

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

PHA Plans

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: Portsmouth Metropolitan Housing Authority

PHA Number: OH010

PHA Fiscal Year Beginning: 07/2003

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)

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 Portsmouth Metropolitan Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing U.S. Department of Housing and Urban Development (HUD) requirements.

We have adopted the following Mission Statement to guide the activities of Portsmouth Metropolitan Housing Authority:

The mission of the Portsmouth Metropolitan Housing Authority is to assist low-income families with safe, decent and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The housing authority is committed to expanding access to all services and to the continuous improvement of all operational levels so as to provide our residents, both present and future, with superior services. We shall make every effort to create and maintain solid partnerships with residents and appropriate community agencies, groups and individuals with one thought in mind: improvement of housing conditions and opportunities for our customers.

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

GOAL #1 EFFECTIVE AND EFFICIENT MANAGEMENT IN FULL COMPLIANCE WITH STATUTES AND REGULATIONS

Objectives:

1. Promote a motivating and safe work environment.
2. Provide training for employees and board members.
3. Enforce a safety program and effective work rules.
4. Maintain an occupancy rate in excess of 97%.
5. Maintain a response time of 24 hours in responding to emergency work orders.
6. Maintain an average response time of 25 days in responding to routine work orders.
7. Maintain an average turn-around time of 5 days in preparing vacated units for occupancy.
8. Enforce the agency's Asset Management Plan for maintaining the physical inventory.
9. Continuously explore investment opportunities to maximize financial resources.
10. Monitor and update our Operations Manual for each PMHA department.
11. Establish and maintain strong communications with residents and encourage and promote educational opportunities for strengthening resident groups.
12. Strengthen inspections on contracted work for modernization projects.
13. Enforce the agency's fiscal policies to ensure sound financial and full disclosure of all audits.
14. Hold regular departmental meetings to open communications between management and employees.

GOAL #2 EQUAL OPPORTUNITY FOR APPLICANTS, RESIDENTS, EMPLOYEES AND VENDORS IN COMPLIANCE WITH EQUAL OPPORTUNITY AND FAIR HOUSING LAWS

Objectives:

1. PMHA will continue to have a working relationship with local representatives of the Fair Housing Program to maintain assurance of compliance with Fair Housing Standards and the Ohio Tenant-Landlord Act.
2. PMHA will apply the terms and conditions of its Leasing and Occupancy Policy evenhandedly.
3. PMHA will continue to observe each individual's civil and equal opportunity rights.
4. PMHA will observe the Fair Labor Standards Act as well as all other employment laws and will comply with the terms and conditions of its labor agreement with AFSCME.
5. PMHA will update its procurement policy continuing the observance of the standards of the United States Department of Housing and Urban Development. PMHA will also explore the benefits of the e-procurement system.

6. PMHA will modernize one single family home to update accessibility and renovate one home to add accessibility for accommodating the disabled.
7. PMHA will extend hours of service for laundromats at two family developments.

GOAL #3 SECURITY: PMHA WILL PROMOTE A SAFE AND SECURE LIVING AND WORKING ENVIRONMENT

Objectives:

1. PMHA will continue to conduct criminal background checks on potential public housing and Section 8 residents and deny occupancy to those with convictions and/or history of drug trafficking or violent crimes.
2. PMHA will continue to employ a full time Security Director, a Deputy Security Director and two part-time assistants to carry out effective activities that reduce crime on PMHA properties.
3. PMHA will continue to contract with off-duty police officers and sheriff's deputies (with full powers of arrest) to provide foot patrol over and above routine police daily patrol.
4. PMHA will continue to use a five-member Screening Committee to evaluate applicants for public housing occupancy based on criminal background and other past histories.
5. PMHA will continue to explore opportunities to strengthen its Leasing and Occupancy Policy with respect to practices on screening and evictions.
6. PMHA will install indoor security cameras located at three high rise buildings and monitor their effectiveness.
7. PMHA will install additional outdoor lighting to enhance illumination at two sites.
8. PMHA will monitor and tow disabled and abandoned vehicles from its premises when the owner cannot be found.
9. PMHA will continue to train members of the Security Committee and security personnel.
10. PMHA will continue to gather and compile statistics in its continuing efforts to assess the effectiveness of its security programs and to use as support data for obtaining future grants.
11. PMHA will continue to meet with tenants, community groups, local law enforcement, public officials and related agencies in an on-going effort to communicate security issues and progress on addressing crime.
12. PMHA will explore plans for providing generators at two rural family sites as a back up source of electricity.

GOAL #4 ENHANCE THE IMAGE OF PMHA IN THE COMMUNITY

Objectives:

1. PMHA will continue to develop public relations in the community and work with the media to promote a positive image. PMHA will take advantage of every opportunity to educate the public about the housing authority's services.
2. PMHA will improve the physical appearance of the public housing sites by installing at least one new playground, controlling litter and garbage removal, trimming trees, removing fence posts at one site and complete the construction of a utility drive and relocating dumpsters at one family site. An American Flag will be located at each development and the flag will be in good condition.
3. Strengthen new Tenant Orientations to educate new residents of the importance of community and neighborhood appearance.
4. Continue to provide housekeeping classes. Work with residents on how to keep their units sanitary with the goal of eliminating pests, rodents and stray animals and for a general good appearance.
5. Continue to provide regular pest control applications at all sites.

GOAL #5 PROVIDE SUPPORTIVE SERVICES TO RESIDENTS

Objectives:

1. PMHA will continue to provide a Family Self-Sufficiency Program to public housing and Section 8 residents.
2. PMHA will continue to organize and support tenant councils and resident advisory boards to provide for on-going communications. PMHA will increase resident participation on councils and advisory boards by an additional 20 residents.
3. PMHA will continue to work with local and state agencies that provide services to the PMHA resident population.
4. PMHA will continue to assist residents who request available outside services.
5. PMHA will implement a resident volunteer program on a trial basis and monitor its effectiveness.
6. PMHA will partner with UTC to provide a quarterly newsletter.

GOAL #6 PHYSICAL IMPROVEMENTS

Objectives:

- | | | |
|---|-------------|---|
| 1 | Wayne Hills | Complete the installation of a utility drive to relocate dumpsters
Build a new playground
Install new windows at one building
Upgrade lighting
Trim trees, if needed
Remove old fence posts
Replace drain pipes inside units as apartments become empty |
|---|-------------|---|

2. Farley Square
 - Replace flooring in one apartment
 - Replace walls in one apartment
 - Upgrade lighting
 - Trim trees, if needed
 - Replace drain pipes inside units as apartments become empty
3. Alexandria House
 - Install indoor security cameras at entrances and exits to buildings
 - Upgrade lighting
 - Replace storm doors
 - Install air conditioning A&E
4. Hudson House
 - Install indoor security cameras at entrances and exits to building
 - Upgrade lighting A&E
 - Install back-up generator
 - Evaluate tree growth for trimming
5. Cliffside House
 - Repair balconies
 - Upgrade hot water system
 - Upgrade lighting A&E
 - Install indoor security cameras at entrances and exits to building
 - Tree trimming as needed
6. Miller Manor
 - Paint apartments and homes (interior), as needed by maintenance department
 - Upgrade exterior lighting A&E
 - Trim trees, if needed
7. Lett Terrace
 - Complete exterior lighting A&E
 - Complete installation of windows
 - Trim trees, if needed
8. Scattered Sites
 - Add air conditioning to Townhouses II A&E
 - Equip two homes with full accessibility (ADA)
 - Trim trees

GOAL #7 EXPANSION OF HOUSING OPPORTUNITIES

Objectives:

1. PMHA will add 20 landlords to its Section 8 Voucher program.

2. PMHA will exceed Section 8 lease-up rates establishing payment standards that will enable families to rent throughout the jurisdiction.

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

The plans, statements, budget summary, policies, etc., set forth in the Annual Plan all lead toward the accomplishment of our goals and objectives and are consistent with the Consolidated Plan. Here are a few highlights of the Annual Plan:

1. In response to a tenant survey, PMHA will place emphasis on security, communications and neighborhood appearance.
 - a. We will continue to conduct criminal background checks on all applicants for housing in accordance with adopted policy and regulations. The public housing program will use a five-member screening committee to review and evaluate applicants for admission.
 - b. We will employ two part-time law enforcement officers to assist the full-time security director with investigations and scheduling of contracted foot patrol. We will have a Deputy Security Director.
 - c. We will install security cameras at three high-rises that house senior citizens and disabled individuals.
 - d. We will provide safety training to residents and employees.
 - e. We will continue to install additional peep-holes in the apartment doors at the high rise buildings to accommodate residents whose height does not reach the existing peep-hole.
 - f. We will complete the installation of new windows with safety features at Lett Terrace development with the purpose of discouraging break-ins.
 - g. To improve the appearance of our neighborhoods we will provide landscaping, build a new playground, trim trees and complete the utility drive at one family site and will remove fence posts that remain standing after old fencing was removed at Wayne Hills.
 - h. To improve communications with residents we will continue to send an employee from the tenant services department to council meetings to answer tenant inquiries and provide other information; we will create a quarterly newsletter to open communication among management and residents; we will spend additional time explaining the rules of the lease

to new tenants and create single page informational sheets to include as handouts to current tenants.

2. We will maintain the same standards that designated PMHA as a high performer. We will observe policy and regulations with respect to admissions and occupancy and equal opportunity. We will encourage self-sufficiency and provide training for employees for efficient delivery of services.
3. We will implement a plan (on a trial basis) for a resident volunteer program to organize garden clubs and plan for litter control.
4. We will spend additional time with new tenants to explain the lease and create several one-page informational sheets to describe some rules of occupancy.
5. We will create a quarterly newsletter to open communications between PMHA and residents.

In summary we are on course to improve the condition of affordable housing in Scioto County, Ohio.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2003 Capital Fund Program Annual Statement-Attachment F (Oh010f02)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Assessment of Site-Based Waiting List Development Demographic Changes
Attachment A

Membership of the Resident Advisory Board/s – Attachment B
Resident Membership of the PMHA Governing Board – Attachment C

Voluntary Conversion Certification – Attachment D

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

Optional Attachments:

- PHA Management Organizational Chart
- FY 2003 Capital Fund Program 5 Year Action Plan-Attachment F (Oh010f02)
- 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)

CFP FFY 2000/2001/2002 Annual Statement/Performance Evaluation Report
Attachment G (Oh010g02)

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
X	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
	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	Annual Plan: Housing Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	support statement of housing needs in the jurisdiction	
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 <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	attachment (provided at PHA option)	
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
X	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	3770	5	4	3	3	4	4
Income >30% but <=50% of AMI	1801	3	3	2	2	1	2
Income >50% but <80% of AMI	1456	2	2	1	1	1	2
Elderly	1676	3	2	2	1	1	1
Families with Disabilities	1190	3	2	2	1	1	1
White	6294	4	2	3	3	3	3
Black	602	4	2	3	3	3	3
Native Am./Other	131	4	2	3	3	3	3

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: 2001-2003
- 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)

National Low Income Housing Coalition "Out of Reach" housing affordability analysis

October 15, 1999 Study by the National Land Advisory Group

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)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	618		92
Extremely low income <=30% AMI	537	87	
Very low income (>30% but <=50% AMI)	63	10	
Low income (>50% but <80% AMI)	18	3	
Families with children	349	56	
Elderly families	34	6	
Families with Disabilities	173	28	
Race/ethnicity	white/547	89	
Race/ethnicity	black/51	8	
Race/ethnicity	Am.Indian/10	2	
Race/ethnicity	Span.Am./10	2	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Housing Needs of Families on the Waiting List	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
If yes:	
How long has it been closed (# of months)? One	
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	409		212
Extremely low income <=30% AMI	352	86	
Very low income (>30% but <=50% AMI)	49	12	
Low income (>50% but <80% AMI)	8	2	
Families with children	259	63	
Elderly families	150	37	
Families with Disabilities	65	16	
Race/ethnicity	white/375	92	
Race/ethnicity	black/33	8	
Race/ethnicity	Spanish/1	0	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	163	40	

Housing Needs of Families on the Waiting List			
2 BR	181	44	
3 BR	61	15	
4 BR	4	1	
5 BR	0	0	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(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		
a) Public Housing Operating Fund	2,213,728.00	PH Operations
b) Public Housing Capital Fund	1,305,389.00	PH Improvements
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,215,058.00	HAP/S8 Operations
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Section 8 New Construction	1,036,475.00	HAP/S8 Operations

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP-501 FFY 2001	18,303.33	PH Operations
CFP-501 FFY 2002	1,024,607.64	PH Operations
3. Public Housing Dwelling Rental Income	1,159,804.00	PH Operations
4. Other income (list below)		
Interest	30,000.00	PH Operations
Miscellaneous	26,000.00	PH Operations
4. Non-federal sources (list below)		
Contract Administration	100,000.00	Invest for future operations
Total resources	9,129,364.97	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

After application is completed

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? 12

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: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

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

Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 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
- 1 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 (list)

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

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

(6) Deconcentration and Income Mixing

a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
Wayne Hills	243	Below median income	none
Farley Square	123	Below median income	none
Miller/Lett	150	Below median income	none
Hudson House	101	Below median income	none

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors below)
 - Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity

Other (describe below)

1. The family's current address.
2. The name and address of the current landlord.
3. The name and address of the prior landlord if known.
4. Information about the tenancy history of family members.
5. Drug trafficking by family members.
6. Information about rent and tenant damage history of family members.

(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)

Wait list closed

(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:

Units are becoming hard to find

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- 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

- 5 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)

- 3 Working families and those unable to work because of age or disability
- 2 Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- 4 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
- 5 Other preference(s) (list below)

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:
- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion

- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

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

(2) Flat Rents

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

- 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 (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
 100% of FMR
 Above 100% but at or below 110% of FMR
 Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
 The PHA has chosen to serve additional families by lowering the payment standard
 Reflects market or submarket
 Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
 Reflects market or submarket
 To increase housing options for families
 Other (list below)

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

- Annually
 Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

As a high performing housing authority we are not required to complete this section of the plan.

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		
Section 8 Vouchers		

Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

As a high performing housing authority we are not required to complete this section of the plan.

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) Attachment F (OH010f02)

-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 (state name) Attachment F (OH010f02)
- or-
- The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

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

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

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

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

7. Timeline for activity:
- a. Actual or projected start date of activity:
 - b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: 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: <u>(DD/MM/YY)</u>
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)
 Part of the development
 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)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

See Attachment D

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

PHA status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

- Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

As a high performing housing authority we are not required to complete this section of the plan.

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

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)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	29	4

- 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)]

As a high performing housing authority we are not required to complete this section of the plan.

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? (list below)

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

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

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

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

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

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.

- 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)]

As a high performing housing authority we are not required to complete this section of the plan.

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)]

As a high performing housing authority we are not required to complete this section of the plan.

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)
- Provided below:

- a. Safety issues are of primary concern.
- b. Neighborhood appearance is of secondary concern.
- c. Better communication of the lease.
- d. Signs on pet rules.
- e. Other concerns were voiced that come under routine maintenance, modernization, housing management and social service activities. Residents were advised to contact those departments.
- f. Closer inspections of contractors when performing modernization work.

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:

- a. Increased and closer inspections of modernization work by contractors.
- b. Addition of signs explaining pet policy.
- c. Requests for security cameras at all sites.
- d. Better communication of the rules of the public housing lease.

e. The addition of a quarterly newsletter to residents.

Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

The United Tenant Corporation adopted a resolution to designate its elected president to the PMHA governing board.

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

State of Ohio

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)

PMHA will have representatives at each meeting called by our local Consolidated Plan agencies to ensure our supporting and parallel actions. PMHA will move to identify and address the housing needs in our jurisdiction.

Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Needs in our jurisdiction

19. Definition of "Substantial Deviation" and "Significant Amendment or Modification"

1. A "**Substantial Deviation**" from the five-year plan includes any action that would materially differ from PMHA's mission statement.
2. A "**Significant Amendment or Modification**" to the annual plan is any decision or action that would materially change PMHA's goals, administrative policy, or budget procedure with the exception of HUD mandates.

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.

Attachment A

Assessment of Demographic Changes with Site Based Waiting List

There have been no changes in racial/ethnic or disability-related tenant composition with having the site-based waiting list.

The charts listed below are before implementation and after implementation of the site-based waiting list. If there are any changes it is due to normal move-in and move-outs.

Before Implementation

<u>SITES</u>	<u>RACIAL/ETHNIC</u>	<u>DISABILITY</u>
Wayne Hills	8%	3%
Farley Square	35%	1%
Alexandria House	9%	1%
Hudson House	1%	1%
Cliffside House	1%	1%
Miller Manor	0%	1%
Lett Terrace	0%	1%
Portsmouth Townhouses I	36%	1%
Portsmouth Townhouses II	48%	1%
Portsmouth Homes	17%	1%
Miller Homes	0%	1%
Lett Homes	0%	1%

After Implementation

Wayne Hills	4%	9%
Farley Square	34%	14%
Alexandria House	9%	40%
Hudson House	1%	39%
Cliffside House	0%	53%
Miller Manor	0%	12%
Lett Terrace	0%	11%
Portsmouth Townhouses I	43%	18%
Portsmouth Townhouses II	45%	19%
Portsmouth Homes	14%	4%
Miller Homes	0%	13%
Lett Homes	0%	7%

ATTACHMENT B

PORTSMOUTH METROPOLITAN HOUSING AUTHORITY

Membership of the Resident Advisory Board

2003/2004 Plan Year

MEMBERSHIP

Priscilla Ricketts	Hudson House
Troy Donahue	Section 8 Program
Regina Clifford	Hudson House
Archie Arthur	Hudson House
Leora Cyrus	Hudson House
Mary Bower	Miller Manor
William Bower	Miller Manor
Mary Sue Wilson	Alexandria House
Harold Stout	Hudson House
Ruth Stout	Hudson House
Jean Sparks	Alexandria House
Thelma Newton	Hudson House
Carl Lockhart, Sr.	Miller Manor
Sherri Lockhart	Miller Manor
Brandy Lowe	Hudson House
Emma Dudding	Hudson House
Ray Adams	Hudson House
Nancy Windsor	Alexandria House

ATTACHMENT C

Resident Membership of PMHA Governing Board

PMHA has a resident board commissioner, elected unanimously by the United Tenant Council of Scioto County:

William Bower
1129-F Boren Blvd.
Wheelersburg, Ohio 45694

His seat on the board is for the duration of his presidency on the United Tenant Council. UTC has amended its by-laws to elect officers for a three-year period.

ATTACHMENT D

Pursuant to the Federal Register/Vol. 64, No. 141/Friday, July 23, 1999/Proposed Rules, the Portsmouth Metropolitan Housing Authority has "reviewed the operations of the development, and has determined that a full conversion assessment is unnecessary."

This decision was reached after careful consideration due to:

- 1) The current occupancy percentage of both the Public Housing and Section 8 Programs, and
- 2) The cost that is associated with the energy performance contract that is currently in place with our Public Housing stock.

I certify that the voluntary conversion assessment is unnecessary at this time. It will be revisited periodically under the Asset Management Plan.

/S/ Carolyn J. Roark, Executive Director
Signed

March 13, 2002
Date

ATTACHMENT E

Statement of Progress in Meeting Five-Year Plan Mission and Goals

A. Management Issues

1. PMHA is a high performing housing authority.
2. PMHA continues to train its employees and board members in order to educate new personnel and to stay abreast of new rules and regulations.
3. PMHA has a new source of income under contract with a state-wide pilot program conducting Section 8 management and occupancy reviews in 13 counties in southeastern Ohio.
4. PMHA continues to seek maximum investment opportunities under state and federal guidelines.

B. Expansion of Stock Issues

1. PMHA has added 15 landlords to the Section 8 Housing Choice Voucher Program and 20 new units.

C. Marketing Issues

PMHA has improved the marketability of its developments by:

1. Improving security.
2. Improving site appearance.
3. Adding air conditioning at two family sites.
4. Strengthening tenant relocations and building tenant councils.

D. Security Issues

The greatest improvement in all of PMHA's efforts has been in the area of security.

1. PMHA has a full-time Security Director a Deputy Security Director and two part-time assistants who are all experienced in law-enforcement.
2. Strengthened public housing policies with respect to admissions and evictions.
3. Created and implemented a five-member Screening Committee to review applicants for public housing prior to admission.
4. Conducts criminal background checks on all public housing and Section 8 applicants.

5. Developed an on-going relationship with three local law enforcement agencies and the local drug task force and made drug arrests, evicted abusers from the premises and barred them from coming onto the property.
6. PMHA reviews crime reports daily and follows up on convictions of public housing residents and non-residents who commit crime on the property.
7. Contracted with local law enforcement for foot patrol of developments.
8. Successfully building cases on eviction of illegal "live-ins".
9. Added the LEADS program for background checks.
10. Maintaining and monitoring a barred list.
11. Added outdoor security cameras with monitoring equipment at one family site which has caused a dramatic improvement in loitering, eliminated noise and drug trafficking in the area.

E. Tenant-Based Housing Issues

1. PMHA advertises its Housing Choice Voucher Program to landlords and potential applicants.
2. PMHA has built its wait list to over 600 interested applicants.

F. Maintenance Issues

1. PMHA is meeting adequate response time in addressing work orders and uses quality materials and supplies.
2. PMHA has trained nine maintenance employees as Amana repair techs to service new A/C units at two family developments.
3. PMHA's maintenance activities received high scores in resident survey.

G. Equal Opportunity Issues

1. PMHA continues to work in concert with local agencies and organizations to guarantee compliance and service for our targeted population.
2. At this submission, there are no lawsuits or other claims made against PMHA based on discrimination.
3. PMHA has responded to requests for reasonable accommodations.

H. Fiscal Issues

1. PMHA has completed the assessment for conversion from public housing to Section 8 housing and concludes that there is no need for conversion.
2. PMHA has successfully converted to GAAP accounting procedures.

3. PMHA has entered an energy performance contract and embarked on a program to conserve energy and dollars.
4. PMHA has developed a more comprehensive asset management plan.
5. PMHA has a new source of income as a Local Contract Administrator that conducts Section 8 Management and Occupancy reviews.
6. PMHA re-financed the energy performance loan to a lower rate.
7. PMHA will receive training on the e-procurement system.

I. Public Image Issues

1. PMHA continues to work with community groups, television newscasts, radio broadcasts and in coordination with public officials.
2. PMHA has eliminated loitering, littering and noise at one family development by use of outdoor security cameras.
3. PMHA sends members of its staff to serve on community boards and committees. (Mental Health Board, Community Action Board, Senior Citizen Security Group, Cultural Affairs Committee, Human Resources group, etc.)

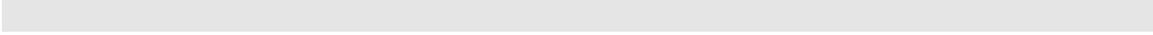
J. Supportive Services Issues

1. PMHA maintains the Family Self Sufficiency Program in public housing and Section 8.
2. PMHA is working with individual tenant councils and United Tenant Council which recently attained corporate status.
3. PMHA has established a Resident Advisory Board.
4. PMHA has partnered with United Tenant Council to provide housekeeping program classes and cleaning supplies as a joint effort. The goal of the program is cleaner and healthier residences and improved housekeeping inspections.

K. Physical Improvements

1. Added air conditioning at two family sites.
2. Upgraded Thomas Avenue parking lot and erected a storage building.
3. Upgraded community building parking lot at Wayne Hills.
4. Installed outdoor security cameras at Farley Square.
5. Replaced draperies and window blinds at Alexandria House.
6. Upgraded two elevators at Hudson House.
7. Furnished elevator rooms (4) at Cliffside House.
8. Added switch ceiling fans in lobby of Hudson House.
9. Added playgrounds (2) at Miller Manor and Lett Terrace.
10. Upgraded parking lots at Miller Manor and Lett Terrace.

11. Modernized three scattered site homes (one received updated full accessibility for the disabled).
12. Trimmed trees.
13. Removed and replaced roofs at Townhouses where needed.
14. Electrical upgrades at Wayne Hills and Farley Square.



ATTACHMENT F (oh010f02) - CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00			
2	1406 Operations	0.00			
3	1408 Management Improvements	2,000.00			
4	1410 Administration	97,357.00			
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	70,000.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	126,799.24			
10	1460 Dwelling Structures	967,925.96			
11	1465.1 Dwelling Equipment—Nonexpendable	0.00			
12	1470 Nondwelling Structures	0.00			
13	1475 Nondwelling Equipment	5,349.96			
14	1485 Demolition	0.00			
15	1490 Replacement Reserve	0.00			
16	1492 Moving to Work Demonstration	0.00			
17	1495.1 Relocation Costs	1,000.00			
18	1499 Development Activities	0.00			
19	1501 Collateralization or Debt Service	0.00			

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

PHA Name: Portsmouth Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement **Reserve for Disasters/ Emergencies** **Revised Annual Statement (revision no:)**
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency	88,745.15			
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,359,177.00			
22	Amount of line 21 Related to LBP Activities	0.00			
23	Amount of line 21 Related to Section 504 compliance	0.00			
24	Amount of line 21 Related to Security – Soft Costs	0.00			
25	Amount of Line 21 Related to Security – Hard Costs	92,830.40			
26	Amount of line 21 Related to Energy Conservation Measures	0.00			

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Director of Modernization Training	1408 00	Lot	2,000.00				
HA-Wide	<u>Salaries:</u> Executive Director 20% Director of Modernization 95% Director of Maintenance 5% Director of Finance 20% Office Manager 5% Finance Assistant 20% Administrative Secretary 5% <u>Information Receptionist 15%</u> Total Salaries	1410 00 1410 00 1410 00 1410 00 1410 00 1410 00 1410 00 1410 00	Lot Lot Lot Lot Lot Lot Lot Lot	11,854.00 41,086.00 2,163.00 8,650.00 2,163.00 6,579.00 1,402.00 <u>3,149.00</u> 77,046.00				
HA-Wide	<u>Benefits:</u> Executive Director 20% Director of Modernization 100% Director of Maintenance 5% Director of Finance 20% Office Manager 5% Finance Assistant 20% Administrative Secretary 5% <u>Information Receptionist 15%</u> Total Benefits	1410 00 1410 00 1410 00 1410 00 1410 00 1410 00 1410 00 1410 00	Lot Lot Lot Lot Lot Lot Lot Lot	2,371.00 8,218.00 346.00 1,730.00 346.00 1,316.00 329.00 <u>280.00</u> 14,936.00				

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Director of Modernization Travel	1410 00	Lot	1,000.00				
HA-Wide	Temp. Stor. For Mod. Project	1410 00	Lot	4,375.00				
HA-Wide	A&E Fees for Lighting Project	1430 00	Lot	70,000.00				
HA-Wide	Computer for Director of Modernization	1475 00	Lot	1,200.00				
HA-Wide	Office Furniture	1475 00	Lot	4,149.96				
HA-Wide	Relocation Costs	1495 01	Lot	1,000.00				
Wayne Hills 10-1	Window replacement 1701 bldg	1460 00	Lot	37,266.72				
Wayne Hills 10-1	Replace downstairs cove base w/wood	1460 00	1	11,254.00				
Wayne Hills 10-1	Playground	1450 00	1	15,000.00				
Wayne Hills 10-1	Security Camers-1/2 the Development	1460 00	Lot	92,830.40				
Wayne Hills 10-1	Replacement of Sanitary Lines	1460 00	Lot	2,933.81				
Wayne Hills 10-1	Security Fencing	1460 00	Lot	16,600.00				

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Farley Sq. 10-2	Modernize apartments	1460 00	2	17,500.00				
Farley Sq. 10-2	Security Fencing	1460 00	Lot	8,300.00				
Farley Sq. 10-2	Security Cameras	1460 00	Lot	95,465.35				
Alex House 10-3	Security Cameras	1460 00	Lot	3,500.00				
Alex House 10-3	Replace Draperies	1460 00	Lot	30,856.53				
Alex House 10-3	Replace Exterior Doors	1460 00	Lot	44,500.00				
Alex House 10-3	Replace Storm Doors	1460 00	Lot	25,000.00				
Hud. House 10-4	Security Cameras	1460 00	Lot	3,500.00				
Cliff. House 10-5	Security Cameras	1460 00	Lot	3,500.00				
M. Manor 10-6A	Landscaping/Site Improvement	1450 00	Lot	45,061.62				
M. Manor 10-6A	Playground	1450 00	Lot	14,750.00				

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Lett Terrace	Landscaping/Site improvement	1450 00	Lot	47,211.62				
Lett Terrace	Playground	1450 00	Lot	14,250.00				
Lett Terrace	Window Replacement	1460 00	Lot	291,101.28				
Townhse I 10-7	Stabilize Foundation 416 Market St.	1460 00	Lot	4,800.00				
Townhse I 10-7	Replace roofing	1460 00	Lot	26,720.03				
Townhse II 10-8	Replace roofing	1460 00	Lot	4,000.00				
Townhse II 10-8	Upgrade handicap accessibility	1460 00	Lot	53,175.00				
Townhse II 10-8	Replace furnace incl. a/c	1460 00	Lot	63,000.00				
Ports. Homes 10-9	Replace Roofing	1460 00	Lot	2,375.00				
Ports. Homes 10-9	Upgrade storage	1460 00	Lot	4,082.53				
Ports. Homes 10-9	Modernize Houses	1460 00	Lot	68,018.00				
Ports. Homes 10-9	Upgrade house & ad H/C accessibility	1460 00	Lot	57,647.00				
L. Homes 10-14B	Upgrade H/C accessibility	1450 00	Lot	4,776.00				

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program No: CFP-501 FFY-2003 Replacement Housing Factor No:					Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/16/05			9/16/07			
Wayne Hills 10-1	9/16/05			9/16/07			
Farley Square 10-2	9/16/05			9/16/07			
Alexandria House 10-3	9/16/05			9/16/07			
Hudson House 10-4	9/16/05			9/16/07			
Cliffside House 10-5	9/16/05			9/16/07			
Miller M & Lett T. 10-6	9/16/05			9/16/07			

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

PHA Name Portsmouth Metropolitan Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY: 2004	Work Statement for Year 3 FFY Grant: PHA FY: 2005	Work Statement for Year 4 FFY Grant: PHA FY: 2006	Work Statement for Year 5 FFY Grant: PHA FY: 2007
	Annual Statement				
Wayne Hills 10-1		228,006.40	387,005.00	320,900.00	312,898.00
Farley Square 10-2		84,105.00	0.00	0.00	300,000.00
Alexandria Hse 10-3		87,443.00	264,000.00	4,500.00	0.00
Hudson House 10-4		22,058.00	0.00	0.00	0.00
Cliffside House 10-5		12,410.00	75,000.00	0.00	0.00
Miller & Lett 10-6		201,999.00	300,000.00	0.00	360,000.00
Townhouses I 10-7		0.00	0.00	200,000.00	20,000.00
Townhouses II 10-8		0.00	0.00	107,215.00	0.00
Ports. Homes 10-9		0.00	0.00	415,000.00	52,788.00
M & L Homes 10-14		0.00	0.00	0.00	0.00
HA-Wide		666,174.60	276,191.00	254,581.00	256,510.00
CFP Funds Listed for 5-year planning		1,302,196.00	1,302,196.00	1,302,196.00	1,302,196.00
Replacement Housing Factor Funds		0.00	0.00	0.00	0.00

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

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2004 PHA FY:			Activities for Year: <u>3</u> FFY Grant: 2005 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	Wayne Hills 10-1	Playground	15,000.00	Wayne Hills 10-1	Security Fencing	45,900.00
Annual	Wayne Hills 10-1	Area Lighting	120,176.00	Wayne Hills 10-1	Replacement of 4" sanitary lines installed in 1940. Serves upstairs bath & 1 st Fl . kitchen ½ of the apts.	160,700.00
Statement	Wayne Hills 10-1	Security Cameras for ½ of the development	92,830.40	Wayne Hills 10-1	Installation of new dumpster pads, city access to dumpsters locations & connection to existing sidewalks.	180,405.00
	Subtotal		228,006.40	Subtotal		387,005.00
	Farley Square 10-2	Area Lighting	84,105.00			
	Subtotal		84,105.00	Alexandria House 10-3	Replacement of heating & cooling system installed in 1963 with PTAC Units.	264,000.00
	Alexandria House 10-3	Area Lighting	87,443.00	Subtotal		264,000.00
	Subtotal		87,443.00			
	Total CFP Estimated Cost		\$399,554.40			\$618,405.00

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

Activities for Year : <u>4</u> FFY Grant: 2006 PHA FY:			Activities for Year: <u>5</u> FFY Grant: 2007 PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
			Wayne Hills 10-1	Windows	312,898.00
			Subtotal		312,898.00
Wayne Hills 10-1	Security Fencing	45,900.00			
Wayne Hills 10-1	Replacement of 4” sanitary lines installed in 1940. Serves upstairs bath & 1 st Fl . kitchen ½ of the apts.	175,000.00	Farley Square 10-2	Replacement of 4” sanitary lines installed in 1940. Serves upstairs bath & 1 st Fl. Kitchen.	300,000.00
			Subtotal		300,000.00
Wayne Hills 10-1	Security Cameras for ½ of the development.	100,000.00	Miller Manor	Security Cameras	180,000.00
Subtotal		320,900.00	320,900.00		180,000.00
Alexandria House 10-3	The residents have requested an existing fish pond converted to fountain	4,500.00			
Subtotal		4,500.00	Lett Terrace 10-6B	Security Cameras	180,000.00
			Subtotal		180,000.00
Total CFP Estimated Cost		\$325,400.00			\$972,898.00

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

Activities for Year : <u>4</u> FFY Grant: 2006 PHA FY:			Activities for Year: <u>5</u> FFY Grant: 2007 PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
P. Townhouses I 10-7	Replace furnaces and add air conditioning	200,000.00	P. Townhouses I 10-7	Update ADA fixtures in bath & kitchens at 1505A Kenney Street 1037A 15 th Street	20,000.00
Subtotal		200,000.00	Subtotal		20,000.00
P. Townhouses II 10-8	Replace furnaces and add air conditioning	107,215.00	Portsmouth Homes 10-9	Modernize house including replacing furnace w/air cond. 1718 Highland Avenue 1804 High Street 1808 High Street 2025 High Street	52,788.00
Subtotal		107,215.00	Subtotal		52,788.00
Portsmouth Homes 10-9	Replacement - Kitchens	55,000.00			
Portsmouth Homes 10-9	Replacement - Windows	360,000.00			
Subtotal		415,000.00			
Total CFP Estimated Cost		\$722,215.00			\$72,788.00

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CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 5th & Final) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations	0.00	0.00	0.00	0.00
3	1408 Management Improvements	10,800.00	10,800.00	10,800.00	10,800.00
4	1410 Administration	136,085.50	136,085.50	136,085.50	136,085.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	112,939.52	112,939.52	112,939.52	112,939.52
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	330,613.96	330,613.96	330,613.96	330,613.96
10	1460 Dwelling Structures	1,185,370.25	1,196,643.01	1,196,643.01	1,196,643.01
11	1465.1 Dwelling Equipment—Nonexpendable	11,659.00	11,659.00	11,659.00	11,659.00
12	1470 Nondwelling Structures	24,120.01	24,120.01	24,120.01	24,120.01
13	1475 Nondwelling Equipment	61,593.76	50,321.00	50,321.00	50,321.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00

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

PHA Name: Portsmouth Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 5th & Final)
 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
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,873,182.00	1,873,182.00	1,873,182.00	1,873,182.00
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	82,152.00	82,152.00	82,152.00	82,152.00
24	Amount of line 21 Related to Security – Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 Related to Security – Hard Costs	107,968.00	107,968.00	107,968.00	107,968.00
26	Amount of line 21 Related to Energy Conservation Measures	448,245.76	448,245.76	448,245.76	448,245.76

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
HA-Wide	Computer Software	1408 00	lot	5,421.98	5,421.98	5,421.98	5,421.98	Complete	
HA-Wide	Staff Training	1408 00	lot	5,378.02	5,378.02	5,378.02	5,378.02	Complete	
HA-Wide	Administrative Salaries	1410 00	lot	107,177.65	107,177.65	107,177.65	107,177.65	Complete	
HA-Wide	Administrative Benefits	1410 00	lot	20,135.35	20,135.35	20,135.35	20,135.35	Complete	
HA-Wide	Relocation of Office Furn. During Mod.	1410 00	lot	3,707.50	3,707.50	3,707.50	3,037.50	Complete	
HA-Wide	Storage of office furn. During Mod.	1410 00	lot	4,800.00	4,800.00	4,800.00	4,800.00	Complete	
HA-Wide	Clean Carpet after Mod. Of Office	1410 00	lot	265.00	265.00	265.00	265.00	Complete	
HA-Wide	Engineering Load Analysis 10-1&10-2	1430 00	lot	4,351.90	4,351.90	4,351.90	4,351.90	Complete	
HA Wide	Hudson House Roof Replacement	1430 00	lot	5,138.44	5,138.44	5,138.44	5,138.44	Complete	
HA-Wide	Scattered Sites Roof Replacement	1430 00	lot	9,888.56	9,888.56	9,888.56	9,888.56	Complete	
HA-Wide	Computer Engineering Services	1430 00	lot	373.65	373.65	373.56	373.56	Complete	
HA-Wide	Asbestos Testing	1430 00	lot	418.00	418.00	418.00	418.00	Complete	
HA-Wide	Newspaper Advertisements	1430 00	lot	1,266.46	1,266.46	1,266.46	1,266.46	Complete	
HA-Wide	Balance of fence upgrade & Staining	1430 00	lot	680.03	680.03	680.03	680.03	Complete	
HA-Wide	H/C Ramps & Dumpster Pads 10-6	1430 00	lot	7,230.00	7,230.00	7,230.00	7,230.00	Complete	
HA-Wide	Upper Parking Lot 10-1	1430 00	lot	14,770.43	14,770.43	14,770.43	14,770.43	Complete	
HA-Wide	Storage Bldg 10-1	1430 00	lot	11,087.60	11,087.60	11,087.60	11,087.60	Complete	
HA-Wide	Admin. Parking Lot 10-1	1430 00	lot	8,770.43	8,770.43	8,770.43	8,770.43	Complete	
HA-Wide	Electric Primary 10-1 & 10-2	1430 00	lot	719.17	719.17	719.17	719.17	Complete	

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
HA-Wide	Electric Primary 10-1 & 10-2	1430 00	lot	29,475.00	29,475.00	29,475.00	29,475.00	Complete	
HA-Wide	Elevator 105	1430 00	lot	2,018.21	2,018.21	2,018.21	2,018.21	Complete	
HA-Wide	Balance of Parking lots 10-1	1430 00	lot	15,319.50	15,319.50	15,319.50	15,319.50	Complete	
HA-Wide	Balance of Site improvements 10-6	1430 00	lot	1,432.14	1,432.14	1,432.14	1,432.14	Complete	
HA-Wide	Energy Performance Contract	1460 00	lot	448,245.76	459,518.52	459,518.52	459,518.00	Complete	
HA-Wide	Ranges & Refrigerators	1465 00	lot	11,659.00	11,659.00	11,659.00	11,659.00	Complete	
HA-Wide	Computer Hardware	1475 00	lot	12,442.01	12,442.01	12,442.01	12,442.01	Complete	
HA-Wide	Office Furn.,(Fax Mach Removed)Copier	1475 00	lot	38,828.99	37,878.99	37,878.99	37,878.99	Complete	
HA-Wide	Utility Trailer	1475 00	lot	760.00	0.00	0.00	0.00	Deleted	
HA-Wide	Lawn Mowing Equipment	1475 00	lot	9,562.76	0.00	0.00	0.00	Deleted	
HA-Wide	Relocation	1495 1	lot	0.00	0.00	0.00	0.00	Not Needed	
Wayne Hills 10-1	Landscaping	1450 00	lot	2,977.00	2,977.00	2,977.00	2,977.00	Complete	
Wayne Hills 10-1	Security Fencing	1450 00	lot	0.00	0.00	0.00	0.00	Future	
Wayne Hills 10-1	Parking lot & storage	1450 00	2	251,451.00	251,451.00	251,451.00	251,451.00	Complete	
Wayne Hills 10-1	New exterior doors (installation)	1460 00	460	67,375.20	67,375.20	67,375.20	67,375.20	Complete	
Wayne Hills 10-1	Apartment sanitary lines	1460 00	243	0.00	0.00	0.00	0.00	Future	
Wayne Hills 10-1	Paint apartments	1460 00	lot	0.00	0.00	0.00	0.00	Future	

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
Wayne Hills 10-1	Replace cove base & floor tile	1460 00	lot	16,694.50	16,694.50	16,694.50	16,694.50	Complete	
Wayne Hills 10-1	Replace concrete steps	1450 00	2	21,933.00	21,933.00	21,933.00	21,933.00	Complete	
Wayne Hills 10-1	Back Flow Prevention	1460 00	1	902.31	902.31	902.31	902.31	Complete	
Wayne Hills 10-1	Balance of Staining Fences	1460 00	lot	505.88	505.88	505.88	505.88	Complete	
Wayne Hills 10-1	Security Cameras	1460 00	1	1,300.00	1,300.00	1,300.00	1,300.00	Complete	
Wayne Hills 10-1	Sump pumps & flow switches	1460 00	9	3,193.72	3,193.72	3,193.72	3,193.72	Complete	
Wayne Hills 10-1	New Distribution Transformers	1460 00	9	24,957.72	24,957.72	24,957.72	24,957.72	Complete	
Wayne Hills 10-1	Replaced Underground Electric Primary	1460 00	lot	18,918.35	18,918.35	18,918.35	18,918.35	Complete	
Wayne Hills 10-1	Back Flow Prevention	1460 00	lot	3,831.48	3,831.48	3,831.48	3,831.48	Complete	
Wayne Hills 10-1	Wayne Avenue Parking Lot	1460 00	lot	25,183.21	25,183.21	25,183.21	25,183.21	Complete	
Wayne Hills 10-1	Upgrade Laundromat	1470 00	lot	10,838.32	10,838.32	10,838.32	10,838.32	Complete	
Farley Sq 10-2	Landscaping	1450 00	lot	583.50	583.50	583.50	583.50	Complete	
Farley Sq 10-2	New exterior doors (installation)	1460 00	236	35,392.80	35,392.80	35,292.80	35,392.80	Complete	
Farley Sq 10-2	Paint apt. & secure ceilings	1460 00	30	10,836.35	10,836.35	10,836.35	10,836.35	Complete	
Farley Sq 10-2	Replace baseboards	1460 00	30	5,894.50	5,894.50	5,894.50	5,894.50	Complete	
Farley Sq 10-2	Security Cameras	1460 00	lot	1,300.00	1,300.00	1,300.00	1,300.00	Complete	
Farley Sq 10-2	Modernize Apt. 1221A & 1238F	1460 00	2	20,332.36	20,332.36	20,332.36	20,332.36	Complete	

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P0100501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
Farley Sq 10-2	Back Flow Preventors	1460 00	lot	1,702.88	1,702.88	1,702.88	1,702.88	Complete	
Farley Sq 10-2	Replace sewer line	1460 00	1	2,282.40	2,282.40	2,282.40	2,282.40	Complete	
Farley Sq 10-2	Replace sump pumps & float sw	1460 00	4	1,197.48	1,197.48	1,197.48	1,197.48	Complete	
Farley Sq 10-2	New Distribution Transformers	1460 00	4	11,092.28	11,092.28	11,092.28	11,092.28	Complete	
Alexandria H 10-3	Landscaping	1450 00	lot	0.00	0.00	0.00	0.00	Future	
Alexandria H 10-3	Replace Heat Pump	1460 00	1	8,404.00	8,804.00	8,804.00	8,804.00	Complete	
Alexandria H 10-3	Draperies & blinds	1460 00	lot	28,606.53	28,606.53	28,606.53	28,606.53	Complete	
Alexandria H 10-3	Back Flow Preventors	1460 00	1	5,585.67	5,585.67	5,585.67	5,585.67	Complete	
Hudson Hse. 10-4	New Roof	1460 00	1	56,100.00	56,100.00	56,100.00	56,100.00	Complete	
Hudson Hse. 10-4	Replace Lobby Carpet	1460 00	lot	4,442.00	4,442.00	4,442.00	4,442.00	Complete	
Hudson Hse 10-4	Draperies & Shades	1460 00	lot	0.00	0.00	0.00	0.00	Future	
Hudson Hse 10-4	Back Flow Preventor	1460 00	1	11,089.87	11,089.87	11,089.87	11,089.87	Complete	
Hudson Hse 10-4	Replace Elev. Cylinder & Piston	1460 00	2	85,989.00	85,989.00	85,989.00	85,989.00	Complete	
Hudson Hse 10-4	Landscaping	1450 00	lot	2,333.00	2,333.00	2,333.00	2,333.00	Complete	
Hudson Hse 10-4	Landscaping	1450 00	lot	2,143.25	2,143.25	2,143.25	2,143.25	Complete	
Hudson Hse 10-4	Lobby lighting modification	1460 00	lot	326.10	326.10	326.10	326.10	Complete	

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
Cliffside Hse 10-5	Relocation of Phone Lines	1450 00	lot	1,938.00	1,938.00	1,938.00	1,938.00	Complete	
Cliffside Hse 10-5	Balance of Elev. Additions CGP-708	1460 00	lot	25,265.00	25,265.00	25,265.00	25,265.00	Complete	
Cliffside Hse 10-5	Dry standpipe w/hoses	1460 00	lot	12,150.00	12,150.00	12,150.00	12,150.00	Complete	
Cliffside Hse 10-5	Install Parking Lot Signs	1450 00	lot	515.00	515.00	515.00	515.00	Complete	
Cliffside Hse 10-5	Paint Apartments	1460 00	lot	0.00	0.00	0.00	0.00	CGP-708	
Cliffside Hse 10-5	Landscaping	1450 00	lot	2,212.00	2,212.00	2,212.00	2,212.00	Complete	
Miller Man. 10-6A	Playground	1450 00	lot	0.00	0.00	0.00	0.00	FFY-2001	
Miller Man. 10-6A	Landscaping	1450 00	lot	3,365.50	3,365.50	3,365.50	3,365.50	Complete	
Miller Man. 10-6A	Upgrade Handicap Entrances	1460 00	5	14,225.50	14,225.50	14,225.50	14,225.50	Complete	
Miller Man. 10-6A	Sanitary Twist & Sets	1460 00	25	1,250.00	1,250.00	1,250.00	1,250.00	Complete	
Miller Man. 10-6A	Dumpster Pads & Sidewalks	1460 00	lot	47,622.00	47,622.00	47,622.00	47,622.00	Complete	
Miller Man. 10-6A	Security Camera in Manager's Office	1460 00	1	1,300.00	1,300.00	1,300.00	1,300.00	Complete	
Miller Man. 10-6A	Flag Pole & Flag	1460 00	1	787.50	787.50	787.50	787.50	Complete	

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
L Terrace 10-6B	Landscaping	1450 00	lot	3,365.50	3,365.50	3,365.50	3,365.50	Complete	
L Terrace 10-6B	Playground	1450 00	lot	0.00	0.00	0.00	0.00	FFY-2001	
L Terrace 10-6B	Upgrade Handicap Entrance	1460 00	5	14,225.50	14,225.50	14,225.50	14,225.50	Complete	
L Terrace 10-6B	Dumpster Pads & Sidewalks	1460 00	lot	47,622.00	47,622.00	47,622.00	47,622.00	Complete	
L Terrace 10-6B	Street Light @ Noel Lane & Rt 73	1450 00	1	0.00	0.00	0.00	0.00	Future	
L Terrace 10-6B	Security Camera in Manager's Office	1460 00	1	1,300.00	1,300.00	1,300.00	1,300.00	Complete	
L Terrace 10-6B	Flag Pole & Flag	1460 00	1	787.50	787.50	787.50	787.50	Complete	
P. T-houses 10-7	Replace furnaces	1460 00	11	0.00	0.00	0.00	0.00	Future	
P. T-houses 10-7	Replace floor tile	1460 00	11	0.00	0.00	0.00	0.00	Future	
P. T-houses 10-7	Replace roofing	1460 00	lot	89,113.00	89,113.00	89,113.00	89,113.00	Complete	
P. T-houses 10-7	Pave Parking Lots	1450 00	lot	0.00	0.00	0.00	0.00	Future	
P. T-houses 10-7	Kitchen & Bath Faucets	1460 00	lot	2,237.24	2,237.24	2,237.24	2,237.24	Complete	
P. T-houses 10-8	Replace furnaces	1460 00	3	0.00	0.00	0.00	0.00	Future	
P. T-houses 10-8	Replace floor tile	1460 00	3	0.00	0.00	0.00	0.00	Future	
P. T-houses 10-8	Replace Roofing	1460 00	3	0.00	0.00	0.00	0.00	Future	
P. T-houses 10-8	Pave Parking Lots	1460 00	lot	0.00	0.00	0.00	0.00	Future	
P. T-houses 10-8	Kitchen & Bath Faucets	1460 00	lot	5,554.19	5,554.19	5,554.19	5,554.19	Complete	

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
P. T-houses 10-8	Removal of houses at 1309 & 1310. This itemed is being removed and being replaced with a partial payment from the approved PHA Plan FFY 2002. (See next item below)	1450 00	lot	10,737.00	0.00	0.00	0.00	Deleted
Wayne Hills 10-1	Partial Payment from Site Improvement work item. This is from the approved PHA Plan FFY 2002. "Fence & Sidewalk" also referred to as Utility Drive.	1450 00	lot	0.00	10,737.00	10,737.00	10,737.00	Complete
P. Homes 10-9	Replace furnaces	1460 00	6	0.00	0.00	0.00	0.00	Future
P. Homes 10-9	Replace floor tile	1460 00	6	0.00	0.00	0.00	0.00	Future
P. Homes 10-9	Replace roofing	1460 00	10	21,403.00	21,403.00	21,403.00	21,403.00	Complete
P. Homes 10-9	Replace windows	1460 00	lot	0.00	0.00	0.00	0.00	Future
P. Homes 10-9	Replace Kitchen Cabinets & Plumbing	1460 00	lot	0.00	0.00	0.00	0.00	Future
P. Homes 10-9	Upgrade porches & storage areas	1460 00	lot	0.00	0.00	0.00	0.00	Future
P. Homes 10-9	New Commodes & spare parts	1460 00	lot	9,835.01	9,835.01	9,835.01	9,835.01	Complete
P. Homes 10-9	Upgrade bathroom & misc. plumbing	1460 00	1	6,276.67	6,276.67	6,276.67	6,276.67	Complete
P. Homes 10-9	Garage & storage bldg	1460 00	1	1,400.00	1,400.00	1,400.00	1,400.00	Complete
P. Homes 10-9	Replace driveway & sidewalk	1460 00	lot	3,789.00	3,789.00	3,789.00	3,789.00	Complete

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program No: OH16-P010-501 Replacement Housing Factor No:					Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
OH10-1	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	
OH10-2	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	
OH10-3	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	
OH10-4	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	
OH10-5	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	
OH10-6A	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	
OH10-6B	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	
OH10-7	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	
OH10-8	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	
OH10-9	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	
PMHA Wide	9/30/02	3/31/02	3/31/02	9/30/03	3/31/03	3/31/03	Complete	
Admin. Bldg.	9/30/02	3/31/02	3/31/02	9/30/03	12/31/02	12/31/02	Complete	

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

PHA Name: Portsmouth Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/02
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations	0.00	0.00	0.00	0.00
3	1408 Management Improvements	20,562.00	15,691.40	15,691.00	15,691.40
4	1410 Administration	102,293.00	106,378.00	106,378.00	44,378.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	120,000.00	61,000.00	61,000.00	48,953.10
8	1440 Site Acquisition	30,000.00	0.00	0.00	0.00
9	1450 Site Improvement	305,474	205,398.81	205,398.81	190,504.81
10	1460 Dwelling Structures	1,112,387.00	1,292,214.71	1,292,214.71	190,504.81
11	1465.1 Dwelling Equipment—Nonexpendable	25,000.00	26,273.00	26,273.00	758.00
12	1470 Nondwelling Structures	0.00	1,036.00	1,036.00	1,036.00
13	1475 Nondwelling Equipment	25,000.00	33,724.08	15,420.75	15,420.75
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	1,000.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization or Debt Service	0.00	0.00	0.00	0.00

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

PHA Name: Portsmouth Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/02 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,741,716.00	1,741,716.00	1,723,412.67	1,357,417.11
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00	34,676.00	34,676.00	34,676.00
24	Amount of line 21 Related to Security – Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 Related to Security – Hard Costs	0.00	95,465.35	95,465.35	95,465.35
26	Amount of line 21 Related to Energy Conservation Measures	448,587.00	447,973.60	447,973.60	223,986.35

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
HA-Wide	Computer Software	1408 00	lot	5,562.00	437.00	437.00	437.00	Complete	
HA-Wide	Staff Training	1408 00	lot	15,000.00	15,254.40	15,254.40	15,254.40	Complete	
HA-wide	Administrative Salaries	1410 00	lot	80,000.00	80,000.00	80,000.00	33,333.10		
HA-Wide	Administrative Benefits	1410 00	lot	22,293.00	22,293.00	22,293.00	6,897.04		
HA-Wide	Storage-Modernization	1410 00	lot	0.00	4,085.00	4,085.00	4,085.00	Complete	
HA-Wide	A&E Fees (General)	1430 00	lot	120,000.00	0.00	0.00	0.00	See Below	
HA-Wide	Advertisement	1430 00	lot	0.00	744.28	744.28	744.28	Complete	
HA-Wide	Site Improvements 10-5, 6A & 6B	1430 00	lot	0.00	15,404.78	15,404.78	14,000.00		
HA-Wide	Bal. of A&E Roofing 10-7	1430 00	lot	0.00	1,102.88	1,102.88	1,102.88		
HA-Wide	A&E Site Improvements 10-1	1430 00	lot	0.00	33,748.06	33,748.06	24,498.06		
HA-Wide	A&E upgrade 3 houses	1430 00	lot	0.00	10,000.00	10,000.00	8,607.88		
HA-Wide	Purchase of offsite R-Kive Bldg.	1440 00	1	30,000.00	0.00	0.00	0.00	Deleted	
HA-Wide	Energy Performance Contract	1460 00	lot	448,587.00	447,973.60	447,973.60	223,896.80		

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
HA-Wide	Ranges & Refrigerators	1465 00	lot	25,000.00	26,273.00	26,273.00	758.00		
HA-Wide	Window Blinds Admin. Bldg	1470 00	lot	0.00	1,036.00	1,036.00	1,036.00	Complete	
HA-Wide	Computer Hardware & Office Furn.	1475 00	lot	25,000.00	33,724.08	15,420.75	15,420.75		
HA-Wide	Relocation Costs	1495 00	lot	1,000.00	0.00	0.00	0.00	Not Needed	
Wayne Hills 10-1	Playgrounds	1450 00	lot	0.00	0.00	0.00	0.00	Future	
Wayne Hills 10-1	Upgrade Parking Lots	1450 00	lot	0.00	86,215.58	86,215.58	71,321.72		
Wayne Hills 10-1	Electric Upgrade for A/C	1460 00	lot	663,800.00	317,673.72	317,673.72	317,673.72	Complete	
Wayne Hills 10-1	Utility Drive	1450 00	1	134,876.00	0.00	0.00	0.00	Future	
Wayne Hills 10-1	Apt flooring, basebds, painting	1460 00	lot	0.00	11,254.00	11,254.00	11,254.00	Complete	
Wayne Hills 10-1	Replace Sanitary Lines Apt. 1819 D&E	1460 00	2	0.00	2,933.81	2,933.81	2,933.81	Complete	
Wayne Hills 10-1	Replace Boiler Rm handrail & fence	1460 00	8	0.00	16,600.00	16,600.00	16,600.00	Complete	
Farley Sq 10-2	Replace Boiler Rm handrail & fence	1460 00	4	0.00	8,300.00	8,300.00	8,300.00	Complete	
Farley Sq 10-2	Electric upgrade for A/C	1460 00	lot	0.00	158,836.86	158,836.86	158,836.86	Complete	
Farley Sq 10-2	Security Cameras	1460 00	lot	0.00	95,465.35	95,465.35	95,465.35	Complete	
Alex House 10-3	Balance of drapes	1460 00	lot	0.00	2,250.00	2,250.00	2,250.00	Complete	

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
Hudson H. 10-4	Landscaping	1460 00	lot	5,000.00	0.00	0.00	0.00	Future	
Hudson H. 10-4	Replace Elev. Cylinders & Pistons	1460 00	2	0.00	82,900.00	82,900.00	82,900.00	Complete	
Cliffside Hse. 10-5	Landscaping	1450 00	lot	5,000.00	0.00	0.00	0.00	Future	
Miller Man. 10-6A	Landscaping	1450 00	lot	20,000.00	0.00	0.00	0.00	Future	
Miller Man. 10-6A	Parking lot & site improvements	1450 00	lot	0.00	45,061.62	45,061.00	45,061.62	Complete	
Miller Man. 10-6A	Playground	1450 00	lot	0.00	14,750.00	14,750.00	14,750.00	Complete	
L Terrace 10-6B	Landscaping	1450 00	lot	20,454.00	0.00	0.00	0.00	Future	
L Terrace 10-6B	Replace patio & Install H/C railing	1460 00	lot	0.00	2,150.00	2,150.00	2,150.00	Complete	
L Terrace 10-6B	Parking lot & site improvements	1450 00	lot	0.00	45,061.62	45,061.62	45,061.62	Complete	
L Terrace 10-6B	Playground	1450 00	lot	0.00	14,250.00	14,250.00	14,250.00	Complete	

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
P. T-houses 10-7	Landscaping	1450 00	lot	5,000.00	0.00	0.00	0.00	Future
P. T-houses 10-7	Stabilize Foundation 416 Market St.	1460 00	1	0.00	4,800.00	4,800.00	0.00	
P. T-houses 10-7	Replace roofing	1460 00	lot	0.00	26,720.03	26,720.03	26,720.03	Complete
P. T-houses 10-8	Landscaping	1450 00	lot	5,000.00	0.00	0.00	0.00	Future
P. T-houses 10-8	Replace roofing	1460 00	lot	0.00	4,000.00	4,000.00	4,000.00	Complete
P. T-houses 10-8	Upgrade H/C house	1460 00	lot	0.00	28,175.00	28,175.00	28,175.00	Complete
P. Homes 10-9	Landscaping	1450 00	lot	5,000.00	0.00	0.00	0.00	Future
P. Homes 10-9	Replaced roofing 1621 Summit St.	1460 00	1	0.00	2,375.00	2,375.00	2,375.00	Complete
P. Homes 10-9	Storage Sheds	1460 00	lot	0.00	4,082.53	4,082.53	4,082.53	Complete
P. Homes 10-9	Upgrade houses	1460 00	2	0.00	68,018.00	68,018.00	45,328.00	
M Homes 10-14A	Landscaping	1450 00	lot	115,144.00	0.00	0.00	0.00	Future
L Homes 10-14B	H/C entrance and ramp	1460 00	1	0.00	2,750.00	2,750.00	2,750.00	Complete
L Homes 10-14B	Widen Driveway for H/C	1460 00	1	0.00	2,026.00	2,026.00	2,026.00	Complete

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
OH10-1	9/30/03	12/31/02	12/31/02	9/30/04	9/30/04			
OH10-2	9/30/03	12/31/02	12/31/02	9/30/04	12/31/02	12/31/02	Complete	
OH10-3	9/30/03	12/31/02	12/31/02	9/30/04	12/31/02	12/31/02	Complete	
OH10-4	9/30/03	12/31/02	12/31/02	9/30/04	12/31/02	12/31/02	Complete	
OH10-5	9/30/03	12/31/02	12/31/02	9/30/04	12/31/02	12/31/02	Complete	
OH10-6A	9/30/03	12/31/02	12/31/02	9/30/04	12/31/02	12/31/02	Complete	
OH10-6B	9/30/03	12/31/02	12/31/02	9/30/04	12/31/02	12/31/02	Complete	
OH10-7	9/30/03	12/31/02	12/31/02	9/30/04	9/30/04			
OH10-8	9/30/03	12/31/01	12/31/02	9/30/04	12/31/02	12/31/02	Complete	
OH10-9	9/30/03	12/31/02	12/31/02	9/30/04	9/30/04			
OH10-14A	9/30/03	12/31/02	12/31/02	9/30/04	12/31/02	12/31/02	Complete	
OH10-14B	9/30/03	12/31/02	12/31/02	9/30/04	12/31/02	12/31/02	Complete	
Admin. Bldg	9/30/03	12/31/02	12/31/02	9/30/94	12/31/02	12/31/02	Complete	
HA-Wide	9/30/03	9/30/03		9/30/04	9/30/04			

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

PHA Name: Portsmouth Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/2002 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations	0.00	0.00	0.00	0.00
3	1408 Management Improvements	10,800	20,400.00	15,000.00	7,366.57
4	1410 Administration	129,715.00	130,005.00	30,005.00	290.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	95,080.00	63,769.82	270.85	270.85
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	347,398.00	188,283.23	2,283.23	0.00
10	1460 Dwelling Structures	1,036,587.00	1,191,669.60	447,973.60	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	11,340.00	27,435.70	27,435.70	1,749.75
12	1470 Nondwelling Structures	0.00	3,500.00	0.00	0.00
13	1475 Nondwelling Equipment	20,000.00	25,856.65	4,159.98	4,159.98
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	1,000.00	1,000.00	184.00	184.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization or Debt Service	0.00	0.00	0.00	0.00

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

PHA Name: Portsmouth Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/2002
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,651,920.00	1,651,920.00	627,312.36	14,021.15
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00	81,000.00	0.00	0.00
24	Amount of line 21 Related to Security – Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 Related to Security – Hard Costs	91,,800.00	10,500.00	0.00	0.00
26	Amount of line 21 Related to Energy Conservation Measures	448,587.00	447,973.60	0.00	0.00

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 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	Funds Obligated	Funds Expended	
HA-Wide	Computer Software	1408 00	lot	5,400.00	5,400.00	0.00	0.00	
HA-Wide	Staff Training	1408 00	lot	5,400.00	15,000.00	0.00	0.00	
HA-Wide	Administrative Salaries	1410 00	lot	108,074.00	108,074.00	108,074.00	0.00	
HA-Wide	Administrative Benefits	1410 00	lot	21,641	21,641.00	21,641.00	0.00	
HA-Wide	Storage-Modernization	1410 00	lot	0.00	290.00	290.00	290.00	Complete
HA-Wide	A&E Fees (General)	1430 00	lot	95,080.00	63,498.97	0.00	0.00	
HA-Wide	Building Permit Fee	1430 00	lot	0.00	270.85	270.85	270.85	Complete
HA-Wide	Energy Performance Contract	1460 00	lot	448,587.00	447,973.60	447,973.60	0.00	
HA-Wide	Ranges & Refrigerators	1465 00	lot	11,340.00	27,435.70	27,435.70	1,749.75	
HA-Wide	Computer Hardware	1475 00	lot	20,000.00	21,696.67	0.00	0.00	
HA-Wide	Office Equipment	1475 00	lot	0.00	4,159.96	4,159.96	4,159.96	Complete
HA-Wide	Relocation Costs	1495 00	lot	1,000.00	1,000.00	184.00	184.00	

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 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	Funds Obligated	Funds Expended		
Wayne Hills 10-1	Fences & Sidewalks	1450 00	lot	91,800.00	0.00	0.00	0.00	Future	
Wayne Hills 10-1	Parking Lot (Bal. from FFY 2001)	1450 00	lot	0.00	2,283.23	2,283.23	0.00		
Wayne Hills 10-1	Utility Drive	1450 00	lot	0.00	51,000.00	0.00	0.00		
Wayne Hills 10-1	Electric Upgrade for A/C	1460 00	lot	229,000.00	0.00	0.00	0.00	FFY-2001	
Wayne Hills 10-1	Replace Windows 1701 Bldg.	1460 00	lot	0.00	77,465.00	0.00	0.00		
Farley Sq. 10-2	Upgrade Landscaping	1450 00	lot	5,000.00	5,000.00	0.00	0.00		
Farley Sq. 10-2	Electric Upgrade for A/C	1460 00	lot	229,000.00	0.00	0.00	0.00	FFY-2001	
Farley Sq. 10-2	Modernize Apartments	1460 00	2	0.00	17,500	0.00	0.00		
Alexandria H 10-3	Upgrade Landscaping	1450 00	lot	20,000.00	0.00	0.00	0.00	Future	
Alexandria H 10-3	Security Cameras	1460 00	lot	3,500.00	0.00	0.00	0.00		
Hudson Hse. 10-4	Upgrade Landscaping	1450 00	lot	5,000.00	0.00	0.00	0.00	Future	
Hudson Hse. 10-4	Emergency Generator	1450 00	1	130,000.00	130,000.00	0.00	0.00		
Hudson Hse. 10-4	Security Cameras	1460 00	lot	0.00	3,500.00	0.00	0.00		

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH16-P010-501 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	Funds Obligated	Funds Expended	
Cliffside Hse. 10-5	Upgrade Landscaping	1450 00	lot	5,000.00	0.00	0.00	0.00	Future
Cliffside Hse. 10-5	Hot Water System & Balconies	1460 00	lot	0.00	126,500.00	0.00	0.00	
Cliffside Hse. 10-5	Security Cameras	1460 00	lot	0.00	3,500.00	0.00	0.00	
Miller Man. 10-6A	Playground	1450 00	lot	45,000.00	0.00	0.00	0.00	FFY-2001
Miller Man. 10-6B	Paint Apartments	1460 00	17	0.00	13,600.00	0.00	0.00	
L Terrace 10-6B	Playground	1450 00	lot	45,000.00	0.00	0.00	0.00	FFY-2001
L Terrace 10-6B	Window Replacement	1460 00	lot	0.00	347,531.00	0.00	0.00	
P. T-houses 10-7	Landscaping	1450 00	lot	15,454.00	0.00	0.00	0.00	Future
P. T-houses 10-8	Upgrade 428 Waller St.	1460 00	lot	25,000.00	0.00	0.00	0.00	
P. T-houses 10-8	Add-on A/C	1460 00	21	63,000.00	0.00	0.00	0.00	
P. Homes 10-9	Upgrade 2509 Thomas Avenue	1460 00	lot	0.00	56,000.00	0.00	0.00	

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

PHA Name: Portsmouth Metropolitan Housing Authority		Grant Type and Number Capital Fund Program No: OH16-P010-501 Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
OH10-1	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-2	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-3	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-4	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-5	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-6A	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-6B	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-7	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-8	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-9	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-14A	9/30/04	7/01/04		9/30/05	9/30/05			
OH10-14B	9/30/04	7/01/04		9/30/05	9/30/05			
Admin. Bldg.	9/30/04	7/01/04		9/30/05	9/30/05			
HA-Wide	9/30/04	7/01/04		9/30/05	9/30/05			