

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

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# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2004

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

## PHA Plan Agency Identification

**PHA Name:** Woonsocket Housing Authority

**PHA Number:** RI003

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/2004

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

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

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

The PHA's mission is: (state mission here)

The Woonsocket Housing Authority is dedicated to excellence in providing quality, affordable, and safe housing to eligible persons consistent with community needs.

We foster effective and creative partnerships to maximize opportunities that improve economic and personal well-being of the persons we serve.

Our agency conducts its business in an efficient, professional, and ethical manner without discrimination.

**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.

**GOAL 1: Provide quality, affordable, equal-opportunity housing consistent with applicant and resident needs.**

1. Maintain high performance status with HUD (PHAS score).
2. Improve voucher management (SEMAP score).
3. Develop marketing and outreach strategy and improve specific management functions to achieve and maintain 100% occupancy in public housing.
4. Develop marketing and outreach strategy and improve specific management functions to achieve and maintain 100% in Section 8.
5. Implement Service Center to enhance customer satisfaction.
6. Evaluate and implement site-based waiting list.
7. Implement Redevelopment Master Plan at Veterans Memorial.
8. Implement Redevelopment Master Plan at Morin Heights.

9. Renovated efficiency apartments at Parkview elderly high-rise to better meet space needs of residents (combine 0-bedrooms).
10. Address unit size and configuration at Crepeau Court and St. Germain Manor elderly high-rises.
11. Update leasing materials and resident handbooks and create related video presentation.
12. Provide replacement public housing and/or replacement vouchers as existing stock declines through redevelopment and conversions.
13. Provide voucher mobility counseling and landlord outreach.
14. Establish 15% of available Section 8 vouchers as project-based.
15. Apply for additional Section 8 voucher funding as its becomes available.

**GOAL 2: Ensure a safe, drug-free environment within our community.**

1. Maintain, refine, and monitor MOUs and contracts with Woonsocket Police Department for Community Policing, Detail Officers, and Operation Safe Home.
2. Increase participation in resident patrols.
3. Increase participation in drug prevention activities, especially among the 16-21 age group.
4. Establish a central location for monitoring of surveillance equipment and access control.
5. Upgrade direct access control for all high-rise buildings and associated apartments.
6. Refine emergency egress and evacuation plans for high-rise buildings and communicate the plans to the residents.
7. Increase participation of public housing residents in sponsored domestic violence, elder abuse, and substance abuse programs.
8. Establish and implement fraud prevention and investigation.

**GOAL 3: Develop a continuum of housing options consistent with community needs.**

1. Develop homeownership opportunities.
2. Develop a housing and supportive service strategy to address integrated communities in high-rise buildings including evaluating needs and allocation development.
3. Conduct needs assessment for frail high-rise residents to determine need and, if feasible, establish assisted living program.

**GOAL 4: Advance self-sufficiency and quality of life for public housing residents and Section 8 participants.**

1. Increase Campus of Learners participants.
2. Increase participation in volunteer programs and the number of volunteer opportunities.
3. Establish on-site health focus program in family developments.
4. Increase participation in computer training.
5. Expand and increase participation of financial management programming.
6. Increase day care slots for public housing and Section 8 residents.

7. Promote day care training opportunities that include all family and elderly developments and Section 8 residents in which residents would be licensed home day care providers.
8. Conduct needs assessment of residents and assessment of area job market pool.
9. Provide vocational training to residents.
10. Expand FSS slots for Section 8 Program.
11. Establish an adult day care program at one high-rise for use of all qualified residents.
12. Establish business opportunities for public housing residents to become self-sufficiency by providing entrepreneurial business workshops.
13. Review and update MOU with Resident Associations.

**GOAL 5: Manage assets in a fiscally responsible and accountable manner.**

1. Update office computer equipment integrating modern technology.
2. Bring in-house 24-hour answering service function now performed externally.
3. Expand general ledger control over property, equipment, and inventory.
4. Obtain grants and donations from public and private sectors.
5. Expand bulk purchasing process using vendor warehousing.
6. Explore activities that would generate additional income to the Housing Authority.
7. Reduce telephone and other sundry costs.

**GOAL 6: Promote a positive environment that encourages staff development, participation, and well-being.**

1. Evaluate Authority's staffing needs during annual budget process.
2. Provide ongoing staff computer, customer service, subsidized housing, real estate finance, and professional development training opportunities, cross-training where appropriate.
3. Diversify staff to reflect resident population.
4. Perform annual employee evaluations for all staff.
5. Implement team approach to decision-making.
6. Develop enhance staff communication.
7. Update personnel policy to include policy for part-timers and volunteers.
8. Conduct annual site visits of all properties with management and administrative staff, promoting cross-organization awareness.

**Goal 7: Develop a positive working relationship with the resident organizations of the Woonsocket Housing Authority.**

1. To formalize the Resident Advisory Board (RAB) through supporting the creation of by-laws, process for membership to the RAB and a MOU with the Housing Authority.
2. Review and update MOU with resident associations.
3. Work with resident organizations to establish a resident participation policy.
4. To evaluate the availability of additional financial resources for the Resident Advisory Board and other resident associations.

**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

The Woonsocket Housing Authority's Annual Plan describes the many ways in which the WHA strives to address the housing needs of its community. The WHA is constantly refining its policies and programs to increase the level of service provided to residents and clients, including site-based waiting lists at the elderly/disabled high-rises, homeownership opportunities for Section 8 participants, and preference policies to serve those most in need.

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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### Attachments

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

#### Required Attachments:

- A** Admissions Policy for Deconcentration (**ri003a02**)
- B** FY 2000 Capital Fund Program Annual Statement (**ri003b02**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### Optional Attachments:

- C** PHA Management Organizational Chart (**ri003c02**)
- D** FY 2000 Capital Fund Program 5 Year Action Plan (**ri003d02**)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
  - E** Pet Policy (**ri003e02**)
  - F** Community Service Requirement Policy (**ri003f02**)
  - G** Voluntary Conversion Analysis (**ri003g02**)
  - H** Progress on 5-Year Plan (**ri003h02**)
  - I** Resident Advisory Board Members (**ri003i02**)
  - J** Resident Membership on Board of Commissioners (**ri003j02**)
  - K,L,M** Performance and Evaluation Reports (**ri003k02**)
  - N** List of Projects Which the Bond Proceeds Will Be Applied (**ri003n02**)
  - O** Section 8 Homeownership Capacity Statement (**ri003o02**)

### Supporting Documents Available for Review

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	eradication of pest infestation (including cockroach infestation)	
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional)	(specify as needed)

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	(list individually; use as many lines as necessary)	

## 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	3,648	5	5	4	3	3	5
Income >30% but <=50% of AMI	2,516	5	5	4	3	3	5
Income >50% but <80% of AMI	2,984	3	5	4	3	3	3
Elderly	4,073	5	3	4	4	2	2
Families with Disabilities	1,700	5	3	4	3	3	5
Ethnicity: Hispanic	1,054	5	5	4	3	3	4
Race: African America	599	5	5	4	3	3	4
Race: Asian	357	5	5	4	3	3	4
Other Races	911	5	5	4	3	3	4

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data

- Indicate year:
- Other housing market study
- Indicate year:
- Other sources: (list and indicate year of information)

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	982		10%
Extremely low income <=30% AMI	882	90%	
Very low income (>30% but <=50% AMI)	87	9%	
Low income (>50% but <80% AMI)	13	1%	
Families with children	N/A		
Elderly families	N/A		
Families with Disabilities	174	18%	
Race: White	330	34%	
Race: African American	83	8%	
Race: Asian	22	2%	
Race: Hispanic	541	55%	
Characteristics by Bedroom Size (Public Housing)			

<b>Housing Needs of Families on the Waiting List</b>			
Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 16 months (since 07/2002)			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

<b>Housing Needs of Families on the Waiting List</b>			
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	566		15%
Extremely low income <=30% AMI	472	83%	
Very low income (>30% but <=50% AMI)	74	13%	
Low income (>50% but <80% AMI)	20	4%	
Families with children	290	51%	
Elderly families	169	30%	
Families with Disabilities	119	21%	
Race: White	300	53%	
Race: African American	34	6%	

Housing Needs of Families on the Waiting List			
Race: Asian	11	2%	
Ethnicity: Hispanic	192	34%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	241	43%	
2 BR	169	30%	
3 BR	139	24%	
4 BR	17	3%	
5 BR	0		
5+ BR	0		
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 6 months (since 05/01/2003)*			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
<i>*The waiting lists for our four elderly/disabled high-rise buildings remain open.</i>			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2004 grants)</b>		
a) Public Housing Operating Fund	\$2,616,413	
b) Public Housing Capital Fund	\$2,340,311	
c) HOPE VI Revitalization	--	
d) HOPE VI Demolition	--	
e) Annual Contributions for Section 8 Tenant-Based Assistance	* \$3,878,812	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	--	
g) Resident Opportunity and Self-Sufficiency Grants	--	
h) Community Development Block Grant	--	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
i) HOME	--	
Other Federal Grants (list below)		
* = <i>Based on 2003 Budget</i>		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CFP – FY2002	\$1,783,000	Public Housing Capital Improvement
<b>3. Public Housing Dwelling Rental Income</b>	* \$4,080,903	Public Housing Operations
<b>4. Other income (list below)</b>		
Interest & Miscellaneous (Laundry/Antenna)	* \$109,200	Public Housing Operations
<b>4. Non-federal sources (list below)</b>		
RI Department of Elderly Affairs	\$20,000	Public Housing Safety/Security
<b>Total resources</b>	<b>\$14,828,639</b>	
* = <i>Based on FY 2003 Budget</i>		

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

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

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

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

- When families are within a certain time of being offered a unit: (state time)
- Other: At the initial application stage, due to short waiting list

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: Credit Check; Character References; Home Visits

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

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

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

**(2)Waiting List Organization**

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? 4

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

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

Applicants on the site-based waiting list are given one vacant unit choice per site before they are removed from the waiting list for that site.

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preferences:
  - Police officers
  - Severe medical emergency
  - Veterans disabled in the line of duty during an armed conflict

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.

3 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- 2 Veterans and veterans' families
- 2 Residents who live and/or work in the jurisdiction
- 2 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)
- 2 Those previously enrolled in educational, training, or upward mobility programs
- 2 Victims of reprisals or hate crimes
- Other preferences:
  - 2 Police officers
  - 2 Severe medical emergency
  - 1 Veterans disabled in the line of duty during an armed conflict

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

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

**N/A: See Attachment A**

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

**N/A: See Attachment A**

- c. If the answer to b was yes, what changes were adopted? (select all that apply)  
While not required under the final rule, the Woonsocket Housing Authority has previously adopted admissions policies, as selected, to promote the deconcentration of poverty:

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

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

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

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

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

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:
- Morin Heights RI 3-1  
Veterans Memorial RI 3-2

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

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

## **B. Section 8**

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

### **(1) Eligibility**

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

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

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None

- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

**(3) Search Time**

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

If yes, state circumstances below:

The PHA grants extensions if the applicant has been actively searching for a unit.

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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.

2 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- 1 Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- 1 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)
- 1 Those previously enrolled in educational, training, or upward mobility programs
- 1 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)

### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

#### **A. Public Housing**

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

#### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

A hardship exists in the following circumstances:

1. The family has lost eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program
2. The family would be evicted as a result of the imposition of the minimum rent requirement
3. The income of the family has decreased because of changed circumstances, including loss of employment
4. The family has an increase in expenses because of changed circumstances, for medical costs, childcare, transportation, education, or similar items
5. A death has occurred in the family

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

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

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

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

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

If yes, state amount/s and circumstances below:

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

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)
  - Child support payments (court ordered, for any child not living in the household) up to a maximum of \$480 per year/per child (with proof of payment record)
  - Alimony payments (court ordered) up to a maximum of \$550 per year/per spouse (with proof of payment record)
  - Any portion of earned income that a household pays to obtain medical insurance

e. Ceiling rents

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

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

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

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

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

**(2) Flat Rents**

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

**B. Section 8 Tenant-Based Assistance**

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

A hardship exists in the following circumstances:

1. When the family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program
2. When the family would be evicted as a result of the imposition of the minimum rent requirement
3. When the income of the family has decreased because of changed circumstances, including loss of employment
4. When the family has an increase in expenses because of changed circumstances, such as for medical costs, childcare, transportation, education, or similar items
5. When a death has occurred in the family

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure** (select one)

Describe the PHA's management structure and organization.

- An organization chart showing the PHA's management structure and organization is attached at **Attachment C** (ri003c01).
- A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	1,267	15%
Section 8 Vouchers	657	10%
Section 8 Certificates	-	-
Section 8 Mod Rehab	-	-
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	-	-
Other Federal Programs(list individually)		

### **C. Management and Maintenance Policies**

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

(1) Public Housing Maintenance and Management: (list below)

- Admissions and Continued Occupancy Policy
- Grievance Policy
- Tenant Handbook
- Pest Control Policy
- Blood Borne Disease Policy
- Ethics Policy
- Personnel Policy
- Pet Policy
- Community Service Requirement Policy

(2) Section 8 Management: (list below)

- Housing Choice Voucher Program Administrative Plan

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

Residents have a right to informal and formal grievances.

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

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

### **B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

Applicants and assisted families have a right to informal and formal grievances.

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

PHA main administrative office

Other (list below):

Section 8 Office

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

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

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at **Attachment B** (ri003b01).

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at **Attachment D** (ri003d01).

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

If yes, list development name/s below:

Morin Heights RI 3-1

Veterans Memorial RI 3-2

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

If yes, list developments or activities below:

Bond financing: Morin Heights RI 3-1

**(see Attachment N)**

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

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Morin Heights 1b. Development (project) number: RI 3-1
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>06/27/2002</u>
5. Number of units affected: 24
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 04/2004 b. Projected end date of activity: 04/2005

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

[24 CFR Part 903.7 9 (i)]

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

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Parkview Manor 1b. Development (project) number: RI 3-3
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>Approved</u> <u>07/16/02</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 120 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (85% of non-wheelchair units) <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Kennedy Manor 1b. Development (project) number: RI 3-4
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/>

Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>Approved</u> <u>07/16/02</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 198 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (85% of non-wheelchair units) <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Crepeau Court 1b. Development (project) number: RI 3-5A
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>Approved</u> <u>07/16/02</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 153 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (85% of non-wheelchair units) <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: St. Germain Manor 1b. Development (project) number: RI 3-5B
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/>

Occupancy by families with disabilities <input type="checkbox"/>
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>Approved</u> <u>07/16/02</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 153
7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (85% of non-wheelchair units) <input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

**See Attachment G (ri003g01).**

#### 2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment?

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

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved

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

2. Activity Description

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

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

**B. Section 8 Tenant Based Assistance**

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

high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

In accordance with 24 CFR Part M, the Woonsocket Housing Authority (WHA) will offer homeownership options to those families that receive Housing Choice Voucher tenant-based assistance.

The purpose of the Housing Choice Voucher Homeownership Program is to promote homeownership opportunities, self-sufficiency training and support, and community advancement. To implement this option, the WHA will partner with City and State governmental institutions and local agencies to provide services, support, and expertise in a multitude of areas. These partnerships will significantly strengthen participants' potential for success. Additionally, the WHA is committed to minimizing defaults which negatively impact the family and neighborhood.

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

In addition to the HUD minimum income requirement for non-elderly/disabled families, the Woonsocket Housing Authority has established a minimum income standard of 30% area median income for household size.

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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

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

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 02/23/01

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following

table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

<b>Services and Programs</b>				
<b>Program Name &amp; Description (including location, if appropriate)</b>	<b>Estimated Size</b>	<b>Allocation Method (waiting list/ random selection/specific criteria /other)</b>	<b>Access (development office / PHA main office / other provider name)</b>	<b>Eligibility (public housing or section 8 participants or both)</b>
Resident Service Coordinator Program	578	Other	WHA High-rise Resident Services Dept.	Public housing residents
Better Health Collaborative: Preventative Health Promotion Programming – Nursing Clinics	215 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Better Health Collaborative: Preventative Health Promotion Programming – Chair Aerobics	77 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Better Health Collaborative: Preventative Health Promotion Programming – Health Fair & Educational Workshop Series	131 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Better Health Collaborative: Preventative Health Promotion Programming – Transportation to medical appointments	25 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Better Health Collaborative: Preventative Health Promotion Programming – Personal Task Assistance Program	40 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Telephone Reassurance Program – Once a day health and safety check	12 residents	Other	WHA Security Dept.	Public housing residents

Refrigerator Card Program	622 residents	Other	WHA Security Dept., WPD, WFD	Public housing residents and community
Management Meetings	300 residents	Other	WHA Security Dept., Mgmt. Office, Resident Services Dept.	Public housing residents
Computer Labs	50 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Meal-Site Program – Noon day meals served in the community room of each high-rise	15,000 meals served annually	Other	Woonsocket Senior Services	Public housing residents
Home delivered meal program – Noon day meals delivered to apartments	9,000 meals served annually	Specific criteria	Woonsocket Retired Senior Volunteer Program	Public housing residents
Transportation to local markets	50 residents per week	Other	WHA High-rise Resident Services Dept.	Public housing residents
Movie Nights	120 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
WHA Educational Series	200 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Monthly Calendar	650 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Quarterly Newsletter	650 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Hearts & Hands – Group of resident volunteers make quilts for hospitalized children	10 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Pet Therapy	45 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Transportation to local shopping plazas, cultural events, and entertainment	150 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Old Friends, New Friends – Intergenerational Activities	25 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Beautification Projects	20 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents

Monthly Educational Workshops & Programs	100 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Positive Aging Project – Information, assessment, and referral for mental health needs onsite	50 residents	Other	WHA High-rise Resident Services Dept. and Landmark Medical Center	Public housing residents
Pharmaceutical Care Program – Provides pharmaceutical counseling services on site	50 residents	Other	WHA High-rise Resident Services Dept., URI, RIPAYE	Public housing residents
Postman – On site postal services	622 residents	Other	US Postal Service	Public housing residents
Resident volunteer program	81 residents	Other	WHA High-rise Resident Services Dept.	Public housing residents
Family Resident Services Visits	516 visits	Other	WHA Family Resident Services Dept.	Public housing residents
Monthly Calendar in English and Spanish	651 households monthly	Other	WHA Family Resident Services Dept.	Public housing residents
GED, ESL, and Literacy Classes	30 adults	Other	Project RIRAL	Both & Community
Fairmount Branch Library	3,500 items circulated	Other	A branch of the City's Woonsocket Harris Library	Both & Community
Women II Women Group	45 adults	Other	Campus of Learners	Public housing residents
Kids First Garden Nutrition Program	30 children	Other	Kids First, Inc.	Public housing residents
Teen Group	20 students	Other	WHA Family Resident Services Dept.	Public housing teen residents
Health Adventures Program – Helping youngsters learn about careers in the health field	26 middle school students	Specific Criteria	Landmark Hospital Retired Senior Volunteer Program, WHA	Public housing residents
Summer Youth Employment	4 youths	Specific Criteria	Family Resources	Public housing residents
Athletic Scholarships	62 youths	Other	Soccer & Baseball	Public housing residents
Drug Education Art Therapy	62 youths	Specific Criteria	Family Resources Community Action	Public housing residents

Music Recorder Lessons	10 youths	Other	Mount St. Charles mentors	Public housing residents
Boy Scouts/Cub Scouts	20 boys	Other	Boy Scouts of America	Public housing residents, Section 8, Community
Girl Scouts	10 girls	Other	Girl Scouts of America	Public housing residents, Section 8, Community
Computer Labs at Family Developments	1,979 hours of use	Other	WHA Family Resident Services Dept.	Public housing residents
City Year After-School Generation Serve	30 elementary residents	Other	City Year of Rhode Island	Public housing residents, Section 8, Community
City Year School Vacation Camps	125 youths	Other	City Year of Rhode Island	Public housing residents, Section 8, Community
After-school homework club	75 youths	Other	WHA Family Resident Services Dept.	Public housing residents
Weekly Parenting Classes	30 adults	Other	University of Rhode Island Cooperative Extension	Public housing residents
Various Youth Activities	300 youths	Other	WHA Family Resident Services Dept.	Public housing residents
Cultural Activities	120	Other	WHA Family Resident Services Dept.	Public housing residents
Quarterly Newsletter	651 residents	Other	WHA Family Resident Services Dept.	Public housing residents
Even Start Program – Family Literacy Program	30 adults	Specific Criteria	Even Start Program	Public housing residents, Section 8, Community
Even Start Day Care	15 children	Specific Criteria	Even Start Program	Public housing residents, Section 8, Community
Health Van	67 visits	Other	Women & Infants Hospital	Public housing residents, Community
Domestic Violence Workshops	70 adults	Other	Sojourner House	Public housing residents
One-on-One Counseling for Domestic Violence	20 adults	Specific Criteria	Sojourner House	Public housing residents
Boys & Girls Club for middle school students	20 middle school residents	Specific Criteria	Blackstone Valley Boys & Girls Club	Public housing residents, Community

Boys & Girls Club for elementary school youth	39 youths	Specific Criteria	Woonsocket Boys & Girls Club	Public housing residents, Community
Summer Lunch Program	3,000 lunches served	Specific Criteria	City of Woonsocket	Public housing residents, community
Teen Violence Prevention Workshops	50 youths	Specific Criteria	Looking Glass Theatre	Public housing residents
Youth Job Training Program	30 youths	Specific Criteria	Operation About Face	Public housing, Community
Maintenance Apprenticeship Program	3 adults	Specific Criteria	WHA Maintenance Dept., Dept. of Labor & Training	

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	Not mandated	3 (As of: 08/01/03)
Section 8	Not mandated	40 (As of: 08/01/03)

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

If no, list steps the PHA will take below:

The Woonsocket Housing Authority is not mandated to have a Family Self-Sufficiency Program. Our program size is 60. We are gearing it more towards Section 8 households and encouraging Public Housing residents to participate in our Campus of Learners Program.

**C. Welfare Benefit Reductions**

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

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination

- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

See **Attachment F** (ri003f01).

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

Other (describe below)

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

Morin Heights RI 3-1  
Veterans Memorial RI 3-2  
Scattered Sites RI 3-7, RI 3-8

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

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

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

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

Morin Heights RI 3-1  
Veterans Memorial RI 3-2  
Scattered Sites RI 3-7, RI 3-8

**C. Coordination between PHA and the police**

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

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

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

Morin Heights RI 3-1  
Veterans Memorial RI 3-2  
Scattered Sites RI 3-7, RI 3-8

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

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

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

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

See **Attachment E** (ri003e01).

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

**17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

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

Other: (list below)

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

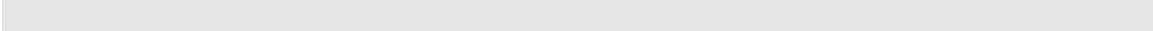
The Consolidated Plan of the City of Woonsocket supports the WHA Plan by describing and documenting the housing needs of specific populations within the City. In addition, the Consolidated Plan identifies the WHA as a partner in the implementation of components of its strategic plan, including providing housing opportunities for extremely low-income families and individuals, increased homeownership opportunities, and neighborhood revitalization.

**D. Other Information Required by HUD**

In regards to what constitutes a substantial change in the Plan, the Housing Authority will consider the following a substantial change:

1. Any policy change that has an adverse financial impact on the residents.
2. Any change in admissions criteria including a change in preferences and/or ordering of the waiting list.
3. Any proposed demolition to units.
4. Any mixed financing for capital improvements.





## ATTACHMENT A

### **Component 3, (6) Deconcentration and Income Mixing**

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

If yes, list these developments as follows:

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

**10.7 DECONCENTRATION POLICY** *(This policy has been adopted even though our analysis has indicated no current need for policy.)*

#### **Woonsocket Housing Authority Board of Commissioners, Resolution 885**

Whereas, the Quality Housing and Work Responsibility Act of 1998 requires Housing Authorities to develop policies that are designed to provide for the Deconcentration of poverty and income mixing by increasing the number of higher income families in lower income public housing developments and increasing the number of lower income families in higher income public housing developments, and

Whereas, the Woonsocket Housing Authority developments, RI 3-1 Morin Heights, RI 3-2 Veterans' Memorial, RI 3-7 and 3-8 Scattered Sites, RI 3-3 Parkview Manor, RI 3-4 Kennedy Manor, RI 3-5 Crepeau Court and RI 3-6 St. Germain Manor are subject to the aforementioned Deconcentration, and

Whereas, the Housing Authority has established a preference for working persons and persons near working, and

Whereas, the Housing Authority has established a ceiling rent to sustain families whose incomes increase, and

Whereas, the Housing Authority has a Campus of Learners and a Family Self-Sufficiency Program to promote residents becoming wage earners, and

Whereas, the Housing Authority has adopted an optional income disregard where the Housing Authority will exclude from annual income interim increases in household income less than \$150 per month, and

Whereas, the Housing Authority has developed a Master Plan for its two family developments with enhancements to further attract a broader range of incomes.

Now therefore, be it resolved:

Section 1: The Woonsocket Housing Authority has implemented a public housing Deconcentration of poverty policy that primarily relies on increasing the incomes of persons already living in its public housing developments by providing incentives for working families to remain in public housing. Further, the Woonsocket Housing Authority will monitor the effects of the agency's policy and as necessary make future revisions in its admissions policy in consultation with the Woonsocket Residents Advisory Board, to continue to provide for Deconcentration of poverty and income mixing.

**Annual Statement/Performance  
and Evaluation Report**

Part I: Summary  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING  
and Urban Development  
Office of Public and Indian Housing**

OMB Approved No. 2577-0157 (E)

Public Reporting Burden for this collection of information is estimated to average 75.0 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600 and to the Office of Management and Budget, -Paperwork Reduction Project (2577-0157), Washington, D.C. 20503. Do not send this completed form to either of these addresses.

PHA/IHA Name <b>Woonsocket Housing Authority</b>	Comprehensive Grant Number <b>RI 43-P003-50104</b>	FFY of Grant Approval <b>2004</b>
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Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number  Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual C
		Original	Revised	Obligated
1	Total Non-CGP Funds			
2	1406 Operating Subsidy	234,031		
3	1408 Management Improvements 1/	403,500		
4	1410 Administration 2/	234,031		
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	177,876		
8	1440 Site Acquisition			
9	1450 Site Improvement	0		
10	1460 Dwelling Structures	1,273,373		
11	1465.1 Dwelling Equipment - Nonexpendable			
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment	17,500		
14	1495.1 Relocation Costs			
15	1490 Replacement Reserve			

16	1502 Contingency (may not exceed 8% of line 17)		
17	Amount of Annual Grant (Sum of lines 2-16)	2,340,311	0
18	Amount of line 17 Related to LBP Activities		
19	Amount of line 17 Related to Section 504 Compliance		
20	Amount of line 17 Related to Security	50,000	
21	Amount of line 17 Related to Energy Conservation Measures		

1/ Management Improvement cost may not exceed 20% of line 17.

2/ Administrative cost may not exceed 7% of line 17 (or 9% of line 17 for PHAs/IHAs having an unusually large geographic area).

\*To be completed at the end of each program.

Signature of Executive Director and Date	Signature of Field Office Manager (or Regional Administrator in co-located office) and Date
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form HUD-52837

ref Handbook 7485.3

**Annual Statement/Performance  
and Evaluation Report**

Part II: Supporting  
Pages

Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING  
and Urban Development**

Office of Public and Indian Housing

**FYE 2004**

**RI 43-P003-5010**

Development Number/  Name of PHA-Wide	General Description of  Proposed Work Items	Development  Account Number	Estimated Cost			Funds Obligated *	Funds Expended *	Status of Propos Work *
			Original	Revised *	Difference *			
PHA-Wide Management Improvements	1 Operating Subsidy	1406	234,031					
	2 Services Coordinators	1408	100,000					
	3 Campus of Learners Implement	1408	100,000					
	4 Grant Writing/Special Projects	1408	38,500					
	5 Community Policing	1408	50,000					
	6 Purchase/Install New Software/Train	1408	9,000					
	7 Human Resources Mgmt.	1408	11,000					
	8 Public Relations	1408	5,000					
	9 Records Management	1408	25,000					
	10 Living/High Rise Market	1408	25,000					
	11 Policies & Procedures	1408	15,000					
	12 Develop Homeownership Program	1408	25,000					

	13	Admin Salaries & Fringes	1410	234,031					
	14	A & E Fees	1430	177,876					
	15	Purchase Computer Hardware	1475	17,500					
		<b>Subtotal</b>		<b>1,066,938</b>			<b>0</b>	<b>0</b>	
RI 3-0									
		<b>Subtotal</b>		<b>0</b>			<b>0</b>	<b>0</b>	
RI 3-1 Morin Heights	16	Unit Upgrade	1460	0					
	17	Site Improvements/Parking	1450	0					
		<b>Subtotal</b>		<b>0</b>			<b>0</b>	<b>0</b>	
RI 3-2 Veteran's Memorial	18	Exterior Renovations	1460	471,619					
		<b>Subtotal</b>		<b>471,619</b>			<b>0</b>	<b>0</b>	
RI 3-3 Parkview Manor	19	Unit Conversion	1460	0					
	20	Kitchen Upgrade	1460	153,238					
		<b>Subtotal</b>		<b>153,238</b>			<b>0</b>	<b>0</b>	
RI 3-4 Kennedy Manor	21	Kitchen Upgrade	1460	182,038					
		<b>Subtotal</b>		<b>182,038</b>			<b>0</b>	<b>0</b>	
RI 3-5A Crepeau Court									
	22	Kitchen Upgrade	1460	155,739					
		<b>Subtotal</b>		<b>155,739</b>			<b>0</b>	<b>0</b>	
RI 3-5B St. Germain Manor	23	Kitchen Upgrade	1460	155,739					

		<b>Subtotal</b>		<b>155,739</b>				
RI 3-7								
RI 3-8	24	3-7 & 3-8 Roofing	1460	155,000				
Scattered Sites								
		<b>Subtotal</b>		<b>155,000</b>			<b>0</b>	<b>0</b>
		<b>Grand Total</b>		<b>2,340,311</b>			<b>0</b>	<b>0</b>

**and Evaluation Report**

**and Urban Development**

**FYE 2004  
RI 43-P003-  
50104**

Part III: Implementation Schedule  
Comprehensive Grant Program (CGP)

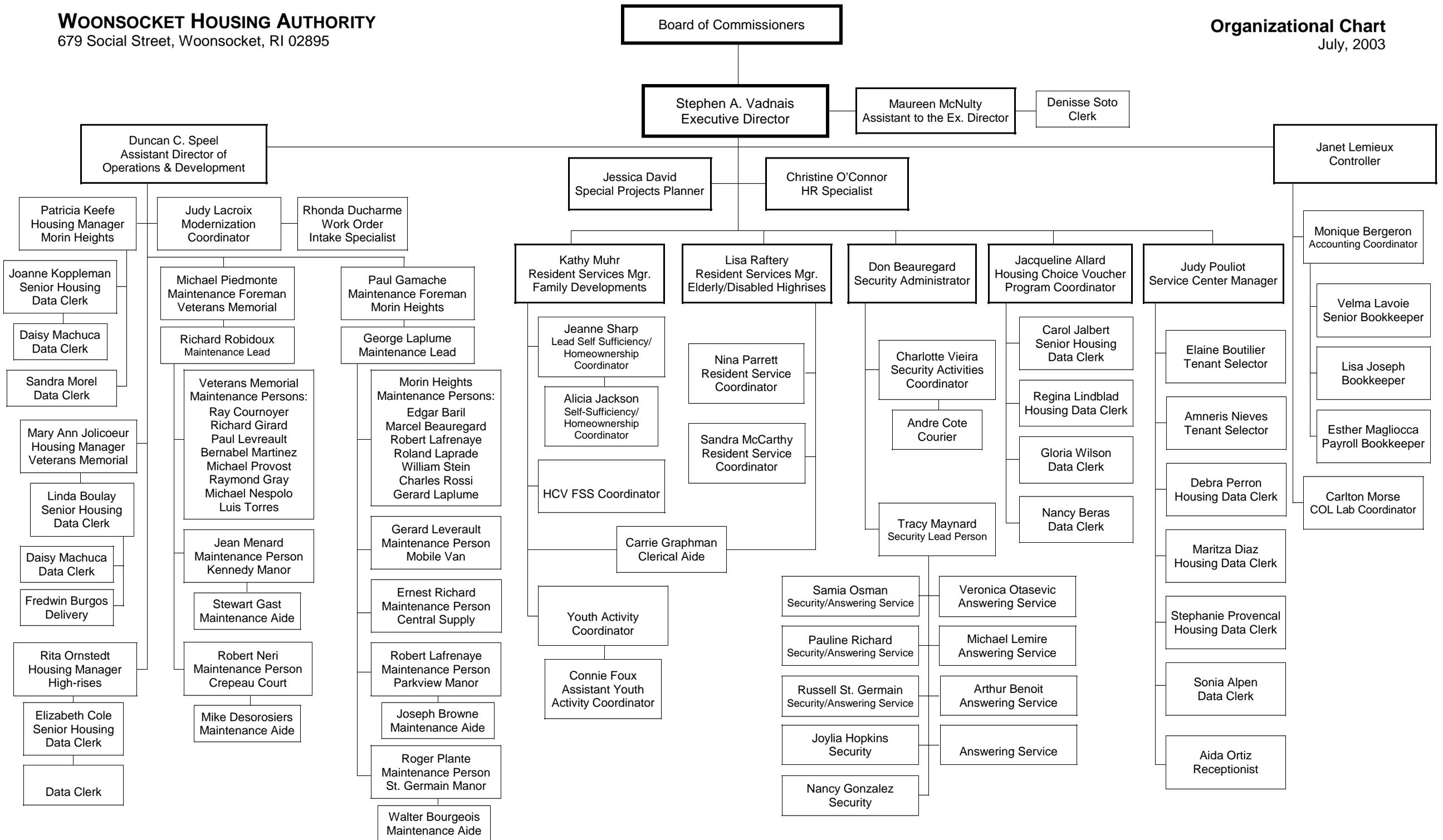
Office of Public and Indian Housing

Development Number / Name	All Funds Obligated/(Quarter Ending)			Funds Expended / (Quarter Ending)			Reasons for Revised Target Dates
	Original	Revised *	Actual *	Original	Revised *	Actual *	
PHA-Wide							
RI 3-1 Morin Heights	6/30/2006			6/30/2008			
RI 3-2 Veterans' Memorial	6/30/2006			6/30/2008			
RI 3-3 Parkview Manor	6/30/2006			6/30/2008			
RI 3-4 Kennedy Manor	6/30/2006			6/30/2008			
RI 3-5A Crepeau Court	6/30/2006			6/30/2008			
RI 3-6B St. Germain Manor	6/30/2006			6/30/2008			
RI 3-7 Scattered Sites	6/30/2006			6/30/2008			

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\* To be completed at the end of the program year

form HUD-52837



**Five-Year Action Plan**  
**Part I: Summary**  
 Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

HA Name <b>Housing Authority of the City of Woonsocket</b>	Locality: (City/County & State) <b>Woonsocket, Rhode Island</b>	<input type="checkbox"/> Original <input type="checkbox"/> Revision No.: __7____
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A. Development Number/Name	Work Statement for Year 1 FFY: 2004	Work Statement for Year 2 FFY: 2005	Work Statement for Year 3 FFY: 2006	Work Statement Year 4 FFY: 2007	Work Statement Year 5 FFY: 2008
RI 3-1 Morin Heights		196,745	0	0	0
RI 3-2 Veterans Memorial		353,000	145,000	383,023	5,000
RI 3-3 Parkview Manor		207,593	191,657	150,000	5,000
RI 3-4 Kennedy Manor		297,593	246,657	150,000	5,000
RI 3-5A Crepeau Court		222,593	249,854	150,000	476,511
RI 3-5B St. Germain Manor		222,594	249,855	150,000	481,512
RI 3-7 Scattered Sites		5,000	5,000	5,000	10,000
RI 3-8 Scattered Sites		5,000	5,000	5,000	10,000
<b>B. Physical Improvements Subtotal</b>		<b>1,313,373</b>	<b>1,093,023</b>	<b>993,023</b>	<b>993,023</b>
<b>C. Management Improvements</b>		<b>363,500</b>	<b>175,000</b>	<b>275,000</b>	<b>275,000</b>
<b>D. HA-wide Non-dwelling Structures and Equipment</b>		<b>17,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. Administration</b>		<b>234,031</b>	<b>234,031</b>	<b>234,031</b>	<b>234,031</b>
<b>F. Other (1411, 1430 &amp; 1501)</b>		<b>177,876</b>	<b>779,750</b>	<b>779,750</b>	<b>779,750</b>
<b>G. Operations</b>		<b>234,031</b>	<b>58,507</b>	<b>58,507</b>	<b>58,507</b>
<b>H. Demolition</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>I. Replacement Reserve</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>J. Modernization Used for Development</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>K. Total CGP Funds</b>		<b>2,340,311</b>	<b>2,340,311</b>	<b>2,340,311</b>	<b>2,340,311</b>
<b>L. Total Non-CGP Funds</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>J. Grand Total</b>		<b>2,340,311</b>	<b>2,340,311</b>	<b>2,340,311</b>	<b>2,340,311</b>

Signature of Executive Director and Date	Signature of Public Housing Director/Office of Native American Programs Administrator and Date
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**Five-Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
**Comprehensive Grant Program (CGP)**

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

Work Statement for Year 1 FFY: 2004	Work Statement for Year <u>2</u> FFY: <u>2005</u>			Work Statement for Year <u>3</u> FFY: <u>2006</u>		
	Development Number/ Name/ General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/ Name/ General Descriptions of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>RI 3-1 Morin Heights</b>			<b>RI 3-1 Morin Heights</b>		Part of Debt Service
	Unit Upgrade			Interior Upgrade		0
	Additional Parking/ Landscaping		0	Exterior Upgrade		0
	<b>Total:</b>		0	Additional Parking/ Landscaping		0
				<b>Total:</b>		0
	<b>RI 3-2 Veterans Memorial</b>			<b>RI 3-2 Veteran's Memorial</b>		
	Interior Upgrade		300,000	New Entrance Doors		145,000
	Additional Parking/ Landscaping		53,000	<b>Total:</b>		145,000
	<b>Total:</b>		353,000			
	<b>RI 3-3 Parkview Manor</b>			<b>RI 3-3 Parkview Manor.</b>		
New FA Audible System		49,186	New Trash Compactors		50,000	
Bathroom Upgrade		45,000	New Door Directory System		91,657	
Electrical Work		10,000	New Public Address System		50,000	
Drainage Work		103,407	<b>Total:</b>		191,657	
<b>Total:</b>		207,593				
<b>RI 3-4 Kennedy Manor</b>			<b>RI 3-4 Kennedy Manor</b>			
New FA Audible System		49,186	Fire Alarm Upgrade		25,000	
Bathroom Upgrade		120,000	New Door Directory System		91,657	
New Fire Control Panel		25,000	New Public Address System		50,000	
Drainage Work		103,407	New Domestic Hot Water Tank		30,000	
<b>Total:</b>		297,593	New Trash Compactors		50,000	
			<b>Total:</b>		246,657	
<b>RI 3-5A Crepeau Court</b>			<b>RI 3-5A Crepeau Court</b>			
New FA Audible System		49,186	Fire Alarm Upgrade		25,000	
Bathroom Upgrade		45,000	New Door Directory System		91,657	
New Fire Control Panel		25,000	New Public Address System		8,197	
Drainage Work		103,407	New Boilers		75,000	
<b>Total:</b>		222,593	New Trash Compactors		50,000	
			<b>Total:</b>		249,854	
	Subtotal of Estimated Cost	<b>See Next Page</b>		Subtotal of Estimated Cost	<b>See Next Page</b>	



**Five-Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: 2004	Work Statement for Year <u>2</u> FFY: <u>2005</u>			Work Statement for Year <u>3</u> FFY: <u>2006</u>		
	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>RI 3-5B St. Germain</b>			<b>RI 3-5B St. Germain</b>		
	New FA Audible System		49,187	Fire Alarm Upgrade		25,000
	New Fire Control Panel		25,000	New Door Directory System		91,657
	Bathroom Upgrade		45,000	New Public Address System		8,198
	Drainage Work		<u>103,407</u>	New Boilers		75,000
	<b>Total:</b>		<u>222,594</u>	New Trash Compactors		<u>50,000</u>
				<b>Total:</b>		<u>249,855</u>
	<b>RI 3-7 Scattered Sites</b>			<b>RI 3-7 Scattered Sites</b>		
	Site Work/ Parking		<u>5,000</u>			<u>5,000</u>
	<b>Total:</b>		<u>5,000</u>	<b>Total:</b>		<u>5,000</u>
<b>RI 3-8 Scattered Sites</b>			<b>RI 3-8 Scattered Sites</b>			
Site Work/ Parking		<u>5,000</u>			<u>5,000</u>	
<b>Total:</b>		<u>5,000</u>	<b>Total:</b>		<u>5,000</u>	
	Subtotal of Estimated Cost		<b>1,313,373</b>	Subtotal of Estimated Cost		<b>1,093,023</b>



**Five-Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: 2004	Work Statement for Year <u>4</u> FFY: <u>2007</u>			Work Statement for Year <u>5</u> FFY: <u>2008</u>		
	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>RI 3-1 Morin Heights</b>		<b>Part of Debt Services</b>	<b>RI 3-1 Morin Heights</b>		<b>Part of Debt Services</b>
	Interior Renovations		0	Interior Renovations		0
	Exterior Renovations		0	Exterior Renovations		0
	Site Improvements/parking/landscape		0	Site Improvements/parking/landscape		0
	<b>Total:</b>		0	<b>Total:</b>		0
	<b>RI 3-2 Veterans Memorial</b>			<b>RI 3-2 Veterans Memorial</b>		
	Interior Renovations/Lead Abatement		<u>383,023</u>	Interior Renovations/Lead Abatement		<u>5,000</u>
	<b>Total:</b>		383,023	<b>Total:</b>		5,000
	<b>RI 3-3 Parkview Manor.</b>			<b>RI 3-3 Parkview Manor</b>		
	New Generators		<u>150,000</u>	Chillers		<u>5,000</u>
<b>Total:</b>		150,000	<b>Total:</b>		5,000	
<b>RI 3-4 Kennedy Manor</b>			<b>RI 3-4 Kennedy Manor</b>			
New Generators		<u>150,000</u>	Chillers		<u>5,000</u>	
<b>Total:</b>		150,000	<b>Total:</b>		5,000	
<b>RI 3-5A Crepeau Court</b>			<b>RI 3-5A Crepeau Court</b>			
New Generators		<u>150,000</u>	Function Rooms		471,511	
<b>Total:</b>		150,000	Chillers		<u>5,000</u>	
			<b>Total:</b>		476,511	
	Subtotal of Estimated Cost		<b>See Next Page</b>	Subtotal of Estimated Cost		<b>See Next Page</b>

**Five-Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: 2004	Work Statement for Year <u>4</u> FFY: <u>2007</u>			Work Statement for Year <u>5</u> FFY: <u>2008</u>		
	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Descriptions of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>RI 3-5B St. Germain</b>			<b>RI 3-5B St. Germain</b>		
	New Generator		<u>150,000</u>	Chillers		5,000
	<b>Total:</b>		150,000	Function Areas		<u>476,512</u>
	<b>RI 3-7 Scattered Sites</b>			<b>Total:</b>		481,512
	Site work/ Parking		<u>5,000</u>	<b>RI 3-7 Scattered Sites</b>		
	<b>Total:</b>		5,000	Interior Renovations		<u>10,000</u>
	<b>RI 3-8 Scattered Sites</b>			<b>Total:</b>		10,000
	Site Work/ Parking		<u>5,000</u>	<b>RI 3-8 Scattered Sites</b>		
	<b>Total:</b>		5,000	Interior Renovations		<u>10,000</u>
			<b>Total:</b>		10,000	
	Subtotal of Estimated Cost		<b>993,000</b>	Subtotal of Estimated Cost		



**Five-Year Action Plan**  
**Part III: Supporting Pages**  
**Management Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: 2004	Work Statement for Year <u>  2  </u> FFY: <u> 2005 </u>			Work Statement for Year <u>  3  </u> FFY: <u> 2006 </u>		
	Development Number/ Name/ General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/ Name/ General Descriptions of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>PHA-Wide Management Improvements</b>			<b>PHA-Wide Management Improvements</b>		
	Services Coordinators		75,000	Services Coordinators		25,000
	Campus of Learners Implementation		100,000	Campus of Learners Implementation		50,000
	Community Policing		50,000	Community Policing		50,000
	Computer Software Upgrade		9,000	HR Resource Management		25,000
	Computer Hardware Upgrade		17,500	Develop Homeownership Program		10,000
	Grant Writing/ Special Projects		38,500	Policies and Procedures Update		15,000
	Human Resource Management		11,000			
	Public Relations		5,000			
	Records Management		25,000			
	Innovative Programming (Assisted Living/ High Rise Market)		25,000			
	Develop Homeownership Program		10,000			
	Policies and Procedures Update		15,000			
	Subtotal of Estimated Cost		<b>381,000</b>	Subtotal of Estimated Cost		<b>175,000</b>

**Five-Year Action Plan**  
**Part III: Supporting Pages**  
**Management Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: 2004	Work Statement for Year <u>4</u> FFY: <u>2007</u>			Work Statement for Year <u>5</u> FFY: <u>2008</u>		
	Development Number/ Name/ General Descriptions of Major Work Categories	Quantity	Estimated Cost	Development Number/ Name/ General Descriptions of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>PHA-Wide Management Improvements</b>			<b>PHA-Wide Management Improvements</b>		
	Services Coordinators		100,000	Community Policing		50,000
	Campus of Learners Implementation		95,000	Services Coordinators		100,000
	Admin Fringes & Salaries		284,438	Campus of Learners Implementation		100,000
	Community Policing		50,000	Develop Homeownership Program		10,000
	Develop Homeownership Program		10,000	Develop Policies and Procedures		15,000
	Develop Policies and Procedures PNA/MNA Update		15,000			
			Subtotal of Estimated Cost			
		<b>275,000</b>				<b>275,000</b>



# ATTACHMENT E

## **PHA PLAN-** Component 14

### **Pet Policy – Woonsocket Housing Authority**

**POLICY:** Effective January 1, 2001 the Housing Authority of the City of Woonsocket, Rhode Island will have in effect a PET POLICY. In order to accommodate residents fairly and equitably one policy will be enforced for all properties owned and managed by the WHA (family developments, high rise buildings and scattered sites). Residents who opt to house a dog or cat will be required to pay a security deposit of one month's rent (not to exceed \$ 300.00) for this privilege.

**'LEASH' BOARD:** A LEASH (LEASE ENFORCEMENT of ANIMAL SAFETY in HOUSING) Board of five (5) members shall be established to hear complaints, grievances, and appeals of pet owners. Two (2) 'LEASH ' members appointed by the Executive Director will be representatives of the WHA and two (2) representatives of the Resident Advisory Board (RAB) will also be members. Additionally one (1) other individual with an affiliation of pet ownership and care will also be requested to become a member of the 'LEASH' Board. LEASH will meet to discuss changes in the PET POLICY and on an as needed basis.

**ACCEPTABLE PETS:** Only common household pets will be allowed: cat, dog, bird, hamster, iguana, gerbil, guinea pig, rabbit, and fish. If the pet is a dog, the maximum weight cannot exceed 20 pounds at full maturity.

**UNACCEPTABLE PETS:** Any animal normally found in the wild (raccoons, skunks, squirrels etc). Also pigeons, ferrets, snakes, spiders, chickens, ducks, birds of prey (hawks, falcons, etc.)

**RULES and REGULATIONS:** Reflecting the laws of the State of Rhode Island, and further mirroring an enhancing the laws of the City of Woonsocket, dogs are not allowed to roam freely at any time and must be properly licensed and immunized. Cats will not be allowed to roam freely and must be properly immunized. Dogs and cats are required to be spayed or neutered at the proper age, with proof of all aforementioned given to the WHA. Pet owners must prevent their pet from nuisances such as excessive barking, chirping, howling, meowing, whining or any other unruly behavior that would disturb the health, safety, comfort or quiet enjoyment of their neighbors at all times. Animals found loose will be brought to an animal shelter at no expense to the WHA.

**INTERIOR OF UNIT:** In order to assure the safety of WHA personnel, dogs must be contained in secure metal cages whenever an employee is expected at the unit, or whenever the head of the household is not at home. Resident pet owners are prohibited from altering their unit to accommodate a pet. Resident pet owners will prevent the animal from causing damage to the interior of the unit. Pet owners must keep their units clean, sanitary and free of pet odors and infestation of insects. Animal waste must be properly bagged and disposed of in the dumpster.

**EXTERIOR OF UNIT:** No dogs can be tied at either the front or rear stairs or in the front or rear yards. No dog coops, cages, pens, or hutches are permitted on the property. Resident pet owners will prevent the animal from causing damage to all exterior yard areas including landscaping. Pet owners must keep their yards clean, sanitary and free of pet odors and infestation of insects. Animal waste must be cleaned immediately by the pet owner, properly bagged and disposed of in the dumpster.

**SPONSORS:** In the event a resident pet owner has neglected, abused, or abandoned their pet, or another emergency situation exists the pet owner must provide the WHA the names, addresses and telephone numbers of two (2) adult individuals who will take immediate full responsibility of the pet. If these individuals are unavailable at the time a situation becomes known, the WHA will remove the pet or cause to have the pet removed to an animal care facility at the cost of the resident pet owner.

**INSURANCE:** Although not required, it is strongly recommended that pet owners obtain insurance for their own protection. The WHA requires pet owners to sign documentation indemnifying the Authority against pet related litigation, attorney's fees, and any and all personal injury claims.

**FEES:** In addition to fines imposed by the City of Woonsocket regarding pets, the WHA reserves the right to impose fees to resident pet owners who lack responsibility and show little regard to the rules and regulations of the WHA pet policy.

# **ATTACHMENT F**

## **Resolution 923**

### **POLICY**

#### **WHA Community Service Requirement**

It is the obligation of all adult residents who live within Woonsocket Housing, who are not exempted to perform community service, participate in an economic self-sufficiency program or a combination of either for at least 8 hours per month. The lease specifies that it (the lease) will be renewed automatically for all purposes unless the family fails to comply with service requirement. Violation of the service requirement is grounds for non-renewal of the lease at the end of the twelve-month lease term, but not for termination during the course of the twelve-month lease term. Residents who qualify for the requirement will begin participation on the first annual renewal date of their lease after January 1, 2001. All residents will be reviewed for eligibility annually at least thirty days before the end of the twelve-month lease term.

Residents exempted from the program are adults who are:

1. 62 years or older
2. A person with a disability as defined by the Social Security Act or the primary care taker of a person with a disability
3. Engaged in work activity
4. Enrolled in an educational program, welfare to work program
5. A member of family receiving benefits from a state funded program such as the Department of Human Services who has not been sanctioned

All residents are responsible for informing the Housing Authority of a change in their exemption status for this program. A Memorandum of Understanding is in effect with the Rhode Island Department of Human Services so that WHA may verify information regarding a person's exemption status.

Community service is voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance residents self-sufficiency, or increase residents self-sufficiency in the community. In implementing the service requirement, WHA may not substitute community service or self-sufficiency activities performed by residents for work ordinarily performed by WHA employees, or replace any job at any location where residents perform activities to satisfy the requirement.

At the initiation of a resident's service, a Service Verification Form must be completed which collects data on the place of service. This form will be returned to the Housing Manager for approval. If a proposed community service activity is not found to meet the above requirements, the resident will be referred to Resident Services for assistance in obtaining a qualifying placement. Residents who do not pre-approve their placement risk completing service that does not fulfill the requirement and jeopardizes their ability to meet the terms of the lease.

At least thirty days before the end of the twelve-month term of a lease, eligible residents are required to produce documentation of their service. Verification will consist of a signed letter from the location where the service was performed, that states the place at which the service occurred, the start date of service, the total number of hours of service, and the contact person's name, phone number, and address. The Housing Authority reserves the right to verify the information being presented by contacting the contact person.

If the Housing Authority determines there is a resident who is required to fulfill the service requirement, but who has violated his obligation, WHA will notify residents of this determination. The notice must briefly describe the noncompliance, inform residents of their right to a grievance hearing, and state that the WHA will not renew the lease at the end of the twelve-month lease term unless the resident meets one of the following requirements:

1. The resident and any other noncompliant residents enter into a written agreement with WHA to cure such noncompliance.
2. The resident shows satisfactory evidence to WHA that the noncompliant resident no longer resides in the unit.

If a resident has violated the service requirement, WHA may not renew the lease upon expiration of the terms unless a written agreement to cure such non-compliance is established or all other family members who are subject to mandatory service are compliant and non-compliant family members no longer reside in the unit.

# ATTACHMENT G

## Woonsocket Housing Authority Component 10 (B) Voluntary Conversion Initial Assessment

- a) How many of the PHA's developments are subject to the Required Initial Assessments?

There are four (4) ACCs subject to the Voluntary Conversion Analysis. These are:

Morin Heights (RI 3-1)  
Veteran's Memorial (RI 3-2)  
Scattered Site (RI 3-7)  
Scattered Site (RI 3-8)

- b) How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

There are four (4) ACCs not subject to the Voluntary Conversion Analysis as Elderly/Disabled developments. These are:

Parkview Manor (RI 3-3)  
Kennedy Manor (RI 3-4)  
Crepeau Court (RI 3-5A)  
St. Germain (RI 3-5B)

- c) How many Assessments were conducted for the PHA's covered developments?

All four covered developments have had an initial assessment. This initial assessment relied on existing data including a Physical Needs Assessment (PNA) from 1997, a basic allocation of operating costs by unit and recent Section 8 rent reasonableness data.

The analysis was prepared using the Appendix A to the Proposed Rule on Voluntary Conversion, which was published July 23, 1999.

The Authority is in the process of updating the PNA and will be working on development of different operating cost assumptions for its elderly/disabled high-rises and family Townhouse developments. The Authority will also review its cost per Section 8 unit using the new FMR under the Final Rule due for publication during the Fall of 2001.

- d) Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

At the current time, the Housing Authority has not identified any developments suitable for conversion.

Development Name	Number of Units

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

This information must be provided as a required attachment to the PHA Plan template.

## ATTACHMENT H

### Woonsocket Housing Authority Progress in Meeting the 5-Year Plan Mission and Goals *As of October, 2003*

#### **GOAL 1: Provide quality, affordable, equal-opportunity housing consistent with applicant and resident needs.**

1. Maintain high performance status with HUD (PHAS score).  
**FY2001: High Performer Status**
2. Improve voucher management (SEMAP score).  
**FY2001: 92% SEMAP score**  
**FY2002: 100% SEMAP score**
3. Develop marketing and outreach strategy and improve specific management functions to achieve and maintain 100% occupancy in public housing.  
**Vacancy rate, July 2003: 0.24%**
4. Develop marketing and outreach strategy and improve specific management functions to achieve and maintain 100% in Section 8.  
**Improved Section 8 lease levels to 100% FY2001**  
**Maintained Section 8 lease levels at 100% FY2002**
5. Implement Service Center to enhance customer satisfaction.  
**Service Center fully implemented February, 2001**
6. Evaluate and implement site-based waiting list.  
**Site-based waiting lists implemented for four elderly/disabled high-rises**
7. Implement Redevelopment Master Plan at Veterans Memorial.  
**Undergoing major revisions as a result of recent HUD directives and revisions to the Capital Fund Program**
8. Implement Redevelopment Master Plan at Morin Heights.  
**Completion of Phase I Morin Heights Redevelopment expected in fall of 2003**  
**Commencement of Phase II (130 units): Icon Architecture drew plans and specifications, bids this winter, renovations to begin early spring**
9. Renovated efficiency apartments at Parkview elderly high-rise to better meet space needs of residents (combine 0-bedrooms).  
**16 0-bedrooms have been converted to 8 1-bedrooms.**
10. Address unit size and configuration at Crepeau Court and St. Germain Manor elderly high-rises.
11. Update leasing materials and resident handbooks and create related video presentation.  
**Lease updated as of December, 2002**  
**Resident handbook updated as of October, 2003**

12. Provide replacement public housing and/or replacement vouchers as existing stock declines through redevelopment and conversions.
13. Provide voucher mobility counseling and landlord outreach.
14. Establish 15% of available Section 8 vouchers as project-based.

**Consultant hired to review policies and implement**

15. Apply for additional Section 8 voucher funding as its becomes available.

**Received 35 Section 8 set-aside vouchers**

**Applied for 50 Mainstream Program vouchers**

**GOAL 2: Ensure a safe, drug-free environment within our community.**

1. Maintain, refine, and monitor MOUs and contracts with Woonsocket Police Department for Community Policing, Detail Officers, and Operation Safe Home.

**The Authority continues to maintain, refine and monitor MOUs with the Woonsocket Police Department.**

2. Increase participation in resident patrols.
3. Increase participation in drug prevention activities, especially among the 16-21 age group.

**Thirty (30) youth successfully completed About Face, a six-week after school job readiness training program.**

4. Establish a central location for monitoring of surveillance equipment and access control.

**Central location established.**

5. Upgrade direct access control for all high-rise buildings and associated apartments.

**Plans being prepared to upgrade entry system and install intercom capability to meet new fire code requirements.**

6. Refine emergency egress and evacuation plans for high-rise buildings and communicate the plans to the residents.

**Through Woonsocket Fire & Rescue and the WHA security department, information has been communicated to residents regarding emergency egress plans. Four presentations were made to high-rise residents regarding fire safety and emergency response. Additionally, an article focused on fire safety was published in the newsletter that goes to all residents.**

7. Increase participation of public housing residents in sponsored domestic violence, elder abuse, and substance abuse programs.

**The Housing Authority has worked with several organizations to provide residents with essential information regarding domestic violence, elder abuse and substance abuse programs and prevention including:**

- **A presentation made by Tammy Bayard from Home Front Health Care on Medication Management.**
- **A presentation on the local radio station on the topic of medication management provided by members of the Woonsocket Task Force on Substance Abuse that included Lisa Raftery.**

- Newsletter articles were distributed to the 650-high-rise units entitled, *“The Scoop on Generics”*, *“Medication Management”*, *“Residents Rights in Home Health Care”* & *“Security Update”*. Many of these articles were a result of the partnership WHA has with the Woonsocket Task Force on Substance Abuse’s Elderly committee.
  - An on-site health fair sponsored by WHA and the Better Health Collaborative was held at which representatives from the Woonsocket Task Force on Substance Abuse, the Department of Elderly Affairs, Northern Rhode Island Community Services, Sojourner House, Family Resources, and Landmark Hospital were present. All of the organizations deal with one or all of the above issues either through direct services or consumer education.
  - An educational presentation board that was put together by the Woonsocket Task Force on Substance Abuse on the issue of substance abuse was displayed through the four high-rises, the senior center, and local library. Participation of PHA residents and sponsored domestic violence programs has increased by 55.
  - On-site Health Van continues to visit each family development monthly.
  - One-on-one counseling provided by Sojourner House, a local domestic violence agency. Six (6) domestic violence and teen violence workshops provided in 2003. Sojourner House operates a drop-in day every Wednesday for residents to meet with a professional.
  - Woonsocket Substance Abuse Task Force contributes articles about substance abuse awareness and prevention in quarterly newsletter which goes out to all residents.
  - Teens in family developments encouraged to join Teen Group of Woonsocket Substance Abuse Task Force. Teens also encouraged to participate in annual teen conference.
  - Art WorX, a substance abuse prevention program promoting positive self-awareness and healthy decision-making for youth, held 12 two-hour workshops at each development. Over 62 children participated. Art was/ displayed throughout the City.
  - Over 50 youth participated in teen violence prevention workshops.
8. Establish and implement fraud prevention and investigation.

**Attorney General’s Office made presentation to high-rise residents regarding fraud abuse prevention.**

**GOAL 3: Develop a continuum of housing options consistent with community needs.**

1. Develop homeownership opportunities.

**Implemented Housing Choice Voucher Program homeownership option.**

**Board approved revisions to homeownership option administrative plan on 6/19/03.**

2. Develop a housing and supportive service strategy to address integrated communities in high-rise buildings including evaluating needs and allocation development.

**Allocation plan for high-rise developments submitted and accepted by HUD in 2002.**

**35 Housing Choice Vouchers secured to assist potentially displaced residents.**

3. Conduct needs assessment for frail high-rise residents to determine need and, if feasible, establish assisted living program.

**Needs assessment of high-rise residents completed in October, 2002.**

**Designation plan complete and approved.**

#### **GOAL 4: Advance self-sufficiency and quality of life for public housing residents and Section 8 participants.**

1. Increase Campus of Learners participants.

**Campus of Learners participants increased by 62 participants.**

**Campus of Learners participants at all-time high of 68 in FY2003.**

**Housing Authority in process of fading out Campus of Learners program and actively recruiting for FSS program in family developments. There are 4 public housing and 40 Section 8 FSS participants to date.**

2. Increase participation in volunteer programs and the number of volunteer opportunities.

**Number of volunteers increased by 23 at family developments.**

**24 volunteers at family developments in FY2003. Three (3) volunteered at onsite summer lunch program and served more than 3,000 lunches to children under 18. Three (3) volunteers from local high school gave music lessons for youth in developments.**

3. Establish on-site health focus program in family developments.

**Onsite health program established in family developments. Program won NAHRO Award of Merit.**

**Monthly onsite health van continues at each family development.**

4. Increase participation in computer training.

**Participation in computer training reached 50 in FY2002.**

**Over 66 residents received computer training in FY2003.**

5. Expand and increase participation of financial management programming.

**Ten (10) residents participated in a financial assistance meeting in FY2003.**

**One-on-one budgeting assistance available on as needed basis. Over 6 residents received assistance in FY2003.**

6. Increase day care slots for public housing and Section 8 residents.

**Day care slots for public housing residents increased by 15 in FY2002.**

**More than 4 licensed day care providers in WHA developments. Onsite day care can service 15 children.**

7. Promote day care training opportunities that include all family and elderly developments and Section 8 residents in which residents would be licensed home day care providers.
  - Seven (7) residents obtained day care jobs in FY2002. Four (4) residents licensed as home day care providers in 2001.**
  - Six (6) residents found work in day care field in FY2002.**
  - Continue to refer residents who are interested in becoming a hlicensed home day care provider to local agency.**
8. Conduct needs assessment of residents and assessment of area job market pool.
  - Needs assessment of residents and assessment of job market pool are complete.**
9. Provide vocational training to residents.
  - Maintenance program was discontinued in spring of 2003 due to lack of funding. One (1) participant hired by WHA as part-time and, ultimately, full-time employee.**
  - Over 30 young residents provided vocation training during 6-week period.**
10. Expand FSS slots for Section 8 Program.
  - There are currently 60 Section 8 FSS slots. The FSS program is being expanded by 50 slots into public housing developments.**
11. Establish an adult day care program at one high-rise for use of all qualified residents.
12. Establish business opportunities for public housing residents to become self-sufficiency by providing entrepreneurial business workshops.
  - Various business personnel presented at bimonthly Women II Women support group to offer residents employment ideas and opportunities.**
  - Eight (8) residents have received training in entrepreneurial skills provided by IPAE, a citywide organization.**
13. Review and update MOU with Resident Associations.
  - MOUs in family developments reviewed and edited. MOU signed in one development. Turnover in other development's Resident Council has stalled progress of revisions to MOU.**

**GOAL 5: Manage assets in a fiscally responsible and accountable manner.**

1. Update office computer equipment integrating modern technology.
  - Continue to integrate new technology in updating office equipment.**
2. Bring in-house 24-hour answering service function now performed externally.
  - 24-hour answering service is complete.**
3. Expand general ledger control over property, equipment, and inventory.
  - Property and inventory is under general ledger control.**
4. Obtain grants and donations from public and private sectors.
  - \$20,000 Housing Security for the Elderly Program grant obtained from Department of Elderly Affairs**
5. Expand bulk purchasing process using vendor warehousing.

**Continue to expand vendor warehouse purchasing for materials completed in Plumbing, Heating, Hardware, Painting, and Janitorial/Chemical.**

6. Explore activities that would generate additional income to the Housing Authority.
7. Reduce telephone and other sundry costs.

**GOAL 6: Promote a positive environment that encourages staff development, participation, and well-being.**

1. Evaluate Authority's staffing needs during annual budget process.

**Staffing at the satellite offices for complex managers continues to be an issue equitable work load distribution for a manager and a data clerk with a part time resident helper. Family complexes have approximately 90 vacancies per year to lease up, 300 UPCS inspections per year, 450 reexaminations/redeterminations per year, resident charging, numerous lease compliance/resident issue meetings each day, staff meetings, litigation with related form letters. The high-rise is even greater with 654 UPCS inspections per year, over 800 reexaminations/redeterminations per year and many more resident issues/meetings because of the aged population. Intake with a staff of seven has 280 vacancies per year with 120 applications per month. Section 8 with a staff of four and a part timer has 61 reexams/redeterms per month 6-8 contracts per month, and 40 vouchers per month.**

2. Provide ongoing staff computer, customer service, subsidized housing, real estate finance, and professional development training opportunities, cross-training where appropriate.

**Staff training ongoing.**

**B.C. Stewart & Associates recommendations for Data Clerk training complete.**

3. Diversify staff to reflect resident population.

**Over 10% of staff are residents.**

4. Perform annual employee evaluations for all staff.

**All high-rise Resident Service staff received annual performance evaluations.**

5. Implement team approach to decision-making.

6. Develop enhance staff communication.

**Staff communications enhanced by establishment of internal e-mail system and internal Web pages**

7. Update personnel policy to include policy for part-timers and volunteers.
8. Conduct annual site visits of all properties with management and administrative staff, promoting cross-organization awareness.

**Goal 7: Develop a positive working relationship with the resident organizations of the Woonsocket Housing Authority.**

1. To formalize the Resident Advisory Board (RAB) through supporting the creation of by-laws, process for membership to the RAB and a MOU with the Housing Authority.

**A Letter of Agreement was developed and signed by the WRAB and the Executive Director of the Housing Authority. Additionally the WRAB created a set of by-laws to guide the Board in their duties.**

**In the high-rise the Social Club Memorandums of Understanding were reviewed, updated and signed by the Social Clubs and the Executive Director of the Housing Authority.**

2. Review and update MOU with resident associations.

**MOUs in family developments reviewed and edited. MOU signed in one development. Turnover in other development's Resident Council has stalled progress of revisions to MOU.**

3. Work with resident organizations to establish a resident participation policy.
4. Evaluate the availability of additional financial resources for the Resident Advisory Board and other resident associations.

# ATTACHMENT I

**Woonsocket Resident Advisory Board (WRAB)**  
*Of the Woonsocket Housing Authority*  
*Woonsocket, Rhode Island, 02895*

Gail Michaud, President	401 765-0905
Yvette A. Poire', Vice President	N/A
Simone Laplante, Secretary	401 766-4361
Dora Wilson, Treasurer	401 767-1719

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**Members:**

Carrie Graphman	25 Grand Street (Section 8)	766-5264/935-5294
Dimia Torres	233 Bourdon Blvd.	952-7627
Dora Wilson	48 Olo Street (Section 8)	767-1719
Doris Mercure	429 E. School Street #314 (St. Germain)	766-2474
Gail Michaud	96 Arnold Street (Scattered Sites)	765-0905 / 769-1480
Gene Michaud	96 Arnold Street (Scattered Sites)	765-0905 / 769-1480
Janet C. Lavoie	218 Pond Street #313 (Parkview)	766-7864
Lorraine Lanctot	100 Front Street #512 (Crepeau Ct.)	766-0810
Lucienne Cote	218 Pond Street #812 (Parkview)	356-1145
Madeline Dominick	100 Front Street #812 (Crepeau Ct.)	766-7061
Robert V. Hayes	229 Morin Heights Blvd. (Morin Heights)	766-9591
Robert E. Jette	35 Morin Heights	765-3704
Rollande Laplante	547 Clinton Street #617 (Kennedy Manor)	769-7053
Simone Laplante	429 E. School Street #912 (St. Germain)	766-4361
Yvette A. Poire'	547 Clinton Street #1009 (Kennedy Manor)	N/A

## **ATTACHMENT J**

### **Woonsocket Housing Authority Board of Commissioners**

#### **RESIDENT MEMBERS:**

There are two (2) members of the current Board of Commissioners who are residents.

Both were appointed by the Mayor as a result of a legislative change that increased our Board from 5 members to 7 members with 2 members being residents.

The members and their terms are:

Evelina Champagne	6/18/2002-6/11/2004
Yvette A. Poire'	8/07/2003-6/08/2007

**and Evaluation Report**

Part I: Summary

Comprehensive Grant Program (CGP)

**and Urban  
Development  
Office of Public and  
Indian Housing**

OMB Approved No. 2577-0157 (Exp. 07/31/95)

Public Reporting Burden for this collection of information is estimated to average 75.0 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600 and to the Office of Management and Budget, -Paperwork Reduction Project (2577-0157), Washington, D.C. 20503. Do not send this completed form to either of these addresses.

PHA/IHA Name  <b>Woonsocket Housing Authority</b>	Comprehensive Grant Number <b>RI 43-P003-50100</b>	FFY of Grant Approval  <b>2000</b>
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Original Annual Statement \_\_\_\_\_ Reserve for Disasters/Emergencies \_\_\_ Revised Annual \_\_\_\_\_ Performance and Evaluation Report for Program Year Ending 6/30/2003

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost *	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Subsidy	290,000		290,000	290,000
3	1408 Management Improvements 1/	221,215		221,215	221,215
4	1410 Administration 2/	150,000		150,000	150,000
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	169,543		169,543	161,952
8	1440 Site Acquisition	0			
9	1450 Site Improvement	307,680		307,680	307,680
10	1460 Dwelling Structures	1,705,778		1,705,778	1,674,119
11	1465.1 Dwelling Equipment - Nonexpendable	0			
12	1470 Nondwelling Structures	53,851		53,851	53,851
13	1475 Nondwelling Equipment	0			
14	1495.1 Relocation Costs	15,000		15,000	15,000
15	1490 Replacement Reserve				
16	1502 Contingency (may not exceed 8% of line 17)				

17	Amount of Annual Grant (Sum of lines 2-16)	2,913,067		2,913,067	2,873,817
18	Amount of line 17 Related to LBP Activities				
19	Amount of line 17 Related to Section 504 Compliance				
20	Amount of line 17 Related to Security	100,000			
21	Amount of line 17 Related to Energy Conservation Measures				
<p>1/ Management Improvement cost may not exceed 20% of line 17.  2/ Administrative cost may not exceed 7% of line 17 (or 9% of line 17 for PHAs/IHAs having an unusually large geographic area). *To be completed at the end of each program.</p>					
Signature of Executive Director and Date			Signature of Field Office Manager (or Regional Administrator in co-located office) and Date		

form HUD-52837  
ref Handbook  
7485.3

**Annual Statement/Performance and Evaluation Report**

Part II: Supporting Pages  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING and Urban Development**  
Office of Public and Indian Housing

**FYE 2000**  
**RI 43-P003-50**

Development Number/ Name of PHA-Wide	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated *	Funds Expended *	Status of Propos
			Original	Revised *	Difference *			
PHA-Wide Management Improvements	1 Service Coordinators	1408	75,000			75,000	75,000	Complete
	2 Campus of Learners Implement	1408	46,300			46,300	46,300	Complete
	3 Grant Writing	1408	0					
	6 Admin Salaries & Fringes	1410	150,000			150,000	150,000	Complete
	9 Community Policing	1408	99,915			99,915	99,915	Complete
	11 A & E Fees	1430	169,543			169,543	161,952	In Progress
	35 Operating Subsidy	1406	290,000			290,000	290,000	Complete
	<b>Subtotal</b>			<b>830,758</b>				
RI 3-0 Main Office	33 Renovations	1470	53,851			53,851	53,851	Complete
	<b>Subtotal</b>			<b>53,851</b>				
RI 3-1 Morin Heights	13 Site Improvements	1450	303,580			303,580	303,580	Complete
	14 Unit Upgrade	1460	697,945			697,945	693,174	In Progress
	15 Boiler Room Renovations	1460	155,000			155,000	155,000	Complete
	Relocation Costs	1495	15,000			15,000	15,000	Complete

		<b>Subtotal</b>		<b>1,171,525</b>					
RI 3-2 Veteran's Memorial	17	Site Improvements C of L	1450	4,100			4,100	4,100	Complete
	18	Boiler Room Renovations	1460	155,000			155,000	155,000	Complete
		<b>Subtotal</b>		<b>159,100</b>					
RI 3-3 Parkview Manor	19	Upper Hallway Carpeting	1460	57,574			57,574	57,574	Complete
	20	Unit Flooring Upgrade	1460	0					
	21	Fire Protection Upgrade Phase III	1460	40,737			40,737	40,737	Complete
		<b>Subtotal</b>		<b>98,311</b>					
RI 3-4 Kennedy Manor	25	Fire Protection Upgrade Phase III	1460	7,586			7,586	7,586	Complete
	23	Upper Hallway Carpeting	1460	57,573			57,573	57,573	Complete
	34	Unit Flooring Upgrade	1460	403,141			403,141	376,253	In Progress
		<b>Subtotal</b>		<b>468,300</b>					
RI 3-5A	26	Upper Hallway Carpeting	1460	57,574			57,574	57,574	Complete
	30	Fire Protection Upgrade Phase III	1460	8,037			8,037	8,037	Complete
		<b>Subtotal</b>		<b>65,611</b>					
RI 3-5A St. Germain Manor	31	Upper Hallway Carpeting	1460	57,574			57,574	57,574	Complete
	32	Fire Protection Upgrade Phase II	1460	8,037			8,037	8,037	Complete
		<b>Subtotal</b>		<b>65,611</b>					
RI 3-7 RI 3-8 Scattered Sites		No Work Scheduled							
		<b>Subtotal</b>							
		<b>Grand Total</b>		<b>2,913,067</b>			<b>2,913,067</b>	<b>2,873,817</b>	

**Annual Statement/Performance  
and Evaluation Report**

Part III: Implementation Schedule

**U. S. DEPARTMENT OF HOUSING  
and Urban Development**  
Office of Public and Indian Housing

**FYE 2000  
RI 43-P003-70900**

Comprehensive Grant Program (CGP)

Development Number / Name	All Funds Obligated/Contract Signed			Funds Expended / Contract Signed			Reasons for Revised Target Dates
	Original	Revised*	Actual*	Original	Revised*	Actual*	
PHA-Wide	3/31/2002	6/30/2002		9/30/2004			
RI 3-1 Morin Heights	3/31/2002	6/30/2002		9/30/2004			
RI 3-2 Veterans' Memorial	3/31/2002	6/30/2002		9/30/2004			
RI 3-3 Parkview Manor	3/31/2002	6/30/2002		9/30/2004			
RI 3-4 Kennedy Manor	3/31/2002	6/30/2002		9/30/2004			
RI 3-5A Crepeau Court	3/31/2002	6/30/2002		9/30/2004			
RI 3-6B St. Germain Manor	3/31/2002	6/30/2002		9/30/2004			
RI 3-7 Scattered Sites	3/31/2002	6/30/2002		9/30/2004			

\* To be completed at the end of the program year

**Annual Statement/Performance  
and Evaluation Report**

**U. S. DEPARTMENT OF  
HOUSING  
and Urban  
Development  
Office of Public and Indian  
Housing**

Part I: Summary

Comprehensive Grant Program (CGP)

OMB Approved No. 2577-0157 (Exp. 07/31/95)

Public Reporting Burden for this collection of information is estimated to average 75.0 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600 and to the Office of Management and Budget, -Paperwork Reduction Project (2577-0157), Washington, D.C. 20503. Do not send this completed form to either of these addresses.

PHA/IHA Name  <b>Woonsocket Housing Authority</b>	Comprehensive Grant Number <b>RI 43-P003-50101</b>	FFY of Grant Approval <b>2001</b>	
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Original Annual Statement Reserve for Disasters/Emergencies \_\_\_ Revised Annual Statement/Revision Number \_\_ Performance and Evaluation Report for Program Year Ending 6/30/2003 \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost *	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Subsidy	291,235		291,235	291,235
3	1408 Management Improvements 1/	326,670		326,670	301,845
4	1410 Administration 2/	150,000		150,000	150,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	374,858		374,858	94,913
8	1440 Site Acquisition				
9	1450 Site Improvement	176,532		176,532	127,400
10	1460 Dwelling Structures	1,527,782		1,527,782	954,838
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures	52,854		52,854	18,559
13	1475 Nondwelling Equipment	79,371		79,371	62,114
14	1495.1 Relocation Costs				
15	1490 Replacement Reserve				
16	1502 Contingency (may not exceed 8% of				

line 17)					
17	Amount of Annual Grant (Sum of lines 2-16)	2,979,302		2,979,302	2,000,904
18	Amount of line 17 Related to LBP Activities	300,000			
19	Amount of line 17 Related to Section 504 Compliance				
20	Amount of line 17 Related to Security	100,000			
21	Amount of line 17 Related to Energy Conservation Measures				
1/ Management Improvement cost may not exceed 20% of line 17. 2/ Administrative cost may not exceed 7% of line 17 (or 9% of line 17 for PHAs/IHAs having an unusually large geographic area). *To be completed at the end of each program.					
Signature of Executive Director and Date			Signature of Field Office Manager (or Regional Administrator in co-located office) and Date		

form HUD-52837  
ref Handbook  
7485.3

**Annual Statement/Performance and Evaluation Report**  
Part II: Supporting Pages  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING and Urban Development**  
Office of Public and Indian Housing

**FYE 2001**  
**RI 43-P003-502**

Development Number/ Name of PHA-Wide	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated *	Funds Expended *	Status of Propo Work *
			Original	Revised *	Difference *			
PHA-Wide Management Improvements	1 Operating Subsidy	1406	291,235			291,235	291,235	Complete
	2 Services Coordinators	1408	75,890			75,890	75,890	Complete
	3 Campus of Learners Implement	1408	83,962			83,962	76,344	In Progress
	4 Grant Writing	1408	28,807			28,807	20,359	In Progress
	5 Community Policing	1408	100,000			100,000	97,155	In Progress
	6 Purchase/Install New Software	1408	26,446			26,446	21,407	In Progress
	7 Real Estate Assessment	1408	6,333			6,333	6,333	Complete
	8 Develop Home Ownership	1408	5,232			5,232	4,357	In Progress
	29 Admin Salaries & Fringes	1410	150,000			150,000	150,000	Complete
	30 A & E Fees	1430	310,619			310,619	30,674	In Progress
	9 Mgmt/Physical Needs Study	1430	64,239			64,239	64,239	Complete
	28 Purchase Computer Hardware	1475	79,371			79,371	62,114	In Progress
	<b>Subtotal</b>		<b>1,222,134</b>			<b>1,222,134</b>	<b>900,107</b>	
RI 3-0	10 Renovations	1470	52,854			52,854	18,559	In Progress
	<b>Subtotal</b>		<b>52,854</b>			<b>52,854</b>	<b>18,559</b>	
RI 3-1	11 Exterior Renovations	1460	300,000			300,000	277,056	In Progress

Morin Heights	12	Lead Abatement	1460	11,850			11,850	11,850	Complete
	25	Interior Renovations	1460	550,000			550,000	0	In Progress
	26	Site Improvements/parking	1450	115,724			115,724	79,067	In Progress
	27	Demolition	1460	50,000			50,000	50,000	Complete
	<b>Subtotal</b>				<b>1,027,574</b>			<b>1,027,574</b>	<b>417,973</b>
RI 3-2 Veteran's Memorial	13	Interior Renovations	1460	0					
	14	Lead Abatement	1460	11,850			11,850	11,850	Complete
		Site Improvements/parking	1450	60,808			60,808	48,333	In Progress
	<b>Subtotal</b>				<b>72,658</b>			<b>72,658</b>	<b>60,183</b>
RE 3-3 Parkview Manor	15	Unit Porch Door Replacement	1460	170,000			170,000	170,000	Complete
	16	Unit Conversion	1460	50,077			50,077	50,077	Complete
	17	HVAC Improvements (Roof Ducts)	1460	11,878			11,878	11,878	Complete
	<b>Subtotal</b>				<b>231,955</b>			<b>231,955</b>	<b>231,955</b>
RI 3-4 Kennedy Manor	18	Unit Porch Door Replacment	1460	200,000			200,000	200,000	Complete
	19	HVAC Improvements (Roof Ducts)	1460	11,878			11,878	11,878	Complete
	20	Retile Window Sills, Jambs, Aprons	1460	33,000			33,000	33,000	Complete
	<b>Subtotal</b>				<b>244,878</b>			<b>244,878</b>	<b>244,878</b>
RI 3-5A Crepeau Court	21	Bathroom Upgrade	1460	0				0	
	22	HVAC Improvements (Roof Ducts)	1460	11,878			11,878	11,878	Complete
	<b>Subtotal</b>				<b>11,878</b>			<b>11,878</b>	<b>11,878</b>
St. Germain Manor	23	HVAC Improvements (Roof Ducts)	1460	11,878			11,878	11,878	Complete
	<b>Subtotal</b>				<b>11,878</b>			<b>11,878</b>	<b>11,878</b>
RI 3-7 RI 3-8 Scattered Sites	24	Exterior Painting	1460	103,493			103,493	103,493	Complete
	<b>Subtotal</b>				<b>120,000</b>			<b>103,493</b>	<b>103,493</b>
<b>Grand Total</b>				<b>2,979,302</b>			<b>2,979,302</b>	<b>2,000,904</b>	

**and Evaluation Report**

**and Urban Development**

**FYE 2001  
RI 43-P003-  
50101**

Part III: Implementation Schedule  
Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Development Number / Name	All Funds Obligated/(Quarter Ending)			Funds Expended / (Quarter Ending)		
	Original	Revised *	Actual *	Original	Revised *	
PHA-Wide						
RI 3-1 Morin Heights	6/30/2003			9/30/2005		
RI 3-2 Veterans' Memorial	6/30/2003			9/30/2005		
RI 3-3 Parkview Manor	6/30/2003			9/30/2005		
RI 3-4 Kennedy Manor	6/30/2003			9/30/2005		
RI 3-5A Crepeau Court	6/30/2003			9/30/2005		
RI 3-6B St. Germain Manor	6/30/2003			9/30/2005		
RI 3-7 Scattered Sites	6/30/2003			9/30/2005		

\* To be completed at the end of the program year

# Annual Statement/Performance and Evaluation Report

Part I: Summary

Comprehensive Grant Program (CGP)

OMB Approved No. 2577-0157 (Exp. 07/31/95)

Public Reporting Burden for this collection of information is estimated to average 75.0 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600 and to the Office of Management and Budget, -Paperwork Reduction Project (2577-0157), Washington, D.C. 20503. Do not send this completed form to either of these addresses.

PHA/IHA Name	Comprehensive Grant Number	FFY of Grant Approval
<b>Woonsocket Housing Authority</b>	<b>RI 43-P003-50102</b>	<b>2002</b>

Original Annual Statement Reserve for Disasters/Emergencies \_\_\_ Revised Annual Statement/Revision Number \_\_ Performance and Evaluation Report for Program Year Ending 6/30/2003 \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost *	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Subsidy	284,216		284,216	284,216
3	1408 Management Improvements 1/	395,000		284,252	32,265
4	1410 Administration 2/	284,000		284,000	115,037
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	412,486		140,163	
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	947,878		15,000	15,000
11	1465.1 Dwelling Equipment - Nonexpendable		470,800		22,750
12	1470 Nondwelling Structures				

13	1475	Nondwelling Equipment	50,000			163	163
14	1495.1	Relocation Costs					
15	1490	Replacement Reserve					
16	1502	Contingency (may not exceed 8% of line 17)					
17	Amount of Annual Grant (Sum of lines 2-16)		<b>2,844,380</b>			<b>1,030,544</b>	<b>469,431</b>
18	Amount of line 17 Related to LBP Activities		300,000				
19	Amount of line 17 Related to Section 504 Compliance						
20	Amount of line 17 Related to Security		100,000				
21	Amount of line 17 Related to Energy Conservation Measures						

1/ Management Improvement cost may not exceed 20% of line 17.

2/ Administrative cost may not exceed 7% of line 17 (or 9% of line 17 for PHAs/IHAs having an unusually large geographic area). \*To be completed at the end of each program.

Signature of Executive Director and Date

Signature of Field Office Manager (or Regional Administrator in co-located office) and Date

form HUD-52837

ref Handbook 7485.3

**Annual Statement/Performance  
and Evaluation Report**

Part II: Supporting Pages  
Comprehensive Grant Program (CGP)

**U. S. DEPARTMENT OF HOUSING  
and Urban Development**  
Office of Public and Indian Housing

**FYE 2002  
RI 43-P003-**

Development Number/ Name of PHA-Wide	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated *	Funds Expended *	Status of P Work
			Original	Revised *	Difference *			
PHA-Wide Management Improvements	1 Services Coordinators	1408	100,000			100,000		Completed
	2 Campus of Learners Implement	1408	75,000			75,000	25,732	In Progress
	3 Grant Writing	1408	60,000			9,252	6,533	In Progress
	4 Admin Salaries & Fringes	1410	284,000			284,000	115,037	In Progress
	5 Community Policing	1408	100,000			100,000	0	In Progress
	6 Purchase Computer Hardware	1475	50,000			163	163	In Progress
	7 Purchase/Install New Software	1408	25,000			0	0	In Progress
	8 A & E Fees	1430	412,486			140,163	0	In Progress

	9	Real Estate Assessment	1408	25,000			0	0	In Progress
	10	Develop Home Ownership	1408	10,000			0	0	In Progress
	11	Operating Subsidy	1406	284,216			284,216	284,216	Completed
		<b>Subtotal</b>		<b>1,425,702</b>			<b>992,794</b>	<b>431,681</b>	
RI 3-0		<b>Subtotal</b>							
RI 3-1 Morin Heights	12	Unit Upgrade	1460	150,800			0	0	In Progress
	13	Lead Abatement	1460	0					
	14	Gas Range Appliances	1465	0					
	15	Boiler Room Roofs	1460	0					
		<b>Subtotal</b>		<b>150,800</b>			<b>0</b>	<b>0</b>	
RI 3-2 Veteran's Memorial	16	Unit Upgrade	1460	247,000			0	0	In Progress
	17	Lead Abatement	1460	150,000			0	0	In Progress
	18	Gas Range Appliances	1465	100,000			0	0	In Progress
		<b>Subtotal</b>		<b>497,000</b>			<b>0</b>	<b>0</b>	
RE 3-3 Parkview Manor	19	Unit Conversion	1460	55,078			15,000	15,000	In Progress
	20	Shower Valve Upgrade	1460	30,000			0	0	In Progress
	21	Electric Range Appliances	1465	52,500			0	0	In Progress
	34	Porch Deck Repairs	1460	270,000			0	0	In Progress
		<b>Subtotal</b>		<b>407,578</b>			<b>15,000</b>	<b>15,000</b>	
RI 3-4 Kennedy Manor	22	Electric Range Appliances	1465	69,300			0	0	In Progress
	33	Refrigerator Appliances	1465	13,600			13,600	13,600	Completed
		<b>Subtotal</b>		<b>82,900</b>			<b>13,600</b>	<b>13,600</b>	

RI 3-5A Crepeau Court	23	Refinish Cabinets	1460	0					
	24	Refrigerator Appliances	1465	11,400			9,150	9,150	Completed
	25	Carpet Apartments	1460	0					
	26	Gas Range Appliances	1465	107,000			0	0	In Progress
	<b>Subtotal</b>				<b>118,400</b>			<b>9,150</b>	<b>9,150</b>
St. Germain Manor	27	Refinish Cabinets	1460	0					
	30	Plumbing Main Work	1460	25,000			0	0	In Progress
	31	Gas Range Appliances	1465	107,000			0	0	In Progress
	32	Carpet Apartments	1460	0					
	<b>Subtotal</b>				<b>132,000</b>			<b>0</b>	<b>0</b>
RI 3-7 RI 3-8 Scattered Sites	28	Gas Range Appliances	1465	10,000			0	0	In Progress
	29	Exterior Painting	1460	20,000			0	0	In Progress
	<b>Subtotal</b>				<b>30,000</b>			<b>0</b>	<b>0</b>
<b>Grand Total</b>				<b>2,844,380</b>			<b>1,030,544</b>	<b>469,431</b>	

**Annual Statement/Performance  
and Evaluation Report**

**U. S. DEPARTMENT OF HOUSING  
and Urban Development**

**FYE 2002  
RI 43-P003-  
50102**

Part III: Implementation Schedule  
Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Development Number / Name	All Funds Obligated/(Quarter Ending)			Funds Expended / (Quarter Ending)			Reasons for Revised Target Dates
	Original	Revised *	Actual *	Original	Revised *	Actual *	
PHA-Wide							

RI 3-1 Morin Heights	5/30/2004		5/30/2006				
RI 3-2 Veterans' Memorial	5/30/2004		5/30/2006				
RI 3-3 Parkview Manor	5/30/2004		5/30/2006				
RI 3-4 Kennedy Manor	5/30/2004		5/30/2006				
RI 3-5A Crepeau Court	5/30/2004		5/30/2006				
RI 3-6B St. Germain Manor	5/30/2004		5/30/2006				
RI 3-7 Scattered Sites	5/30/2004		5/30/2006				

\* To be completed at the end of the program year

form HUD-52837

**Attachment N**

**LIST OF PROJECTS TO WHICH THE BOND PROCEEDS WILL BE APPLIED**

Morin Heights Family Complex

The scope of this work is to renovate fourteen (14) Buildings (130 units) and demolition of three (3) buildings (24 units). This work is to include renovating 10 of the units within ADA standards possibly from the "A" buildings with a one bedroom 1<sup>st</sup> floor unit on each end combined with the next door apartment; a two bedroom to make a 3 bedroom unit on each end with a first floor bedroom.

This work is to continue the esthetics/motif from phase I. The functional improvements to the interior, opening the kitchen/living room wall and kitchen/utility room wall are desirable along with new floors, walls, ceilings and lead abatement.

Site work is to continue underground electrical from phase I, resurfacing a parking lot and minimal landscape for maintenance oversight. This will include new curb cuts and ramps at walks for ADA requirements.

## **Attachment “O”**

### **Section 8 Homeownership Program Capacity Statement**

The Woonsocket Housing Authority plans to administer a Section 8 Homeownership Program and we will demonstrate our capacity to administer that program by:

Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment come from the family's resources.