

# PHA Plans

## Streamlined 5-Year/Annual Version

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

OMB No. 2577-0226  
(exp 05/31/2006)

---

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

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

---

# Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

## Streamlined Annual Plan for Fiscal Year 2005

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

## Streamlined Five-Year PHA Plan Agency Identification

**PHA Name:** Waterville Housing Authority

**PHA Number:** ME008

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

**PHA Programs Administered:**

**Public Housing and Section 8**

Number of public housing units: 194  
 Number of S8 units: 394

**Section 8 Only**

Number of S8 units:

**Public Housing Only**

Number of public housing units:

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

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

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

- Main business office of the PHA
- PHA development management offices

Other (list below)

## Streamlined Five-Year PHA Plan PHA FISCAL YEARS 2005 - 2009

[24 CFR Part 903.12]

### A. Mission

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

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

**The mission of the Housing Authority of the City of Waterville is to promote adequate, affordable housing, economic opportunity, and a suitable living environment for the families we serve, without discrimination.**

### B. Goals

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

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

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

## MANAGEMENT

- Manage the Waterville Housing Authority's existing public housing program in an efficient and effective manner thereby continuing to qualify as at least a standard performer, for example by maintaining a high occupancy rate.
- Manage the Waterville Housing Authority in a manner that results in full compliance with applicable statutes and regulations as defined by program audit findings
- Promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.

## TENANT-BASED HOUSING

Manage the Waterville Housing Authority's tenant-based program in an efficient and effective manner thereby continuing to qualify as at least a standard performer under SEMAP

## FISCAL RESPONSIBILITY

Ensure full compliance with all applicable standards and regulations including government generally accepted accounting practices, for example by:

- Continuing to operate so that income is equal to or greater than expenses every year.
- Maintaining its operating reserves of at least 40 percent.

- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- Sustain and maintain the Waterville Housing Authority's present housing stock by maintaining an appealing, up-to date environment in its developments.
- Deliver timely and high quality maintenance service to the residents of the Waterville Housing Authority by:
  1. maintaining an average response time of 24 hours in responding to emergency work orders and
  2. maintaining an average response time of five days in responding to routine work orders.

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

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

- PHA Goal: Provide an improved living environment
- Objectives:
- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements:
  - 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)

The Waterville Housing Authority will maximize services available to residents by continuing to:

- provide memberships to the Boys and Girls Clubs for all juveniles in its family housing developments,
- lend financial support to the Waterville Homeless Shelter as resources permit,

- supportthe Waterville Teen Families in Transition, a program for pregnant teen mothers through a Section 8 set-aside and
- set aside Section 8 units for persons with HIV.

**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)**

## **Streamlined Annual PHA Plan**

### **PHA Fiscal Year 2005**

[24 CFR Part 903.12(b)]

### **Table of Contents**

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

#### **A. ANNUAL STREAMLINED PHA PLAN COMPONENTS**

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
  - a. PHA Progress on Meeting 5-Year Mission and Goals
  - b. Criteria for Substantial Deviations and Significant Amendments
  - c. Other Information Requested by HUD
    - i. Resident Advisory Board Membership and Consultation Process
    - ii. Resident Membership on the PHA Governing Board
    - iii. PHA Statement of Consistency with Consolidated Plan
    - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 2005 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)
  - FY 2004 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
  - FY 2003 (502-03) Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
  - FY 2003 (501-03) Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
  - FY 2002 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
  - Summary of policy changes

**B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

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

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

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

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

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

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

**Executive Summary (optional)**

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

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

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

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

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	266		37
Extremely low income <=30% AMI	219	82%	
Very low income (>30% but <=50% AMI)	35	13%	
Low income (>50% but <80% AMI)	12	5%	
Families with children	146	55%	
Elderly families	39	15%	
Families with Disabilities	62	23%	
Race/ethnicity-Caucasian	261	98%	
Race/ethnicity-Black	3	1%	
Race/ethnicity-Native Am.	2	1%	
Race/ethnicity			

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	69	26%	16
2 BR	147	55%	3
3 BR	50	19%	13
4 BR	0 (at this time)	0%	5
5 BR			
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 PHA's Waiting Lists</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	758		96
Extremely low income <=30% AMI	636	84%	
Very low income (>30% but <=50% AMI)	122	16%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	275	36%	
Elderly families	84	11%	
Families with Disabilities	291	38%	
Race/ethnicity-Caucasian	740	98%	
Race/ethnicity-Black	10	1%	
Race/ethnicity-Native Am.	7	1%	
Race/ethnicity-Asian	1	<1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

<b>Housing Needs of Families on the PHA's Waiting Lists</b>	
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. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

### (1) Strategies

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

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

Select all that apply

- 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 903.12 (b), 903.7 (c)]

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

those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<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	\$362,000	
b) Public Housing Capital Fund	\$300,000	
c) HOPE VI Revitalization	\$0	
d) HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$1,350,000	
f) Resident Opportunity and Self-Sufficiency Grants	\$0	
g) Community Development Block Grant	\$0	
h) HOME	\$0	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
FY 2004 Public Housing Capital Fund	\$280,147	PH Capital Improvements
<b>3. Public Housing Dwelling Rental Income</b>		
	\$504,000	PH Operations
<b>4. Other income (list below)</b>		
Interest, excess utility fees, etc	\$270,000	PH Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$3,066,147</b>	

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

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

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

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

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

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

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

Other: (describe)  
 When applicants near the top of the waiting list

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

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

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

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

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

**(2)Waiting List Organization**

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

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

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

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

c. Site-Based Waiting Lists-Previous Year

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

No.

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


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

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

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

d. Site-Based Waiting Lists – Coming Year

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

1. How many site-based waiting lists will the PHA operate in the coming year? 0

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

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

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

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)

Those retired from working in the jurisdiction.

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

## 2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

## **(5) Occupancy**

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

- The PHA-resident lease
- The PHA’s Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials

Other source (list)

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

**B. Section 8**

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

**(1) Eligibility**

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

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

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity  
 Other (describe below)

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

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None  
 Federal public housing  
 Federal moderate rehabilitation  
 Federal project-based certificate program  
 Other federal or local program (list below)

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

- PHA main administrative office  
 Other (list below)

### **(3) Search Time**

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

If yes, state circumstances below:

The initial term of the voucher will be 60 calendar days and will be stated on the Housing Choice Voucher.

The Housing Authority may grant one or more extensions of the term, but the initial term plus any extensions will not exceed 120 calendar days from the initial date of issuance without an extraordinary reason. To obtain an extension, the family must make a request in writing prior to the expiration date. A statement of the efforts the family has made to find a unit must accompany the request. A sample extension request form and a form for recording their search efforts will be included in the family's briefing packet. If the family documents their efforts and additional time can reasonably be expected to result in success, the Housing Authority will grant the length of request sought by the family or 60 calendar days, whichever is less.

If the family includes a person with disabilities and the family requires an extension due to the disability, the Housing Authority will grant an extension allowing the family the full 120 calendar days search time. If the Housing Authority determines that additional search time would be a reasonable accommodation, it will grant the additional search time.

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

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

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

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

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

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

- Through published notices
- Other (list below)  
TANF mailings

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

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

## A. Public Housing

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

### (1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one of the following two)

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

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

## **(2) Flat Rents**

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

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

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

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

that apply)

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

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

- Annually
- Other (list below)

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

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

Factors used by Maine State Housing Authority

## **(2) Minimum Rent**

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

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

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

## **5. Capital Improvement Needs**

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

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

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

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

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

- a.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b.  Yes  No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in

its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

### **(1) Hope VI Revitalization**

- a.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)  
Development name:  
Development (project) number:  
Status of grant: (select the statement that best describes the current status)  
 Revitalization Plan under development  
 Revitalization Plan submitted, pending approval  
 Revitalization Plan approved  
 Activities pursuant to an approved Revitalization Plan underway
- c.  Yes  No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d.  Yes  No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
- e.  Yes  No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

## **6. Demolition and Disposition**

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

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

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Woodmont Heights 1b. Development (project) number: ME008-3
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (12/March/04)
5. Number of units affected: 0 (vacant land)
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: within 30 days of HUD approval b. Projected end date of activity: within 60 days of HUD approval

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

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

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

**(2) Program Description**

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? \_\_\_

b. PHA-established eligibility criteria

- Yes  No: Will the PHA’s program have eligibility criteria for participation in its

Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below:

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

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

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

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

## **8. Civil Rights Certifications**

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

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

## **9. Additional Information**

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

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

*(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2000 - 2004.*

The Waterville Housing Authority (WHA) has made significant progress toward meeting the goals identified in its 2000-2004 Five Year Plan. It has successfully maintained status as at least a standard performer and has maintained compliance with applicable statutes and regulations as measured by (the lack of) program audit findings. WHA attained high performer status in 2003 and has continued to maintain a high occupancy rate. It has also succeeded in promoting an exemplary work environment, as evidence by minimal staff turnover.

WHA met the goal of attaining high performer status for its Section 8 program one year ahead of schedule, achieving a SEMAP score of 100. In terms

of fiscal management, WHA again was successful – avoiding operating at a deficit and maintaining reserves of at least 40%.

In terms of maintenance services, WHA succeeded in attaining compliance with city code in all of its owned units. The maintenance department also successfully kept response time to averages of no more than 24 hours for emergency work orders and no more than five days for routine work orders.

Supportive services were also maintained in keeping with all goals, including providing Boys & Girls Club memberships for all resident youths, providing financial support to the Waterville Homeless Shelter and providing Section 8 set-asides for Waterville Teen Families in Transition and for persons with HIV.

## **B. Criteria for Substantial Deviations and Significant Amendments**

### **(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

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

#### a. Substantial Deviation from the 5-Year Plan

Substantial deviations are defined as discretionary changes in the plans or policies of the Housing Authority of the City of Waterville that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

#### b. Significant Amendment or Modification to the Annual Plan

Substantial amendments or modifications are defined as discretionary changes in the plans or policies of the Housing Authority of the City of Waterville that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

## **C. Other Information**

[24 CFR Part 903.13, 903.15]

### **(1) Resident Advisory Board Recommendations**

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

If yes, provide the comments below:

b. 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)

**(2) Resident Membership on PHA Governing Board**

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

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

- Yes  No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

Sonia Smith and Lisa Mansfield

Method of Selection:

- Appointment  
**The term of appointment is (include the date term expires):**  
Smith: 1/2005 to 1/2010; Mansfield: 2/2004 to 2/2009

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

**Description of Resident Election Process**

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

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

Eligible candidates: (select one)

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

Eligible voters: (select all that apply)

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

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

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

Date of next term expiration of a governing board member:

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

**(3) PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

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

**Consolidated Plan jurisdiction: (provide name here)**

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

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

The Housing Authority of the City of Waterville:

- will continue to provide a drug free workplace;
- will continue to maintain and renovate its public housing units;

- has successfully eliminated the risk of lead-based paint poisoning in all of its public housing units and strives to provide housing opportunities to its Section 8 program participants free of the risk of lead-based paint poisoning;
- will continue to meet the special needs of elderly families and families with disabilities by providing appropriate and accessible housing in the public housing program;
- will be donating excess public housing land to a nonprofit organization for the purpose of developing affordable housing for families and
- intends to implement a project-based voucher program designed for families. The Housing Authority will utilize up to 20 percent of its current tenant-based Section 8 vouchers for this purpose.

Other: (list below)

The Housing Authority of the City of Waterville Admission and Continued Occupancy (ACOP) requirements are established and designed to:

(1) Provide improved living conditions for very low- and low-income families while maintaining their rent payments at an affordable level.

(2) To operate a socially and financially sound public housing agency that is violence- and drug-free, decent, safe and sanitary housing with a suitable living environment for residents and their families.

(3) To avoid concentrations of economically and socially deprived families in any of our public housing developments.

(4) Deny the admission of applicants, or the continued occupancy of residents, whose habits and practices reasonably may be expected to adversely affect the health, safety, comfort or welfare of other residents or the physical environment of the neighborhood, or create a danger to our employees.

(5) To attempt to house a tenant body in each development that is composed of families with a broad range of incomes and rent-paying abilities that is representative of the range of incomes of low-income families in our jurisdiction.

(6) To ensure compliance with Title VI of the Civil Rights Act of 1964 and all other applicable Federal fair housing laws and regulations so that the admissions and continued occupancy are conducted without regard to race, color, religion, creed, sex, national origin, handicap or familial status.

We have similar principles for our Section 8 program:

(1) To provide decent, safe and sanitary housing for very low income families while maintaining their rent payments at an affordable level.

(2) To ensure that all units meet Housing Quality Standards and families pay fair and reasonable rents.

(3) To promote fair housing and the opportunity for very low-income families of all ethnic backgrounds to experience freedom of housing choice.

(4) To promote a housing program which maintains quality service and integrity while providing an incentive to private property owners to rent to very low-

income families.

(5) To attain and maintain a high level of standards and professionalism in our day to day management of all program components.

(6) To administer an efficient, high-performing agency through continuous improvement of the Housing Authority support systems and commitment to our employees and their development.

This year we expect to continue to utilize the funds we receive for our existing programs to house people. We will be focusing on management improvements, modernization and increasing the number of owners willing to participate in our Section 8 program. We will be pursuing affordable housing opportunities for low-income families utilizing non-HUD sources of funding. We also plan to initiate the necessary steps to implement a project-based voucher program. Priorities and guidelines for programs often change from year to year, and our decisions to pursue certain opportunities and resources may change over the coming year if there are program changes beyond our control.

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

The Maine Consolidated Plan for the 5-year period 2005-2009 is consistent with this Waterville Housing Authority 5-Year Plan and Annual Plan in many ways. Both plans cite similar objectives for very low- and low-income households in their jurisdictions. The State of Maine ranks the needs for population groups also targeted by the Waterville Housing Authority 5-Year Plan and Annual Plan as follows:

HIGH	VLI Renters
HIGH	Homeless Persons and Families
HIGH	VLI Persons with Special Needs
MEDIUM	LI Renters
MEDIUM	Non-homeless Persons with Special Needs

The Comprehensive Plan for the City of Waterville cites the following priorities that are consistent with the Waterville Housing Authority's 5-year and Annual Plans:

1. "Take steps to ensure that housing remains affordable in Waterville. Continue to support all subsidized housing units within the City."
2. "Provide for future needs of the elderly population. Develop congregate housing and other types of housing serving elderly needs. Set aside land for such housing."

**(4) (Reserved)**

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

**10. Project-Based Voucher Program**

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

If yes, check which circumstances apply:

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

This project-based voucher program is needed due to the significant need for higher quality housing for families in our jurisdiction. Families currently on our waiting list have a difficult time finding suitable housing.

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

The Housing Authority intends to advertise the availability of up to 78 Section 8 tenant-based vouchers to be allocated to project-based assistance upon receipt of HUD approval. The Housing Authority will be considering both new construction and existing developments. The location of the facility(ies) shall be within the Housing Authority’s jurisdiction.

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <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 (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
NA	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE	Annual Plan: Capital

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	VI Revitalization Plans, or any other approved proposal for development of public housing.	Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
NA	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
NA	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
NA	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

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

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Waterville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: ME36P00850105 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2005
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$50,000			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$3,400			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$40,000			
10	1460 Dwelling Structures	\$242,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	\$4,600			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$340,000			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	\$4,600			
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	\$11,000			
26	Amount of line 21 Related to Energy Conservation Measures				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850105 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	
HA-Wide	Public housing operating expenses	1406	Lump sum	\$50,000.00				
	<b>Subtotal Operations</b>			<b>\$50,000.00</b>				
HA-Wide	A&E fees and reimbursable costs	1430	Lump sum	\$3,400.00				
	<b>Subtotal Fees and Costs</b>			<b>\$3,400.00</b>				
ME008-2	Replace fence	1450	Lump sum	\$4,000.00				
ME008-5	Replace patio	1450	Lump sum	\$30,000.00				
	Secure fence	1450	Lump sum	\$6,000.00				
	<b>Subtotal Site Improvements</b>			<b>\$40,000.00</b>				
ME008-2	Replace front doors	1460	1 set	\$5,000.00				
	Replace fire door closer	1460	1 set	\$2,000.00				
	Community room rehab	1460	Lump sum	\$6,000.00				
ME008-3	Replace siding	1460	Lump sum	\$33,000.00				
	Replace roofs	1460	3 bldgs	\$20,000.00				
	Install medicine cabinet with light and replace kitchen light	1460	47 units	\$12,000.00				
ME008-4	Replace roofs	1460	7 bldgs	\$50,000.00				
ME008-5	Lobby rehab	1460	Lump sum	\$10,000.00				
	Replace security door	1460	1 set	\$4,000.00				
	Replace common area lighting	1460	Lump sum	\$12,000.00				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850105 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	
	Replace carpet and vinyl	1460	8 units	\$10,000.00				
	Kitchen rehab	1460	32 units	\$62,000.00				
ME008-6	Replace LR lights	1460	16 units	\$1,000.00				
ME008-7	Rehab community room	1460	Lump sum	\$15,000.00				
	<b>Subtotal Dwelling Structures</b>			<b>\$242,000.00</b>				
ME008-5	ADA washer/dryer	1475	1 set	\$2,300.00				
ME008-7	ADA washer/dryer	1475	1 set	\$2,300.00				
	<b>Subtotal Non-Dwelling Equipment</b>			<b>\$4,600.00</b>				

**13. Capital Fund Program Five-Year Action Plan**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
<b>PHA Name: Waterville Housing Authority</b>			<b>Grant Type and Number</b> Capital Fund Program No: ME36P00850105 Replacement Housing Factor No:			<b>Federal FY of Grant: 2005</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide	9/30/07			9/30/09			
ME008-2	9/30/07			9/30/09			
ME008-3	9/30/07			9/30/09			
ME008-4	9/30/07			9/30/09			
ME008-5	9/30/07			9/30/09			
ME008-6	9/30/07			9/30/09			
ME008-7	9/30/07			9/30/09			

### 13. Capital Fund Program Five-Year Action Plan

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name <b>Waterville Housing Authority</b>				<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: 2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2009
	Annual Statement				
HA Wide		\$52,400	\$50,000	\$53,000	\$50,000
ME008-2		\$21,300	\$0	\$49,200	\$70,000
ME008-3		\$151,300	\$227,000	\$114,800	\$75,000
ME008-4		\$74,000	\$27,000	\$25,000	\$75,000
ME008-5		\$10,000	\$10,000	\$10,000	\$10,000
ME008-6		\$11,000	\$26,000	\$62,000	\$60,000
ME008-7		\$20,000	\$0	\$26,000	\$0
CFP Funds Listed for 5-year planning		\$340,000	\$340,000	\$340,000	\$340,000
Replacement Housing Factor Funds					

### 13. Capital Fund Program Five-Year Action Plan

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1	Activities for Year :_2_ FFY Grant: 2006 PHA FY: 2006			Activities for Year: _3_ FFY Grant: 2007 PHA FY: 2007		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
<b>See</b>						
<b>Annual</b>	HA Wide	1406-Operations	\$50,000	HA Wide	1406-Operations	\$50,000
<b>Statement</b>		1430-A & E Fees	\$2,400	ME008-3	1460-Replace flooring	\$35,000
	ME008-2	1450-Canabas paving	\$5,000		1460-Replace siding	\$92,000
		1460-Common area upgrades	\$14,000		1460-Replace dryer vents	\$4,000
		1475-ADA Washer/dryer	\$2,300		1460-Replace roofs	\$96,000
	ME008-3	1460-Replace flooring	\$30,000	ME008-4	1460-Replace dryer vents	\$2,000
		1460-Replace siding	\$92,000		1460-Replace flooring	\$25,000
		1460-Replace dryer vents	\$2,300	ME008-5	1460-Carpet and vinyl replacement	\$10,000
		1460-Replace roofs	\$16,000	ME008-6	1460-Replace flooring	\$11,000
		1460-Replace front doors and hardware	\$11,000		1460-Replace intercom	\$2,000
	ME008-4	1460-Replace dryer vents	\$4,000		1460-Replace medicine cabinets	\$3,000
		1460-Replace flooring	\$20,000		1465.1-Replace appliances	\$10,000
		1460-Replace roofs	\$50,000			
	ME008-5	1460-Carpet and vinyl replacement	\$10,000			
	ME008-6	1460-Replace flooring	\$11,000			
	ME008-7	1460-Replace siding and trim	\$20,000			
	<b>Total CFP Estimated Cost</b>		<b>\$340,000</b>			<b>\$340,000</b>

### 13. Capital Fund Program Five-Year Action Plan

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part II: Supporting Pages—Work Activities</b>					
Activities for Year :_4_ FFY Grant: 2008 PHA FY: 2008			Activities for Year: _5_ FFY Grant: 2009 PHA FY: 2009		
<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
HA Wide	1406-Operations	\$50,000	HA Wide	1406-Operations	\$50,000
	1430-A & E Fees	\$3,000	ME008-2	1460-Replace siding	\$70,000
ME008-2	Acquisition/rehab	\$14,200	ME008-3	1460-Replace flooring	\$25,000
	1460-Replace siding	\$35,000		1460-Convert heat to oil	\$50,000
ME008-3	1460-Replace flooring	\$35,000	ME008-4	1460-Replace flooring	\$25,000
	1460-Replace dryer vents	\$1,800		1460-Convert heat to oil	\$50,000
	1460-Replace roofs	\$48,000	ME008-5	1460-Carpet and vinyl replacement	\$10,000
	1460-Convert heat to oil	\$30,000	ME008-6	1460-Replace kitchen counters, cabinets, sinks	\$60,000
ME008-4	1460-Replace flooring	\$25,000			
ME008-5	1460-Carpet and vinyl replacement	\$10,000			
ME008-6	1460-Replace kitchen counters, cabinets, sinks	\$62,000			
ME008-7	1460-Replace community room windows	\$6,000			
	1465.1-Replace appliances	\$20,000			
<b>Total CFP Estimated Cost</b>		<b>\$340,000</b>			<b>\$340,000</b>

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

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Waterville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: ME36P00850104 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2004</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-04 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$50,000	\$50,000	\$50,000	\$40,000
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$10,000	\$10,000	\$0	\$0
8	1440 Site Acquisition				
9	1450 Site Improvement	\$20,500	\$36,000	\$0	\$0
10	1460 Dwelling Structures	\$219,647	\$183,147	\$0	\$0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	\$30,000	\$51,000	\$0	\$0
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$330,147	\$330,147	\$50,000	\$40,000
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Public housing operating expenses	1406	Lump sum	\$50,000	\$50,000	\$50,000	\$40,000	On schedule
	<b>Subtotal Operations</b>			<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$40,000</b>	
HA-Wide	A&E fees and reimbursable costs, engineering study (504), landscape architect design fees	1430	Lump sum	\$10,000	\$10,000	\$0	\$0	On schedule
	<b>Subtotal Fees and Costs</b>			<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	
ME008-2	Landscaping improvements	1450	Lump sum	\$3,000	\$5,000	\$0	\$0	On schedule
ME008-3	Landscaping improvements	1450	Lump sum	\$6,500	\$10,000	\$0	\$0	On schedule
ME008-4	Landscaping improvements	1450	Lump sum	\$4,000	\$6,000	\$0	\$0	On schedule
ME008-5	Landscaping improvements	1450	Lump sum	\$3,000	\$5,000	\$0	\$0	On schedule
ME008-6	Landscaping improvements	1450	Lump sum	\$2,000	\$5,000	\$0	\$0	On schedule
ME008-7	Landscaping improvements	1450	Lump sum	\$2,000	\$5,000	\$0	\$0	On schedule
	<b>Subtotal Site Improvements</b>			<b>\$20,500</b>	<b>\$36,000</b>	<b>\$0</b>	<b>\$0</b>	

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
ME008-2	Convert to Sec 504/ADA compliance standards (total \$68,942 with 2003 CFP funds)	1460	2 units	\$41,000	\$41,000	\$0	\$0	On Schedule
	Shower fixture replacements	1460	23 units	\$5,000	\$0	\$0	\$0	Deleted
ME008-3	Replace under-floor dryer vent	1460	31	\$10,000	\$10,000	\$0	\$0	On Schedule
	Install medicine cabinets with lights; lighting upgrades; new fluorescent light over kitchen sink	1460	47 units	\$16,395	\$17,147	\$0	\$0	On Schedule
	Replace front entrance doors & hardware	1460	22 units	\$11,000	\$11,000	\$0	\$0	On Schedule
	Replace drain pipes under buildings	1460	23 units	\$5,000	\$0	\$0	\$0	Deleted
	Convert buildings from electric heat to oil hot water (combined with 2005 CFP)	1460	4 bldgs.	\$37,252	\$0	\$0	\$0	Deferred
ME008-4	Replace dryer vent duct work	1460	31 units	\$12,000	\$12,000	\$0	\$0	On Schedule
	Install medicine cabinets with lights	1460	31 units	\$12,000	\$12,000	\$0	\$0	On Schedule
ME008-5	Install medicine cabinets with lights	1460	48 units	\$15,000	\$15,000			On Schedule
	Replace carpets	1460	48 units	\$55,000	\$20,000	\$0	\$0	On Schedule
	Replace kitchen cabinets, counters, sinks, faucets	1460	16 units	\$0	\$45,000	\$0	\$0	On Schedule
	<b>Subtotal Dwelling Structures</b>			<b>\$219,647</b>	<b>\$183,147</b>	<b>\$0</b>	<b>\$0</b>	

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Physical improvements to office building and conversion of out building to office/conference space	1470	Lump sum	\$30,000	\$41,000	\$0	\$0	On Schedule
ME008-3	Refurbish maintenance shop	1470	Lump sum	\$0	\$11,000	\$0	\$0	On Schedule
	<b>Subtotal Nondwelling Structures</b>			<b>\$30,000</b>	<b>\$51,000</b>	<b>\$0</b>	<b>\$0</b>	

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

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: Waterville Housing Authority			<b>Grant Type and Number</b> Capital Fund Program No: ME36P00850104 Replacement Housing Factor No:				Federal FY of Grant: 2004
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/30/06	9/30/06		9/30/08	9/30/08		No Change
ME008-2	9/30/06	9/30/06		9/30/08	9/30/08		No Change
ME008-3	9/30/06	9/30/06		9/30/08	9/30/08		No Change
ME008-4	9/30/06	9/30/06		9/30/08	9/30/08		No Change
ME008-5	9/30/06	9/30/06		9/30/08	9/30/08		No Change
ME008-6	9/30/06	9/30/06		9/30/08	9/30/08		No Change
ME008-7	9/30/06	9/30/06		9/30/08	9/30/08		No Change

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

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Waterville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: ME36P00850203 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 type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-04 <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$59,588		\$59,588	\$59,588
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$59,588		\$59,588	\$59,588
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	\$59,588		\$59,588	\$59,588
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				





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

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: Waterville Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: ME36P00850103 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2003</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-04 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$25,000.00	\$3,955.39	\$3,955.39	\$3,955.39
8	1440 Site Acquisition				
9	1450 Site Improvement	\$78,000.00	\$90,833.83	\$90,833.83	\$90,833.83
10	1460 Dwelling Structures	\$145,999.00	\$117,109.78	\$117,109.78	\$63,164.88
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00	\$37,100.00	\$37,100.00	\$0.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$298,999.00	\$298,999.00	\$298,999.00	\$207,954.10
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Public housing operating expenses	1406	Lump sum	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Complete
	<b>Subtotal Operations</b>			<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	
HA-Wide	A&E fees and reimbursable costs, engineering study (504), landscape architect design fees	1430	Lump sum	\$25,000.00	\$3,955.39	\$3,955.39	\$3,955.39	Complete
	<b>Subtotal Fees and Costs</b>			<b>\$25,000.00</b>	<b>\$3,955.39</b>	<b>\$3,955.39</b>	<b>\$3,955.39</b>	
ME008-5	Landscape, repair, replace sidewalks	1450	Lump sum	\$0.00	\$1,796.43	\$1,796.43	\$1,796.43	Complete
ME008-6	Resurface parking lot & landscaping	1450	Lump sum	\$61,500.00	\$68,000.00	\$68,000.00	\$68,000.00	Complete
ME008-7	Resurface parking lot & landscaping	1450	Lump sum	\$16,500.00	\$21,037.40	\$21,037.40	\$21,037.40	Complete
	<b>Subtotal Site Improvements</b>			<b>\$78,000.00</b>	<b>\$90,833.83</b>	<b>\$90,833.83</b>	<b>\$90,833.83</b>	

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
ME008-2	Replace roofs and chimney repairs	1460	18 units	\$25,000.00	\$26,920.00	\$26,920.00	\$26,920.00	Complete
ME008-2	Install master keyed lock system	1460	41 unit	\$8,000.00	\$6,183.00	\$6,183.00	\$6,183.00	Complete
ME008-2	Conversion to Section 504/ADA compliance standards (totals \$60,000 with 2004 CFP funds)	1460	2 units	\$18,999.00	\$27,942.47	\$27,942.47	\$0.00	On schedule
ME008-2	Rehab at 14 Belmont	1460	1 unit	\$0.00	\$4,500.00	\$4,500.00	\$0.00	On schedule
ME008-2	Elevator addition change order	1460	Lump sum	\$0.00	\$3,861.47	\$3,861.47	\$0.00	On schedule
ME008-3	Convert buildings from electric heat to oil hot water	1460	4 bldgs.	\$54,000.00	\$0.00	\$0.00	\$0.00	Deferred
ME008-5	Conversion to Section 504/ADA compliance standards	1460	2 units	\$40,000.00	\$30,061.88	\$30,061.88	\$30,061.88	Complete
ME008-5	Replace common area/seventh floor flooring	1460	8 units	\$0.00	\$17,640.96	\$17,640.96	\$0.00	On schedule
	<b>Subtotal Dwelling Structures</b>			<b>\$145,999.00</b>	<b>\$117,109.78</b>	<b>\$117,109.78</b>	<b>\$63,164.88</b>	
ME008-5	Replace stoves/refrigerators	1465.1	48 units	\$0.00	\$37,100.00	\$37,100.00	\$0.00	On schedule
	<b>Subtotal Dwelling Equip/ Nonexpend</b>			<b>\$0.00</b>	<b>\$37,100.00</b>	<b>\$37,100.00</b>	<b>\$0.00</b>	

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

<b>Annual Statement/Performance and Evaluation Report                      Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                      Part III: Implementation Schedule</b>							
PHA Name: Waterville Housing Authority			<b>Grant Type and Number</b> Capital Fund Program No: ME36P00850103 Replacement Housing Factor No:				Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide	9/16/05	12/31/04	12/31/04	9/16/07	9/16/07		Work ahead of schedule
ME008-2	9/16/05	12/31/04	12/31/04	9/16/07	9/16/07		Work ahead of schedule
ME008-3	9/16/05	12/31/04	12/31/04	9/16/07	9/16/07		Work ahead of schedule
ME008-5	9/16/05	12/31/04	12/31/04	9/16/07	9/16/07		Work ahead of schedule
ME008-6	9/16/05	12/31/04	12/31/04	9/16/07	9/16/07		Work ahead of schedule
ME008-7	9/16/05	12/31/04	12/31/04	9/16/07	9/16/07		Work ahead of schedule

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

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: Waterville Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: ME36P00850102 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2002</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-04 <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	66,000.00		66,000.00	66,000.00
3	1408 Management Improvements	15,339.40		15,339.40	15,339.40
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	6,956.40		6,956.40	6,956.40
8	1440 Site Acquisition				
9	1450 Site Improvement	9,500.00		9,500.00	9,500.00
10	1460 Dwelling Structures	233,583.54		233,583.54	233,583.54
11	1465.1 Dwelling Equipment—Nonexpendable	14,000.00		14,000.00	14,000.00
12	1470 Nondwelling Structures	4,900.00		4,900.00	4,900.00
13	1475 Nondwelling Equipment	13,115.66		13,115.66	13,115.66
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	363,395.00		363,395.00	363,395.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	86,840.40		86,840.40	86,840.40
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850102 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	Revis ed	Funds Obligated	Funds Expended	
HA-Wide	Public housing operating expenses	1406	Lump sum	\$66,000.00		\$66,000.00	\$66,000.00	Complete
	<b>Subtotal Operations</b>			<b>\$66,000.00</b>		<b>\$66,000.00</b>	<b>\$66,000.00</b>	
HA-Wide	Install new telephone system	1408	Lump sum	\$15,339.40		\$15,339.40	\$15,339.40	Complete
	<b>Subtotal Management Improvements</b>			<b>\$15,339.40</b>		<b>\$15,339.40</b>	<b>\$15,339.40</b>	
HA-Wide	A&E fees and reimbursable costs	1430	Lump sum	\$6,956.40		\$6,956.40	\$6,956.40	Complete
	<b>Subtotal Fees and Costs</b>			<b>\$6,956.40</b>		<b>\$6,956.40</b>	<b>\$6,956.40</b>	
ME008-2	Overlay parking lot	1450	Lump sum	\$6,000.00		\$6,000.00	\$6,000.00	Complete
ME008-5	Excavate and resurface walks	1450	Lump sum	\$3,500.00		\$3,500.00	\$3,500.00	Complete
	<b>Subtotal Site Improvements</b>			<b>\$9,500.00</b>		<b>\$9,500.00</b>	<b>\$9,500.00</b>	
ME008-2	Replace roof and repair foundation	1460	1 unit	\$5,774.00		\$5,774.00	\$5,774.00	Complete
	Replace shower fixtures, install medicine cabinets with lights, upgrade lighting	1460	23 units	\$13,000.00		\$13,000.00	\$13,000.00	Complete
	Rehab 14 Belmont	1460	1 unit	\$21,464.46		\$21,464.46	\$21,464.46	Complete
	Install new elevator	1460	1	\$15,615.40		\$15,615.40	\$15,615.40	Complete
ME008-5	Install GFI outlets in kitchens	1460	48 units	\$3,659.36		\$3,659.36	\$3,659.36	Complete
	Replace windows	1460	48 units	\$19,853.68		\$19,853.68	\$19,853.68	Complete

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Waterville Housing Authority		Grant Type and Number Capital Fund Program Grant No: ME36P00850102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Convert entrance doors to Section 504/ADA compliance standards	1460	2	\$11,879.00		\$11,879.00	\$11,879.00	Complete
ME008-7	Replace/refinish siding and trim	1460	Lump sum	\$38,500.00		\$38,500.00	\$38,500.00	Complete
	Replace carpets	1460	16 units	\$15,312.64		\$15,312.64	\$15,312.64	Complete
	Convert units to Section 504/ADA compliance standards	1460	2 units	\$71,225.00		\$71,225.00	\$71,225.00	Complete
ME008-3,8,4	Replace toilets	1460	77 units	\$17,300.00		\$17,300.00	\$17,300.00	Complete
	<b>Subtotal Dwelling Structures</b>			<b>\$233,583.54</b>		<b>\$233,583.54</b>	<b>\$233,583.54</b>	
ME008-2	Replace appliances	1465.1	25 units	\$14,000.00		\$14,000.00	\$14,000.00	Complete
	<b>Subtotal Dwelling Equipment</b>			<b>\$14,000.00</b>		<b>\$14,000.00</b>	<b>\$14,000.00</b>	
ME008-4	Install new roof and windows on homemakers building	1470	Lump sum	\$4,900.00		\$4,900.00	\$4,900.00	Complete
	<b>Subtotal Non-Dwelling Structures</b>			<b>\$4,900.00</b>		<b>\$4,900.00</b>	<b>\$4,900.00</b>	
ME008-3	Replace clothes lines		Lump sum	\$13,115.66		\$13,115.66	\$13,115.66	Complete
	<b>Subtotal Non-Dwelling Equipment</b>			<b>\$13,115.66</b>		<b>\$13,115.66</b>	<b>\$13,115.66</b>	
	<b>TOTAL</b>			<b>\$363,395.00</b>		<b>\$363,395.00</b>	<b>\$363,395.00</b>	

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

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: Waterville Housing Authority			<b>Grant Type and Number</b> Capital Fund Program No: ME36P00850102 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	
HA Wide	6/30/04		12/31/03	6/30/06		6/30/04	
ME008-2	6/30/04		12/31/03	6/30/06		6/30/04	
ME008-3	6/30/04		12/31/03	6/30/06		6/30/04	
ME008-4	6/30/04		12/31/03	6/30/06		6/30/04	
ME008-5	6/30/04		12/31/03	6/30/06		6/30/04	
ME008-7	6/30/04		12/31/03	6/30/06		6/30/04	
ME008-8	6/30/04		12/31/03	6/30/06		6/30/04	

## **14. Summary of Policy Changes**

### **Section 8 Administrative Plan Changes**

1. Replace Section 17, B, 3, f with #1 below:

“1. Policy for denying owner participation in the Section 8 Program

- Violation of obligations under one or more HAP contracts under the HCVP or Section 8 based program;
- Acts of fraud, bribery or any other corrupt or criminal act in connection with any federal housing program;
- Participation in any drug-related criminal activity or any violent criminal activity;
- Current or previous practice of non-compliance with HQS or state and local housing codes in HCVP units or with applicable standards for units leased under any other federal housing program;
- Current or prior history of refusing to evict HCVP or other assisted housing tenants for activity by the tenant, any member of the household, a guest, or another person associated with any member of the household that :
  - Threatens the right to peaceful enjoyment of the premises by other residents;
  - Threatens the health or safety of residents, PHA employees, or owner employees;
  - Threatens the health or safety of neighbors or the neighbors’ rights to peaceful enjoyment of their residence;
  - Engages in drug-related criminal activity or violent criminal activity; and
- Failure to pay state or local real estate taxes, fines, or assessment.”

2. Add to Section 13.2:

“Tenants who owe money to the housing authority must be participating in an active repayment arrangement plan or assistance will be terminated.”

3. Add the following to Section 4.8:

“Applications will not be accepted from former Section 8 (HCV) tenants who owe the landlord back rent money. They must repay in full or set up payment plan before they can get on our waiting list.”

4. Delete the following under section 14.2 Interim Reexaminations (2<sup>nd</sup> paragraph):

“An increase in income or a decrease in allowable expenses that results in an increase in income of \$200 or more per months shall result in an interim reexamination”.

Replace with: “All increases in household income must be reported to the housing authority and will be reviewed and could result in an interim change.”

5. Add to Section 12.3 Housing Quality Standards (HQS):

“Section J Access

When a unit is found to contain windows that do not provide a minimum clear area of 5.7 square feet and therefore do not meet the NFPA 101 Life Safety Code, yet the Housing Inspector and the tenant agree that the windows currently in the unit are adequate for an emergency exit, WHA will require that the Inspector, Tenant and Landlord all sign WHA Attachment A to the Housing Quality Inspection Form. Such Attachment will state that the owner and tenant have been notified that the unit does not meet the code. It will further state that although WHA strongly urges the owner to make attempts to comply with NFPA 101, the owner is ultimately responsible to local or statewide codes and may consider the required rehabilitation to be unreasonable and/or a financial hardship.”

## **14. Summary of Policy Changes**

6. Add to Section 12.3 Housing Quality Standards (HQS):  
Section E Illumination and Electricity #2 Acceptability Criteria
  - d. For units located in housing built after 1989 WHA will require working ground-fault circuit-interrupter protection (GFCI) for all visible outlets and light fixtures located in bathrooms and for all outlets that are located above counter tops and are within six feet of the sink in kitchens.

### **Admissions and Continued Occupancy Plan Changes**

1. Add the following to Section 8.4:  
“Applications will not be accepted from former Section 8 (HCV) tenants who owe the landlord back rent money. They must repay in full or set up payment plan before they can get on our waiting list.”
2. Add interim re-examinations at any time household composition or income changes (Section 15.6).