

PHA Plans

Streamlined 5-Year/Annual Version

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

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined 5-Year Plan for Fiscal Years 2004 - 2008

Streamlined Annual Plan for Fiscal Year 2004

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: Nashua Housing Authority

PHA Number: NH002

PHA Fiscal Year Beginning: (mm/yyyy) 10/2004

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units: 662
Number of S8 units: 758 HCV & 40 SRO

Section 8 Only

Number of S8 units:

Public Housing Only

Number of public housing units:

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

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 and attachments (if any) 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)

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

Streamlined Five-Year PHA Plan

PHA FISCAL YEARS 2004 - 2008

[24 CFR Part 903.12]

A. Mission

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

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

B. Goals

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

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

- X PHA Goal: Expand the supply of assisted housing
Objectives:
 - X Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - X Leverage private or other public funds to create additional housing opportunities:
 - X Acquire or build units or developments
 - Other (list below)

- X PHA Goal: Improve the quality of assisted housing
Objectives:
 - X Improve public housing management: (PHAS score)
 - X Improve voucher management: (SEMAP score)
 - X Increase customer satisfaction:
 - X Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - X Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

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

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

- X PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - X Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - X Provide or attract supportive services to improve assistance recipients' employability:
 - X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - X Other: Provide improved social services and educational opportunities for families and seniors

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

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

Other PHA Goals and Objectives: (list below)

Streamlined Annual PHA Plan

PHA Fiscal Year 2004

[24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- X Executive Summary
- X 1. Housing Needs
- X 2. Financial Resources
- X 3. Policies on Eligibility, Selection and Admissions
- X 4. Rent Determination Policies
- X 5. Capital Improvements Needs
- X 6. Demolition and Disposition
- X 7. Homeownership
- X 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- X 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- X 10. Project-Based Voucher Program
- X 11. Supporting Documents Available for Review
- X 12. FY 2004 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- X 13. Capital Fund Program 5-Year Action Plan
- X 14. Other (List below, providing name for each item)

Attachment A – Statement of Progress in Meeting 5-Year Plan Mission and Goals

Attachment B – Definition of Substantial Deviation and Significant Amendment

Attachment C – Pet Policies

Attachment D – Membership of Resident Advisory Board

Attachment E – Resident Advisory Board recommendations to 5-Year Plan

Attachment F – Resident Membership on Board of Commissioners

Attachment G – Capital Fund Program Annual Statement

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;

Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

The Nashua Housing Authority made a significant amendment to its Public Housing Admissions and Continued Occupancy Plan as well as the Section 8 Administrative Plan as defined in Attachment B. The amendments were approved by the Board of Commissioners on May 21, 2004 and included a reduction in the Section 8 Payment Standards and the institution of a minimum rent in both Public Housing and Section 8.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

A. 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 PHA’s Waiting Lists			
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	1,476		94
Extremely low income <=30% AMI	1,339	91%	
Very low income (>30% but <=50% AMI)	121	8%	
Low income (>50% but <80% AMI)	16	1%	
Families with children	751	51%	
Elderly families	118	8%	

Housing Needs of Families on the PHA's Waiting Lists			
Families with Disabilities	408	28%	
White/Hispanic	344	23%	
White/Non-Hispanic	1,004	68%	
Black/Hispanic	13	1%	
Black/Non-Hispanic	81	5%	
American Indian/Alaskan	13	1%	
Asian/Pacific Islander	21	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	615	42%	
2 BR	585	39%	
3 BR	253	17%	
4 BR	22	2%	
5 BR	1	< 1%	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
X Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2,134		120
Extremely low income <=30% AMI	1,814	85%	
Very low income (>30% but <=50% AMI)	305	14%	
Low income (>50% but <80% AMI)	15	1%	
Families with children	1,182	55%	
Elderly families	119	5%	
Families with Disabilities	593	28%	
White/Hispanic	485	23%	
White/Non-Hispanic	1,441	67%	
Black/Hispanic	20	1%	
Black/Non-Hispanic	134	6%	
American Indian/Alaskan	19	1%	

Housing Needs of Families on the PHA's Waiting Lists			
Asian/Pacific Islander	35	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **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

- X Employ effective maintenance and management policies to minimize the number of public housing units off-line
- X 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
- X Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- X Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- X Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- X Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants

- to increase owner acceptance of program
- X 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

- X Apply for additional section 8 units should they become available
- X Leverage affordable housing resources in the community through the creation of mixed - finance housing
- X 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

- X Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- X 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

- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X 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 903.12 (b), 903.7 (c)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)		
a) Public Housing Operating Fund	737,663	PH Operations
b) Public Housing Capital Fund	1,019,776	PH Modernization
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	6,154,334	Tenant-based assistance
f) Resident Opportunity and Self-Sufficiency Grants	40,980	FSS Program
g) Community Development Block Grant	N/A	
h) HOME	N/A	
Other Federal Grants (list below)	N/A	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Fund Program	1,074,974	PH Modernization
3. Public Housing Dwelling Rental Income		
	2,304,000	PH Operations
4. Other income (list below)		
Interest on Investments	24,750	PH Operations
Excess Utilities	14,000	PH Operations
Non-Dwelling Rental Income	11,700	PH Operations
Other Income	54,000	PH Operations

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Non-federal sources (list below)		
Total resources	11,436,177	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

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: **20**
- When families are within a certain time of being offered a unit: **30 Days**
- Other: (describe)

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time? ___

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? ___

4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

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

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

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
 - One
 - X Two
 - Three or More
- b. X 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 X 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
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below) – **One vacancy out of every five is offered for transfer.**

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- 1 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:

- 1 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)

- X The PHA-resident lease
- X The PHA’s Admissions and (Continued) Occupancy policy
- X PHA briefing seminars or written materials
- X Other source (list) – **Resident Handbook**

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

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

(6) Deconcentration and Income Mixing

a. Yes X 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 X 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 on the following table:

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)]

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)
- X 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):
 - Other (list below)

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

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

d. Yes X 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)

X Criminal or drug-related activity

X Other (describe below) – **Present landlord address with family’s release. Landlord may review family’s Section 8 file upon request with family’s release.**

(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)

X 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)

X PHA main administrative office

Other (list below)

(3) Search Time

a. X Yes No: Does the PHA give extensions on standard 60-day period to search for a unit? If yes, state circumstances below: - **The rental community in Nashua, along with the surrounding communities, is fairly saturated at this time. The NHA requires participants to report back to the NHA with a written search sheet showing they have made good faith efforts to obtain housing. Up to two 30-day extensions may be granted.**

(4) Admissions Preferences

a. Income targeting

Yes X 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. X 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:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below) – **Notices are mailed to prospective applicants along with notices mailed to special interest groups pertinent to the targeted assistance.**

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(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 of the following two)

- 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))
- X 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
X \$26-\$50

2. Yes X 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% of adjusted income

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

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

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

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- X 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

a. 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) – **Payment Standards**

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or 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. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

(1) Capital Fund Program

- a. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability of sub-component 5B: 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.

(1) Hope VI Revitalization

- a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below 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)
Development name:
Development (project) number:
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

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

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. Yes X No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

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

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

- (1) Yes X 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 the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

(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, what is the maximum number of participants this fiscal year? ___

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:

- c. What actions will the PHA undertake to implement the program this year (list)?

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

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

- a. Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family’s resources.
- b. Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d. Demonstrating that it has other relevant experience (list experience below).

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2003 - 2007. - ATTACHMENT A

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions - ATTACHMENT B

24 CFR Part 903.7(r)

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

- a. Substantial Deviation from the 5-Year Plan
- b. Significant Amendment or Modification to the Annual Plan

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

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

If yes, provide the comments below: - **ATTACHMENT E**

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

X Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

X Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: - **Paul Deschenes**

Method of Selection:

X Appointment

The term of appointment is (include the date term expires): 10/14/08

Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

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)

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)

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)

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

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

Date of next term expiration of a governing board member:

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

Consolidated Plan jurisdiction: City of Nashua, New Hampshire

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

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

(4) (Reserved)

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

10. Project-Based Voucher Program

- a. Yes X No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b. Yes X No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below:)

- c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. X Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types X check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. X Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name				<input 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:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:
	Annual Statement				
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual						
Statement						
Total CFP Estimated Cost			\$			\$

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

CFP 501-04

Statement of Modernization Strategy

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

CFP 501-00: All projects for this grant have been completed. NHA expended all the funds in CFP 501-00 and the grant is closed out.

CFP 501-01: NH 2-5 Sullivan Terrace North Re-cladding/Re-siding project is completed. This job absorbed most of the CFP funds for the CFP 501-01 grant. NH 2-2 Vagge Village refrigerator replacement project is completed; NHA split the cost of this project between CFP 501-00 and CFP 501-01. NH 2-11 Temple Street Manor had an additional parking lot constructed. All projects for this grant have been completed. NHA expended all the funds in CFP 501-01, and the grant is closed out.

CFP 501-02: With this grant, the NHA completed the interior painting of entrances and hallways, and the replacement of carpets in common areas and hallways at NH 2-10 Arel Manor. NHA has hired an engineer and contractor for the upgrade of elevators and a contractor for the installation of rear entryway overhangs at NH 2-10 Arel Manor. NH 2-3 Ledge Street Homes (Eleventh Street) contract has been signed for the replacement of siding. The exterior painting at NH 2-10 Lake Street, NH 2-10 Fossa Avenue, NH 2-10 Rochette Avenue and NH 2-15 Pine Street will begin in May 2004.

NHA will be going out to bid for the replacement of the existing DHW System at NH 2-7 Sullivan Terrace South and NH 2-6 Bronstein Apartments. NHA and the Architect hired are working on the site improvement plans for NH 2-6 Bronstein. Shed construction and installation at NH 2-3 Ledge Street (Eleventh Street) and deck replacement at NH 2-10 Lake Street, NH 2-10 Fossa Avenue, and NH 2-10 Rochette Avenue has been out to bid.

CFP 501-03: NH 2-20 Forge Drive deck replacement and shed installation at NH 2-2 Vagge Village and NH 2-13 Major Drive will be constructed and installed in conjunction with the CFP 501-02 decks and sheds. A contract has been signed for the replacement of closet doors at NH 2-5 Sullivan Terrace North and NH 2-7 Sullivan Terrace South. Other planned projects include: Roof replacement and repairs to NH 2-1 Maynard Homes (cellar entrance roofs) and the John Collins Community Center and NH 2-2 Vagge Village – 101 Major Drive roof. Ground-fault interrupters (GFI's) are to be replaced and installed at all the developments; kitchen replacement is scheduled for NH 2-6 Bronstein and NH 2-15 Whitney Street; NH 2-20 Flagstone Drive replacement of hot water tanks; and the painting of the exterior trim for NH 2-10 Arel Manor.

CFP 501-04: Projects planned for this grant are: Bathroom replacement for NH 2-6 Bronstein, NH 2-15 Atwood Court; bathroom and kitchen replacement for NH 2-10 Lake Street, Rochette Avenue, Fossa Avenue, NH 2-16 Fairmount Street and NH 2-20 Forge Drive. This will be in conjunction with the CFP 501-03 kitchen replacement.

CFP 502-03: Projects planned for this grant are: NH 2-3 Ledge Street – Eleventh Street Re-siding and NH 2-10 Arel Manor upgrade elevators. These funds are used in conjunction with the CFP 501-02 re-siding and elevator projects.

Partnership Process

NHA notified, on March 24, 2004 all residents, Resident Association Presidents, Commissioners, local public officials, and other interested parties in writing of the CFP 501-04 application. Residents and Resident Association Presidents were mailed a list of work items to consider for prioritization, and they were asked to add work items, with prioritization, or delete any planned items from the lists. NHA encouraged Resident Association Presidents to meet with residents at their buildings to review and discuss the lists. All lists were to be returned to the NHA before April 7, 2004.

On April 15, 2004, the NHA staff met to review submissions of the work item lists to include the work items in the CFP Five Year Plan.

On May 27, 2004, NHA mailed to Commissioners, local public officials, Resident Advisory Board and the Resident Association Presidents a copy of the PHA Annual Plan, which included the CFP draft application. A memo was mailed to interested parties and Section 8 residents. NHA distributed flyers to all public housing residents indicating they could pick up a copy of the PHA Annual Plan/CFP draft application at either the main office at 40 East Pearl Street or the office at 101 Major Drive. NHA posted copies of the draft application at the developments that have bulletin boards. This memo also included a reminder that the Public Hearing for the PHA Annual Plan/CFP 501-04 application was scheduled to take place at 5:30 p.m. on Wednesday, June 9, 2004 at the 100 Major Drive Community Building.

On June 3, 2004, the NHA held a Resident Advisory Board Meeting to discuss the PHA Annual Plan/ CFP 501-04 draft application. NHA discussed the Plan in depth.

Public Hearing

The NHA held a Public Hearing on June 9, 2004, at 5:30 p.m. at the Community Room at 100 Major Drive. As noted above, the NHA invited all Public Housing residents, Section 8 residents, Resident Association Presidents, Commissioners, local public officials, and other interested parties to attend the Hearing and offer comment on the application. NHA advertised the Public Hearing in the local newspaper in order to solicit the maximum exposure to the event.

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

Local Government Participation

The NHA sent a letter to Bernard A. Streeter, Mayor of the City of Nashua, the Board of Aldermen, and other public officials indicating the timeframe and the process involved in updating the Five Year Plan and the draft application. NHA solicited their comments and participation in the process. The packets that were mailed included the work item lists that we distributed to the residents at each development. NHA provided a draft of the PHA Annual Plan/CFP application to the Board of Commissioners, Mayor Streeter, Resident Advisory Board, Resident Association Presidents, and Nashua Community Development Division on May 27, 2004. NHA also requested their attendance at the Public Hearing. The list of people and organizations that received the above information is on file at the NHA. NHA distributed flyers to all of its Public Housing residents. NHA mailed letters to interested parties and Section 8 residents stating a copy of the Plan is available for review.

Administrative Expenses

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

<u>Position</u>	<u>Percentage</u>	<u>Allocation</u>
Modernization Manager	100.0%	\$43,459
Executive Director	5.7%	3,928
Deputy Director for Central Administration	6.4%	2,917
Facilities Manager	8.6%	3,512
Accountant	5.8%	1,650
Purchasing Coordinator	19.6%	5,034
Executive Secretary	5.1%	1,692
Modernization Assistant	100.0%	22,839
Sundry: Advertising, Administration costs, Postage		0

Summary of General Issues

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

RESIDENT ADVISORY BOARD MEETING
Nashua Housing Authority
40 East Pearl St., Nashua, NH 03060
Thursday, June 3, 2004, 4:30 p.m.
Minutes of Annual Plan

In Attendance: Pauline Denise Dion 42 Cross Street, Apt. #1, Nashua, NH 03060
 Paul Deschenes STS, 57 Tyler Street, #809, Nashua, NH 03060
 Ronald Doucette Arel Manor, 165 Pine Street, #311, Nashua, NH 03060
 Rebecca Mullis Arel Manor, 165 Pine Street, #108, Nashua, NH 03060
 Grace Hicks-Grogan Nashua Housing Authority (NHA)
 Robert Fleig NHA
 William Forrester NHA

Ms. Hicks-Grogan called the meeting order. Everyone was introduced, welcomed, and thanked for attending. She handed the meeting over to Mr. Fleig.

Mr. Fleig explained the purpose of the meeting and the Five-Year Plan. He explained two major changes in the Administration portion of this Plan; Minimum Rent of \$50.00 has been instituted in Public Housing and Section 8, effective June 1, 2004, and the process of interim re-examinations will be done anytime there is a change in income. Mr. Fleig turned the meeting over to Mr. Forrester to explain the Capital Fund Program (CFP) before the question/answer session began.

Mr. Forrester explained that the NHA finished Sullivan Terrace North Re-siding project and many other small projects. He explained that the changes next year will be for bathrooms and kitchens and described the locations where this work will be done. This project will absorb 100% of the CFP funds. The rest of the jobs to be done will be handled through the Five-Year Plan.

Ms. Mullis asked about funding for the Bronstein project – kitchens and bathrooms.

Mr. Forrester explained that \$300,000 was set aside for this year for Bronstein and NHA will be doing Site Improvements to be done the end of this year, then we will proceed with the kitchens and bathrooms with the \$250,000 estimated. The rest of funding will be used for the other developments' kitchens and bathrooms. The money has already been earmarked for these Bronstein projects.

Ms. Hicks-Grogan explained that this project and money for this project has been in the Five-Year Plan and that every year the projects roll forward one year, to make it a Five-Year Plan. She explained that projects are tentatively pre-scheduled.

Mr. Forrester explained that the Plan is modified every year and that HUD changes the funding dollar values.

Mr. Fleig asked if there were any questions.

Ms. Mullis asked about the \$50 minimum rent fee, she thought it was \$25.

Ms. Hicks-Grogan explained that it was done away with and now it is reinstated.

Ms. Dion asked if the change in income has to be reported right away as in the past, not once a year. Section 8 used to be recertified every year.

Mr. Fleig said, “Yes, depending on the size of the change”. He stated that anytime the income changes, (decrease or increase), the NHA will do a recertification, and overtime pay is included as income.

Ms. Dion asked if Section 8 recipients would receive a letter to this effect.

Mr. Fleig explained that recipients will receive a letter and that the minimum rent for people currently on the program will not affect them until one year after their next recertification. He explained further and gave everyone an example of this situation.

Mr. Dechenes asked a question on page four of the PHA Annual Plan regarding the quality of life, Public Housing security improvements.

Mr. Fleig stated that it is always done through the CFP, i.e. Temple Street door with the glass, site lighting over at Bronstein and Eleventh Street, and the key tag systems.

Ms. Mullis suggested a key tag system be installed for the Arel Manor building and asked if the housing patrol is being reinstated.

Mr. Fleig replied no, that there is no funding for security patrols.

Mr. Forrester indicated that the key tag system for Arel is in year five of the CFP.

Ms. Dion asked about the people who do not have any income whatsoever.

Mr. Fleig explained that there is a “hardship provision” clause and he explained this policy in-depth to the Committee.

Ms. Dion questioned page 12 no. 4, to explain what “non-dwelling rental income” is.

Ms. Hicks-Grogan explained that we have two Head Start programs and the police department uses space, and they both pay rent. Non-dwelling rental income is rent on things other than dwelling units.

Ms. Dion questioned the community wide waiting list, page 14; she thought we only had one waiting list.

Mr. Fleig explained that we only have one waiting list, that is why it is community wide and not a site based waiting list.

Ms. Hicks-Grogan stated that there is only one waiting list that is broken down into sections by: family, elderly, bedroom size, residents and non-residents. She explained the word “resident” in-depth.

Mr. Doucette asked what the resident handbook on occupancy is.

Ms. Hicks-Grogan stated that the handbook is handed out at the time of leasing up. The handbook is information on the NHA.

Ms. Mullis requested a handbook be sent to her.

Questions were asked by Ms. Mullis in regards to; the “comments” section from the Resident Advisory Board (RAB) members in the PHA Annual Plan, Public Housing rent method for setting flat rent -

admissions and occupancy policy, determination of large changes in PHA Annual Plan – will need HUD approval, and the pet policy – pets in Public Housing, questions were answered by Mr. Fleig.

Ms. Hicks-Grogan explained the pet policy in-depth.

Ms. Mullis asked questions regarding CFP - Arel Manor roof entrance replacement and replacement of windows and was answered by Mr. Forrester as to where/when the money is located. She also asked if more people would be involved with RAB.

Mr. Doucette complained about the Arel Manor elevators and Mr. Forrester stated that they are being currently worked on.

Mr. Deschense asked about the ground-fault circuit interrupters (GFI's) and Mr. Forrester and Mr. Fleig explained what they are and which developments are in need of them and why.

Ms. Dion asked if NHA would be purchasing more real estate and Ms. Hicks-Grogan stated there is no money for new purchases.

Mr. Fleig stated there are no more development funds from HUD. He discussed the Section 8 moneys (vouchers) situation as to the HUD cuts, which was adjusted for this year, but next year may be different.

Meeting adjourned at 5:15 p.m.

PHA PLAN
Public Hearing Minutes
Wednesday, June 9, 2004
5:30 p.m.
Major Drive Community Room

There were 18 attendees; 16 Nashua Housing Authority (NHA) residents and 2 NHA staff.

Mr. Fleig, Deputy Director for Central Administration, thanked and welcomed everyone for attending. He explained that the reason for the Public Hearing being held is to review the NHA Annual Plan/Capital Fund Program (CFP) and receive input, comments and feed back from the residents and general public. He explained that the major change that the NHA has put into place for the Public Housing and Section 8 program is the "minimum rent", which is everyone will be paying a minimum of \$50.00 per month. Right now, there are people that do not pay any rent. The balance of the administrative portion of the Annual Plan is basically the same as last year.

Mr. Fleig introduced Mr. Forrester, Modernization Manager, and Paul Deschenes, a member of the Board of Commissioners. He turned the meeting over to Mr. Forrester at this time.

Mr. Forrester explained the Capital Fund Program and its work items. Work items such as the rear overhangs, painting of trim, and installing new elevators at Arel Manor, replacement of hot water tanks at Flagstone Drive, parking lot revision, site improvements, and boilers at Bronstein Apartments, boilers at Sullivan Terrace South, decks at Fossa Avenue, Lake Street, Rochette Avenue and Forge Drive, sheds at Eleventh Street, Vagge Drive and Major Drive, the installation of ground-fault circuit interrupters (GFI) at most of the developments, roof repairs at 101 Major Drive and the John Collins Community Center, and the installation of closet doors at Sullivan Terrace North and Sullivan Terrace South are all scheduled. These items encompass two different grants CFP 501-02 and CFP 501-03. Within CFP 501-04 the Modernization Department will be replacing the bathrooms and kitchens at many developments; bathrooms at Atwood Court, Whitney Street, bathrooms and kitchens at Bronstein Apartments, Lake Street, Rochette Avenue, Fossa Avenue, Fairmount Street, and Forge Drive. The rest of the work items are in the Five-Year Plan.

A resident asked when the sheds would be constructed and installed. Mr. Forrester stated that we had just signed the contract for that project. Mr. Fleig explained the hold-up with the shed construction in regards to the City of Nashua's permit requirements etc. and that the work will begin July 15, 2004, with a sixty-day contract.

A resident of Mary's House asked a question in regards to her residency there and Mr. Fleig explained that with the Section 8 program you have a lease with the landlord, and with Public Housing you have a lease with NHA. We just give you the voucher for Section 8. Mary's House is a separate non-profit organization and we have vouchers dedicated to Mary's House.

One resident asked a question regarding the washing and cleaning of windows at Temple Manor. Mr. Fleig stated that this is not covered by the CFP. This is a maintenance issue and Ms. Lombardi manages the Maintenance Department.

A Section 8 resident asked about the concern that Section 8 vouchers might be pulled away from a recipient. Mr. Fleig stated that at the present time we are okay and no vouchers will be

taken away at this time, but he cannot predict what will take place a year from now. HUD has funded NHA for the rest of this year based upon our cost of a year ago. He explained that HUD gives us money, we pay the landlords, and if HUD takes the money away from us, we do not have enough money to pay the landlords, so then we have to take the vouchers away from people. NHA has put some things in place, such as telling landlords not to increase rents, and we do not anticipate taking any vouchers back from recipients.

Mr. Fleig discussed in-depth the Section 8 vouchers, rent increases, and fair market rents (published by HUD).

A resident commented on the great siding and lighting job done at Eleventh Street. This project was done with CFP monies.

A speed bump was requested by a resident and he was told to contact the City of Nashua or police department because we do not own the roads. Parking problems were discussed and the resident was told to contact Lynn Lombardi, Deputy Director for Operations.

Ms. Mullis asked for the pet policy. Mr. Fleig made sure she had a current copy.

After a question by a resident, Mr. Forrester explained the difference between Public Housing and Section 8.

A question was asked in regards to the landscaping at Eleventh Street and Mr. Forrester stated that we do not have money for it right now and we do not have sufficient irrigation.

Mr. Fleig stated that the Board of Commissioners want the developments to look good but it is hard with a lot of children in the developments to keep the grass growing. Maintenance problems were addressed at this time and residents were told to contact the Facilities Manager.

There being no further comments or questions, Mr. Fleig thanked everyone for attending the Public Hearing.

The Public Hearing adjourned at 6:15 p.m.

Respectfully submitted,

Grace Hicks-Grogan
Executive Director

Attachment A

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

It was a goal of the Agency to maintain or exceed the previous year's PHAS and SEMAP scores. The NHA maintained its High Performer status with a score of 92 on PHAS for 2003. In Section 8, the NHA's SEMAP score increased from 81 in 2002 to 96 in 2003, a significant increase. The Agency is categorized as a High Performer in both programs.

Resident Services staff has actively been working with residents from all elderly developments to encourage participation in activities and in community happenings. Through persistence and hard work, a Resident Association was formed that covers Sullivan Terraces North and South, a total of 196 units. Meetings are held at developments between residents and the Executive Director, along with support staff, to encourage communication and afford opportunities for residents to talk about their community along with requests for changes.

The NHA succeeded in decommissioning a unit at Bronstein Apartments that now houses a community-policing center as well as a community resource center. Through collaborative efforts with other city and private agencies, the NHA can bring education, support and activities for children and families to the site. NHA staff will also provide office hours at this location in order to be able to work closely with that community on issues and concerns.

The NHA continues to devote much energy to the Bronstein development. An A&E firm, KNA, Inc. has designed preliminary plans for the upgrade of parking, exteriors and interiors for the site. The work may take a number of years to complete.

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

Attachment B

Definition of Substantial Deviation and Significant Amendment

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

Changes to rent or admission policies or organization of the Wait Lists

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

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

Attachment D

Membership of Resident Advisory Board

Ronald Doucette
165 Pine Street
Apartment #311
Nashua, New Hampshire 03060

Paul Deschenes
57 Tyler Street
Apartment #809
Nashua, New Hampshire 03060

Pauline Dion
42 Cross Street, Apt. 1
Nashua, New Hampshire 03060

Cynthia Newell
2 Silver Drive
Apartment #9
Nashua, New Hampshire 03060

Attachment F

Resident Membership on Board of Commissioners

<u>MEMBER</u>	<u>TERM EXPIRES</u>
Thomas F. Monahan 28 Swart Terrace Nashua, New Hampshire 03064	10/14/05
Eric R. Wilson 184 Main Street 2 nd Floor Nashua, New Hampshire 03060	10/14/04
William Marcoux 47 Dogwood Drive Unit #206 Nashua, New Hampshire 03062	10/14/06
Paul Deschenes *** 57 Tyler Street Apartment #809 Nashua, New Hampshire 03060	10/14/08

**** Mr. Deschenes is the resident commissioner

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PET POLICY (ELDERLY)

I EXCLUSIONS

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

II PETS IN PUBLIC HOUSING

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

III APPROVAL

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

IV TYPES AND NUMBER OF PETS

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

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

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

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

V INOCULATIONS

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

VI FINANCIAL OBLIGATION OF RESIDENTS

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

VII NUISANCE OR THREAT TO HEALTH OR SAFETY

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

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

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

VIII DESIGNATION OF PET AREAS

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

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

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

IX MISCELLANEOUS RULES

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

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

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

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

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

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

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

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

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

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

X VISITING PETS

Visiting pets are not allowed.

XI REMOVAL OF PETS

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

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

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

III APPROVAL

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

IV TYPES AND NUMBER OF PETS

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

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

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

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

V INOCULATIONS

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

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

VII NUISANCE OR THREAT TO HEALTH OR SAFETY

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

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

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

VIII DESIGNATION OF PET AREAS

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

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

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

IX MISCELLANEOUS RULES

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

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

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

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

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

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

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

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

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

X VISITING PETS

Visiting pets are not allowed.

XI REMOVAL OF PETS

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

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

Annual Statement/Performance and Evaluation Report

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

PHA Name: Nashua Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no. 3) Date 03/31/04

Performance and Evaluation Report for Period Ending: 03/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds	0	0	0	0
2	1406 Operations	0	0	0	0
3	1408 Management Improvements	\$25,500	\$22,390	\$22,390	\$22,390
4	1410 Administration	106,446	106,446	106,446	106,446
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	68,750	71,965	71,965	35,429
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	300,000	300,000	0	0
10	1460 Dwelling Structures	502,000	501,895	355,071	83,776
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	30,000	30,000	24,950	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1501 Collateralization Expenses or Debt Service	0	0	0	0
20	1502 Contingency	31,762	31,762	0	0
21	Amount of Annual Grant (Sum of lines 2 - 20)	\$1,064,458	\$1,064,458	\$580,822	\$248,041
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	\$458,800	\$188,015	\$188,015	0

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor

(CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:						Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
NH 2-1 Maynard Homes	Roof Repairs JC Com. Center	1470	1 bldg.	0	0	0	0	Contract signed:07/29/03, Contract voided: 01/06/04 ShedMaster Contract: 03/01/04 Maling LLC \$178,800, item continued to 502-03 Contract: 04/23/03 E. Madigan Clerk of the Works	
	Fees and costs-roof	1430		0	0	0	0		
	Replace exterior sewage lines	1450	12 bldgs.	0	0	0	0		
	Fees and costs-sewage lines	1430		0	0	0	0		
	Subtotal				\$0	\$0	\$0		\$0
NH 2-2 Vagge Village	Refrigerator replacement	1465.1	50	0	0	0	0		
	Subtotal			\$0	\$0	\$0	\$0		
NH 2-3 Ledge Street	Storage Sheds	1470	30 units	30,000	30,000	24,950	0		
	Add new parking	1450	4000 SF	0	0	0	0		
	Fees and costs-parking	1430		0	0	0	0		
	Install parking lot lighting	1450	4 lights	0	0	0	0		
	Re-caulk buildings	1460	7 bldgs.	0	0	0	0		
	Repair siding	1460	7 bldgs.	80,000	88,800	88,800	0		
	Subtotal			\$110,000	\$118,800	\$113,750	\$0		
NH 2-5 Sullivan Terrace North	Replace existing boilers/DHW System	1460	10 units	0	0	0	0		
	Fees and costs	1430		0	0	0	0		
	Replace hallway carpets (floors 2-8)	1460	10,000SF	0	0	0	0		
	Replace existing siding	1460		0	12,131	12,131	12,131		
	Subtotal			\$0	\$12,131	\$12,131	\$12,131		

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor

(CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:						Federal FY of Grant: 2002
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NH 2-6 Bronstein	Bulkheads replacement	1460	6	0	0	0	0	PMMacKay & Accurate Plumbing Contract: 07/28/03 Flecchia Eng. See Part III Page 6 Contract: 04/02/03 KNA
	Exterior painting - doors/trim	1460	18000LF	0	0	0	0	
	Replace existing boilers/DHW	1460	3 bldgs.	40,000	40,000	12,759	12,759	
	Fees and costs-boilers/DHW	1430		2,000	9,215	9,215	5,529	
	Replace baseboard heat	1460	3000 LF	0	0	0	0	
	Fees and costs-baseboard	1430		0	0	0	0	
	Replace bathrooms	1460	48 units	0	0	0	0	
	Fees and costs-bathrooms	1430		0	0	0	0	
	Site improvements	1450		300,000	300,000	0	0	
	Fees and costs-S.I. feasibility study	1430		46,750	46,750	46,750	18,700	
Subtotal				\$388,750	\$395,965	\$68,724	\$36,988	
NH 2-7 Sullivan Terrace South	Community Room Improvements	1460	1 bldg.	0	0	0	0	Within the dwelling structure See NH 2-6
	Upgrade hallway ventilation system	1460	1 unit	0	0	0	0	
	Fees and costs-ventilation	1430		0	0	0	0	
	New Generators/transfer switch	1460	1 bldg.	0	0	0	0	
	Fees and costs-generators	1430		0	0	0	0	
	Replace existing DHW System	1460	1 bldg.	50,000	70,583	0	0	
	Fees and costs-DHW	1430		5,000	See NH 2-6	See NH 2-6	See NH 2-6	
	Replace carpets in hallways (floors 2-9)	1460	8000 SF	0	0	0	0	
Subtotal				\$55,000	\$70,583	\$0	\$0	
NH 2-10E Arel Manor	Repair Walkways	1450	200 LF	0	0	0	0	Completed: 03/04/03 Roumbakis Contract: 03/29/04 Ferd Const. Completed:06/05/03 Nash Wallpaper Contract: 03/04/04 Turnstone Corp \$198,788, item continued to 502-03 Contract: 07/28/03 Northern Arch. Design Group
	Add. Ext. Lighting-parking lot/walkways	1450		0	0	0	0	
	Paint interior entrances/hallways	1460	1 bldg.	22,500	22,500	22,500	22,500	
	Install rear entryway overhangs	1460	1 bldg.	30,000	9,746	9,746	0	
	Replace carpets in hallways/common areas	1460	24,000SF	33,000	36,386	36,386	36,386	
	Upgrade elevators	1460	3	135,000	143,099	143,099	0	
	Fees and costs-elevators	1430		15,000	16,000	16,000	11,200	
Subtotal				\$235,500	\$227,731	\$227,731	\$70,086	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor

(CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:						Federal FY of Grant: 2002
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NH 2-10F Lake Street	Replace patio doors	1460	8 units	0	0	0	0	Contract: 11/18/03 Roubakis
	Paint exterior buildings	1460	2 bldgs.	15,000	29,650	29,650	0	
	Replace decks	1460	3	25,000	25,000	0	0	
	Subtotal			\$40,000	\$54,650	\$29,650	\$0	
NH 2-10F Fossa Avenue	Replace patio doors	1460	6 units	0	0	0	0	See above
	Paint exterior buildings	1460	2 bldgs.	15,000	See above	See above	See above	
	Replace decks	1460	2	12,000	12,000	0	0	
	Subtotal			\$27,000	\$12,000	\$0	\$0	
NH 2-10F Rochette Avenue	Replace patio doors	1460	4 units	0	0	0	0	See above
	Paint exterior buildings	1460	3 bldgs.	15,000	See above	See above	See above	
	Replace decks	1460	4	12,000	12,000	0	0	
	Subtotal			\$27,000	\$12,000	\$0	\$0	
NH 2-11 Temple Manor	Replace Heating/DHW system	1460	43 units	0	0	0	0	
	Fees and costs	1430		0	0	0	0	
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-13 Major Drive	Stove replacement	1465.1	10	0	0	0	0	
	Refrigerator replacement	1465.1	10	0	0	0	0	
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-15 Whitney Street	Construct trash enclosure	1470	1	0	0	0	0	
	Replace bathrooms	1460	4 units	0	0	0	0	
	Fees and costs-bathrooms	1430		0	0	0	0	
	Subtotal			\$0	\$0	\$0	\$0	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor

(CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:						Federal FY of Grant: 2002
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NH 2-15F Pine Street	Paint exterior buildings	1460	3 bldgs.	15,000	See 2-10F	See 2-10F	See 2-10F	See 2-10F
	Paint common hallway areas	1460	3 bldgs.	2,500	See 2-10F	See 2-10F	See 2-10F	See 2-10F-Paint exterior buildings
	Subtotal			\$17,500	\$0	\$0	\$0	
NH 2-16 Fairmount Street	Upgrade exterior existing lighting	1460		0	0	0	0	
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-20 Flagstone Drive	Replace hot water tanks	1460	2 units	0	0	0	0	
	Subtotal			\$0	\$0	\$0	\$0	
	Management Improvements	1408		\$25,500	\$22,390	\$22,390	\$22,390	Financial Training
	Contingency	1502		\$31,762	\$31,762	\$0	\$0	
	Administration	1410						
	Modernization Manager			\$52,864	\$52,864	\$52,864	\$52,864	
	Executive Director			4,786	4,786	4,786	4,786	
	Deputy Director for Central Admin.			3,557	3,557	3,557	3,557	
	Facilities Manager			4,275	4,275	4,275	4,275	
	Accountant			2,012	2,012	2,012	2,012	
	Purchasing Coordinator			6,135	6,135	6,135	6,135	
	Executive Secretary			2,067	2,067	2,067	2,067	
	Modernization Assistant			27,803	27,803	27,803	27,803	
	Sundry: Adv., Admin., Trailer			2,947	2,947	2,947	2,947	
	Subtotal			\$106,446	\$106,446	\$106,446	\$106,446	

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority			Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-1 Maynard Homes	8/15/04	N/A		8/15/06	N/A		Parking Lots, Walkways, Landscaping Lights and Fencing
NH 2-2 Vagge Village	8/15/04	N/A		8/15/06	N/A		
NH 2-3 Ledge Street	8/15/04	8/15/04		8/15/06	8/15/06		
NH 2-5 Sullivan Terrace North	8/15/04	8/15/04	9/30/03	8/15/06	8/15/06	9/30/03	
NH 2-6 Bronstein	8/15/04	8/15/04		8/15/06	8/15/06		
NH 2-7 Sullivan Terrace South	8/15/04	8/15/04		8/15/06	8/15/06		
NH 2-10E Arel Manor	8/15/04	8/15/04		8/15/06	8/15/06		
NH 2-10F Lake Street	N/A	8/15/04		N/A	8/15/06		

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority			Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-10F Fossa Ave.	N/A	8/15/04		N/A	8/15/06		
NH 2-10F Rochette Ave.	N/A	8/15/04		N/A	8/15/06		
NH 2-11 Temple Manor	N/A	N/A		N/A	N/A		
NH 2-13 Major Drive	8/15/04	N/A		8/15/06	N/A		
NH 2-15 Whitney St.	8/15/04	N/A		8/15/06	N/A		
NH 2-15 Pine Street	8/15/04	8/15/04		8/15/06	8/15/06		
NH 2-16 Fairmount St.	N/A	N/A		N/A	N/A		
NH 2-20 Flagstone Drive	8/15/04	N/A		8/15/06	N/A		

Annual Statement/Performance and Evaluation Report

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

PHA Name: Nashua Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no. 1) Date 03/31/04

Performance and Evaluation Report for Period Ending: 03/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds	0	0	0	0
2	1406 Operations	0	\$39,257	0	0
3	1408 Management Improvements	\$50,000	50,000	\$8,243	\$8,243
4	1410 Administration	85,031	85,031	85,031	51,969
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	4,000	27,000	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	300,000	0	0	0
10	1460 Dwelling Structures	297,000	527,238	148,238	0
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	55,000	96,000	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1501 Collateralization Expenses or Debt Service	0	0	0	0
20	1502 Contingency	59,281	25,786	0	0
21	Amount of Annual Grant (Sum of lines 2 - 20)	\$850,312	\$850,312	\$241,512	\$60,212
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	\$65,000	\$0	\$0	\$0

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 Replacement Housing Factor Grant No:						Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NH 2-1 Maynard Homes	Roof repairs JC Com. Center Fees and costs Replace cellar entrance roofs Install ground-fault interrupters (GFI's)	1470 1430 1460 1460	1 bldg. 3 bldgs. 12 bldgs.	0 0 3,000 0	15,000 0 10,000 29,000	0 0 0 0	0 0 0 0	Requires more rapid attention Requires more rapid attention
	Subtotal			\$3,000	\$54,000	\$0	\$0	
NH 2-2 Vagge Village	Storage Sheds Replace 101 Major Drive roof	1470 1470	10 1 bldg.	40,000 0	40,000 25,000	0 0	0 0	
	Subtotal			\$40,000	\$65,000	\$0	\$0	
NH 2-3 Ledge Street	Install GFI's Community Building	1470	1 bldg.	0	1,000	0	0	Requires more rapid attention
	Subtotal			\$0	\$1,000	\$0	\$0	
NH 2-5 Sullivan Terrace North	Replace closet doors Replace existing boilers/DHW Fees and costs - boilers/DHW Install ground-fault interrupters (GFI's) Modify elevators	1460 1460 1430 1460 1460	276 doors 10 units 1 bldg. 2	55,000 20,000 2,000 0 0	148,238 0 0 See NH 2-1 10,000	148,238 0 0 See NH 2-1 0	0 0 0 See NH 2-1 0	Contract: Eclipse Con. 03/04/04 Not needed at this time Not needed at this time See NH 2-1 Requires more rapid attention
	Subtotal			\$77,000	\$158,238	\$148,238	\$0	
NH 2-6 Bronstein	Replace flooring Vestibule repairs Replace exterior doors Bulkheads replacement Exterior painting - doors/trim Replace existing boilers/DHW Fees and costs - boilers/DHW Site improvements Replace kitchens Fees and costs-kitchens Install ground-fault interrupters (GFI's) Install GFI's Community Building	1460 1460 1460 1460 1460 1460 1430 1450 1460 1430 1460 1470	57600 SF 48 units 6 bldgs. 6 18000LF 3 bldgs. 6 bldgs. 1 bldg.	0 0 0 0 0 0 0 300,000 0 0 0 0	0 0 0 0 0 0 0 0 250,000 25,000 See NH 2-1 See NH 2-3	0 0 0 0 0 0 0 0 0 0 See NH 2-1 See NH 2-3	0 0 0 0 0 0 0 0 0 0 See NH 2-1 See NH 2-3	See NH 2-1 See NH 2-1 See NH 2-3
	Subtotal			\$300,000	\$275,000	\$0	\$0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 Replacement Housing Factor Grant No:						Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
NH 2-7 Sullivan Terrace South	Replace closet doors	1460	310 doors	100,000	See NH 2-5	See NH 2-5	See NH 2-5	See NH 2-5	
	Install ground-fault interrupters (GFI's)	1460	1 bldg.	0	See NH 2-1	See NH 2-1	See NH 2-1	See NH 2-1	
	Modify elevators	1460	2	0	10,000	0	0	Requires more rapid attention	
	Subtotal			\$100,000	\$10,000	\$0	\$0		
NH 2-10E Arel Manor	Repair retaining wall	1450	474LF	0	0	0	0		
	Fees and costs	1430		0	0	0	0		
	Replace hallway carpets	1460	24000SF	0	0	0	0		
	Paint exterior trim	1460	1 bldg.	0	15,000	0	0	Requires more rapid attention	
	Install ground-fault interrupters (GFI's)	1460	1 bldg.	0	See NH 2-1	See NH 2-1	See NH 2-1	See NH 2-1	
	Subtotal			\$0	\$15,000	\$0	\$0		
NH 2-10F Lake Street	Install ground-fault interrupters (GFI's)	1460	2 bldgs.	0	See NH 2-1	See NH 2-1	See NH 2-1	See NH 2-1	
	Subtotal			\$0	\$0	\$0	\$0		
NH 2-10F Fossa Avenue	Install ground-fault interrupters (GFI's)	1460	2 bldgs.	0	See NH 2-1	See NH 2-1	See NH 2-1	See NH 2-1	
	Subtotal			\$0	\$0	\$0	\$0		
NH 2-10F Rochette Ave.	Install ground-fault interrupters (GFI's)	1460	3 bldgs.	0	See NH 2-1	See NH 2-1	See NH 2-1	See NH 2-1	
	Subtotal			\$0	\$0	\$0	\$0		
NH 2-11 Temple Manor	Improve Community Room ventilation	1460		15,000	0	0	0	Not to be done at this time	
	Repoint bricks	1460	1 bldg.	0	0	0	0		
	Fees and costs - repoint bricks	1430		0	0	0	0		
	Install ground-fault interrupters (GFI's)	1460	1 bldg.	0	See NH 2-1	See NH 2-1	See NH 2-1	See NH 2-1	
	Subtotal			\$15,000	\$0	\$0	\$0		

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 Replacement Housing Factor Grant No:						Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NH 2-13 Major Drive	Storage Sheds	1470	2 sheds	15,000	15,000	0	0	See NH 2-1 See NH 2-3
	Install ground-fault interrupters (GFI's)	1460	1 bldg.	0	See NH 2-1	See NH 2-1	See NH 2-1	
	Install GFI's Community Building	1470	1 bldg.	0	See NH 2-3	See NH 2-3	See NH 2-3	
	Subtotal			\$15,000	\$15,000	\$0	\$0	
NH 2-15 Atwood Court	Install ground-fault interrupters (GFI's)	1460	6 bldgs.	0	See NH 2-1	See NH 2-1	See NH 2-1	See NH 2-1
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-15 Whitney Street	Replace bathrooms	1460	4 units	20,000	20,000	0	0	Not to be done at this time See NH 2-1
	Fees and costs - bathrooms	1430		2,000	2,000	0	0	
	Replace siding	1460	2 bldgs.	40,000	0	0	0	
	Install ground-fault interrupters (GFI's)	1460	2 bldgs.	0	See NH 2-1	See NH 2-1	See NH 2-1	
	Subtotal			\$62,000	\$22,000	\$0	\$0	
NH 2-15F Pine Street	Install ground-fault interrupters (GFI's)	1460	3 bldgs.	0	See NH 2-1	See NH 2-1	See NH 2-1	See NH 2-1
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-16 Fairmount Street	Install ground-fault interrupters (GFI's)	1460	3 bldgs.	0	See NH 2-1	See NH 2-1	See NH 2-1	See NH 2-1
	Subtotal			\$0	\$0	\$0	\$0	
NH 2-20 Forge Drive	Replace decks	1460	21 units	35,000	35,000	0	0	See NH 2-1
	Site improvements - landscaping	1450		0	0	0	0	
	Install ground-fault interrupters (GFI's)	1460	22 units	0	See NH 2-1	See NH 2-1	See NH 2-1	
	Subtotal			\$35,000	\$35,000	\$0	\$0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 Replacement Housing Factor Grant No:						Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NH 2-20 Flagstone Drive	Replace back porch	1460	4 units	6,000	0	0	0	Not to be done at this time
	Replace hot water tanks	1460	2 units	3,000	0	0	0	Not to be done at this time
	Install ground-fault interrupters (GFI's)	1460	4 units	0	See NH 2-1	See NH 2-1	See NH 2-1	See NH 2-1
	Subtotal			\$9,000	\$0	\$0	\$0	
	Management Improvements	1408		\$50,000	\$50,000	\$8,243	\$8,243	Computers for Office
	Contingency	1502		\$59,281	\$25,786	\$0	\$0	
	Administration	1410						
	Modernization Manager			\$43,459	\$43,459	\$43,459	\$26,561	
	Executive Director			3,928	3,928	3,928	2,401	
	Deputy Director for Central Admin.			2,917	2,917	2,917	1,783	
Facilities Manager			3,512	3,512	3,512	2,146		
Accountant			1,650	1,650	1,650	1,008		
Purchasing Coordinator			5,034	5,034	5,034	3,077		
Executive Secretary			1,692	1,692	1,692	1,034		
Modernization Assistant			22,839	22,839	22,839	13,959		
Sundry: Adv., Admin., Trailer			0	0	0	0		
Subtotal			\$85,031	\$85,031	\$85,031	\$51,969		

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority			Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-1 Maynard Homes	9/16/05	9/16/05		9/16/07	9/16/07		Install GFI's - Requires more rapid attention
NH 2-2 Vagge Village	9/16/05	9/16/05		9/16/07	9/16/07		
NH 2-3 Ledge Street	N/A	9/16/05		N/A	9/16/07		
NH 2-5 Sullivan Terrace North	9/16/05	9/16/05		9/16/07	9/16/07		
NH 2-6 Bronstein	9/16/05	9/16/05		9/16/07	9/16/07		
NH 2-7 Sullivan Terrace South	9/16/05	9/16/05		9/16/07	9/16/07		
NH 2-10E Arel Manor	N/A	9/16/05		N/A	9/16/07		
NH 2-10F Lake Street	N/A	9/16/05		N/A	9/16/07		

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-10F Fossa Ave.	N/A	9/16/05		N/A	9/16/07		Install GFI's - Requires more rapid attention
NH 2-10F Rochette Ave.	N/A	9/16/05		N/A	9/16/07		Install GFI's - Requires more rapid attention
NH 2-11 Temple Manor	9/16/05	9/16/05		9/16/07	9/16/07		
NH 2-13 Major Drive	9/16/05	9/16/05		9/16/07	9/16/07		
NH 2-15 Atwood Court	N/A	9/16/05		N/A	9/16/07		Install GFI's - Requires more rapid attention
NH 2-15 Whitney St.	9/16/05	9/16/05		9/16/07	9/16/07		
NH 2-15 Pine Street	N/A	9/16/05		N/A	9/16/07		Install GFI's - Requires more rapid attention
NH 2-16 Fairmount St.	N/A	9/16/05		N/A	9/16/07		Install GFI's - Requires more rapid attention
NH 2-20 Forge Drive	9/16/05	9/16/05		9/16/07	9/16/07		
NH 2-20 Flagstone Drive	9/16/05	9/16/05		9/16/07	9/16/07		

Annual Statement/Performance and Evaluation Report

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

PHA Name: Nashua Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36-P002-502-03 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.) Date 03/31/04

Performance and Evaluation Report for Period Ending: Date 03/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds	0	0	0	0
2	1406 Operations	\$16,946	\$16,946	\$0	\$0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration	6,829	6,829	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	145,689	145,689	145,689	0
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1501 Collateralization Expenses or Debt Service	0	0	0	0
20	1502 Contingency	0	0	0	0
21	Amount of Annual Grant (Sum of lines 2 - 20)	\$169,464	\$169,464	\$145,689	\$0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	\$90,000	\$90,000	\$0	\$0

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-502-03 Replacement Housing Factor Grant No:						Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NH 2-3 Ledge Street	Replace siding	1460	6 bldgs.	90,000	90,000	90,000	0	Contract: 03/01/04 Maling LLC \$178,800, item continued from 501-02
	Subtotal			\$90,000	\$90,000	\$90,000	\$0	
NH 2-10E Arel Manor	Upgrade elevators	1460	3	55,689	55,689	55,689	0	Contract: 03/04/04 Turnstone Corp \$198,788, item continued from 501-02
	Subtotal			\$55,689	\$55,689	\$55,689	\$0	
	Contingency	1502		\$0	\$0	\$0	\$0	
	Administration	1410						
	Modernization Manager			\$3,490	\$3,490	\$0	\$0	
	Executive Director			316	316	0	0	
	Deputy Director for Central Admin.			234	234	0	0	
	Facilities Manager			282	282	0	0	
	Accountant			133	133	0	0	
	Purchasing Coordinator			404	404	0	0	
	Executive Secretary			136	136	0	0	
	Modernization Assistant			1,834	1,834	0	0	
	Sundry: Adv., Admin., Trailer			0	0	0	0	
	Subtotal			\$6,829	\$6,829	\$0	\$0	

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority			Grant Type and Number Capital Fund Program Grant No: NH36-P002-502-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-3 Ledge Street	2/12/06	2/12/06		2/12/08	2/12/08		Work item continued from 501-02
NH 2-10E Arel Manor	2/12/06	2/12/06		2/12/08	2/12/08		Work item continued from 501-02

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: Nashua Housing Authority		[] Original 5-Year Plan [X] Revision No: 4			
Development Number/Name HA-Wide	Year 1 FFY 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008
	Annual Statement				
NH 2-1 Maynard Homes		\$145,000	\$159,000	\$0	\$25,000
NH 2-2 Vagge Village		25,000	10,000	0	15,000
NH 2-3 Ledge Street		0	0	0	0
NH 2-5 Sullivan Terrace North		20,000	0	0	20,000
NH 2-6 Bronstein		317,500	206,000	121,000	165,000
NH 2-7 Sullivan Terrace South		66,000	22,000	0	166,000
NH 2-10E Arel Manor		120,000	265,000	660,000	60,000
NH 2-10F Rochette Avenue		0	0	0	8,000
NH 2-10F Fossa Avenue		0	0	0	28,000
NH 2-10F Lake Street		0	0	0	11,000
NH 2-11 Temple Manor		0	126,000	0	149,800
NH 2-13 100 Major Drive		8,000	10,000	0	30,000
NH 2-15 Atwood Street		43,000	0	0	0
NH 2-15 Whitney Street		6,000	0	0	800
NH 2-15 Pine Street		0	0	0	81,000
NH 2-16 Fairmount Street		0	0	0	21,500
NH 2-20 Flagstone Drive		6,500	0	0	0
NH 2-20 Forge Drive		36,800	0	0	32,000

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: Nashua Housing Authority		[] Original 5-Year Plan [X] Revision No: 4			
Development Number/Name HA-Wide	Year 1 FFY 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008
	Annual Statement				
Physical Improvements Subtotal		\$793,800	\$798,000	\$781,000	\$813,100
Management Improvements		0	0	0	0
HA-Wide Nondwelling Structures and Equipment		20,000	6,000	0	15,000
Administration		98,475	98,475	98,475	98,475
Other		72,475	82,275	105,275	58,175
CFP Funds Listed for 5-year planning		\$984,750	\$984,750	\$984,750	\$984,750
Replacement Housing					
Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 FFY: 2004	Activities for Year: 2 FFY Grant: 2005 PHA FY: 2005			Activities for Year: 2 FFY Grant: 2005 PHA FY: 2005		
	Development Number/Name Major Work Categories	Quantity	Estimated Cost	Development Number/Name Major Work Categories	Quantity	Estimated Cost
Annual Statement	NH 2-1 Maynard Homes			NH 2-15F Atwood Court		
	Replace domestic water lines	12 bldgs	130,000	Rebuild Chimneys	7 units	14,000
	Fees and costs		13,500	Foundation Repairs	7 units	14,000
	Install range hood	100 units	10,000	Replace thresholds, doors and frames	7 units	15,000
	Replace bulkhead	12 bldgs	5,000			
	NH 2-2E Vagge Village			NH 2-15F Whitney Street		
	Replace stove	50 units	25,000	Foundation Repairs	4 units	6,000
	Boiler replacement - Major Dr. office		20,000			
	Fees and costs-boiler Major Dr. office		2,000	NH 2-20 Flagstone Drive		
				Replace bulkhead	4 units	6,500
	NH 2-5E Sullivan Terrace North			NH 2-20 Forge Drive		
	Replace hallway carpets (floors 2-8)	10,000SF	20,000	Replace bulkhead	22 units	6,800
	NH 2-6F Bronstein			Install gutters-front and back		30,000
	Replace interior doors	48 units	48,000			
	Replace windows	48 units	148,500			
	Replace flooring	57600SF	121,000			
	NH 2-7 Sullivan Terrace South					
	Replace hallway carpets (floors 2-9)	8,000SF	16,000			
	Siding repairs	1 bldg.	50,000			
	NH 2-10E Arel Manor					
	Add. Ext. Lighting-parking lot/walkways	1 bldg.	20,000			
	Additional parking lot		100,000			
	Fees and costs-parking lot		10,000			
	NH 2-13 Major Drive					
	Replace boiler	1	8,000			
	Subtotal of Estimated Cost		\$747,000	Total CFP Estimated Cost		\$839,300

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 FFY: 2004	Activities for Year: 3 FFY Grant: 2006 PHA FY: 2006			Activities for Year: 3 FFY Grant: 2006 PHA FY: 2006		
	Development Number/Name Major Work Categories	Quantity	Estimated Cost	Development Number/Name Major Work Categories	Quantity	Estimated Cost
Annual	NH 2-1 Maynard Homes			NH 2-11 Temple Manor		
Statement	Replace exterior sewage lines	12 bldgs	140,000	Replace heating/DHW system	43 units	126,000
	Fees and costs-sewage lines		14,000	Fees and costs		12,600
	Exterior painting-doors/trim	100 units	19,000			
	NH 2-2 Vagge Village			NH 2-13 Major Drive		
	Exterior painting-door/trim and interior vestibule	50 units	10,000	Exterior painting-door/trim and interior vestibule	10 units	10,000
	NH 2-3 Ledge Street					
	Replace playground fence	300 LF	6,000			
	NH 2-6F Bronstein					
	Replace baseboard heat	3000LF	175,000			
	Fees and costs-baseboard heat		17,500			
	Install porch	48 units	31,000			
	NH 2-7 Sullivan Terrace South					
	Community room improvements	1 bldg	22,000			
	NH 2-10E Arel Manor					
	Replace unit flooring (kitchen & bath)	110 units	85,000			
	Replace windows	110 units	180,000			
	Subtotal of Estimated Cost		\$699,500	Total CFP Estimated Cost		\$848,100

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 FFY: 2004	Activities for Year: 4 FFY Grant: 2007 PHA FY: 2007			Activities for Year: 4 FFY Grant: 2007 PHA FY: 2007		
	Development Number/Name Major Work Categories	Quantity	Estimated Cost	Development Number/Name Major Work Categories	Quantity	Estimated Cost
Annual Statement	NH 2-10E Arel Manor					
	Replace kitchen-hood fan	110 units	395,000			
	Fees and costs-kitchen/hood fan		39,500			
	Replace bathroom-lavatory	110 units	265,000			
	Fees and costs-bathroom/lavatory		26,500			
	NH 2-6F Bronstein					
	Replace exterior door	6 bldgs.	96,000			
	Bulkhead replacement	6	11,600			
	Exterior painting-door/trim	18000LF	13,400			
	Subtotal of Estimated Cost		\$847,000	Total CFP Estimated Cost		\$847,000

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 FFY: 2004	Activities for Year: 5 FFY Grant: 2008 PHA FY: 2008			Activities for Year: 5 FFY Grant: 2008 PHA FY: 2008		
	Development Number/Name Major Work Categories	Quantity	Estimated Cost	Development Number/Name Major Work Categories	Quantity	Estimated Cost
Annual Statement	NH 2-1 Maynard Homes Additional exterior building lighting	12 bldgs	25,000	NH 2-10 Fossa Avenue Install or replace culvert	1	6,000
	NH 2-2E Vagge Village 504 Compliance-convert for handicap accessible Major Drive office-front entryway	1 bldg	15,000	Replace patio doors	6 units	21,000
				Install deadbolts	6 units	1,000
	NH 2-5E Sullivan Terrace North Repair walkways Replace stove	96 units	20,000	NH 2-10 Rochette Avenue Replace patio doors	4 units	7,200
				Install deadbolts	4 units	800
	NH 2-6F Bronstein Install courtyard	48 units	165,000	NH 2-11 Temple Manor Repoint bricks	1 bldg	130,400
				Fees and costs-repoint bricks		13,000
	NH 2-7E Sullivan Terrace South Upgrade elevator Replace stove New generator/transfer switch Fees and costs-generator/switch	2	100,000	NH 2-13E Major Drive 504 Compliance-convert for handicap accessible front and back entryways	1 bldg	30,000
		100 units	22,000			
		1	44,000	NH 2-15F Pine Street Install deadbolts	6 units	1,000
	NH 2-10E Arel Manor Repair retaining wall Fees and costs-repair retaining wall	1 bldg	30,000	Site improvements and playground equipment		80,000
				504 Compliance-convert for handicap accessible front and back entryways		
	Install key tag entry system Install hot water tanks w/heaters & circular motor	1 bldg	4,000	NH 2-15 Whitney Street Install deadbolts	4 units	800
		2	8,000			
	NH 2-10 Lake Street Replace patio doors Install deadbolts	8 units	9,600	NH 2-20 Forge Drive Replace driveways & sidewalks	22 units	32,000
8 units		1,400				
Subtotal of Estimated Cost			\$483,200	Total CFP Estimated Cost		\$847,300

Annual Statement/Performance and Evaluation Report

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

PHA Name: Nashua Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-04 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Date 03/31/04
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds	0			
2	1406 Operations	0			
3	1408 Management Improvements	\$10,000			
4	1410 Administration	98,475			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	65,600			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	0			
10	1460 Dwelling Structures	756,400			
11	1465.1 Dwelling Equipment - Nonexpendable	0			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	0			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			
19	1501 Collateralization Expenses or Debt Service	0			
20	1502 Contingency	54,275			
21	Amount of Annual Grant: (sum of lines 2 - 20)	\$984,750			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	\$421,400			

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
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	
NH 2-6 Bronstein	Replace bathroom	1460	48 units	155,000				
	Fees and costs-bathroom	1430		15,500				
	Subtotal			\$170,500				
NH 2-10F Lake Street	Replace kitchen	1460	8 units	51,000				
	Replace bathroom	1460	8 units	36,000				
	Fees and costs-kitchen & bathroom	1430		8,700				
	Subtotal			\$95,700				
NH 2-10F Rochette Avenue	Replace kitchen	1460	6 units	38,000				
	Replace bathroom	1460	6 units	27,000				
	Fees and costs-kitchen & bathroom	1430		6,500				
	Subtotal			\$71,500				
NH 2-10F Fossa Avenue	Replace kitchen	1460	8 units	51,000				
	Replace bathroom	1460	8 units	35,000				
	Fees and costs-kitchen & bathroom	1430		8,600				
	Subtotal			\$94,600				
NH 2-15 Atwood Court	Replace bathroom	1460	7 units	31,000				
	Fees and costs-bathroom	1430		3,100				
	Subtotal			\$34,100				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
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	
NH 2-16 Fairmount Street	Replace kitchen	1460	10 units	63,000				Computers for Office
	Replace bathroom	1460	10 units	45,000				
	Fees and costs-kitchen & bathroom	1430		10,800				
	Subtotal			\$118,800				
NH 2-20 Forge Drive	Replace kitchen	1460	22 units	132,000				
	Replace bathroom	1460	22 units	92,400				
	Fees and costs-kitchen & bathroom	1430		12,400				
	Subtotal			\$236,800				
	Management Improvements	1408		\$10,000				
	Contingency	1502		\$54,275				
	Administration Modernization Manager	1410		\$50,330				
	Executive Director		4,550					
	Deputy Director for Central Admin.		3,378					
	Facilities Manager		4,067					
	Accountant		1,910					
	Purchasing Coordinator		5,830					
	Executive Secretary		1,960					
	Modernization Assistant		26,450					
	Sundry: Adv., Admin., Trailer		0					
	Subtotal				\$98,475			

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Nashua Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36-P002-501-04 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH 2-6 Bronstein	9/13/06			9/13/08			
NH 2-10F Lake Street	9/13/06			9/13/08			
NH 2-10F Rochette Ave.	9/13/06			9/13/08			
NH 2-10 Fossa Avenue	9/13/06			9/13/08			
NH 2-15 Atwood Court	9/13/06			9/13/08			
NH 2-16 Fairmount St.	9/13/06			9/13/08			
NH 2-20 Forge Drive	9/13/06			9/13/08			