		0	0	0	0	Deferred to 501-02
	Fees and costs-generators	1430		0	0	0	0	Deferred to 501-02
	Subtotal				\$0	\$0	\$0	\$0
NH 2-10E Arel Manor	Repair Walkways	1450	200 LF	0	0	0	0	Deferred to 501-02
	Replace trash compactors	1460	2 units	0	0	0	0	Brought forward to 501-00
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-10F Lake Street	Replace patio doors	1460	8 units	0	0	0	0	Deferred to 501-02
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-10F Fossa Avenue	Replace patio doors	1460	6 units	0	0	0	0	Deferred to 501-02
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-10F Rochette Avenue	Replace patio doors	1460	4 units	0	0	0	0	Deferred to 501-02
	Subtotal			\$0	\$0	\$0	\$0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-01 Replacement Housing Factor Grant No:						Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NH 2-11 Temple Manor	Replace Heating/DHW system	1460	43 units	0	0	0	0	Deferred to 501-02
	Fees and costs	1430		0	0	0	0	Deferred to 501-02
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-13 Major Drive	Stove replacement	1465.1	10	See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2	Brought forward from 501-02
	Refrigerator replacement	1465.1	10	See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2, NH 2-3, NH 2-13
	Subtotal			See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2	NH 2-20, NH 2-20
NH 2-15 Whitney Street	Construct trash enclosure	1470	1	0	0	0	0	Deferred to 501-02
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-16 Fairmount St.	Upgrade exter. existing lighting	1460		0	0	0	0	Deferred to 501-02
	Replace chimney liners	1460		1,500	1,500	1,500	1,500	Completed:04/04/02 P.M.MacKay
	Subtotal			\$1,500	\$1,500	\$1,500	\$1,500	Uncompleted work from CGP708 Boilers/DHW System
NH 2-20 Forge Drive	Refrigerator and stove replacement	1465.1	22	See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2	Brought forward from year 4
	Subtotal			See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2, NH 2-3, NH 2-13
NH 2-20 Flagstone Drive	Refrigerator and stove replacement	1465.1	4	See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2	NH 2-20, NH 2-20
	Subtotal			See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2	Brought forward from year 4
	Subtotal			See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2	See NH 2-2, NH 2-3, NH 2-13
								NH 2-20, NH 2-20

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-01 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
	Contingency	1502		\$30,437	\$0			
	Administration	1410						
	Director of Modernization			\$52,864	\$52,864	\$52,864	\$52,864	
	Executive Director			4,786	4,786	4,786	4,786	
	Asst. Executive Director			3,557	3,557	3,557	3,557	
	Director of Maintenance			4,275	4,275	4,275	4,275	
	Accountant			2,012	2,012	2,012	2,012	
	Purchasing Coordinator			6,135	6,135	6,135	6,135	
	Executive Secretary			2,067	2,067	2,067	2,067	
	Clerk Typist			27,803	27,803	27,803	27,803	
	Sundry: Adv., Admin., Trailer			5,275	5,275	5,275	5,275	
	Subtotal			\$108,774	\$108,774	\$108,774	\$108,774	

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority			Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-1 Maynard Homes	N/A	N/A	N/A	N/A	N/A	N/A	Whirlpool Corp. - Appliances purchased Brought forward from CGP501-02 NH 2-2, NH 2-3, NH 2-13, NH 2-20, NH 2-20 Whirlpool Corp. - Appliances purchased Brought forward from Year 4 NH 2-2, NH 2-3, NH 2-13, NH 2-20, NH 2-20
NH 2-2 Vagge Village	N/A	9/30/03	9/30/02	N/A	9/30/04	3/31/03	
NH 2-3 Ledge Street	N/A	9/30/03	9/30/02	N/A	9/30/04	3/31/03	
NH 2-5 Sullivan Terrace North	9/30/03	9/30/03		9/30/04	9/30/04		
NH 2-6 Bronstein	N/A	N/A	N/A	N/A	N/A	N/A	
NH 2-7 Sullivan Terrace South	N/A	N/A	N/A	N/A	N/A	N/A	
NH 2-10E Arel Manor	N/A	N/A	N/A	N/A	N/A	N/A	
NH 2-10F Fossa Ave.	N/A	N/A	N/A	N/A	N/A	N/A	

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority			Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
NH 2-10F Lake Street	N/A	N/A	N/A	N/A	N/A	N/A		
NH 2-10F Rochette Ave.	N/A	N/A	N/A	N/A	N/A	N/A		
NH 2-11 Temple Manor	N/A	N/A	N/A	N/A	N/A	N/A		
NH 2-13 Major Drive	N/A	9/30/03	9/30/02	N/A	9/30/04	3/31/03	Whirlpool Corp. - Appliances purchased Brought forward from CGP501-02 NH 2-2, NH 2-3, NH 2-13, NH 2-20, NH 2-20	
NH 2-15 Whitney Street	N/A	N/A	N/A	N/A	N/A	N/A		
NH 2-16 Fairmount Street	N/A	9/30/03	6/30/02	N/A	9/30/04	9/30/02	P.M.Mackay - Boilers/DHW System Chimney liners replaced, uncompleted from CGP 708	
NH 2-20 Forge Drive	N/A	9/30/03	9/30/02	N/A	9/30/04	3/31/03	Whirlpool Corp. - Appliances purchased Brought forward from Year 4 NH 2-2, NH 2-3, NH 2-13, NH 2-20, NH 2-20	
NH 2-20 Flagstone Drive	N/A	9/30/03	9/30/02	N/A	9/30/04	3/31/03	Whirlpool Corp. - Appliances purchased Brought forward from Year 4 NH 2-2, NH 2-3, NH 2-13, NH 2-20, NH 2-20	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Nashua Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
---------------------------------------	--	------------------------------

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no. 2) Date 03/31/03
 Performance and Evaluation Report for Period Ending: 03/31/03 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds	0	0	0	0
2	1406 Operations	0	0	0	0
3	1408 Management Improvements - Soft Costs	0	\$25,500	0	0
	Management Improvements - Hard Costs	0	0	0	0
4	1410 Administration	\$106,446	106,446	\$106,446	\$39,699
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	57,180	68,750	46,750	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	239,200	300,000	0	0
10	1460 Dwelling Structures	533,300	502,000	55,171	0
11	1465.1 Dwelling Equipment - Nonexpendable	30,000	0	0	0
12	1470 Nondwelling Structures	30,000	30,000	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1502 Contingency	68,332	31,762	0	0
20	Amount of Annual Grant (Sum of lines 2-19)	\$1,064,458	\$1,064,458	\$208,367	\$39,699
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 Compliance				
	Amount of line 20 Related to Security - Soft Costs				
	Amount of line 20 Related to Security - Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	\$458,800	\$177,000	0	0
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:					Federal FY 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	Obligated	Expended	
NH 2-1 Maynard Homes	Roof Repairs JC Com. Center	1470	1 bldg.	0	0	0	0	Deferred to 501-03
	Fees and costs-roof	1430		0	0	0	0	Deferred to 501-03
	Replace exterior sewage lines	1450	12 bldgs.	140,000	0	0	0	Deferred to year 4
	Fees and costs-sewage lines	1430		14,000	0	0	0	Deferred to year 4
	Subtotal			\$154,000	\$0	\$0	\$0	
NH 2-2 Vagge Village	Refrigerator replacement	1465.1	50	20,000	0	0	0	Brought forward to CFP501-00
	Subtotal			\$20,000	\$0	\$0	\$0	
NH 2-3 Ledge Street	Storage Sheds	1470	30 units	30,000	30,000	0	0	
	Add new parking	1450	4000 SF	75,000	0	0	0	Not needed at this time
	Fees and costs-parking	1430		7,500	0	0	0	Not needed at this time
	Install parking lot lighting	1450	4 lights	4,200	0	0	0	Not needed at this time
	Re-caulk buildings	1460	7 bldgs.	40,000	0	0	0	Not needed at this time
	Repair siding	1460	7 bldgs.	0	80,000	0	0	Requires more rapid attention
Subtotal			\$156,700	\$110,000	\$0	\$0		
NH 2-5 Sullivan Terrace North	Replace existing boilers/DHW System	1460	10 units	0	0	0	0	Deferred to 501-03
	Fees and costs	1430		0	0	0	0	Deferred to 501-03
	Replace hallway carpets (floors 2-8)	1460	10,000SF	20,000	0	0	0	Deferred to year 3
	Subtotal			\$20,000	\$0	\$0	\$0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:					Federal FY 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	Obligated	Expended	
NH 2-6 Bronstein	Bulkheads replacement	1460	6	0	0	0	0	Deferred to 501-03
	Exterior painting - doors/trim	1460	18000LF	0	0	0	0	Deferred to 501-03
	Replace existing boilers/DHW	1460	3 bldgs.	0	40,000	0	0	Brought forward from 501-03
	Fees and costs-boilers/DHW	1430		0	2,000	0	0	Brought forward from 501-03
	Replace baseboard heat	1460	3000 LF	0	0	0	0	Deferred to year 4
	Fees and costs-baseboard	1430		0	0	0	0	Deferred to year 4
	Replace bathrooms	1460	48 units	290,000	0	0	0	Not to be done at this time
	Fees and costs-bathrooms	1430		29,000	0	0	0	Not to be done at this time
	Site improvements	1450		0	300,000	0	0	Requires more rapid attention
	Fees and costs-S.I. feasibility study	1430		0	46,750	46,750	0	
Subtotal				\$319,000	\$388,750	\$46,750	\$0	
NH 2-7 Sullivan Terrace South	Community Room Improvements	1460	1 bldg.	0	0	0	0	Deferred to year 4
	Upgrade hallway ventilation system	1460	1 unit	0	0	0	0	Not to be done at this time
	Fees and costs-ventilation	1430		0	0	0	0	Not to be done at this time
	New Generators/transfer switch	1460	1 bldg.	0	0	0	0	Deferred to year 2
	Fees and costs-generators	1430		0	0	0	0	Deferred to year 2
	Replace existing DHW System	1460	1 bldg.	50,000	50,000	0	0	Requires more rapid attention
	Fees and costs-DHW	1430		5,000	5,000	0	0	Requires more rapid attention
	Replace carpets in hallways (floors 2-9)	1460	8000 SF	16,000	0	0	0	Deferred to year 3
Subtotal				\$71,000	\$55,000	\$0	\$0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:					Federal FY 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	Obligated	Expended	
NH 2-10E Arel Manor	Repair Walkways	1450	200 LF	0	0	0	0	Not to be done at this time
	Add. Ext. Lighting-parking lot/walkways	1450		20,000	0	0	0	Deferred to year 3
	Paint interior entrances/hallways	1460	1 bldg.	47,000	22,500	22,500	0	Contract: 03/04/03 Roumbakis
	Install rear entryway overhangs	1460	1 bldg.	30,000	30,000	0	0	Requires more rapid attention
	Replace carpets in hallways/common areas	1460	24,000SF	0	33,000	32,671	0	Brought forward from 501-03
	Upgrade elevators	1460	3	0	135,000	0	0	Brought forward from year 5
	Fees and costs-elevators	1430		0	15,000	0	0	Brought forward from year 5
	Subtotal				\$97,000	\$235,500	\$55,171	\$0
NH 2-10F Lake Street	Replace patio doors	1460	8 units	0	0	0	0	Not to be done at this time
	Paint exterior buildings	1460	2 bldgs.	0	15,000	0	0	Requires more rapid attention
	Replace decks	1460	3	0	25,000	0	0	Requires more rapid attention
	Subtotal			\$0	\$40,000	\$0	\$0	
NH 2-10F Fossa Avenue	Replace patio doors	1460	6 units	0	0	0	0	Not to be done at this time
	Paint exterior buildings	1460	2 bldgs.	0	15,000	0	0	Requires more rapid attention
	Replace decks	1460	2	0	12,000	0	0	Requires more rapid attention
	Subtotal			\$0	\$27,000	\$0	\$0	
NH 2-10F Rochette Avenue	Replace patio doors	1460	4 units	0	0	0	0	Not to be done at this time
	Paint exterior buildings	1460	3 bldgs.	0	15,000	0	0	Requires more rapid attention
	Replace decks	1460	4	0	12,000	0	0	Requires more rapid attention
	Subtotal			\$0	\$27,000	\$0	\$0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:						Federal FY 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	Obligated	Expended	
NH 2-11 Temple Manor	Replace Heating/DHW system	1460	43 units	0	0	0	0	Deferred to year 4
	Fees and costs	1430		0	0	0	0	Deferred to year 4
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-13 Major Drive	Stove replacement	1465.1	10	5,000	0	0	0	Brought forward to 501-00
	Refrigerator replacement	1465.1	10	5,000	0	0	0	Brought forward to 501-00
	Subtotal			\$10,000	\$0	\$0	\$0	
NH 2-15 Whitney Street	Construct trash enclosure	1470	1	0	0	0	0	Not to be done at this time
	Replace bathrooms	1460	4 units	16,800	0	0	0	Deferred to 501-03
	Fees and costs-bathrooms	1430		1,680	0	0	0	Deferred to 501-03
	Subtotal			\$18,480	\$0	\$0	\$0	
NH 2-15F Pine Street	Paint exterior buildings	1460	3 bldgs.	18,000	15,000	0	0	Requires more rapid attention
	Paint common hallway areas	1460	3 bldgs.	2,500	2,500	0	0	
	Subtotal			\$20,500	\$17,500	\$0	\$0	
NH 2-16 Fairmount Street	Upgrade exterior existing lighting	1460		0	0	0	0	Not to be done at this time
	Subtotal			\$0	\$0	\$0	\$0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:					Federal FY 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	Obligated	Expended	
NH 2-20 Flagstone Drive	Replace hot water tanks	1460	2 units	3,000	0	0	0	Deferred to 501-03
	Subtotal			\$3,000	\$0	\$0	\$0	
	Contingency	1502		\$68,332	\$31,762			
	Administration	1410						
	Modernization Manager			\$52,864	\$52,864	\$52,864	\$20,290	
	Executive Director			4,786	4,786	4,786	1,834	
	Deputy Director for Operations			3,557	3,557	3,557	1,362	
	Facilities Manager			4,275	4,275	4,275	1,640	
	Accountant			2,012	2,012	2,012	770	
	Purchasing Coordinator			6,135	6,135	6,135	2,350	
	Executive Secretary			2,067	2,067	2,067	790	
	Modernization Assistant			27,803	27,803	27,803	10,663	
	Sundry: Adv., Admin., Trailer			2,947	2,947	2,947	0	
	Subtotal			\$106,446	\$106,446	\$106,446	\$39,699	

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority			Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-1 Maynard Homes	9/30/04	N/A		9/30/05	N/A		
NH 2-2 Vagge Village	9/30/04	N/A		9/30/05	N/A		
NH 2-3 Ledge Street	9/30/04	9/30/04		9/30/05	9/30/05		
NH 2-5 Sullivan Terrace North	9/30/04	N/A		9/30/05	N/A		
NH 2-6 Bronstein	9/30/04	9/30/04		9/30/05	9/30/05		
NH 2-7 Sullivan Terrace South	9/30/04	9/30/04		9/30/05	9/30/05		
NH 2-10E Arel Manor	9/30/04	9/30/04		9/30/05	9/30/05		
NH 2-10F Lake Street	N/A	9/30/04		N/A	9/30/05		

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority			Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-10F Fossa Ave.	N/A	9/30/04		N/A	9/30/05		
NH 2-10F Rochette Ave.	N/A	9/30/04		N/A	9/30/05		
NH 2-11 Temple Manor	N/A	N/A		N/A	N/A		
NH 2-13 Major Drive	9/30/04	N/A		9/30/05	N/A		
NH 2-15 Whitney St.	9/30/04	N/A		9/30/05	N/A		
NH 2-15 Pine Street	9/30/04	9/30/04		9/30/05	9/30/05		
NH 2-16 Fairmount St.	N/A	N/A		N/A	N/A		
NH 2-20 Flagstone Drive	9/30/04	N/A		9/30/05	N/A		

**Management Needs Assessment
Capital Fund Program
CFP 501-02**

**U.S. Department of housing
and Urban Development**

HA Name Nashua Housing Authority	<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.	
General Description of Management Needs Financial Training Computer Software	Urgency of Need (1-5) 1 2	Preliminary Estimated HA-Wide Cost \$23,000 \$2,500
Total Preliminary Estimated HA-Wide Cost	\$25,500	
Date Assessment Prepared:	March 31, 2003	
Source(s) of information:		

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Nashua Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
---------------------------------------	--	------------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds	0	0	0	0
2	1406 Operations	0	0	0	0
3	1408 Management Improvements - Soft Costs	0	0	0	0
	Management Improvements - Hard Costs	\$50,000	0	0	0
4	1410 Administration	85,031	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	4,000	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	300,000	0	0	0
10	1460 Dwelling Structures	297,000	0	0	0
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	55,000	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1502 Contingency	59,281	0	0	0
20	Amount of Annual Grant (Sum of lines 2-19)	\$850,312	\$0	\$0	\$0
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 Compliance				
	Amount of line 20 Related to Security - Soft Costs				
	Amount of line 20 Related to Security - Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	\$65,000	0	0	0
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 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	Obligated	Expended	
NH 2-1 Maynard Homes	Roof Repairs JC Com. Center	1470	1 bldg.	0	0	0	0	Not to be done at this time
	Fees and costs	1430		0	0	0	0	Not to be done at this time
	Replace cellar entrance roofs	1460	3 bldgs.	3,000	0	0	0	Requires more rapid attention
Subtotal				\$3,000	\$0	\$0	\$0	
NH 2-2 Vagge Village	Storage Sheds	1470	10	40,000	0	0	0	Requires more rapid attention
	Subtotal			\$40,000	\$0	\$0	\$0	
NH 2-5 Sullivan Terrace North	Replace closet doors	1460	276 doors	55,000	0	0	0	
	Replace existing boilers/DHW	1460	10 units	20,000	0	0	0	Deferred from 501-02
	Fees and costs-boilers/DHW	1430		2,000	0	0	0	Deferred from 501-02
Subtotal				\$77,000	\$0	\$0	\$0	
NH 2-6 Bronstein	Replace flooring	1460	57600 SF	0	0	0	0	Not to be done at this time
	Vestibule repairs	1460	48 units	0	0	0	0	Not to be done at this time
	Replace exterior doors	1460	6 bldgs.	0	0	0	0	Not to be done at this time
	Bulkheads replacement	1460	6	0	0	0	0	Not to be done at this time
	Exterior painting - doors/trim	1460	18000LF	0	0	0	0	Not to be done at this time
	Replace existing boilers/DHW	1460	3 bldgs.	0	0	0	0	Brought forward to 501-02
	Fees and costs-boilers/DHW	1430		0	0	0	0	Brought forward to 501-02
	Site improvements	1450		300,000	0	0	0	Requires more rapid attention
Subtotal				\$300,000	\$0	\$0	\$0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 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	Obligated	Expended	
NH 2-7 Sullivan Terrace South	Replace closet doors	1460	310 doors	100,000	0	0	0	
	Subtotal			\$100,000	\$0	\$0	\$0	
NH 2-10E Arel Manor	Repair retaining wall	1450	474LF	0	0	0	0	Not to be done at this time
	Fees and costs	1430		0	0	0	0	Not to be done at this time
	Replace hallway carpets	1460	24000SF	0	0	0	0	Brought forward to 501-02
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-11 Temple Manor	Improve Community Room ventilation	1460		15,000	0	0	0	
	Repoint bricks	1460	1 bldg.	0	0	0	0	Not to be done at this time
	Fees and costs-repoint bricks	1430		0	0	0	0	Not to be done at this time
	Subtotal			\$15,000	\$0	\$0	\$0	
NH 2-13 Major Drive	Storage Sheds	1470	5	15,000	0	0	0	Requires more rapid attention
	Subtotal			\$15,000	\$0	\$0	\$0	
NH 2-15 Whitney Street	Replace bathrooms	1460	4 units	20,000	0	0	0	Deferred from 501-02
	Fees and costs-bathrooms	1430		2,000	0	0	0	Deferred from 501-02
	Replace siding	1460	2 bldgs.	40,000	0	0	0	Requires more rapid attention
	Subtotal			\$62,000	\$0	\$0	\$0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 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	Obligated	Expended		
NH 2-20 Forge Drive	Replace decks	1460	22 units	35,000	0	0	0	Not to be done at this time	
	Site improvements - landscaping	1450		0	0	0	0		
	Subtotal			\$35,000	\$0	\$0	\$0		
NH 2-20 Flagstone Drive	Replace back porch	1460	4 units	6,000	0	0	0	Deferred from 501-02	
	Replace hot water tanks	1460	2 units	3,000	0	0	0		
	Subtotal			\$9,000	\$0	\$0	\$0		
	Contingency	1502		\$59,281	\$0				
	Administration	1410							
	Modernization Manager			\$43,459	\$0	\$0	\$0		
	Executive Director			3,928	0	0	0		
	Deputy Director for Operations			2,917	0	0	0		
	Facilities Manager			3,512	0	0	0		
	Accountant			1,650	0	0	0		
	Purchasing Coordinator			5,034	0	0	0		
	Executive Secretary			1,692	0	0	0		
	Modernization Assistant			22,839	0	0	0		
	Sundry: Adv., Admin., Trailer			0	0	0	0		
	Subtotal			\$85,031	\$0	\$0	\$0		

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority			Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-1 Maynard Homes	9/30/05			9/30/06			
NH 2-2 Vagge Village	9/30/05			9/30/06			
NH 2-3 Ledge Street	N/A			N/A			
NH 2-5 Sullivan Terrace North	9/30/05			9/30/06			
NH 2-6 Bronstein	9/30/05			9/30/06			
NH 2-7 Sullivan Terrace South	9/30/05			9/30/06			
NH 2-10E Arel Manor	N/A			N/A			
NH 2-10F Lake Street	N/A			N/A			

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-10F Fossa Ave.	N/A			N/A			
NH 2-10F Rochette Ave.	N/A			N/A			
NH 2-11 Temple Manor	9/30/05			9/30/06			
NH 2-13 Major Drive	9/30/05			9/30/06			
NH 2-15 Whitney St.	9/30/05			9/30/06			
NH 2-15 Pine Street	N/A			N/A			
NH 2-16 Fairmount St.	N/A			N/A			
NH 2-20 Forge Drive	9/30/05			9/30/06			
NH 2-20 Flagstone Drive	9/30/05			9/30/06			

**Management Needs Assessment
Capital Fund Program
CFP 501-03**

**U.S. Department of housing
and Urban Development**

HA Name

Nashua Housing Authority

Original
 Revision No. 1

General Description of Management Needs	Urgency of Need (1-5)	Preliminary Estimated HA-Wide Cost
Computers (NHA Main Office)	2	\$50,000
Total Preliminary Estimated HA-Wide Cost		\$50,000
Date Assessment Prepared:		May 10, 2003

Source(s) of information:

PHA PLAN
Public Hearing Minutes
Wednesday, June 11, 2003
5:30 p.m.
Major Drive Community Room

There were 13 attendees; 11 Nashua Housing Authority (NHA) residents and 2 NHA staff.

Ms. Lombardi, Deputy Director for Operations, introduced Mr. Forrester, Modernization Manager, and herself to the attendees.

Ms. Lombardi explained the Annual Plan. The NHA's Annual Plan is a HUD requirement the NHA must submit the Plan annually, to tell HUD what its plans are for the upcoming fiscal year. The NHA also submits the Capital Fund Program (CFP) grant, which is a comprehensive fund program.

Ms. Lombardi spoke about what the NHA plans to do in the next fiscal year. She said that HUD requires the NHA to set goals, and one goal is "improving the quality of life in the community". The NHA is currently communicating with HUD to decommission an apartment and put in a Community Police Precinct/Substation at the Bronstein development. The NHA will also be creating a Community Center for residents at the Bronstein development. The Community Center will be for all residents, elders, disabled and children to do activities, programming, computer classes, and other services. We will get various agencies involved to provide activities, computer training, job search training, resume writing, etc. The Community Center will be open to everyone who lives in public housing. NHA is currently working with an architect and engineer to change the exterior of Bronstein. We are trying to get families to feel a sense of ownership and take pride in their development.

The NHA's Resident Services Manager has been trying to get residents at Vagge Village and Maynard Homes involved in movie programs. This stems from the REAC survey that asked residents about what they think about their property and the Nashua Housing Authority's communication. We are looking to be more active with the residents, to be in the developments more often, meeting with residents one on one. The Housing Authority's Executive Director and Resident Services Manager have been going out to the developments and meeting with residents to talk about what the residents want. The NHA is striving to communicate more with the residents and will continue to provide more services.

Mr. Forrester explained that he works with the Capital Fund Program. Capital Fund Programs consist of any new restructuring, i.e.: new roofs, new sidewalks, grounds, and new parking lots, etc. Mr. Forrester reviewed the large projects that are in progress: Sullivan Terrace North Residing, parking lots at East Pearl Street and Temple Street, and sheds are being built at Eleventh Street in three months. Sheds will be built at Vagge Village and Major Drive next summer. NHA is installing new boilers at Sullivan Terrace North, and a large amount of CFP funds are being used for the Bronstein development project. NHA will be installing new bathrooms and siding at Whitney Street.

Resident: What about the stoves at Vagge Village?

Mr. Forrester: The stoves at Vagge Village were replaced in 1995. They are eight years old and the NHA has a requirement that they be ten years old before they are replaced.

Residents: Is there anything going on at Fairmount Street?

Mr. Forrester: Kitchens and bathrooms will be replaced in CFP 501-04.

Ms. Lombardi: What we do is create a Five Year Plan and each year has a slated amount of work that gets done with the amount of money that HUD allots to the NHA, so the kitchens and bathrooms will get done in 2004.

Fairmount Street resident spoke about the problems she has with lights and poles.

Resident: Will you be putting in shrubs at Bronstein?

Mr. Forrester: Shrubs will probably be planted. In order to set the stage for this work the NHA will begin with the new parking lots. The Bronstein work items will take approximately four years to complete. This development is getting a completely new look.

Ms. Lombardi: Any other questions or suggestions?

Resident: A question was asked about the article in the newspaper regarding budget cuts. How did you adjust for that cut?

Ms. Lombardi: We have already begun to tighten our belt as far as work that needs to be done. We are really going to start feeling it in the next fiscal year. Right now, we are currently putting our budget together. We are going to have to cut back dramatically on some of the extraordinary maintenance items such as painting of occupied units. We will have to cut back on all of our spending, but the NHA is prepared for it.

Resident: How will this affect people on Section 8?

Ms. Lombardi: It will not. We already have a contract with HUD called an Annual Contribution Contract (ACC), which states that the NHA can fund a certain amount of vouchers each year. This provides the Authority with funding for Section 8. We have not heard anything yet about HUD cutting that funding but if it were to happen again, the NHA would need to tighten its belt and cut back on the amount of vouchers issued. The NHA is concerned about what might happen in the future with all of its programs, but right now, the NHA is doing okay.

Resident: Why are the stoves and refrigerators replaced at same time?

Mr. Forrester: The NHA likes to replace all of the stoves and refrigerators at once. Appliances are resold to the highest bidder on the replacement items. Residents' appliances have to be replaced at the same time.

Residents discussed maintenance problems (heating noise and painting) and Ms. Lombardi assured the residents that she would look into their problems. Ms. Lombardi explained that there have been budget cuts and the NHA would do the best that it can. Residents also requested that kitchens at Vagge Drive be replaced.

Mr. Forrester explained that he would try to include kitchen replacement in year five.

Ms. Lombardi asked if there were any additional questions or suggestions. She said that the NHA would try to place these suggestions into the Five Year Plan. Ms. Lombardi gave an example that sheds at Vagge Drive were requested last year, and they are now on the Five Year Plan.

Resident: Will the sheds on Vagge Drive be large enough to fit two air conditioners?

Mr. Forrester: Yes, they will be large enough. Each shed will be have the unit number marked on them.

There being no further comments or questions, Ms. Lombardi thanked everyone for attending the Hearing.

The Public Hearing adjourned at 6:30 p.m.

Respectfully submitted,

Grace Hicks-Grogan
Executive Director

**CAPITAL FUND PROGRAM (CFP)
EXECUTIVE SUMMARY**

CFP 501-03

Statement of Modernization Strategy

This is the Nashua Housing Authority's (NHA) twelfth year of submitting its Capital Fund Plan (CFP) to the U.S. Department of Housing and Urban Development (HUD).

CFP 501-00: Monies were used for the following projects: NHA installed stoves and refrigerators at NH 2-2 Vagge Village, NH 2-3 Ledge Street, NH 2-13 Major Drive, NH 2-20 Forge Drive and NH 2-20 Flagstone Drive and the job has been completed. NHA split the cost of this project between CFP 501-00 and CFP 501-01. NHA expended all the funds in CFP 501-00, and the grant is currently in the process of being closed out.

CFP 501-01: Sullivan Terrace North Re-cladding project has started. NHA hired one architect/engineer firm and one contractor to perform the asbestos abatement part of this project. NHA hired one architect/engineer firm and one contractor to replace the siding. The Sullivan Terrace North building has approximately 35,000 square feet of siding, the replacement of which absorbs most of the CFP funds for the CFP 501-01.

CFP 501-02: This grant has seen the completion of the interior painting of entrance and hallways at NH 2-10 Arel Manor. NHA has gone out to bid for the carpet replacement in the common areas and hallways at NH 2-10 Arel Manor and will sign a contract soon. Other planned projects include: Replacing existing DHW system at NH 2-7 Sullivan Terrace South and NH 2-6 Bronstein; elevator replacement at NH 2-10 Arel Manor; site improvements at NH 2-6 Bronstein; sheds constructed and installed at NH 2-3 Ledge Street; siding repair at NH 2-3 Ledge Street; deck replacement at NH 2-10 Lake Street, NH 2-10 Fossa Avenue, and NH 2-10 Rochette Avenue; and exterior painting at NH 2-10 Lake Street, NH 2-10 Fossa Avenue, NH 2-10 Rochette Avenue and NH 2-15 Pine Street.

Partnership Process

NHA notified, on March 24, 2003, all residents, resident association leaders, Commissioners, local public officials, and other interested parties in writing of the CFP 501-03 application. Residents and resident association leaders were mailed a list of work items to consider for prioritization, and they were asked to add work items, with prioritization, or delete any planned items from the lists. NHA encouraged resident association leaders to meet with residents at their buildings to review and discuss the lists. All lists were to be returned to the NHA before April 7, 2003.

On April 9, 2003, the NHA staff met to review submissions of the work item lists to include the work items in the CFP Five Year Plan.

On May 30, 2003, NHA mailed to Commissioners, local public officials, Resident Advisory Board and the Resident Association Leaders a copy of the PHA Annual Plan, which includes the CFP draft application. A memo was mailed to interested parties and Section 8 residents. NHA distributed flyers to all public housing residents indicating they could pick up a copy of the PHA Annual Plan/CFP draft application at either the main office at 40 East Pearl Street or the office at 101 Major Drive. NHA posted copies of the draft application at the developments that have bulletin boards. This memo also included a reminder that the Public Hearing for the PHA Annual Plan/CFP 501-03 application was scheduled to take place at 5:30 p.m. on Wednesday, June 11, 2003 at the Major Drive Community Room.

On June 4, 2003, the NHA held a Resident Advisory Board Meeting to discuss the PHA Annual Plan/ CFP 501-03 draft application. NHA discussed the Plan in depth, and the Resident Advisory Board unanimously voted to approve the Plan.

Public Hearing

The NHA held a Public Hearing on June 11, 2003, at 5:30 p.m. at the Community Room at 100 Major Drive. As noted above, the NHA invited all Public Housing residents, Section 8 residents, resident association leaders, Commissioners, local public officials, and other interested parties to attend the Hearing and offer comment on the application. NHA advertised the Public Hearing in the local newspaper in order to solicit the maximum exposure to the event.

Eleven residents and two NHA staff members attended the Public Hearing. A copy of the meeting minutes is on file at the NHA and is included as part of the PHA Annual Plan.

Local Government Participation

The NHA sent a letter to Bernard A. Streeter, Mayor of the City of Nashua, the Board of Aldermen, and other public officials indicating the timeframe and the process involved in updating the Five Year Plan and the draft application. NHA solicited both their comments and participation in the process. The packets that were mailed included the work item lists that we distributed to the residents at each development. NHA provided a draft of the PHA Annual Plan/CFP application to the Board of Commissioners, Mayor Streeter, Resident Advisory Board, Resident Association Leaders, and Nashua Community Development Division on May 30, 2003. NHA also requested their attendance at the Public Hearing. The list of people and organizations that received the above information is on file at the NHA. NHA distributed flyers to all of its Public Housing residents. NHA mailed letters to interested parties and Section 8 residents stating a copy of the Plan is available for review.

Administrative Expenses

The NHA will allocate salary and benefit expenses to the CFP based on the percentage of time spent on the program. The allocation is as follows:

<u>Position</u>	<u>Percentage</u>	<u>Allocation</u>
Modernization Manager	100.0%	\$52,864
Executive Director	5.7%	4,786
Deputy Director for Central Administration	6.4%	3,557
Facilities Manager	8.6%	4,275
Accountant	5.8%	2,012
Purchasing Coordinator	19.6%	6,135
Executive Secretary	5.1%	2,067
Modernization Assistant	100.0%	27,803
Sundry: Advertising, Administration costs, Postage		2,947

Summary of General Issues

At each PHA Annual Plan/CFP meeting with the residents and resident association leaders, the CFP application process was explained in depth. The estimated amount for the CFP funding for this year was reviewed and discussed with the attendees. The comments received from the residents and resident association leaders were primarily directed at either ongoing or planned improvements for past CFP applications and the scope of work involved with these work items. Thirteen people attended the NHA Public Hearing. Residents who attended the Public Hearing learned about the PHA Annual Plan/CFP from the NHA staff who thoroughly addressed all questions and concerns.

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name:						[] Original 5-Year Plan			
Nashua Housing Authority						[X] Revision No: 3			
Development Number/Name/HA-Wide	Year 1 FFY 2003	Work Statement for Year 2		Work Statement for Year 3		Work Statement for Year 4		Work Statement for Year 5	
		FFY Grant:	2004	FFY Grant:	2005	FFY Grant:	2006	FFY Grant:	2007
		PHA FY: 2004	PHA FY: 2005	PHA FY: 2006	PHA FY: 2007				
	Annual Statement								
NH 2-1 Maynard Homes		\$25,000	\$145,000	\$165,000	\$0				
NH 2-2 Vagge Village		0	25,000	10,000	0				
NH 2-3 Ledge Street		0	0	0	0				
NH 2-5 Sullivan Terrace North		0	20,000	0	0				
NH 2-6 Bronstein		0	336,000	175,000	0				
NH 2-7 Sullivan Terrace South		44,000	16,000	0	0				
NH 2-10E Arel Manor		0	20,000	175,000	659,000				
NH 2-10F Rochette Avenue		65,000	0	0	0				
NH 2-10F Fossa Avenue		86,000	0	0	0				
NH 2-10F Lake Street		87,000	0	0	0				
NH 2-11 Temple Manor		0	19,400	126,000	0				
NH 2-13 100 Major Drive		0	0	10,000	0				
NH 2-15 Atwood Street		31,000	43,000	0	0				
NH 2-15 Whitney Street		0	6,000	0	0				
NH 2-15 Pine Street		0	0	0	0				
NH 2-16 Fairmount Street		129,500	0	0	0				
NH 2-20 Flagstone Drive		0	6,500	0	0				
NH 2-20 Forge Drive			6,800	0	0				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name:				[] Original 5-Year Plan	
Nashua Housing Authority				[X] Revision No: 3	
Development Number/Name/HA-Wide	Year 1 FFY 2003	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				
Physical Improvements Subtotal		\$467,500	\$643,700	\$661,000	\$659,000
Management Improvements		50,000	0	0	0
HA-Wide Nondwelling Structures and Equipment		140,000	20,000	22,000	0
Administration		85,031	85,031	85,031	85,031
Other		107,781	101,581	82,281	106,281
CFP Funds Listed for 5-year planning		\$850,312	\$850,312	\$850,312	\$850,312
Replacement Housing					
Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 FFY: 2003	Activities for Year: 2 FFY Grant: 2004 PHA FY: 2004	Quantity	Estimated Cost	Activities for Year: 2 FFY Grant: 2004 PHA FY: 2004	Quantity	Estimated Cost	
Annual Statement	NH 2-1 Maynard Homes Additional exterior building lighting	12 bldgs.	25,000	NH 2-15F Atwood Court Replace bathroom Fees and costs-bathroom	7 units 7 units	31,000 3,100	
	NH 2-3 Ledge Street Replace playground equipment	1	20,000	NH 2-15 Pine Street Site improvements & playground equipment		80,000	
	NH 2-6F Bronstein Replace playground equipment	2	40,000	NH 2-16 Fairmount Street Replace kitchen Replace bathroom Fees and costs-kitchen & bathroom Exterior building components replace/repair/paint	10 units 10 units 3 bldgs	63,000 45,000 10,800 21,500	
	NH 2-7 Sullivan Terrace South New generators/transfer switch Fees and costs	1	44,000 4,400				
	NH 2-10F Lake Street Replace kitchen Replace bathroom Fees and costs-kitchen & bathroom	8 units 8 units	51,000 36,000 8,700				
	NH 2-10F Rochette Avenue Replace kitchen Replace bathroom Fees and costs-kitchen & bathroom	6 units 6 units	38,000 27,000 6,500				
	NH 2-10F Fossa Avenue Replace kitchen Replace bathroom Fees and costs-kitchen & bathroom	8 units 8 units	51,000 35,000 8,600				
	Subtotal of Estimated Costs			\$395,200	Subtotal of Estimated Costs		\$649,600

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 FFY: 2003	Activities for Year: 4 FFY Grant: 2006 PHA FY: 2006		Activities for Year: 4 FFY Grant: 2006 PHA FY: 2006			
		Quantity	Estimated Cost		Quantity	Estimated Cost
Annual Statement	NH 2-1 Maynard Homes Replace exterior sewage lines Fees and costs-sewage lines Exterior painting-doors/trim	12 bldgs.	140,000	NH 2-11 Temple Manor Replace heating/DHW system Fees and costs	43 units	126,000
			14,000			12,600
		100 units	25,000	NH 2-13 Major Drive Exterior painting-doors/trim and vestibules		
		50 units	10,000		10 units	10,000
	NH 2-2 Vagge Village Exterior painting-doors/trim and vestibules					
		3000 LF	175,000			
			17,500			
	NH 2-6F Bronstein Replace baseboard heat Fees and costs-baseboard					
		1 bldg.	22,000			
	NH 2-7 Sullivan Terrace South Community room improvements					
	110 units	85,000				
	55 units	90,000				
	Subtotal of Estimated Costs		\$578,500		Subtotal of Estimated Costs	
				\$727,100		

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 FFY: 2003	Activities for Year: 5 FFY Grant: 2007 PHA FY: 2007		Activities for Year: 5 FFY Grant: 2007 PHA FY: 2007			
		Quantity	Estimated Cost		Quantity	Estimated Cost
Annual Statement	NH 2-10E Arel Manor					
	Replace kitchens-hood fans	110 units	350,000			
	Fees and costs-kitchens/hood fans		35,000			
	Replace bathrooms-laboratory	110 units	220,000			
	Fees and costs-bathrooms/laboratory		22,000			
	Replace windows (one side of bldg.)	55 units	89,000			
	Subtotal of Estimated Costs		\$716,000	Subtotal of Estimated Costs		\$716,000

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

PHA Plans

5 Year Plan for Fiscal Years 2003 - 2007

Annual Plan for Fiscal Year 2003

**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: Nashua Housing Authority

PHA Number: NH002

PHA Fiscal Year Beginning: 10/2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2003 - 2007
[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: **The Nashua Housing Authority is committed to providing excellence in the management of the Authority by providing quality affordable housing and programs that empower residents to achieve upward mobility as originally intended under the Public Housing Program.**

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) 93
 - Improve voucher management: (SEMAP score) 81
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:(list; e.g., public housing finance; voucher unit inspections)

- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: **The NHA plans to provide a Community Police Precinct along with a Community Drop-In Center at 33 Central Street located at Bronstein Apartments. This Center will provide educational, supportive, and recreational services to families through the cooperative resources of area agencies.**

- PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

- PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements: **As per the resident surveys**
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: **The Nashua Housing Authority is currently working with HUD to decommission a unit located at 33 Central Street, Bronstein Apartments, to be used for community center for residents. The NHA will provide residents with education, recreation, and supportive services along with a Community Police Precinct. The NHA is also working with an A & E to perform design work at Bronstein Apartments. This work will involve changing the exterior of units, creating sense of ownership through the provision of yards, and will promote a sense of community.**

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: **Provide improved social services and educational opportunities for families and seniors.**

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

Other PHA Goals and Objectives: Residents of the NHA noted on the resident surveys that they felt communication between our agency and those living in our developments needs improvement. The NHA will strive to improve communication between NHA management, staff, and residents through the development of supportive programming and resources provided by our agency. The NHA seeks to provide office hours scheduled at various developments where property management and resident services will be available to the residents.

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Nashua Housing Authority (NHA) compiled its Annual Plan in accordance with the Quality Housing Work Responsibility Act (QHWRA) of 1998, Section 511, and guidance provided by the U. S. Department of Housing and Urban Development (HUD) during the past year.

The NHA Board of Commissioners prescribed the Authority's Mission Statement in 1987. The Mission Statement sets the Authority's goals and objectives. The Resident Advisory Board (RAB) has reviewed the goals and objectives. These goals and objectives are available for public review at the PHA's management office.

The Authority placed two advertisements in the local newspaper declaring the availability of the Agency Plan for review and comment by the general public and interested parties.

The RAB was formed by the Authority's soliciting participation from all public housing and Section 8 households. The RAB previously formed continues to serve. While some members no longer participate, both subsidized programs are represented. The NHA will always invite the Resident Commissioner to participate on the RAB.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	1
ii. Table of Contents	2
1. Housing Needs	5
2. Financial Resources	12
3. Policies on Eligibility, Selection and Admissions	13
4. Rent Determination Policies	22
5. Operations and Management Policies	27
6. Grievance Procedures	28
7. Capital Improvement Needs	29
8. Demolition and Disposition	30
9. Designation of Housing	31
10. Conversions of Public Housing	32
11. Home ownership	34
12. Community Service Programs	36
13. Crime and Safety	38
14. Pets (Inactive for January 1 PHAs)	40
15. Civil Rights Certifications (included with PHA Plan Certifications)	40
16. Audit	40
17. Asset Management	41
18. Other Information	41

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2003 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2003 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)

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	
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 type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Administrative Plan
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	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
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
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	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing home Ownership programs/plans	
N/A	Policies governing any Section 8 Home Ownership program <input type="checkbox"/> Check here if included in the Section 8 Administrative Plan	
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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" need column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1118	5	5	3	N/A	4	5
Income >30% but <=50% of AMI	1113	5	5	3	N/A	4	5
Income >50% but <80% of AMI	960	5	5	3	N/A	4	5
Elderly	1092	5	5	3	N/A	4	5
Families with Disabilities	485	5	5	3	N/A	4	5
Race/Ethnicity	1006	5	5	3	N/A	4	5

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 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/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1232	N/A	94
Extremely low income <=30% AMI	1053	85	N/A
Very low income (>30% but <=50% AMI)	N/A	N/A	N/A
Low income (>50% but <80% AMI)	179	15	N/A
Families with children	800	65	N/A
Elderly families	127	10	N/A
Families with Disabilities	351	28	N/A
White/Hispanic	267	22	N/A
White/Non-Hispanic	856	69	N/A
Black/Hispanic	15	1	N/A
Black/Non-Hispanic	65	5	N/A

Housing Needs of Families on the Waiting List			
American Indian Alaskan/Hispanic	11	.008	N/A
Asian Pacific Islander/Hispanic	2	.002	N/A
Asian Pacific Islander/Non- Hispanic	16	1	N/A
Characteristics by Bedroom Size (Public Housing Only)			
1BR	426	35	N/A
2 BR	548	44	N/A
3 BR	227	18	N/A
4 BR	31	2	N/A
5 BR	0	0	0
5+ BR	N/A	N/A	N/A
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1541	N/A	119
Extremely low income <=30% AMI	1284	83	N/A
Very low income (>30% but <=50% AMI)	257	17	N/A

Housing Needs of Families on the Waiting List			
Low income (>50% but <80% AMI)	0	0	N/A
Families with children	938	61	N/A
Elderly families	96	6	N/A
Families with Disabilities	411	27	N/A
White/Hispanic	331	21	N/A
White/Non-Hispanic	1065	69	N/A
Black/Hispanic	16	1	N/A
Black/Non-Hispanic	106	7	N/A
American Indian Alaskan/Hispanic	1	.0006	N/A
Asian Pacific Islander/Hispanic	1	.0006	N/A
Asian Pacific Islander/Non-Hispanic	1	.0006	N/A
Characteristics by Bedroom Size (Public Housing Only)			
1BR	603	39	N/A
2 BR	594	39	N/A
3 BR	286	19	N/A
4 BR	54	3	N/A
5 BR	4	.002	N/A
5+ BR	N/A	N/A	N/A
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	809,429	PH Operations
b) Public Housing Capital Fund	1,064,458	PH Modernization
c) HOPE VI Revitalization	0	N/A
d) HOPE VI Demolition	0	N/A
e) Annual Contributions for Section 8 Tenant-Based Assistance	4,760,219	Tenant-based assistance
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	108,862	PH prevention, intervention and added security programs
g) Resident Opportunity and Self-Sufficiency Grants	40,674	
h) Community Development Block Grant	0	N/A
i) HOME	0	N/A
Other Federal Grants (list below)	0	N/A
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP	221,502	PH Modernization
3. Public Housing Dwelling Rental Income	2,300,280	PH Operations
4. Other income (list below)		
Excess Utilities	14,000	PH Operations
Non-dwelling Rental Income	11,700	PH Operations
Interest on Investment Income	41,114	PH Operations
Other Income	24,000	PH Operations

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Non-federal sources (list below)		
Total resources	9,396,238	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (Predicated on projected vacancies)
- When families are within a certain time of being offered a unit: (Predicated on projected vacancies)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

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

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

(2)Waiting List Organization

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

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

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

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

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

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

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

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

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

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

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (List below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: **One vacancy out of every five is offered for transfer**

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

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

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

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

- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (Either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (Select all that apply)
- Criminal or drug-related activity
- Other: **Present landlord address, with participant's release. With participant's release and upon request by the landlord, the landlord may view the applicant file.**

(2) Waiting List Organization

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

(3) Search Time

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

If yes, state circumstances below:

The rental market in the City of Nashua, along with the surrounding communities, is fairly saturated at this time. The NHA requires participants to report back to the NHA with a written search sheet showing that they have made good faith effort in obtaining housing. Up to two 30-day extensions may be granted.

(4) Admissions Preferences

- a. Income targeting

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

(5) Special purpose section 8 assistance programs)

a. Preferences

1. Yes No: Has the PHA established preferences for admission to Section 8 tenant-based assistance? (Other than date and time of application) (If no, skip to sub-component 5)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

- The Section 8 Administrative Plan

- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other: **Notices are mailed to prospective applicants, along with notices mailed to special interest groups pertinent to the targeted assistance.**

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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: **Flat Rents**

e. Ceiling Rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

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

For specified general occupancy developments

- For certain parts of developments; e.g., the high-rise portion
 - For certain size units; e.g., larger bedroom sizes
 - Other (list below)
3. Select the space or spaces that best describe how you arrive at ceiling rents (Select all that apply)

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other: **Increases in rent will be processed only if it results in the current rent increasing by 30% or more.**

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

(2) Flat Rents

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

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

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 sub-market
- 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 sub-market
- To increase housing options for families
- Other (list below)

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA’s minimum rent? (Select one)

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(Select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	662	100+

Section 8 Vouchers	780	100+
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	SRO: 40 FSS: 24	4 2
Public Housing Drug Elimination Program (PHDEP)	662 UNITS	N/A
Other Federal Programs(list individually)	N/A	N/A

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management: **Bylaws; Public Housing Admissions & Continued Occupancy Policy, including the Residential Lease Agreement; Grievance Procedure; Maintenance Procedures; Pet Policy; Security Deposit Policy; Transfer Policy, Fair Housing and Equal Opportunity/Affirmative Action Policy; Cash Handling Policy; Capitalization Policy; Disposition Policy; Investment Policy; Procurement Policy; Petty Cash Policy; Safety Policy; Employee Handbook; Drug-free Workplace; Temporary Alternate Duty Policy.**

(2) Section 8 Management: **Section 8 Administrative Plan; Family Self-Sufficiency Action Plan; Equal Opportunity Plan; Rent Reasonableness Procedure; Fair Housing & Equal Opportunity/Affirmative Action Policy; Cash Handling Policy; Capitalization Policy; Disposition Policy; Investment Policy; Procurement Policy; Petty Cash Policy; Safety Policy; Employee Handbook; Drug-free Workplace; Temporary Alternate Duty Policy.**

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (Select all that apply)
- PHA main administrative office
 PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) nh003b01 et al

-or-

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

(2) Optional 5-Year Action Plan

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

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (If no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment **nh002j-5-yr.actionplan (I-II)**

-Or-

The Capital Fund Program 5-Year Action Plan is provided below: (If selected, copy the CFP optional 5-Year Action Plan from the Table Library and insert here)

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

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

- Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly

families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
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: (DD/MM/YY)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units	

Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

<input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

- Yes No: Will the PHA limit the number of families participating in the section 8 home ownership 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 Home Ownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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 has 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

The NHA submitted a Cooperative Agreement to the Department of Health and Human Services to sign. The Department was reluctant to do so stating they already cooperate with the NHA and do not feel the need to sign an Agreement.

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
 Public housing admissions policies
 Section 8 admissions policies

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Family Self-Sufficiency (FSS)</i>	<i>24</i>	<i>Section 8 Participants</i>	<i>PHA Main Office</i>	<i>Section 8 Participants</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: 5/1/03)
Public Housing	N/A	N/A
Section 8	24	23

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? **Bronstein Apartments, Maynard Homes, Ledge Street Homes, Sullivan Terrace North and Sullivan Terrace South.**

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

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

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

2. Which developments are most affected? **Bronstein Apartments, Maynard Homes, Ledge Street Homes, Sullivan Terrace North, Sullivan Terrace South, Arel Manor, Vagge Village, and Temple Street Manor.**

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents

- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities:

2. Which developments are most affected? **Bronstein Apartments, Ledge Street Homes, Maynard Homes, Vagge Village, Temple Street Manor, Arel Manor, Sullivan Terrace North and Sullivan Terrace South.**

D. Additional information as required by PHDEP/PHDEP Plan

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

PROGRAM HAS BEEN ELIMINATED

- 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

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2. Yes No: Was the most recent fiscal audit submitted to HUD?
- 3. Yes No: Were there any findings as the result of that audit?
- 4. Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? ____
- 5. Yes No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name) **nh002f**
 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: **Candidates submit names to the NHA and discuss their interest in serving on the Board of Commissioners. Candidates' names are submitted to the Mayor who interviews and makes the selection.**

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

- 1. Consolidated Plan jurisdiction: **City of Nashua, New Hampshire**

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

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

- Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: **The support of homeownership programs that benefit NHA residents; supporting and funding the development of non-profit rental housing. The City of Nashua operates neighborhood housing investment programs in areas surrounding NHA developments, supports special services to NHA residents, and addresses impediments such as flexibility in zoning, tax relief, and inclusionary zoning.**

D. Other Information Required by HUD

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

Attachments

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

Required Attachments:

Attachment A	Brief Statement of Progress (nh002a05)
Attachment B	Admissions Policy for Deconcentration (nh002b05)
Attachment C	Voluntary Conversion Required Initial Assessment (nh002c05)
Attachment D	Pet Policies – Elderly & Family (nh002d05)
Attachment E	Membership on the Resident Advisory Board (nh002e05)
Attachment F	Resident Advisory Board Recommendations (nh002f05)
Attachment G	Resident Membership on the Board of Commissioners (nh002g05)
Attachment H	Definition of Substantial Deviation and Significant Amendment (nh002h05)

Optional Attachments:

Attachment I	PHA Management Organizational Chart (nh002i05)
Attachment J	FY 2003 Capital Fund Performance Reports and Annual Statement (nh002j05)
Attachment K	FY 2003 Capital Fund 5-Year Action Plan (nh002k05) Annual Statement

PHA Plan Table Library

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

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

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

Original Annual Statement

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

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

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

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

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

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

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

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

