

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

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# PHA Plans

5 Year Plan for PHA Fiscal Years Beginning 2005 - 2009  
Annual Plan for PHA Fiscal Year Beginning 2005

**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:** Lewiston Housing Authority

**PHA Number:** ME005

**PHA Fiscal Year Beginning: (mm/yyyy)** 07/2005

### 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 2005 - 2009**  
[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)

It is the mission of the Lewiston Housing Authority to provide decent, safe, and affordable housing free of discrimination to those eligible persons who are in need of housing assistance and, in so doing, promote economic uplift and personal growth.

**Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers: 100 vouchers
  - Reduce public housing vacancies: maintain 97% occupancy
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)  
Improve make-ready time for vacant units.
- Renovate or modernize public housing units: perform timely replacements  
and improvements to major systems at all buildings and sites per our  
Capital Fund five year Action Plan.
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices  
Objectives:
  - Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Increase voucher payment standards
  - Implement voucher homeownership program:
  - Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
  - Convert public housing to vouchers:
  - Other: (list below)  
Design and implement a homeownership program drawing on available  
federal, state and local resources.

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

- PHA Goal: Provide an improved living environment  
Objectives:
  - Implement measures to deconcentrate poverty by bringing higher income  
public housing households into lower income developments:
  - Implement measures to promote income mixing in public housing by  
assuring access for lower income families into higher income  
developments:
  - Implement public housing security improvements:  
Aim to increase resident's sense of safety and security as indicated by  
surveys and Resident Advisory Board Reports
  - Designate developments or buildings for particular resident groups  
(elderly, persons with disabilities)
  - Other: (list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

**Other PHA Goals and Objectives: (list below)**

PHA Goal: Develop partnerships with other community housing and social service agencies in order to expand the available resources to solve housing problems.

Objective:

Participate in housing development activities with community partners.

**Annual PHA Plan**  
**PHA Fiscal Year 2005**  
[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.

Not required per Notice PIH 99-51

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

**Required Attachments:**

- Admissions Policy for Deconcentration (me005a01.doc)
- FY 2005 Capital Fund Program Annual Statement (me005b01.doc)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Section 8 Homeownership Program Capacity Statement (me005a01.doc)
- Implementation of Public Housing Resident Community Service Requirements (me005a01.doc)
- Pet Policy (me005a01.doc)
- Progress in Meeting the 5-Year Plan Mission and Goals (me005a01.doc)
- Resident Membership on the PHA Governing Board (me005a01.doc)
- Membership on the Resident Advisory Board (me005a01.doc)
- Section 8 Project Based Vouchers (me005a01.doc)
- Performance & Evaluation Report ME36P00550102 (me005d01.doc)
- Performance & Evaluation Report ME36P00550103 (me005e01.doc)
- Performance & Evaluation Report ME36P00550203 (me005f01.doc)
- Performance & Evaluation Report ME36P00550104 (me005g01.doc)

**Optional Attachments:**

- PHA Management Organizational Chart
- FY 2005 Capital Fund Program 5 Year Action Plan (me005c01.doc)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (me005a01.doc)
- Other (List below, providing each attachment name)
  - Definition of a substantial deviation (me005a01.doc)
  - Voluntary Conversion Initial Assessments (me005a01.doc)

**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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input 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	Annual Plan: Operations

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: 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
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ibility</b>	<b>Size</b>	<b>Loca-tion</b>
Income <= 30% of AMI	2,119	5	5	5	2	2	2
Income >30% but <=50% of AMI	1,624	5	3	5	2	2	2
Income >50% but <80% of AMI	1,829	3	2	3	2	2	2
Elderly	1,537	5	3	5	2	2	2
Families with Disabilities	Un-known	4	3	4	2	2	2
Mobility & Self Care Limitation	1,795	4	3	4	2	2	2
White, non-Hispanic	5,305	4	3	4	2	2	2
Black, non-Hispanic	51	4	3	4	2	2	2
Hispanic	58	4	3	4	2	2	2
Native American	39	4	3	4	2	2	2
Asian/Pacific Island	8	4	3	4	2	2	2

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: 2000-2005
- 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)

City of Lewiston’s Analysis of Impediments to Fair Housing - 1997

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	224		123
Extremely low income ( <=30% AMI)		75%	
Very low income (>30% but <=50% AMI)		25%	

<b>Housing Needs of Families on the Waiting List</b>			
Low income (>50% but <80% AMI)		0%	
Families with children	109	49%	
Elderly families	75	33%	
Families with Disabilities	Not Available		
Ethnicity – Hispanic			
Ethnicity – Non Hispanic			
Race – White	177	79%	
Race – Black/African American	47	21%	
<b>Characteristics by Bedroom Size (Public Housing Only)</b>			
1BR	112	50%	61
2 BR	74	33%	15
3 BR	25	11%	36
4 BR	12	5%	11
5 BR	1	1%	0
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

<b>Housing Needs of Families on the Waiting List</b>			
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	413		120
Extremely low income (<=30% AMI)	392	95%	

<b>Housing Needs of Families on the Waiting List</b>			
Very low income (>30% but <=50% AMI)	21	5%	
Low income (>50% but <80% AMI)	0	0	
Families with children	260	62%	
Elderly families	41	6%	
Families with Disabilities	194	32%	
Ethnicity – Not Hispanic	411	99%	
Ethnicity – Hispanic	2	1%	
Race – White	264	64%	
Race – Black/African American	149	36%	
Characteristics by Bedroom Size (Public Housing 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)? Fourteen months			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" 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			

### **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.

Lewiston Housing Authority will continue to optimize the use of its current programs by reducing public housing vacancies and actively marketing its Section 8 programs. We foresee no loss of public housing units except through conversion of efficiencies to one bedroom units at Blake Street Towers. Funding cuts in the Section 8 Voucher Program are causing us to assist fewer families and we would apply for additional units if they were available. We believe that the continued presence of project based Section 8 is important to the community.

**(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 2005 grants)</b>		
a) Public Housing Operating Fund	927,233	
b) Public Housing Capital Fund	619,518	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,074,410	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Section 8 Moderate Rehab	851,410	Operations, HAP
Section 8 Substantial Rehab	2,819,227	Operations, HAP
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Capital Fund Program	641,659	Modernization
ROSS Grant	33,000	Operations
<b>3. Public Housing Dwelling Rental Income</b>		Operations
<b>4. Other income (list below)</b>		
Non-Dwelling Rent		
Interest Income – Section 8		
Interest Income – Public Housing	8,000	Operations
<b>4. Non-federal sources (list below)</b>		
State Pass Through Section 8	75,000	Operations, HAP

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>Total resources</b>	11,049,457	

### **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) five positions
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe) Credit history, landlord references

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **(3) Assignment**

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

- One
- Two
- Three or More - Three choices are offered only if there are vacancies at three or more sites, otherwise two choices are offered.

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers

- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

Notice PIH 2001-4 replaced the questions in this section with questions that we have presented at the beginning of our attachment file me005a01.doc. Please refer to the attachment for a discussion of our deconcentration analysis in the section entitled **Admissions Policy for Deconcentration.**

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

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

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

- Adoption of site based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

## **B. Section 8**

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

### **(1) Eligibility**

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

- Criminal or drug-related activity only to the extent required by law or regulation

- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)
  - Lifetime sex offender registration
  - Owes a housing authority money from a prior tenancy
- 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?
  - Only for lifetime sex offender registry
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
  - Criminal or drug-related activity
  - Other (describe below)
 

When a landlord requests information regarding a prospective tenant, Lewiston Housing Authority will give the family's current address and the name and address (if it is known) of the landlord at the family's prior 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)
- a. 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:

Extensions are permitted upon written request describing search efforts to date and demonstrating likelihood of success if additional time is granted.

Extensions will be granted to persons with disabilities who need additional time.

#### **(4) Admissions Preferences**

##### 1. 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?

##### 2. 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**)

3. 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; limited to five vouchers per year  
 Substandard housing  
 Homelessness  
 High rent burden (rent is > 50 percent of income)

##### Other preferences (select all that apply)

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

- Other preference(s) (list below)  
Preference will be given to participants in LHA programs who have a documented need to move and who cannot be placed in a public housing unit as a result of domestic violence, reprisals, hate crimes, inaccessibility of unit, or being underhoused.  
Preference is given to families who are displaced by government action.

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.

4 Date and Time

Former Federal preferences

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

- 3 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 3 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
- 1 Other preference(s) (list below)  
Preference will be given to participants in LHA programs who have a documented need to move and who cannot be placed in a public housing unit as a result of domestic violence, reprisals, hate crimes, inaccessibility of unit, or being underhoused.
- 2 Preference is given to families who are displaced by government action.

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

LHA uses a random choice method when the waiting list is first opened following a period of closure. All applications received in the first five business days that the waiting list is open are ranked by random selection. If the waiting list remains open more than five days, then applications received after the five day random choice period are ranked by date and time of application.

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

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

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

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

#### **(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Through published notices  
 Other (list below)

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

[24 CFR Part 903.7 9 (d)]

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

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
  
- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
  
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 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)  
Change in family composition.

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. Federal regulations permit a housing authority to set the payment standard for each bedroom size at a different percentage of the FMR. LHA follows federal regulations in setting its payment standards. This question asks for a single answer that "best" describes LHA's payment standard. LHA is not precluded by its answer to this question from setting its payment standards between 90 and 110% of the FMR as conditions warrant. Nor is it precluded from seeking approval of payment standards above 110% of the FMR if conditions warrant.
- 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)  
While payment standards remain at or above 100% of FMR, LHA may refrain from raising or even reduce its payment standards in an effort to keep program costs within available funding.

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

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

The Lewiston Housing Authority has thirty-three employees in five departments. Three of these departments are located at the Authority’s main office at 1 College Street. The Executive Department, consisting of the Executive Director, Administrative Assistant, and Modernization Coordinator, provides planning and direction to the other departments and carries out the policies adopted by the Board of Commissioners.

The Eligibility and Occupancy Department, headed by the Rental Programs Manager, has a staff of seven and performs all of the waiting list, lease-up, and rent determination functions for both the Section 8 and public housing programs. This department is responsible for inspections of dwelling units.

The Accounting Department, consisting of the Controller and three staff, performs budgeting, accounting, and financial reporting for the agency as well as personnel, systems management, and compliance functions.

The Resident Services Department is located at the Hillview Community Center and is directed by the Manager of Resident Services who uses a staff of four to manage all of the public housing developments and to provide social, educational, and supportive services to residents.

The Maintenance Department, located at 47 Avon Street, is directed by the Manager of Physical Plant. The staff of twelve provides maintenance, grounds-keeping and janitorial services for the agency on a twenty-four hour on call basis.

### **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	438	100
Section 8 Vouchers	1,082	120
Section 8 Certificates	0	
Section 8 Mod Rehab	190	
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
ROSS Grant	98	
Other Federal Programs(list individually)		
Section 8 Sub Rehab	278	
State Pass-Thru Sec 8	8	3

### **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)

#### **GENERAL LHA POLICIES**

MISSION STATEMENT  
AFFIRMATIVE ACTION PLAN  
BY-LAWS OF THE LHA  
POLICY ON "LHA POLICIES"  
SECTION 3 POLICY  
FOR FILING COMPLAINTS AGAINST LHA STAFF/COMMISSIONERS  
TRAVEL POLICY  
PERSONNEL POLICIES  
EVALUATING THE EXECUTIVE DIRECTOR  
CONFIDENTIALITY  
COMPUTER & ELECTRONIC RESOURCES PROCEDURES

**OPERATIONS POLICIES**

ADMISSIONS AND CONTINUED OCCUPANCY POLICY  
ONE – STRIKE YOU'RE OUT POLICY  
HOMEOWNERSHIP POLICY  
USE OF LHA COMMUNITY ROOMS/RENTAL PROCEDURES  
RESIDENTS AND BOARD'S COMMITMENT TO ONGOING PROGRAMS  
ESTABLISHMENT OF RESIDENT ADVISORY BOARD  
MONITORING OF VACANCY RATES/UNIT TURNAROUND TIME  
ADOPTION OF HEAD START PROGRAM  
ELDER CARE & SERVICES COORDINATION/ON-SITE HEALTH FACILITIES  
TRACKING & REPORTING OF CRIME-RELATED PROBLEMS-SECURITY  
UNCOLLECTED RENTS  
ESTABLISHMENT OF A "WORK ORDER" SYSTEM  
SOLICITATION POLICY  
PEST CONTROL  
MAINTENANCE VEHICLES  
MAINTENANCE VEHICLES 2  
PET POLICY

**FINANCIAL MANAGEMENT POLICIES**

CASH RESERVE POLICY  
INVESTMENT POLICY  
CAPITALIZATION POLICY  
PROCUREMENT POLICY/PROCEDURE  
PURCHASE ORDER PROCEDURE  
DISPOSITION POLICY  
CHECK SIGNING MACHINE POLICY/PROCEDURES  
DESIGNATING PERSONNEL TO SIGN AND COUNTERSIGN CHECKS  
CREDIT CARD POLICY  
PETTY CASH

**STAFF PROCEDURES**

RENT COLLECTION  
MOVE-OUT PROCEDURES  
CLOSE-OUT PROCEDURES  
PROCEDURAL REQUIREMENTS FOR SUBMITTING CLAIMS  
POLICY FOR COLLECTING MONEY OWED FROM UNIT DAMAGES  
KEYS AND LOCK-OUT POLICIES  
PROCEDURE FOR STANDARD OPERATION OF MAINTENANCE VEHICLES  
APARTMENT PAINTING POLICY  
HAZARD COMMUNICATION PROGRAM

ACCIDENT INVESTIGATION  
ALTERNATIVE WORK  
SATELLITE DISH  
STAFF FUND BY-LAWS  
BLOODBORNE PATHOGEN  
OSHA RESPIRATOR PROCEDURE  
LOCKOUT/TAGOUT  
UNIFORM

- (2) Section 8 Management: (list below)  
Section 8 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:

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

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

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

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

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

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

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

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) ME005b01.doc  
At the time of this writing, the amount of LHA's FFY 05 Capital Fund allocation is not yet known. While an authority is permitted to estimate its future funding based on the amount received in the preceding year, LHA has based its planning on lower amounts. LHA received \$641,659 under the FFY 04 Capital Fund. The FFY 05 appropriations bill funded the Capital Fund at a lower level than in FFY 04, so we will project an amount of \$619,518 for our FFY 05 funding. The Administration's FFY 06 budget requests that Congress reduce funding for the Capital Fund Program by about 7.3%. In line with this expected reduction in funding, LHA has projected that it will receive funding for FFY's 2006 – 2009 at a level equal to 92.7% of its projected FFY 05 funding or \$574,393.

LHA has included amounts in its CFP Annual Statements for the line item 1440 Site Acquisition. LHA does not intend to acquire any land. This line is used to record expenditures for surveying costs. Some of the work that LHA is doing, such as rebuilding parking lots, requires surveying.

-or-

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

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

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

- a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) ME005c01.doc  
For an explanation of the projected funding amounts, please see our answer to part (1) above.

-or-

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

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

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

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

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

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

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

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

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

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)

Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:
5. Number of units affected: 0 6. Coverage of action (select one) <input type="checkbox"/> Part of the development The proposed disposition involves the sale of approximately 9,000 square feet of surplus land (without road frontage) to an abutter. No units are involved.  <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

**Designation of Public Housing Activity Description**

1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

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

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

<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:

#### a. Size of Program

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

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

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

#### b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (l)]

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

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

#### 1. Cooperative agreements:

- Yes  No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive

services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 03/23/00

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>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Family Self-sufficiency	25	Waiting List	Hillview Office	Both
Youth Enrichment Opportunity Program	100	Waiting List	Hillview Office	Public Housing
ROSS Grant at Blake St Towers	98	Available to all	On site at BST	Public Housing

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: 12/31/04)
Public Housing	0	16
Section 8	6	13

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

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents

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

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

ME36P005001

ME36P005003

ME36P005005

ME36P005006

**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)

ME36P005001

ME36P005003

ME36P005005

ME36P005006

**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)

- ME36P005001
- ME36P005003
- ME36P005005
- ME36P005006

**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 2001 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment.

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

- 1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
- 3.  Yes  No: Were there any findings as the result of that audit?

4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name) ME005a01.doc
- 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: (provide name here)  
City of Lewiston
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)

Apply for additional vouchers  
Design & implement a homeownership program  
Renovate public housing units  
Participate in housing development  
Continue drug prevention activities in partnership with Lewiston Police Dept  
Participate in lead hazard reduction activities  
Participate in refugee resettlement activities

- Other: (list below)

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

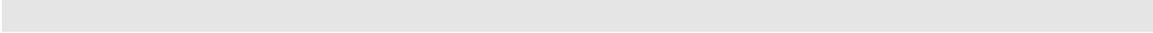
The Consolidated Plan supports the Housing Authority's plan with a number of housing initiatives. The City has supported homeless shelters, shelter for substance abusers, home care for elderly, housing rehab loan programs, community policing, lead paint and asbestos abatement, economic development initiatives, land use regulation changes aimed at reducing barriers to fair and affordable housing, and code enforcement. Initiatives like these enable Lewiston Housing Authority to use its resources in the most effective way.

#### **D. Other Information Required by HUD**

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

## **Attachments**

Use this section to provide any additional attachments referenced in the Plan



**LEWISTON HOUSING AUTHORITY**  
**Attachment to FY 2005 Annual Plan**  
**Admissions Policy for Deconcentration**

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

a. X Yes      No:      Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule?

b. X Yes      No:      Do any of these developments have average incomes above or below 85% to 115% of the average incomes of all such developments?

If yes, list these developments as follows:

Development Name	Number of Units	Explanation
ME36P005006	9	This is a 9 unit scattered site development which had an average income, adjusted for bedroom size, below 85% of average income. LHA plans no corrective action because this scattered site development cannot be said to represent a "concentration".

The following is an excerpt from Lewiston Housing Authority's Admissions and Continued Occupancy Policy:

***DECONCENTRATION POLICY***

It is Lewiston Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Lewiston Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement. The worksheet for the analysis can be found in **Appendix I below**.

## ***DECONCENTRATION INCENTIVES***

The Lewiston Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

**LEWISTON HOUSING AUTHORITY  
Attachment to FY 2005 Annual Plan  
Admissions Policy for Deconcentration**

**Appendix I**

**Income Limits and Deconcentration Worksheet**

<b>Development Name</b>	<b>Number of Units Under ACC</b>	<b>Number of Occupied Units</b>	<b>Number of Units Occupied by Very Poor Families</b>	<b>% Occupied by Very Poor Families</b>

**%Very Poor in**

**Census Tract**

**Target Number**

**Number Needed of below 30% of median area income**

**Number Needed above 30% of median area income**

**Waiting list number of families Appendix 2**

**LEWISTON HOUSING AUTHORITY  
Attachment to the FY 2005 Agency Plan  
Section 8 Homeownership Program Capacity Statement**

The Lewiston Housing Authority demonstrates its capacity to administer a Section 8 homeownership program by requiring that financing for purchase of a home under its Section 8 homeownership program will: be provided, insured or guaranteed by the State or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

**LEWISTON HOUSING AUTHORITY**  
**Attachment to FY 2005 Annual Plan**  
**Community Service Policy**

In compliance with the Quality Housing and Work Responsibility Act of 1998, the Lewiston Housing Authority has developed a policy to implement the resident community service requirement. This policy describes the way the LHA will implement the community service requirement and includes the following provisions:

- Definitions of community service and economic self-sufficiency
- How residents will be notified
- Definitions of exemptions from participation
- How the exemptions will be verified, both at the beginning of the program and as an ongoing part of program administration
- How compliance will be determined
- How non-compliance will be treated
- LHA's cooperation with other organizations.

LHA's residential lease will be modified to include the community service requirement and the community service policy has been subjected to public comment for inclusion in the 2004 Annual Plan. When the 2004 Annual Plan is approved the community service policy will be implemented. At that time all residents will be sent an information sheet advising them of the community service requirement. This sheet will provide a description of the requirement, qualifying activities, the exemptions and how the exemptions will be verified.

Residents will become subject to the requirement at the time of their first annual recertification and lease renewal after final adoption of the policy. Another notification describing the requirement will be sent at least ninety days before this annual recertification, so that residents will be reminded of the requirement and informed what documentation may be used to establish an exemption.

Each year at the time of their annual recertification resident compliance with the community service requirement will be determined and exemption status will be reverified. Residents will be

notified of this at least 90 days before the recertification date and required documentation will be specified in the notice. If a resident does not complete community service as required he or she will have one additional year to make up the required service. If the non-compliant resident does not do so or leaves the unit, lease termination proceedings will commence.

LHA has implemented the policy using the range of alternatives described in the regulations. The authority will directly administer some activities and make others available through contractors or partners.

The policy includes a description of qualifying work and self-sufficiency activities. These activities include: unsubsidized employment, subsidized private or public sector employment, on the job training, job search and job readiness assistance, vocational educational training, job skills training, education directly related to employment, attendance at a secondary school or GED program or provision of child care services to an individual participating in a community service program.

**LEWISTON HOUSING AUTHORITY**  
**Attachment to FY 2005 Annual Plan**  
**Pet Policy – Summary**

Lewiston Housing Authority maintains separate pet policies for its elderly developments, pursuant to 24 CFR 5.300 – 380, and its family developments, pursuant to 24 CFR 960.701 – 707. Under the policy for the elderly developments, Blake Street Towers and Meadowview, common household pets are allowed with certain restrictions. Prior approval is required, only one pet per unit is allowed, pets are limited to 15 lbs., no dogs are allowed above the first floor, all pets must be spayed or neutered, evidence of registration and inoculations must be provided annually to LHA, all pets must be leashed if outside the unit, and a refundable pet deposit of \$100 is charged to offset any damages the pet may cause. Pet owners are required to clean up after their pets and responsible for controlling noise, odor, and infestations associated with pets. Pet owners must sign an agreement to hold the Lewiston Housing Authority harmless from any claims caused by an action or inaction of the pet. Assistive animals are not covered by this policy as long as a member of the household has a disability, the animal is trained to assist with the disability, and the animal actually does assist with the disability.

The family policy is similar except that dogs are limited to 30 lbs and are not restricted to the first floor. Rottweilers, pit bulls, and attack or fight trained dogs are specifically excluded. In addition to the pet deposit, a non-refundable fee of \$60 will be charged annually. A waste removal fee of \$25 is charged for failure to dispose of pet waste properly.

**LEWISTON HOUSING AUTHORITY**  
**Attachment to FY 2005 Annual Plan**

## **Progress in Meeting the 5-Year Plan Mission and Goals**

Lewiston Housing Authority has made progress towards meeting its 5-Year Plan mission and goals. After five years, we are pleased to report several accomplishments. We have increased our lease-up rate for rental vouchers from 94% to 100%. We have increased our public housing occupancy rate to 97%. We applied for and received 197 additional rental vouchers over three years. We successfully appealed HUD's baseline unit count of our vouchers and received eleven additional vouchers as a result. We received 251 preservation vouchers for use in maintaining the affordability of Tall Pines, a large affordable housing development in the community. We have added an objective to our five-year plan, namely, to implement a voucher homeownership program. We have continued to modernize our public housing units and are on schedule with our Capital Fund activities. We applied for and received ROSS Grant funding to bring supportive services to Blake Street Towers, a development serving the elderly and the disabled. These achievements have served to increase the availability and quality of assisted housing.

We are working closely with our residents, especially at Blake Street Towers, to implement security improvements. We installed security cameras in the lobby at Blake Street Towers, added gates that could be closed to the perimeter fencing, and installed an alarm to prevent people from defeating the building's security system by propping open a side door. We have been working with the Lewiston Police Department, which encourages residents to call the police when they witness a crime or disturbance.

We have worked closely with community partners on two projects in the City's Enterprise Community. One project is a homeownership project that seeks to build affordable townhouses on a targeted block in the downtown area. The other project is a community center which would provide a venue for social services, healthcare and recreation for neighborhood residents. Both projects are fully funded. Seven of the homes have been completed and sold. The community center opened in September, 2003. We hope through these two projects to revitalize a neighborhood and bring additional housing choice and to the community.

### **LEWISTON HOUSING AUTHORITY Attachment to the FY 2005 Agency Plan Resident Membership on the PHA Governing Board**

Under Maine state law, Lewiston Housing Authority must have at least two resident commissioners. These commissioners are appointed by the mayor with the consent of the city council. The term of a commissioner is five years. The current resident commissioners and their current terms are:

Commissioner	Beginning	Expiration
Anita Gosselin	09/17/98	09/17/08
Diantha Sargent	12/10/02	09/17/05

**LEWISTON HOUSING AUTHORITY**  
**Attachment to the FY 2005 Agency Plan**  
**Membership on the Resident Advisory Board**

Lewiston Housing Authority's Resident Advisory Board consists of members chosen from among public housing and Section 8 residents. Public housing members representing developments with resident councils were chosen by the resident councils. Public housing members from developments without resident councils and Section 8 members were chosen by sending an invitation to apply for membership on the Resident Advisory Board to all households. All residents who completed a questionnaire were appointed to the Board. This process resulted in a Resident Advisory Board with seven Section 8 members and thirteen public housing members.

Maine law does not allow the disclosure of resident information by housing authorities, so we are not providing the names of the members of the Resident Advisory Board as part of the Agency Plan. However, several members of the Resident Advisory Board have requested that their names be included in the Plan. The following members requested to be so named:

Ruth Bell  
Normand Blais  
Ann Gosselin  
Lucy Ash  
Fareed Abdullahi  
Dot Treadwell  
Paul Filion, Chairperson

**LEWISTON HOUSING AUTHORITY**  
**Attachment to the FY 2005 Agency Plan**  
**Section 8 Project Based Vouchers**

Lewiston Housing Authority intends to use up to 120 vouchers as project based vouchers. These may be used in census tracts with a poverty rate of less than 20%, but consideration will be given in the selection process to projects in the Enterprise Community, i.e. Census Tracts 201 & 204, which the City of Lewiston has prioritized for housing rehabilitation and development. These vouchers will be used to promote development of housing which meets needs not normally met

by tenant based vouchers. Examples would be housing development or rehabilitation projects or housing for persons with disabilities.

**LEWISTON HOUSING AUTHORITY**  
**Attachment to FY 2005 Annual Plan**  
**Comments of the Resident Advisory Board**

The Resident Advisory Board decided to meet in two separate groups, one for Section 8 and the other for public housing. Each group held a series of meetings and developed extensive comments.

**Section 8 Comments**

The board would like to recommend that Lewiston Housing Authority have a preference for applicants who would qualify for homeless, fire victims, substandard housing and extreme physical needs due to medical problems.

The board would like to meet with the resident commissioners from the Board of Commissioners of Lewiston Housing during the Section 8 advisory board meetings in 2006.

The board does not approve of the random lottery system for taking applications.

**Lewiston Housing Authority responses to Section 8 comments**

Lewiston Housing Authority's Board of Commissioners reviews admissions preferences from time to time and will consider the Advisory Board's comments.

A meeting with the resident commissioners of LHA will be arranged.

LHA feels that the random selection method of ranking applicants was very successful and plans to continue using it.

**Public Housing Comments**

**ME5-1 Blake Street Towers**

Some stoves still have problems. Community room chairs are getting old. Folding chairs are too small for some residents. More tables are needed. New community room furniture is needed. Some tenants would like their apartments painted. Several tenants reported cracked toilets or damaged seats. Residents appreciate and want to continue housekeeping service. Laundry room should remain open 24 hours a day. New machines are needed. Shopping carts need cleaning. Visitor parking remains a problem. Parking lot lights are shaded by trees. Front door is drafty.

Rugs for elevators are requested. Bucket and mop should be available for tenants to voluntarily clean lobby from time to time. One tenant asked if the rules were the same for all. Air conditioning in community room worked well (donated window units).

#### ME5-2 Meadowview

The issue of reserved parking was again brought up. Visitors who park in the wrong places should be towed. Connecting parking lot 3 to parking lot 4 was suggested. Yellow lines would be easier to see than white. More signage would be helpful. Several suggestions were made for the community room including moving the TV to the other side, adding exercise equipment, putting curtains or blinds in the solarium for temperature control, and getting a cart for the laundry room. Issues related to apartments included fumes from the maintenance garage, sink backups, condensation making stairways slippery, drips from roofs making icy patches on walks, heating pipes making loud noises. It was requested that Sunni Busch stay on as Activities Coordinator for another year. Concern was expressed about mailing addresses.

#### ME5-3 Hillview, Rosedale, Lafayette Park

A number of maintenance issues were raised. Floor tiles continue to be a problem, even after replacement. Doors are drafty and recently replaced windows have caulking problems. Some buildings are cold and may need new siding to replace the shingle siding. Some tenants report stains on their walls, possibly from moisture. Cable TV wiring within apartments is a challenge. Parking spaces need to be striped. A fire extinguisher class should be held. Residents would like a greenhouse for their gardening activities.

#### ME 5-5 & 5-6 Park, Ash, Whipple, Shawmut, Horton, Oak, Sabattus

No residents from these sites participated.

### **LHA Response to Public Housing Comments**

LHA intends to address these concerns through a combination of ordinary maintenance and Capital Fund activities.

## **LEWISTON HOUSING AUTHORITY Attachment to FY 2005 Annual Plan**

### **Definitions of “substantial deviation” and “significant amendment or modification”**

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

**LEWISTON HOUSING AUTHORITY**  
**Attachment to FY 2005 Annual Plan**  
**Voluntary Conversion Initial Assessments**

LHA has performed the required initial assessments and determined that none of its covered developments should be converted.

# Annual Statement/Performance and Evaluation Report

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

<b>PHA Name:</b> <p style="text-align: center;">LEWISTON HOUSING AUTHORITY</p>	<b>Grant Type and Number</b> Capital Fund Program Grant No: ME36P00550105 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2005
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Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	123,904.00			
3	1408 Management Improvements	48,000.00			
4	1410 Administration	36,000.00			
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	1,000.00			
8	1440 Site Acquisition	1,000.00			
9	1450 Site Improvement	1,000.00			
10	1460 Dwelling Structures	357,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable	1,000.00			
12	1470 Non-dwelling Structures	6,000.00			
13	1475 Non-dwelling Equipment	43,614.00			
14	1485 Demolition	0.00			
15	1490 Replacement Reserve	0.00			
16	1492 Moving to Work Demonstration	0.00			
17	1495.1 Relocation Costs	1,000.00			
18	1499 Development Activities	0.00			
19	1501 Collateralization or Debt Service	0.00			
20	1502 Contingency	0.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	619,518.00			
22	Amount of line 21 Related to LBP Activities	0.00			
23	Amount of line 21 Related to Section 504 compliance	50,000.00			
24	Amount of line 21 Related to Security – Soft Costs	0.00			
25	Amount of Line 21 Related to Security – Hard Costs	0.00			
26	Amount of line 21 Related to Energy Conservation Measures	70,000.00			

# Annual Statement/Performance and Evaluation Report

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

### Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00550105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>ME 5-1</b>								
Blake St. Towers	Hallways and Apartment Flooring	1460	Development	1,000.00				
Blake St. Towers	Handicap Unit Conversions	1460	1 Unit	10,000.00				
Blake St. Towers	Replace Windows	1460	Development	70,000.00				
Blake St. Towers	Exterior Painting & Repairs	1460	Development	1,000.00				
	<b>TOTAL ME 5-1</b>			<b>82,000.00</b>				
<b>ME 5-2</b>								
Meadowview Park	Replace Comm. Ctr. Security System	1470	1 Bldg.	5,000.00				
Meadowview Park	Repair MV Fascia	1460	Development	30,000.00				
Meadowview Park	Repair Stair Towers	1460	Development	40,000.00				
Meadowview Park	Replace Bathroom Vanities	1460	Development	40,000.00				
Meadowview Park	Exterior Painting & Repairs	1460	Development	1,000.00				
	<b>TOTAL ME 5-2</b>			<b>117,000.00</b>				
<b>ME 5-3</b>								
Hillview Apts.	Replace Apartment Floors	1460	Development	4,000.00				
Hillview Apts.	Replace Boiler Room Doors	1460	Development	8,000.00				
Hillview Apts.	Repair Canopies	1460	Development	25,000.00				
Hillview Apts.	Repair/Replace Siding	1460	Development	50,000.00				
Hillview Apts.	Ext. Painting and Repairs	1460	Development	2,000.00				
Hillview Apts.	Basement/Mold Abatement	1460	Development	2,000.00				
Rosedale Acres	Replace Apartment Floors	1460	Development	4,000.00				
Rosedale Acres	Ext. Painting and Repairs	1460	Development	2,000.00				
Rosedale Acres	Basement/Mold Abatement	1460	Development	2,000.00				
Lafayette Park	Replace Apartment Floors	1460	Development	4,000.00				
Lafayette Park	Ext. Painting and Repairs	1460	Development	2,000.00				
Lafayette Park	Basement/Mold Abatement	1460	Development	2,000.00				
	<b>TOTAL ME 5-3</b>			<b>107,000.00</b>				



# Annual Statement/Performance and Evaluation Report

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

### Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00550105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>LHA WIDE</b>								
	Operations	1406		123,904.00				
	Training & Consultants	1408		1,000.00				
	Resident Initiatives	1408		1,000.00				
	Investigator's Position w/ Benefits	1408		45,000.00				
	Computer Software	1408		1,000.00				
	Administrative Costs	1410		36,000.00				
	Transportation Costs	1430		1,000.00				
	Surveys & Maps	1440		1,000.00				
	Landscaping & Paving	1450		1,000.00				
	Exterior Painting & Repairs	1460		1,000.00				
	Energy/Dwelling Improvements	1460		1,000.00				
	Handicap Unit Conversions	1460		50,000.00				
	Dwelling Equipment	1465.1		1,000.00				
	Energy/Non-Dwelling Improvements	1470		1,000.00				
	Computer Hardware	1475		7,000.00				
	Office Equipment	1475		6,614.00				
	Community Building Equipment	1475		1,000.00				
	Maintenance Tools & Equipment	1475.2		29,000.00				
	Relocation Costs	1495.1		1,000.00				
	<b>TOTAL LHA WIDE</b>			<b>309,518.00</b>				
	<b>TOTAL</b>			<b>619,518.00</b>				

## Annual Statement/Performance and Evaluation Report

### Comprehensive Grant Program (CGP)

#### Part III: Implementation Schedule

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: ME36P00550105 Replacement Housing Factor No:					Federal FY of Grant: 2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
ME 5-1	6/30/2007			6/30/2009				
ME 5-2	6/30/2007			6/30/2009				
ME 5-3	6/30/2007			6/30/2009				
ME 5-5	6/30/2007			6/30/2009				
ME 5-6	6/30/2007			6/30/2009				
LHA WIDE	6/30/2007			6/30/2009				

## Capital Fund Program Five-Year Action Plan

### Part I: Summary

PHA Name LEWISTON HOUSING AUTHORITY		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2007	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2010
	Annual Statement				
ME5-1/ Blake St. Towers		20,000.00	25,000.00	55,000.00	20,000.00
ME5-2/Meadowview Park		155,000.00	50,000.00	112,000.00	75,000.00
ME5-3/Hillview Apts.		65,000.00	150,000.00	40,000.00	70,000.00
ME5-3/Lafayette Park		20,000.00	20,000.00	20,000.00	35,000.00
ME5-3/Rosedale Acres		20,000.00	20,000.00	20,000.00	35,000.00
ME5-5		15,000.00	14,000.00	25,000.00	30,000.00
ME5-6		5,000.00	10,000.00	25,000.00	25,000.00
LHA-Wide		274,393.00	285,393.00	277,393.00	284,393.00
CFP Funds Listed for 5-year planning		574,393.00	574,393.00	574,393.00	574,393.00
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2006 PHA FY: 2007			Activities for Year: <u>3</u> FFY Grant: 2007 PHA FY: 2008		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	ME 5-1/Blake St. Towers	Ext. Painting/Repairs	10,000.00	ME 5-1/ Blake St. Towers	Replace Exit Doors	10,000.00
Annual		Unit Conversions	10,000.00		Unit Conversions	10,000.00
Statement	<i>Subtotal</i>		<i>20,000.00</i>		Ext. Painting/Repairs	5,000.00
				<i>Subtotal</i>		<i>25,000.00</i>
	ME 5-2/Meadowview Park	Replace Windows	150,000.00			
		Ext. Painting/Repairs	5,000.00	ME 5-2/Meadowview Park	Boiler Room Doors	10,000.00
	<i>Subtotal</i>		<i>155,000.00</i>		Stairwell Lighting	30,000.00
					Ext. Painting/Repairs	10,000.00
	ME 5-3/Hillview Apts.	Renovate Comm. Bldg.	30,000.00	<i>Subtotal</i>		<i>50,000.00</i>
		Ext. Painting/Repairs	35,000.00			
	<i>Subtotal</i>		<i>65,000.00</i>	ME 5-3/Hillview Apts.	Replace Toilets	30,000.00
					Replace Boilers	100,000.00
	ME 5-3/Lafayette Park	Replace Toilets	10,000.00		Ext. Painting/Repairs	10,000.00
		Apt. Flooring	5,000.00	<i>Subtotal</i>		<i>150,000.00</i>
		Ext. Painting/Repairs	5,000.00			
	<i>Subtotal</i>		<i>20,000.00</i>	ME 5-3/Lafayette Park	Replace Ext. Doors	15,000.00
					Ext. Painting/Repairs	5,000.00
	ME 5-3/Rosedale Acres	Replace Toilets	10,000.00	<i>Subtotal</i>		<i>20,000.00</i>
		Apt. Flooring	5,000.00			
		Ext. Painting/Repairs	5,000.00	ME 5-3/Rosedale Acres	Replace Ext. Doors	15,000.00
	<i>Subtotal</i>		<i>20,000.00</i>		Ext. Painting/Repairs	5,000.00
				<i>Subtotal</i>		<i>20,000.00</i>
	ME 5-5/ Park, Ash, Whipple	Kitchen Cabinets	10,000.00			
		Ext. Painting/Repairs	5,000.00	ME 5-5, Park, Ash, Whipple	Replace Toilets	20,000.00
	<i>Subtotal</i>		<i>15,000.00</i>		Ext. Painting/Repairs	4,000.00
				<i>Subtotal</i>		<i>14,000.00</i>
	ME 5-6/Development	Ext. Painting/Repairs	5,000.00			
	<i>Subtotal</i>		<i>5,000.00</i>	ME 5-6/ Development	Replace Toilets	10,000.00
					Ext. Painting/Repairs	4,000.00
	LHA-Wide		274,393.00	<i>Subtotal</i>		<i>10,000.00</i>
	<i>Subtotal</i>		<i>274,393.00</i>	LHA-Wide		285,393.00
				<i>Subtotal</i>		<i>285,393.00</i>
	<b>Total CFP Estimated Cost</b>		<b>574,393.00</b>			<b>574,393.00</b>

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

Activities for Year 1	Activities for Year: <u>4</u> FFY Grant: 2008 PHA FY: 2009			Activities for Year: <u>5</u> FFY Grant: 2009 PHA FY: 2010		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	ME 5-1/Blake St. Towers	Upgrade Fire Alarm	30,000.00	ME 5-1/Blake St. Towers	Hot Water Maker	10,000.00
Annual		Replace Toilets	20,000.00		Unit Conversions	10,000.00
Statement		Ext. Painting/Repairs	5,000.00	<b>Subtotal</b>		<b>20,000.00</b>
	<b>Subtotal</b>		<b>55,000.00</b>			
				ME 5-2/Meadowview Park	Renovate Comm. Bldg.	75,000.00
	ME 5-2/Meadowview Park	Replace Ext. Doors	30,000.00	<b>Subtotal</b>		<b>75,000.00</b>
		Replace Boilers	80,000.00			
		Ext. Painting/Repairs	2,000.00	ME 5-3/Hillview Apts.	Replace Int. Doors	60,000.00
	<b>Subtotal</b>		<b>112,000.00</b>		Ext. Painting/Repairs	10,000.00
				<b>Subtotal</b>		<b>70,000.00</b>
	ME 5-3/ Hillview Apts.	Replace Water Heaters	30,000.00			
		Ext. Painting/Repairs	10,000.00	ME 5-3/Lafayette Park	Replace Int. Doors	30,000.00
	<b>Subtotal</b>		<b>40,000.00</b>		Ext. Painting/Repairs	5,000.00
				<b>Subtotal</b>		<b>35,000.00</b>
	ME 5-3/Lafayette Park	Replace Water Heaters	15,000.00			
		Ext. Painting/Repairs	5,000.00	ME 5-3/Rosedale Acres	Replace Int. Doors	30,000.00
	<b>Subtotal</b>		<b>20,000.00</b>		Ext. Painting/Repairs	5,000.00
						<b>35,000.00</b>
	ME 5-3/Rosedale Acres	Replace Water Heaters	15,000.00			
		Ext. Painting/Repairs	5,000.00	ME 5-5/Development	Renovate Bathrooms	25,000.00
	<b>Subtotal</b>		<b>20,000.00</b>		Ext. Painting/Repairs	5,000.00
				<b>Subtotal</b>		<b>30,000.00</b>

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>4</u> FFY Grant: 2008 PHA FY: 2009			Activities for Year: <u>5</u> FFY Grant: 2009 PHA FY: 2010		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	ME 5-5/Park, Ash, Whipple	Replace Interior Doors	20,000.00	ME 5-6/Development	Renovate Bathrooms	20,000.00
Annual		Ext. Painting/Repairs	5,000.00		Ext. Painting/Repairs	5,000.00
Statement	<i>Subtotal</i>		<i>25,000.00</i>	<i>Subtotal</i>		<i>25,000.00</i>
	ME 5-6/Development	Kitchen Cabinets	25,000.00			
	<i>Subtotal</i>		<i>25,000.00</i>			
	LHA Wide		277,393.00	LHA Wide		284,393.00
	<i>Subtotal</i>		<i>277,393.00</i>	<i>Subtotal</i>		<i>284,393.00</i>
	<b>Total CFP Estimated Cost</b>		574,393.00			574,393.00

## Annual Statement/Performance and Evaluation Report Comprehensive Grant Program (CGP) Part I: Summary

<b>PHA Name:</b> LEWISTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Comprehensive Grant Program No: ME36P00550102 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2004 <input checked="" type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (3)		
		Original	Revised (2)	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	48,059.00	48,059.00	48,059.00	48,059.00	
3	1408 Management Improvements	49,000.00	41,594.00	41,594.28	41,594.28	
4	1410 Administration	50,000.00	30,806.00	30,805.93	30,805.93	
5	1411 Audit	0.00	0.00	0.00	0.00	
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00	
7	1430 Fees and Costs	6,750.00	3,950.00	3,950.00	3,950.00	
8	1440 Site Acquisition	1,000.00	0.00	0.00	0.00	
9	1450 Site Improvement	239,214.00	116,329.00	116,329.35	116,329.35	
10	1460 Dwelling Structures	200,659.00	374,830.00	374,828.55	374,828.55	
11	1465.1 Dwelling Equipment—Nonexpendable	8,592.00	9,687.00	9,686.90	9,686.90	
12	1470 Non-dwelling Structures	24,070.00	3,070.00	3,070.45	3,070.45	
13	1475 Non-dwelling Equipment	43,363.00	42,351.00	42,351.54	42,351.54	
14	1485 Demolition	0.00	0.00	0.00	0.00	
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00	
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00	
17	1495.1 Relocation Costs	500.00	531.00	531.00	531.00	
18	1499 Development Activities	0.00	0.00	0.00	0.00	
19	1501 Collateralization or Debt Service	0.00	0.00	0.00	0.00	
20	1502 Contingency	0.00	0.00	0.00	0.00	
21	Amount of Annual Grant: (sum of lines 2 – 20)	671,207.00	671,207.00	671,207.00	671,207.00	
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00	
23	Amount of line 21 Related to Section 504 compliance	24,000.00	72,781.00	72,781.00	72,781.00	
24	Amount of line 21 Related to Security – Soft Costs	45,000.00	41,594.00	41,594.00	41,594.00	
25	Amount of Line 21 Related to Security – Hard Costs	0.00	0.00	0.00	0.00	
26	Amount of line 21 Related to Energy Conservation	0.00	108,343.00	108,343.00	108,343.00	

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

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00550102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised (2)	Funds Obligated	Funds Expended	
<b>ME 5-1</b>								
Blake St. Towers	Hallway & Apt. Flooring	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Blake St. Towers	Landscaping	1450	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Blake St. Towers	Sidewalks	1450	Dev.	14,222.00	14,222.00	14,222.00	14,222.00	Completed
Blake St. Towers	Pave Parking Lot @ BST	1450	Dev.	60,446.00	0.00	0.00	0.00	Moved to 03 Grant
Blake St. Towers	Handicap Unit Conversions	1460	1-3 Units	6,000.00	15,647.00	15,646.49	15,646.49	Completed
Blake St. Towers	Unit Conversions	1460	2 Units	5,000.00	13,376.00	13,376.18	13,376.18	Completed
Blake St. Towers	Elevator Consultant	1430	1 Bldg.	4,750.00	3,950.00	3,950.00	3,950.00	Completed
Blake St. Towers	Elevator Cylinder Replacement	1460	1 Bldg.	62,000.00	61,790.00	61,790.00	61,790.00	Completed
Blake St. Towers	Bathroom Vanities	1450	1 Bldg.	15,000.00	21,748.00	21,748.34	21,748.34	Completed
Blake St. Towers	Install Fire Doors	1460	1 Bldg.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Blake St. Towers	Carpeting for 1 College St.	1470	1 Bldg.	10,000.00	0.00	0.00	0.00	Moved to 03 Grant
Blake St. Towers	Replace Phone System 1 College St.	1470	1 Bldg.	10,000.00	0.00	0.00	0.00	Moved to 03 Grant
Blake St. Towers	BST Renovations	1470	1 Bldg.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Blake St. Towers	BST Kitchen Stoves	1465	1 Bldg.	0.00	2,095.00	2,095.00	2,095.00	Completed
	<b>Development Subtotal ME 5-1</b>			<b>187,418.00</b>	<b>132,828.00</b>	<b>132,827.91</b>	<b>132,827.91</b>	
<b>ME 5-2</b>								
Meadowview Park	Handicap Unit Conversions	1460	1-4Units	18,000.00	57,134.00	57,133.98	57,133.98	Completed
Meadowview Park	Doors (Phase 2 of 3)	1460	Dev.	0.00	878.00	877.92	877.92	Completed
Meadowview Park	Landscaping	1450	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Meadowview Park	Repair Ceilings in Boiler Rooms	1460	Dev.	10,000.00	7,108.00	7,108.22	7,108.22	Completed
Meadowview Park	Replace Bathroom Vanities	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Meadowview Park	Unit Renovations	1460	Dev.	2,000.00	2,233.00	2,232.55	2,232.55	Completed
Meadowview Park	Community Center Roof	1470	Dev.	3,070.00	3,070.00	3,070.45	3,070.45	Completed
Meadowview Park	Elec. Service Panels (Phase 1 of 3)	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
	<b>Development Subtotal ME 5-2</b>			<b>33,070.00</b>	<b>70,423.00</b>	<b>70,423.12</b>	<b>70,423.12</b>	

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

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00550102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised (2)	Funds Obligated	Funds Expended	
<b>ME 5-3</b>								
Hillview Apts.	Replace Apartment Floors	1460	1-2 Floors	15,000.00	14,544.00	14,544.01	14,544.01	Completed
Hillview Apts.	Paving Parking Lots (Phase 3of 4)	1450	2 Lots	29,506.00	29,506.00	29,506.00	29,506.00	Completed
Hillview Apts.	Paving Parking Lots (Phase 4of 4)	1450	1 Lot	20,596.00	0.00	0.00	0.00	Moved to 03 Grant
Hillview Apts.	Replace Baseboards	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Hillview Apts.	Replace Bathroom Fans	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Hillview Apts.	Breaker Panels	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Hillview Apts.	Replace Boilers	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Hillview Apts.	Interior Lighting (Phase 1 of 3)	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Hillview Apts.	Cellar Drainage	1460	Dev.	30,000.00	40,928.00	40,927.73	40,927.73	Completed
Hillview Apts.	Relocate Cellar Drainage	1450	Dev.	8,000.00	9,139.00	9,138.91	9,138.91	Moved to 03 Grant
Hillview Apts.	Replace Windows (Phase 1 of 8)	1460	Dev.	0.00	19,958.00	19,957.88	19,957.88	Completed
Rosedale Acres	Paving Parking Lots (Phase 2 of 4)	1450	2 Lots	30,556.00	30,556.00	30,556.44	30,556.44	Completed
Rosedale Acres	Paving Parking Lots (Phase 3 of 4)	1450	2 Lots	27,000.00	27,318.00	27,318.00	27,318.00	Completed
Rosedale Acres	Repair Basketball Court	1450	Dev.	6,000.00	0.00	0.00	0.00	Moved to 03 Grant
Rosedale Acres	Replace Boilers	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Rosedale Acres	Repair Canopies	1460	Dev.	4,659.00	4,659.00	4,659.23	4,659.23	Completed
Rosedale Acres	Cellar Drainage	1460	Dev.	10,000.00	6,502.00	6,501.21	6,501.21	Completed
Rosedale Acres	Replace Apartment Floors	1460	Dev.	0.00	806.00	806.00	806.00	Completed
Rosedale Acres	Breaker Panels	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 01 Grant
Rosedale Acres	Windows	1460	Dev.	0.00	21,435.00	21,435.01	21,435.01	Completed
Lafayette Park	Paving Parking Lots (Phase 3 of 4)	1450	1 Lot	14,000.00	0.00	0.00	0.00	Moved to 03 Grant
Lafayette Park	Replace Boilers	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Lafayette Park	Replace Baseboards	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Lafayette Park	Replace Apartment Floors	1460	12 Floors	5,000.00	7,283.00	7,282.52	7,282.52	Completed

PHA Name: LEWISTON HOUSING AUTHORITY	Grant Type and Number Comprehensive Grant Program No: ME36P00550102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002				
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised (2)	Funds Obligated	Funds Expended	
Lafayette Park	Repair Canopies	1460	Dev.	1,000.00	1,097.00	1,096.90	1,096.90	Completed
Lafayette Park	Windows	1460	Dev.	0.00	66,950.00	66,950.19	66,950.19	Completed
Lafayette Park	Cellar Drainage	1460	1 Lot	15,000.00	10,754.00	10,754.19	10,754.19	Completed
<b>Development Subtotal ME 5-3</b>				<b>216,317.00</b>	<b>291,435.00</b>	<b>291,434.22</b>	<b>291,434.22</b>	
<b>ME 5-5</b>								
110 Ash St.	Replace Windows @ 110 Ash St.	1460	1 Bldg.	0.00	0.00	0.00	0.00	Moved to 03 Grant
110 Ash St.	110 Ash St. Siding	1460	1 Bldg.	0.00	0.00	0.00	0.00	Moved to 03 Grant
110 Ash St.	110 Ash St. Lead Abatement	1460	1 Bldg.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Park, Ash, Whipple	Replace Stoves	1465	Dev.	5,594.00	5,594.00	5,594.00	5,594.00	Completed
Whipple St.	Pave Whipple St. Parking Lot	1450	1 Lot	4,888.00	4,888.00	4,888.00	4,888.00	Completed
110 Ash St.	Pave 110 Ash St. Parking Lot	1450	1 Lot	23,000.00	0.00	0.00	0.00	Moved to 03 Grant
Whipple St.	Replace Roofing	1460	1 Bldg.	0.00	0.00	0.00	0.00	Completed
<b>Development Subtotal ME 5-5</b>				<b>33,482.00</b>	<b>10,482.00</b>	<b>10,482.00</b>	<b>10,482.00</b>	
<b>ME 5-6</b>								
Sabbatus, Oak, Horton, Shawmut	Pave Parking Lots	1450	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
Sabbatus, Oak, Horton, Shawmut	Replace Stoves	1465	Dev.	1,998.00	1,998.00	1,998.00	1,998.00	Completed
Sabbatus, Oak, Horton, Shawmut	Replace Windows	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 01 Grant
Sabbatus, Oak, Horton, Shawmut	Connect Storm Drain @ Horton St.	1450	1 Bldg.	0.00	700.00	700.00	700.00	Completed
Sabbatus, Oak, Horton, Shawmut	Replace Heating System	1460	Dev.	0.00	0.00	0.00	0.00	Moved to 03 Grant
<b>Development Subtotal ME 5-6</b>				<b>1,998.00</b>	<b>2,698.00</b>	<b>2,698.00</b>	<b>2,698.00</b>	

# Annual Statement/Performance and Evaluation Report

## Comprehensive Grant Program (CGP)

### Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Comprehensive Grant Program No: ME36P00550102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised (2)	Funds Obligated	Funds Expended	
<b>LHA Wide</b>								
	Operations	1406		48,059.00	48,059.00	48,059.00	48,059.00	
	Training & Consultants	1408		1,000.00	0.00	0.00	0.00	
	Management Improvements	1408		1,000.00	0.00	0.00	0.00	
	Resident Initiatives	1408		1,000.00	0.00	0.00	0.00	
	Investigator's Position w/ Benefits	1408		45,000.00	41,594.00	41,594.28	41,594.28	
	Computer Software	1408		2,000.00	0.00	0.00	0.00	
	Administrative Costs	1410		50,000.00	30,806.00	30,805.93	30,805.93	
	Energy Audit	1430		1,000.00	0.00	0.00	0.00	
	Transportation Costs	1430		1,000.00	0.00	0.00	0.00	
	Surveys & Maps	1440		1,000.00	0.00	0.00	0.00	
	Landscaping & Paving	1450		1,000.00	0.00	0.00	0.00	
	Exterior Painting/Repairs	1460		1,000.00	0.00	0.00	0.00	
	Energy/Dwelling Improvements	1460		1,000.00	0.00	0.00	0.00	
	Dwelling Equipment	1465.1		1,000.00	0.00	0.00	0.00	
	Energy/Non-Dwelling Improvements	1470		1,000.00	0.00	0.00	0.00	
	Computer Hardware	1475		1,000.00	0.00	0.00	0.00	
	Office Equipment	1475		6,363.00	8,683.00	8,628.96	8,628.96	
	Community Building Equipment	1475		8,000.00	8,159.00	8,159.11	8,159.11	
	Maintenance Vehicle	1475		25,000.00	24,859.00	24,859.00	24,859.00	
	Maintenance Tools & Equipment	1475		2,000.00	650.00	650.47	650.47	
	Relocation Costs	1495.1		500.00	531.00	531.00	531.00	
	<b>LHA Wide Subtotal</b>			<b>198,922.00</b>	<b>163,341.00</b>	<b>163,341.75</b>	<b>163,341.75</b>	
	<b>TOTAL</b>			<b>671,207.00</b>	<b>671,207.00</b>	<b>671,207.00</b>	<b>671,207.00</b>	

**Annual Statement/Performance and Evaluation Report**  
**Comprehensive Grant Program (CGP)**  
**Part III: Implementation Schedule**

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: ME36P00550102 Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
ME 5-1	06/30/2004	06/30/2004	06/30/2004	06/30/2006	09/30/2004	07/31/2004		
ME 5-2	06/30/2004	06/30/2004	06/30/2004	06/30/2006	09/30/2004	07/31/2004		
ME 5-3	06/30/2004	06/30/2004	06/30/2004	06/30/2006	09/30/2004	07/31/2004		
ME 5-5	06/30/2004	06/30/2004	06/30/2004	06/30/2006	09/30/2004	07/31/2004		
ME 5-6	06/30/2004	06/30/2004	06/30/2004	06/30/2006	09/30/2004	07/31/2004		
LHA WIDE	06/30/2004	06/30/2004	06/30/2004	06/30/2006	09/30/2004	07/31/2004		



## Annual Statement/Performance and Evaluation Report Comprehensive Grant Program (CGP) Part I: Summary

<b>PHA Name:</b> LEWISTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Comprehensive Grant Program No: ME36P00550103 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2003	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:3) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2004 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (3)		
		Original	Revised (1)	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	93,876.00	19,053.00	19,053.00	48,803.00	
3	1408 Management Improvements	48,000.00	30,129.00	30,128.88	26,235.69	
4	1410 Administration	55,000.00	20,216.00	20,215.90	18,044.58	
5	1411 Audit	0.00	0.00	0.00	0.00	
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00	
7	1430 Fees and Costs	286.00	286.00	0.00	0.00	
8	1440 Site Acquisition	100.00	100.00	0.00	0.00	
9	1450 Site Improvement	2,000.00	171,456.00	171,456.18	170,146.37	
10	1460 Dwelling Structures	341,000.00	306,164.00	306,164.41	270,435.37	
11	1465.1 Dwelling Equipment—Nonexpendable	1,000.00	1,000.00	0.00	0.00	
12	1470 Non-dwelling Structures	6,000.00	6,000.00	0.00	0.00	
13	1475 Non-dwelling Equipment	4,000.00	5,244.00	5,243.63	5,043.64	
14	1485 Demolition	0.00	0.00	0.00	0.00	
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00	
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00	
17	1495.1 Relocation Costs	1,000.00	1,000.00	0.00	0.00	
18	1499 Development Activities	0.00	0.00	0.00	0.00	
19	1501 Collateralization or Debt Service	0.00	0.00	0.00	0.00	
20	1502 Contingency	0.00	0.00	0.00	0.00	
21	Amount of Annual Grant: (sum of lines 2 – 20)	552,262.00	552,262.00	552,262.00	535,708.65	
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00	
23	Amount of line 21 Related to Section 504 compliance	5,000.00	5,000.00	0.00	0.00	
24	Amount of line 21 Related to Security – Soft Costs	0.00	0.00	0.00	0.00	
25	Amount of Line 21 Related to Security – Hard Costs	5,000.00	5,000.00	0.00	0.00	
26	Amount of line 21 Related to Energy Conservation	365,000.00	365,000.00	0.00	0.00	

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

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00550103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
<b>ME 5-1</b>								
Blake St. Towers	Hallway & Apt. Flooring	1460	5 Floors	1,000.00	0.00	0.00	0.00	
Blake St. Towers	Landscaping	1450	Dev.	1,000.00	0.00	0.00	0.00	
Blake St. Towers	Elevator Upgrades	1460	1 Bldg.	0.00	5,440.00	5,440.00	5,440.00	
Blake St. Towers	Handicap Unit Conversions	1460	1 Units	0.00	2,559.00	2,559.35	2,559.35	
Blake St. Towers	Unit Conversions	1460	1-3 Units	0.00	9,451.00	9,450.52	9,450.52	
Blake St. Towers	Pave Parking Lot @ BST	1450	1 Lot	0.00	60,846.00	60,846.00	60,846.00	
Blake St. Towers	Security Cameras	1460	1 Bldg.	0.00	5,602.00	5,602.48	5,602.48	
Blake St. Towers	Install Fire Doors	1460	1 Bldg.	0.00	13,277.00	13,277.00	13,277.00	
	<b>Development Subtotal ME 5-1</b>			<b>2,000.00</b>	<b>97,175.00</b>	<b>97,135.35</b>	<b>97,175.35</b>	
<b>ME 5-2</b>								
Meadowview Park	Pave Dumpster Pads	1450	Dev.	0.00	1,500.00	1,500.00	1,500.00	
Meadowview Park	Handicap Unit Conversions	1460	1-4 Units	5,000.00	16,297.00	16,296.67	16,157.24	
Meadowview Park	Replace Boilers (Phase 1 of 2)	1460	Dev.	0.00	0.00	0.00	0.00	
Meadowview Park	Paint & Repair Boiler Room Ceilings	1460	Dev.	0.00	671.00	671.00	671.00	
Meadowview Park	Replace Comm. Ctr. Security System	1470	1 Bldg.	5,000.00	0.00	0.00	0.00	
Meadowview Park	Electrical Service Panels (Phase 1 of 3)	1460	Dev.	0.00	0.00	0.00	0.00	
Meadowview Park	Exterior Painting & Repairs	1460	Dev.	1,000.00	4,863.00	4,862.50	4,096.14	
	<b>Development Subtotal ME 5-2</b>			<b>11,000.00</b>	<b>23,331.00</b>	<b>23,330.17</b>	<b>22,424.38</b>	

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

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: ME36P00550103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
<b>ME 5-3</b>								
Hillview Apts.	Replace Apartment Floors	1460	3 Floors	1,000.00	0.00	0.00	0.00	
Hillview Apts.	Replace Boilers (Phase 2 of 2)	1460	Dev.	0.00	0.00	0.00	0.00	
Hillview Apts.	Interior Lighting (Phase 1 of 3)	1460	Dev.	0.00	0.00	0.00	0.00	
Hillview Apts.	Exterior Painting & Repairs	1460	Dev.	1,000.00	0.00	0.00	0.00	
Hillview Apts.	Basement/Mold Abatement	1460	Dev.	1,000.00	2,219.00	2,219.30	2,219.30	
Hillview Apts.	Storm Drain Repairs	1450	Dev.	0.00	40,497.00	40,496.63	39,186.82	
Hillview Apts.	Pave Parking Lot	1450	1 Lot	0.00	24,611.00	24,611.00	24,611.00	
Hillview Apts.	Replace Windows	1460	Dev.	195,000.00	155,514.00	155,513.66	154,924.77	
Rosedale Acres	Pave Parking Lot	1450	1 Lot	0.00	0.00	0.00	0.00	
Rosedale Acres	Repair Basketball Court	1450	Dev.	0.00	7,533.00	7,532.55	7,532.55	
Rosedale Acres	Replace Apartment Floors	1460	5 Floors	0.00	7,014.00	7,013.72	7,013.72	
Rosedale Acres	Exterior Painting & Repairs	1460	Dev.	0.00	0.00	0.00	0.00	
Rosedale Acres	Basement/Mold Abatement	1460	Dev.	1,000.00	0.00	0.00	0.00	
Rosedale Acres	Replace Windows	1460	Dev.	65,000.00	0.00	0.00	0.00	
Rosedale Acres	Replace Baseboards	1460	Dev.	0.00	0.00	0.00	0.00	
Lafayette Park	Pave Parking Lot	1450	1 Lot	0.00	13,568.00	13,568.00	13,568.00	
Lafayette Park	Replace Apartment Floors	1460	5 Floors	0.00	13,047.00	13,046.96	13,046.96	
Lafayette Park	Repair Canopies	1460	Dev.	0.00	2,247.00	2,247.00	2,247.00	
Lafayette Park	Exterior Painting & Repairs	1460	Dev.	0.00	0.00	0.00	0.00	
Lafayette Park	Basement/Mold Abatement	1460	Dev.	1,000.00	0.00	0.00	0.00	
Lafayette Park	Replace Windows	1460	Dev.	65,000.00	0.00	0.00	0.00	
Lafayette Park	Replace Baseboards	1460	Dev.	0.00	0.00	0.00	0.00	
	<b>Development Subtotal ME 5-3</b>			<b>330,000.00</b>	<b>266,250.00</b>	<b>266,248.82</b>	<b>264,350.12</b>	



# Annual Statement/Performance and Evaluation Report

## Comprehensive Grant Program (CGP)

### Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Comprehensive Grant Program No: ME36P00550103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
<b>LHA Wide</b>								
	Operations	1406		93,876.00	19,053.00	19,053.00	45,803.00	
	Training & Consultants	1408		1,000.00	0.00	0.00	0.00	
	Resident Initiatives	1408		1,000.00	0.00	0.00	0.00	
	Investigator's Position w/ Benefits	1408		45,000.00	30,128.00	30,128.00	26,235.69	
	Computer Software	1408		1,000.00	0.00	0.00	0.00	
	Administrative Costs	1410		55,000.00	20,216.00	20,216.00	18,044.58	
	Transportation Costs	1430		286.00	0.00	0.00	0.00	
	Surveys & Maps	1440		100.00	0.00	0.00	0.00	
	Landscaping & Paving	1450		1,000.00	0.00	0.00	0.00	
	Exterior Painting/Repairs	1460		1,000.00	0.00	0.00	0.00	
	Energy/Dwelling Improvements	1460		1,000.00	0.00	0.00	0.00	
	Dwelling Equipment	1465.1		1,000.00	0.00	0.00	0.00	
	Energy/Non-Dwelling Improvements	1470		1,000.00	0.00	0.00	0.00	
	Computer Hardware	1475		1,000.00	4,135.00	4,134.99	3,935.00	
	Office Equipment	1475		1,000.00	617.00	617.60	617.60	
	Community Building Equipment	1475		1,000.00	491.00	491.04	491.04	
	Maintenance Tools & Equipment	1475		1,000.00	0.00	0.00	0.00	
	Relocation Costs	1495.1		1,000.00	0.00	0.00	0.00	
	<b>LHA Wide Subtotal</b>			<b>207,262.00</b>	<b>74,640.00</b>	<b>74,641.41</b>	<b>95,126.91</b>	
	<b>TOTAL</b>			<b>552,262.00</b>	<b>552,262.00</b>	<b>552,262.00</b>	<b>535,708.65</b>	

**Annual Statement/Performance and Evaluation Report**  
**Comprehensive Grant Program (CGP)**  
**Part III: Implementation Schedule**

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: ME36P00550103 Replacement Housing Factor No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
ME 5-1	06/30/2005	12/31/2004	12/31/2004	06/30/2007	12/31/2004	12/31/2004		
ME 5-2	06/30/2005	12/31/2004	12/31/2004	06/30/2007	12/31/2004	12/31/2004		
ME 5-3	06/30/2005	12/31/2004	12/31/2004	06/30/2007	12/31/2004	12/31/2004		
ME 5-5	06/30/2005	12/31/2004	12/31/2004	06/30/2007	12/31/2004	12/31/2004		
ME 5-6	06/30/2005	12/31/2004	12/31/2004	06/30/2007	12/31/2004	12/31/2004		
LHA WIDE	06/30/2005	12/31/2004	12/31/2004	06/30/2007	12/31/2004	12/31/2004		



## Annual Statement/Performance and Evaluation Report Comprehensive Grant Program (CGP) Part I: Summary

<b>PHA Name:</b> LEWISTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Comprehensive Grant Program No: ME36P00550203 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:3) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2004 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (3)	
		Original	Revised (1)	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	0.00	0.00		
3	1408 Management Improvements	0.00	25,000.00		
4	1410 Administration	0.00	10,000.00		
5	1411 Audit	0.00	0.00		
6	1415 Liquidated Damages	0.00	0.00		
7	1430 Fees and Costs	34,136.00	34,136.00		
8	1440 Site Acquisition	0.00	0.00		
9	1450 Site Improvement	0.00	400.00		
10	1460 Dwelling Structures	75,927.00	23,196.00		
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	16,700.00		
12	1470 Non-dwelling Structures	0.00	0.00		
13	1475 Non-dwelling Equipment	0.00	631.00		
14	1485 Demolition	0.00	0.00		
15	1490 Replacement Reserve	0.00	0.00		
16	1492 Moving to Work Demonstration	0.00	0.00		
17	1495.1 Relocation Costs	0.00	0.00		
18	1499 Development Activities	0.00	0.00		
19	1501 Collateralization or Debt Service	0.00	0.00		
20	1502 Contingency	0.00	0.00		
21	Amount of Annual Grant: (sum of lines 2 – 20)	110,063.00	110,063.00		
22	Amount of line 21 Related to LBP Activities	50,000.00	0.00		
23	Amount of line 21 Related to Section 504 compliance	0.00	15,000.00		
24	Amount of line 21 Related to Security – Soft Costs	0.00	0.00		
25	Amount of Line 21 Related to Security – Hard Costs	0.00	00.00		
26	Amount of line 21 Related to Energy Conservation	0.00	0.00		







# Annual Statement/Performance and Evaluation Report

## Comprehensive Grant Program (CGP)

### Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Comprehensive Grant Program No: ME36P00550203 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
<b>LHA Wide</b>								
	Operations	1406		0.00	0.00			
	Training & Consultants	1408		0.00	0.00			
	Resident Initiatives	1408		0.00	0.00			
	Investigator's Position w/ Benefits	1408		0.00	15,000.00			
	Computer Software	1408		0.00	10,000.00			
	Administrative Costs	1410		0.00	10,000.00			
	Transportation Costs	1430		0.00	0.00			
	Capital Needs Assesment	1430		0.00	34,136.00			
	Surveys & Maps	1440		0.00	0.00			
	Landscaping & Paving	1450		0.00	0.00			
	Exterior Painting/Repairs	1460		0.00	0.00			
	Energy/Dwelling Improvements	1460		0.00	0.00			
	Dwelling Equipment	1465.1		0.00	0.00			
	Energy/Non-Dwelling Improvements	1470		0.00	0.00			
	Computer Hardware	1475		0.00	0.00			
	Office Equipment	1475		0.00	631.00			
	Community Building Equipment	1475		0.00	0.00			
	Maintenance Tools & Equipment	1475		0.00	0.00			
	Relocation Costs	1495.1		0.00	0.00			
	<b>LHA Wide Subtotal</b>			<b>0.00</b>	<b>69,767.00</b>			
	<b>TOTAL</b>			<b>110,063.00</b>	<b>110,063.00</b>			

**Annual Statement/Performance and Evaluation Report**  
**Comprehensive Grant Program (CGP)**  
**Part III: Implementation Schedule**

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: ME36P00550203 Replacement Housing Factor No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
ME 5-1	02/13/2006			02/13/2008				
ME 5-2	02/13/2006			02/13/2008				
ME 5-3	02/13/2006			02/13/2008				
ME 5-5	02/13/2006			02/13/2008				
ME 5-6	02/13/2006			02/13/2008				
LHA WIDE	02/13/2006			02/13/2008				



## Annual Statement/Performance and Evaluation Report Comprehensive Grant Program (CGP) Part I: Summary

<b>PHA Name:</b> LEWISTON HOUSING AUTHORITY	<b>Grant Type and Number</b> Comprehensive Grant Program No: ME36P00550104 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2004
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Original Annual Statement  
 Reserve for Disasters/ Emergencies  
 Revised Annual Statement (revision no:2)  
 Performance and Evaluation Report for Period Ending: 12/31/2004  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (3)	
		Original	Revised (1)	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	66,233.00	114,602.00		
3	1408 Management Improvements	77,000.00	77,000.00		
4	1410 Administration	60,000.00	40,000.00		
5	1411 Audit	0.00	0.00		
6	1415 Liquidated Damages	0.00	0.00		
7	1430 Fees and Costs	16,000.00	6,000.00		
8	1440 Site Acquisition	1,000.00	1,000.00		
9	1450 Site Improvement	6,000.00	6,000.00		
10	1460 Dwelling Structures	357,000.00	332,000.00		
11	1465.1 Dwelling Equipment—Nonexpendable	2,000.00	2,000.00		
12	1470 Non-dwelling Structures	32,000.00	37,000.00		
13	1475 Non-dwelling Equipment	23,426.00	25,057.00		
14	1485 Demolition	0.00	0.00		
15	1490 Replacement Reserve	0.00	0.00		
16	1492 Moving to Work Demonstration	0.00	0.00		
17	1495.1 Relocation Costs	1,000.00	1,000.00		
18	1499 Development Activities	0.00	0.00		
19	1501 Collateralization or Debt Service	0.00	0.00		
20	1502 Contingency	0.00	0.00		
21	Amount of Annual Grant: (sum of lines 2 – 20)	641,659.00	641,659.00		
22	Amount of line 21 Related to LBP Activities	0.00	0.00		
23	Amount of line 21 Related to Section 504 compliance	30,000.00	30,000.00		
24	Amount of line 21 Related to Security – Soft Costs	0.00	0.00		
25	Amount of Line 21 Related to Security – Hard Costs	0.00	0.00		
26	Amount of line 21 Related to Energy Conservation	159,000.00	159,000.00		







# Annual Statement/Performance and Evaluation Report

## Comprehensive Grant Program (CGP)

### Part II: Supporting Pages

PHA Name: LEWISTON HOUSING AUTHORITY		Grant Type and Number Comprehensive Grant Program No: ME36P00550104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
<b>LHA Wide</b>								
	Operations	1406		66,233.00	114,602.00			
	Training & Consultants	1408		1,000.00	1,000.00			
	Resident Initiatives	1408		1,000.00	1,000.00			
	Investigator's Position w/ Benefits	1408		50,000.00	50,000.00			
	Computer Software	1408		25,000.00	25,000.00			
	Administrative Costs	1410		60,000.00	40,000.00			
	Energy Audit	1430		15,000.00	5,000.00			
	Transportation Costs	1430		1,000.00	1,000.00			
	Surveys & Maps	1440		1,000.00	1,000.00			
	Landscaping & Paving	1450		1,000.00	1,000.00			
	Exterior Painting/Repairs	1460		1,000.00	1,000.00			
	Energy/Dwelling Improvements	1460		2,000.00	2,000.00			
	Handicap Unit Conversion	1460		25,000.00	15,000.00			
	Dwelling Equipment	1465.1		2,000.00	2,000.00			
	Energy/Non-Dwelling Improvements	1470		2,000.00	2,000.00			
	Computer Hardware	1475		4,000.00	4,000.00			
	Office Equipment	1475		11,426.00	13,057.00			
	Community Building Equipment	1475		2,000.00	2,000.00			
	Maintenance Tools & Equipment	1475		6,000.00	6,000.00			
	Relocation Costs	1495.1		1,000.00	1,000.00			
	<b>LHA Wide Subtotal</b>			<b>277,659.00</b>	<b>287,659.00</b>			
	<b>TOTAL</b>			<b>641,659.00</b>	<b>641,659.00</b>			



