

PHA Plans

Streamlined 5-Year/Annual Version

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

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

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

Streamlined 5-Year Plan for Fiscal Years 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: LEBANON HOUSING AUTHORITY **PHA Number:** NH009

PHA Fiscal Year Beginning: (mm/yyyy) 10/2005

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
Number of public housing units: 166 Number of S8 units: Number of public housing units:
Number of S8 units: 163

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 - 2010

[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)

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) 94
 - Improve voucher management: (SEMAP score) 100
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below): Seek to minimize the effects of HUD funding cuts on

reducing the numbers of assisted families in LHA's jurisdiction by decreasing the assisted housing choices by limiting portability to expensive jurisdictions, by monitoring payment standards and reducing them if necessary and by monitoring exception rents granted as reasonable accommodation and reducing these if necessary.

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). Continue the commitment to providing drug and violence free family public housing by continuing to fund prevention programs previously funded through PHDEP.

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

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

Objectives:

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

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

Other PHA Goals and Objectives: (list below)

LHA will seek other revenue streams to complement the ever reducing funding from HUD. It will investigate expanding its fee based management of subsidized housing for private owners.

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 2002, 2003, 2003-2, 2004, 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)
 - ATTACHMENT D Security
 - ATTACHMENT E Voluntary Conversion Certification

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

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

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

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

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

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

Executive Summary (optional)

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

The most significant challenge facing Lebanon Housing Authority going into the future is to continue to provide excellent subsidized housing services to extremely low, very low and low income members of the community in an environment of annual reductions, in real terms, of funding by HUD for Section 8 Housing Assistance Payments, Administrative Fees, Public Housing Operating Subsidies and the Capital Fund Program. The checked pre-printed goals provided in this PLAN Template are all about improving or expanding or increasing supply, opportunity and quality of housing. But these are not realistic expressions of goals in an era of reductions of funding. Our realistic goals are to not lose appreciable quantity or quality of subsidized housing in Lebanon. We have worked hard to fill vacancies in the program and insure that 99.99% of our Section 8 budget authority has been utilized as subsidy in Lebanon. Changed procedures make it more difficult to deliver all the authorized funding to recipients. In Public Housing we have "turned around" our family housing by carefully scrutinizing applicants, monitoring undeclared guests, vigorously pursuing evictions for lease violations, supporting a Neighborhood Watch organization and a Resident's Association, supporting extra crisis social services for families, including drug testing, supporting activities for youth and families including mentoring with college students, a partnership with Dartmouth Medical School for healthy living. In elderly housing we have been able to establish exercise groups and nurses' clinics and the beginnings of an evening and weekend meal program. We have made constant improvements to our properties so that none seem "tired" inside or out. All this local progress toward providing an exemplary, safe and secure living environment for children, families is threatened, not just by funding cuts to programs such as PHDEP and ROSS that helped fund local programs, but by "tying up" administrative capacity with uncertainty, extra regulations and underfunding. An example of how easy it is to destabilize local programs is that during the establishment of REAC, constant demands for local information and response so preoccupied local staff that the quality of life for Lebanon Housing Authority residents declined for two years as staff were unable to deal with resident problems. Maintaining excellence takes a lot of energy and vigilance. Nasty resident conflicts or an influx of drug dealers can develop within weeks and if unaddressed can quickly destroy an atmosphere of trust and cooperation between residents and administrators.

In this five year period the major new goal of the local authority is to become less directly dependent on HUD by developing additional funding streams, such as those from managing privately owned subsidized housing.

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

LEBANON HOUSING NEED

Lebanon Housing Authority is an important part of housing in Lebanon. LHA's 329 units (166 Public Housing and 163 Section 8) comprise 13% of all rental units in Lebanon and 64% of all subsidized rental units. 4% of all Lebanon residents, and 10% of Lebanon residents living in rental units live in housing subsidized by LHA.

The overall Lebanon housing market is characterized by the continuing scarcity and high purchase prices of "workforce" housing, a statewide phenomena. But the local rental market is loosening, to the benefit of low income residents. Rents have not dropped appreciably, but vacancy rates have risen. More apartments are advertised for rent in the newspapers and in signs visible from the street. Section 8 applicants with vouchers have an easier time finding apartments to rent, and program participants can move. Many participants have moved with their Section 8 subsidies into new Low Income Housing Tax Credit subsidized rental housing offered at Spencer Square and Quail Hollow. Among the apartment complexes with ongoing vacancies are Pinetree and Beechwood, 100 units of Rural Development 515 subsidized housing located in West Lebanon.

LHA waiting lists dropped dramatically in one year, and the waiting time for an extremely low income applicant for a Section 8 voucher or an elderly apartment in Public Housing is only a matter of months. The Section 8 waiting list was 225 in March of 2004 but only 65 in March of 2005. The difference is entirely in the extremely low income category, which dropped from 179 to 17. The reason for the difference is that the waiting list was high in 2004 because no applicants had been selected from the list during most of 2004. LHA had given out more than its allotted 163 Section 8 vouchers. It then let attrition bring the leasing rate below 163 to utilize exactly the allotted number of unit months in its 2004 fiscal year. To bring the utilization rate up in the following fiscal year, 75 applicants were

selected in November of 2004 and another 87 in January of 2005. There was an abnormally low response rate from these selections, less than 50%, particularly among extremely low income applicants. Most of those who did not respond and were taken from the waiting list were families with children. Applicants who had been on the list for only a few months failed to respond. What does this mean? Many, but not all, of these “disappearing” extremely low income applicant families with children were applicants from Massachusetts shelters who could not be contacted any more when notice of voucher availability was mailed. Perhaps there is a local group of extremely low income families with children who are essentially homeless and somewhat transient, whose lives are too stressed to stay housed at one address for 2, 4, 6 or 8 months after submitting an application.

There was also reduction in elderly applicants, but most of those responded and almost all received vouchers. There was a reduction in disabled families on the waiting list. Only 20% of those taken from the list will receive vouchers. The rest either did not respond or were found to be ineligible. The few very low income (30% to 50% of median income) applicants selected had a high response rate. Applicants who had been waiting 2 to 3 years responded and will receive vouchers.

The waiting list for Public Housing also dropped, from 97 to 53. Again, most of the decrease was in extremely low income applicants, mostly families with children. Again, many of these may have been from homeless shelters in Massachusetts. The 2 bedroom waiting list had been about 5 years long, but now has only 10 applicants. The 4 bedroom list has dropped as well.

The number of elderly families applying for 1 bedroom apartments seems to have remained stable from 2004 to 2005, but the 2005 list is very soft. Applicants have been offered apartments within a month of applying, but don't accept the location, or don't want to move. Two characteristics of the housing decrease the appeal: many units are efficiencies, and there is not enough parking to offer a space to a new resident at either Lebanon Towers or Rogers House. It also appears that the addition of Low Income Housing Tax Credit units at Quail Hollow has cut into LHA's elderly waiting list. LHA has marketed its elderly housing in mailings, and has adopted a policy of accepting applications from near-elderly (55 and older) families to hold in reserve should no elderly applicant accept an apartment.

The overall impression is that there is enough subsidized housing in Lebanon. This is particularly true of senior housing, which is now overbuilt and will be further overbuilt as Quail Hollow expands. The waiting time for extremely low income applicants for a Section 8 voucher has not been this short for years. If they can remain housed and wait, elderly, disabled families and families with children can get help. There are even some vouchers being given to applicants in the 30% to 50% income category. There may be a need group which is more transient which is not being served by the present waiting list system which can be characterized as essentially homeless extremely low income families with children. These do not maintain an address at which they can be contacted, and if contacted are more likely to not be eligible.

As in last year's plan, the worst unmet housing need for elderly Lebanon residents is for affordable assisted living. There are only 2 subsidized assisted living beds in the larger area of approximately 100,000 people. LHA has become the “default” assisted living facility, with many very frail residents and is seeking to provide services to allow those residents to remain independent.

There are small percentages of racial or ethnic minorities residing in Lebanon. The percentages of minority groups on the waiting list are slightly higher due to out-of-state applications.

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	53		
Extremely low income <=30% AMI	29	55%	
Very low income (>30% but <=50% AMI)	12	23%	
Low income (>50% but <80% AMI)	12	23%	
Families with children	28	53%	
Elderly families	25	47%	
Families with Disabilities	5	9%	
African American	2	4%	
Hispanic	5	6%	
White	48	91%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	25	47%	
2 BR	10	19%	
3 BR	7	13%	
4 BR	11	21%	
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			

Housing Needs of Families on the PHA's Waiting Lists			
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	65		
Extremely low income <=30% AMI	17	26%	
Very low income (>30% but <=50% AMI)	48	74%	
Low income (>50% but <80% AMI)	0	0	
Families with children	33	51%	
Elderly families	7	11%	
Families with Disabilities	24	37%	
African American	3	5%	
Hispanic	3	5%	
White	58	89%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input 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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	182,057	
a) Public Housing Capital Fund	266,493	
a) HOPE VI Revitalization	0	
b) HOPE VI Demolition	0	
c) Annual Contributions for Section 8 Tenant-Based Assistance	819,261	
d) Resident Opportunity and Self-Sufficiency Grants	0	
e) Community Development Block Grant	0	
f) HOME	0	
Other Federal Grants (list below)	0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP NH36P00950103	14,998	
CFP NH36P00950104	211,300	
3. Public Housing Dwelling Rental Income		
Non-dwelling rental	4,500	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Other income (list below)		
Interest	8,750	Public Housing Operations
Laundry and cable net	16,300	Public Housing Operations
4. Non-federal sources (list below)		
Management fees	20,777	Other: Providing Management
Total resources	2,097,636	

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) For elderly, 7 applicants are maintained verified. For family, applicants are verified when there seems that there will be a vacancy.

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) Applications have been distributed to local social service agencies.

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? **NO** If yes, complete the following table; if not skip to d.

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

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

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

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

d. Site-Based Waiting Lists – Coming Year

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

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

2. Yes No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based

waiting list plan)?
If yes, how many lists?

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

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

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

(3) Assignment

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

- One
 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)

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

2 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- Substandard housing
- 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 the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs

- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(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):
Credit check for money owed to federally subsidized housing.
 - 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) Applications are mailed on request and copies are distributed to social service agencies.

(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: As a reasonable accommodation or on request if the voucher holder can demonstrate efforts made to locate a unit.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

2 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- Substandard housing
- 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
- Other: The PHA applies preferences ahead of income targeting.

(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) By letter to agencies advocating for or serving special populations.

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:

- a. The family has lost eligibility for or is awaiting an eligibility determination for a federal, state or local assistance program;
- b. The family would be evicted as a result of having to pay the minimum rent;
- c. The family's income has decreased because of changed circumstances, including loss of employment;
- d. A death in the family has occurred; and
- e. Other circumstances determined by the PHA or by HUD.

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) Ceiling Rents

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments

- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

- the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)
- d. How often are payment standards reevaluated for adequacy? (select one)
- Annually
- Other (list below)
- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

- a. What amount best reflects the PHA's minimum rent? (select one)
- \$0
- \$1-\$25
- \$26-\$50
- b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)
- The family has lost eligibility for or is awaiting an eligibility determination for a federal, state or local assistance program;
 - The family would be evicted as a result of having to pay the minimum rent;
 - The family's income has decreased because of changed circumstances, including loss of employment;
 - A death in the family has occurred; and
 - Other circumstances determined by the PHA or by HUD.

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.)

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

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

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

- (1) Yes 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.)

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: Lebanon Housing Authority received 12 vouchers from its Fair Share Application in 2000. LHA's Fair Share Application for 2001 received no vouchers, nor did its Mainstream applications for 1999, 2000, 2001 or 2002. Additional voucher distributions have not been offered.

Reduce public housing vacancies: Most of our public housing is elderly, and we cannot really control how many residents die and units become vacant. But we have worked hard to reduce the turn-around time by hiring outside help to clean vacant units and paint them and by pre-processing applicants before vacancies are known. The average turnaround time was brought from 31.4 days in 2000 down to 20.8 days in 2002, but then rose back to 38.8 days in 2003 due to some difficulties filling a family unit. The turnaround time was reduced to 20.6 days in 2004 and we seek to reduce it below 20 days in 2005.

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score) 94. Our score was 90.8 in 2000, 93 in 2001 and 97 in 2002. There was no score in 2003. The primary factor in the score reduction from 2002 was the 2004 "discovery" by the inspector of unlocked junction boxes.

Improve voucher management: (SEMAP score) 100. No score was issued in 2000. Our score in 2001 was 79. Our score in 2002 was 91. In 2003 and 2004 our score was 100.

Renovate or modernize public housing units: We continue to do capital improvements. Not only are our Physical Inspection scores high, we think that our units are attractive. In one particularly pleasing CFP activity we are replacing old kitchen cabinets in family public housing with beautiful solid oak HUD severe use grade cabinets made at the prison woodshop. The front door of the units opens into the kitchen and these cabinets are the first thing you see. This replacement is continuing into 2005.

PHA Goal: Increase assisted housing choices

Objectives:

Other: (list below) Seek exception FMRs to allow voucher holders to lease anywhere in the jurisdiction. Although our voucher holders had a high rate of failure, it never reached the level which would allow us to qualify for exception FMRs. The housing market has softened and voucher holders no longer have a significant failure rate.

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

PHA Goal: Provide an improved living environment

Objectives:

Other: (list below) Continue prevention programs in family housing with PHDEP and other funding. We have continued the very effective programs although PHDEP

funding has been discontinued. Our ROSS application for these programs was not funded, and we are taking funding from CFP at present. These programs are essential to the safety and welfare of families in Public Housing.

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities. This goal for us is about independence, not asset development. Our elderly housing is the default assisted living housing for low income people. There is very little provision in New Hampshire for affordable assisted living, with only 2 such beds for approximately 100,000 persons in the larger market area. With an ambitious 2000 ROSS RSDM grant we were able to enhance case management, undertake a comprehensive falls risk reduction program which included an ongoing exercise program, and begin weekly nurses clinics in each of our locations. We used the Capital Fund Program to renovate a kitchen to allow us to serve meals at one location. However, our last ROSS application was not funded and we are struggling to find local funding to continue the exercise and nurses programs. State and federal funding to the senior center has been reduced and case management is reduced. Meals are being served with volunteers. The housekeeping program has been discontinued because of lack of funding.

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: The biggest equal opportunity problem locally is for disabled persons. We received 14 vouchers for non-elderly disabled persons from a 1999 application and have worked closely with advocacy organizations to maintain a waiting list of non-elderly disabled applicants. We employ a part time staff member to administer these vouchers for highly disabled individuals. She provides more ongoing service than to standard voucher holders, traveling to participant's homes for appointments and coordinating closely with advocates. Approximately 50% of our voucher holders are non-elderly disabled, and 21% of the waiting list consists of disabled families. The best opportunity we could provide would be to increase the overall number of vouchers and increase the payment standard so that the rent burden on families with very limited income would not exceed 50% as it often does now. However, this is not within our control.
 - 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: Our prevention activities at our family housing give us the capability to completely disallow speech which is disrespectful of a protected class. We require residents to take remedial action for

such speech, including direct apologies and classes with our hired social worker. We could not address cases of harassment so aggressively without the additional capability these programs afford us. With our staff alone, we are not as successful in addressing occasions of disrespect in our elderly housing, where residents think they can be downright nasty to each other just because they are old.

- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Our 5-Year Capital Plan includes providing additional accessible units in elderly housing, where the accessibility needs are greatest.

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: Any reduction in a development of greater than 25% of the units which was not necessitated by a funding reduction over which the Authority had no power, or a change in the Capital Fund Program which shifted greater than 50% of the total annual funding from a single CFP line item to another, or from CFP programs to another program, such as Operating or PHDEP. Application for new program funding and initiation of a new program not included in the 5-year plan will not be considered a substantial deviation.

B. Significant Amendment or Modification to the Annual Plan: A budget revision shifting over 50% of the total Public Housing or Section 8 annual budget (unless necessitated by HUD funding shifts). However, budget revisions entailing less than 50% of the total budget, or the addition of a new program of less than 50% of the total previous budget, will not be considered a significant amendment or modification.

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:

Lebanon Housing Authority
Resident Advisory Board (RAB)
Minutes of Meeting 4/1/2005

Present: Carman Deuso, Rogers House Resident Association President

Martha Hammond, Maple Manor Resident Association President
Judith Thornton, Romano Circle Resident
Sylvia Peterson, Section 8 Program Participant
Al Thibodeau, Section 8 Program Participant
Jonathan Chaffee
(Anita Wilkinson, Romano Circle Resident Association President, and Jodi Austin,
Lebanon Towers Resident Association President, could not attend)

Meeting called to order at 2:00 pm at Rogers House Community Room. Judy and Martha were figuring out which of Al's many brothers and sisters they knew.

1. Section 8 Program funding reductions. Jon described the shift by HUD from paying the actual Section 8 Program costs to a budget allowance, which is based on actual expenses during 3 months of the prior year, increased by an inflation factor then reduced more by a factor derived from the overall national inadequacy of funding. Jon expects this reduction factor to be increased each year. Lebanon Housing Authority's ability to serve 163 families with vouchers hasn't been reduced yet, but it may be reduced in the future. LHA would not actually kick anyone off the program, but would not immediately reissue a voucher that had been relinquished so that there would not be a full 163 families for a full 12 months each. Jon explained that Section 8 Program participants in Lebanon generally pay more toward their rent than do Public Housing residents, even though the calculation is done the same way. Both pay 30% of their adjusted monthly income, but the Section 8 voucher holders pay an additional increment to cover the amount that the rent is above the payment standard. Rents are so high in Lebanon that almost every apartment costs more than the payment standard (the payment standard is the highest rent that LHA will pay up to). And to cut costs when HUD went to a budget basis, LHA has lowered its payment standard. This means that Section 8 participants will pay a greater % of their income toward rents. Jon mentioned that rents are so high that he thinks low wage working people have been driven out of Lebanon. Lots of the people on the waiting list who have applied for Section 8 aren't around when LHA sends out a letter asking them to come in for an interview. We think that they cannot afford an apartment and have moved elsewhere. The office takes desperate calls almost every day: "I'm homeless and need housing. I'm living in my car." Someone mentioned the increase in homelessness in Lebanon. Jon said that a group is working toward a new homeless shelter because of the need. Carman said and Martha agreed that low wage workers are living in Claremont and commuting to the Lebanon area to work.

Jon said that non-elderly handicapped people have a particularly difficult time because their SSI might not even cover a month's rent in Lebanon, yet they can't move from Lebanon because they need to stay close to their services. Waiting for a voucher is a particular hardship for this group. 50% of existing Section 8 vouchers serve this group. Another 25% serve elderly. 25% serve families with children.

LHA will try very hard to use up exactly every penny of the HUD budget allowance. The Section 8 program does not consist of the same 163 families for a year. People leave the program and vouchers are issued to new families every month. About 25 vouchers change every year. It takes time to do paperwork on new families and for them to find an apartment to lease with a new voucher. So we may be paying for less than 163 families for a few months, then more some months. The monthly expenses change. Just one big family can result in a much higher payment. It is difficult to steer the program to come out exactly on a given amount.

2. Services for elderly: Jon explained that to try to meet the needs of older residents, LHA is providing nurses clinics every other week (these are funded by Alice Peck Day Hospital) and 2

exercise classes a week (these are funded by an individual through Dartmouth Medical School) and that we are experimenting with volunteer cooked meals. The cost to residents will be \$2 per meal. We had to drop our housekeeping program because it was too highly subsidized: it cost LHA too much.

Sylvia gave some comparisons with Quail Hollow which were very interesting. Residents there must pay \$25/mo. to join the Wellness Club. For that they get one free lunch a month (plus discounts on meal prices) and get access to a nurse who has office hours 3 days a week, and some help from a VNA nurses aide. But if the nurse takes a blood pressure, draws blood, does a sugar level or cuts toenails, it costs \$15. The exercise class costs \$36 for 9 weeks, 2 days a week. The hairdresser on premises charges \$15 to \$25. Each meal costs \$6. Each charge to residents for services includes a payment that the provider of services has to pay to the owner to rent the space. Residents pay \$60/month to rent an air conditioner for 3 months and \$50/month if it is rented for 5 months. Sylvia said that some residents on the top floor facing south suffer from the heat but cannot afford an air conditioner. Residents are charged \$39/month for cable as opposed to \$10 at LHA. Al said that he pays \$43/month at Spencer Square, the straight rate for the public. Quail Hollow has one maintenance man for 144 units. LHA has 3 for 166 units.

Sylvia said that Quail Hollow is independent living, but that there are many residents who are not capable of taking care of themselves. If family does not help them, or there is no paid person to look in on them, other younger residents often find themselves helping out. In a way, they are taking a chance, being neighborly.

Jon asked the group what Lebanon Housing Authority might do, in general, to better serve low income housing needs. Sylvia suggested advocating for Quail Hollow residents. She wondered how the owner could qualify for tax credits while charging residents so highly for so many things. Jon suggested that she ask the person in charge of Low Income Housing Tax Credits at New Hampshire Housing Finance Authority, Mark Koppelkam.

Sylvia is a member of a new residents group at Quail Hollow. Each LHA location has a residents' association. Carman is president of Rogers House and Martha is president at Maple Manor. These associations meet every month or two. Every three months, Jon and Dede meet with residents at each location to go over things like fire safety, building security and planned Capital Fund projects, plus whatever residents want to bring up.

Sylvia noticed the automatic door opener on her way into Rogers House. She said that she was told that Quail Hollow could not have an automatic entrance door opener because they have a security door. She said that one resident was knocked over by the closing door and broke her hip. Carman showed her the key operated automatic door opener. Jon suggested that she could request a Section 504 audit of her building.

3. Specific Capital Fund Questions: Judy Thornton had studied the Capital Fund Program Annual Statements. She wondered why the statement for year 2003 listed the kitchen cabinet replacement as "Done" when hers had not yet been done. Jon said that the funding for the program of that year was all spent, but agreed that it should be changed to "partial" to better represent that the whole job isn't done. She also questioned the entry for pavement repairs which said "Done" when the pavement was in such bad shape. Jon said that entry was actually for the replacement of the wooden retaining walls around the dumpsters with granite. The following year's statement shows that LHA will crack seal its pavement, but the City has refused over the years to crack seal the roadway, and it has deteriorated now beyond repair. Judy noted that the pavement moves up and down a lot. This year the perennial puddle behind her car has formed somewhere else. She also

questioned the "Replace door weatherstripping" item listed as complete. Jon said that he had hired someone who recommended adjusting the present weatherstripping and that had been done. However, at the last meeting with Romano Circle residents he and Dede had heard an earful about the drafts coming around the front and back doors. Judy said she had to hang a blanket over her door to reduce drafts. So door weatherstripping is again addressed in the 2004 year statement. This very morning a contractor came to measure doors to put in a bid to replace it. Judy also questioned the item "cleaning heaters". Sylvia asked if this was done regularly. Jon said that residents had bugged him at meetings about dirt rising from the heaters until he arranged to have it done, for cleanliness and fire safety and efficiency. Carman said that the workman doing the cleaning was a real professional and had done a great job on hers and those of other Rogers House residents. Jon said that heater cleaning had started at Romano Circle this week and would eventually get to Judy.

Jon thanked people for an interesting meeting and explained that he would circulate minutes. After any corrections were made the minutes will go to the Board of Commissioners at their April 20, 2005 meeting. Any responses they make will be included in the final plan, which will then be available for 60 days for public comment.

The meeting was over at 4:00 pm.

LEBANON HOUSING AUTHORITY RESPONSES TO THE ADVISORY BOARD MINUTES

Lebanon Housing Authority regular Board of Commissioners meeting was postponed from April 20, 2005 until April 27, 2005, so at that time the minutes of the Resident Advisory Board meeting were reviewed. Carman S. Deuso was at both meetings. Commissioners questioned why residents did not clean their own electric heaters. Carman explained that the covers required tools to remove and replace, especially the wall heaters. Jon said that even the workman had difficulty with the cover screws having been painted over. Commissioners asked if this would be done annually. Jon replied that cleaning of all the heaters would not have to be done again for a long time.

Commissioners concluded that no response or change to the PLAN was required by the Resident Advisory Board comments and none was made.

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: Carman S. Deuso

Method of Selection:

Appointment

The term of appointment is (include the date term expires): 07/07

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: 07/2005

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position): The State enabling legislation specifies that the Mayor appoint Commissioners, but since the Mayor of Lebanon is a weak position, the City Council as a whole makes appointments, including those of Commissioner.

(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)
- Other: (list below)

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

The Consolidated Plan for years 2001 – 2005 has not changed since the LHA Year 2002 PLAN.

The rental housing shortage and rising rents noted in Lebanon in the Housing Needs section of the 2004 LHA Plan are emphasized in the Consolidated Plan as problems in many other parts of the state. Rents have continued to rise in Lebanon, but the recent economic downturn has led to some rental vacancies. The Consolidated Plan reports that employment has risen faster than the production of housing units, leading to a statewide vacancy in rental units of 1% and an increase of from 5-6% in rents from 1999 to 2000. A rental market survey showed that less than 15% of rental units were affordable to low and very low income households. The Consolidated Plan on page 37 gave a highest priority to the development and preservation of rental housing for low and very low income families. LHA is preserving its rental housing but is not in a position to develop additional rental housing.

Provision of additional services in Senior Housing is consistent with the Consolidated Plan. The Consolidated Plan reports that an analysis of elderly housing needs indicates that the highest need is for some supportive services with independent living. In the next 10 years services such as congregate dining, help with chores and transportation are needed. Other help with activities of daily living might include preparing meals, light housework, shopping, heavy housework,

managing money and using the telephone. Lebanon Housing Authority did offer a housekeeping program, but has had to discontinue that program as it was largely supported by the Operating Subsidy. LHA renovated a community room kitchen to allow the preparation of meals in the previous PLAN year. It has received a very small amount of funding to expand these services in this PLAN year.

The Consolidated Plan does not mention the other challenge for LHA; supporting its family housing residents to maintain a drug free and safe environment for children and adults.

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below) none

(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:)

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

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
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
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <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
	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures 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
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
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
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
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
	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
	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
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

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

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHA Name: Lebanon Housing Authority		Grant Type and Number Capital Fund Program: NH36P00950102 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2002(revision no: 3)	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input type="checkbox"/> Revised Annual Statement		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2005		<input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds	0	0	0	0	
2	1406 Operations	0	0	0	0	
3	1408 Management Improvements	1369	1369	1369.00	1369.00	
4	1410 Administration	5793	5793	5793.00	5793.00	
5	1411 Audit	0	0	0	0	
6	1415 liquidated Damages	0	0	0	0	
7	1430 Fees and Costs	27503	27503	27503.06	27503.06	
8	1440 Site Acquisition	0	0	0	0	
9	1450 Site Improvement	0	0	0	0	
10	1460 Dwelling Structures	190351	190368	190367.81	171977.33	
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0	
12	1470 Nondwelling Structures	5100	5083	5082.98	5082.98	
13	1475 Nondwelling Equipment	25764	27764	27764.15	27164.00	
14	1485 Demolition	0	0	0	0	
15	1490 Replacement Reserve	0	0	0	0	
16	1492 Moving to Work Demonstration	0	0	0	0	
17	1495.1 Relocation Costs	0	0	0	0	
18	1498 Mod Used for Development	0	0	0	0	
19	1502 Contingency	0	0	0	0	
20	Amount of Annual Grant: (sum of lines 2-19)	255880	257880	257880	238889.37	
21	Amount of line 20 Related to LBP Activities	0	0			
22	Amount of line 20 Related to Section 504 Compliance	0	0	0	0	
23	Amount of line 20 Related to Security	0	0			
24	Amount of line 20 Related to Energy Conservation Measures	59013	59013	59013	59013	

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: Lebanon Housing Authority			Grant Type and Number Capital Fund Program #: 2002 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2002 REVISION 3 3/31/2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
NH9-1	Change smoke detectors and add in bedrooms	1460	56	4291	4291	4290.76	4290.76	Done
NH9-1	Install Backflow Preventors	1460		931	931	931.01	931.01	Done
NH9-1	Replace community building steps	1470	1	1600	1600	1600.00	1600.00	Done
NH9-2	Complete Kitchen upgrade	1460		32628	32628	32628.37	32628.37	Done
NH9-2	Repair 1 st & 3 rd floor trim	1460		6932	4002	4002.00	0	
NH9-2	Caulk metal trim outside windows	1460	215	0	0	0	0	
NH9-2	Paint portico and trim	1460	1	10000	13000	13000.00	0	
NH9-2	Replace ambulance call	1460		0	0	0	0	
NH9-2	Replace Aluminum Wiring	1460		30105	30052	30051.67	30051.67	Done
NH9-2	Kitchen equipment	1475		14500	14660	14660.00	14660.00	Done
NH9-2	Build Dumpster Enclosure	1470		3500	3483	3482.98	3482.98	Done
NH9-3	Replace bathroom fans	1460	30	4750	4750	4750.00	3361.52	Partial
NH9-3	Replace kitchen cabinets & counters	1460		41701	41701	41701.00	41701.00	Partial
NH9-3	Replace windows	1460		59013	59013	59013.00	59013.00	Done
NH9-3	Computer lab computers, internet filter, network hub, and chairs	1475		1000	840	840.15	240.00	Partial
PHA wide	Anti-virus Software & installation and computer set-up	1408		1369	1369	1369.00	1369.00	Done
PHA wide	Administration salaries	1410		4710	4710	4710.00	4710.00	Done
PHA wide	Administration fringe	1410		1083	1083	1083.00	1083.00	Done
PHA wide	Architect/Engineer fees	1430		27503	27503	27503.06	27503.06	Done

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: Lebanon Housing Authority			Grant Type and Number Capital Fund Program #: 2002 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2002 REVISION 3 3/31/2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA wide	Replace tractor, Computer workstation, Back-up Tape Drive, Constant Power Source & 5 Computer workstation Tables	1475		12264	12264	12264.00	12264.00	Done
				257880	257880	257880	238889.37	

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 III: Implementation Schedule							
PHA Name: Lebanon Housing Authority			Grant Type and Number Capital Fund Program #: NH36P00950102 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2002 Revision 3	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH9-1	8/15/04	8/15/04	8/15/04	8/15/06	8/15/06		
NH9-2	8/15/04	8/15/04	8/15/04	8/15/06	8/15/06		
NH9-3	8/15/04	8/15/04	8/15/04	8/15/06	8/15/06		
NH9-4	8/15/04	8/15/04	8/15/04	8/15/06	8/15/06		
PHA-wide	8/15/04	8/15/04	8/15/04	8/15/06	8/15/06		

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 1: Summary					
PHA Name: Lebanon Housing Authority		Grant Type and Number Capital Fund Program: NH36P00950103 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2003 REVISION 2
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: 2)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2005		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	40000	40000	40000.00	33194.10
3	1408 Management Improvements	0	0	0	0
4	1410 Administration	5793	0	0	0
5	1411 Audit	0	0	0	0
6	1415 liquidated Damages	0	0	0	0
7	1430 Fees and Costs	3000	3000	2357.00	2357.00
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	13252	13192	13192.15	13192.15
10	1460 Dwelling Structures	119631	125939	112201.36	94659.00
11	1465.1 Dwelling Equipment—Nonexpendable	18544	18044	18043.61	18043.61
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	5799	5824	5824.40	5824.40
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1498 Mod Used for Development	0	0	0	0
19	1502 Contingency	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2-19)	205999	205999	191618.52	167270.26
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Compliance	86180	108093	96685.55	78141.71
23	Amount of line 20 Related to Security	7500	9081	9081.07	9081.07
24	Amount of line 20 Related to Energy Conservation Measures	4251	716	715.50	715.50

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: Lebanon Housing Authority			Grant Type and Number Capital Fund Program #: NH36P00950103 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2003 REVISION 2		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
NH9-1	Prune dead trees	1450	11	2500	2440	2440.00	2440.00	Done
NH9-1	Lever type unit door handles	1460	40	8500	8500	8500.00	0	
NH9-1	Install vertical lifts	1460	2	55800	87593	87593.00	78550.64	Partial
NH9-1	Clean all heaters	1460	120	850	1650	876	876	Partial
NH9-1	Add Gamewell Fire Alarm Box	1460	1	2800	3092	3092.28	3092.28	Done
NH9-1	Replace HW storage heater	1465.1	1	2549	2549	2548.86	2548.86	Done
NH9-1	Replace community rm. Tables & chairs	1475	38	3000	3000	3000.00	3000.00	Done
NH9-2	Lever type unit door handles	1460	56	12000	12000	592.55	592.55	Partial
NH9-2	Clean all heaters	1460	168	1200	1800	1152.00	1152.00	
NH9-2	Replace HW storage heater	1465.1	2	6664	5883	5882.55	5882.55	Done
NH9-2	Replace community room furniture	1475	10	1779	1779	1779.00	1779.00	Done
NH9-3	Pavement repairs	1450	6	8502	8502	8502.15	8502.15	Done
NH9-3	Replace kitchen cabinets	1460	360	21000	3173	3173.36	3173.36	Done
NH9-3	Clean all heaters	1460	90	1820	1200	292.22	292.22	Partial
NH9-3	Add stair tread covers	1460	390	5735	5735	5734.45	5734.45	Done
NH9-3	Install backflow preventor	1465	1	531	531	531.13	531.13	Done
NH9-3	Replace door weatherization	1460	60	716	716	715.50	715.50	Done
NH9-4	Repour sunken sidewalk	1450	1	2250	2250	2250.00	2250.00	Done
NH9-4	Clean all heaters	1460	120	850	480	480.00	480.00	Partial
NH9-4	Repair membrane roof	1460	1	8360	0	0	0	-
NH9-4	Replace security intercom	1465	1	8800	9081	9081.07	9081.07	Done
PHA Wide	Transfer to operations	1406		40000	40000	40000.00	33194.10	Partial
	Administration & financial salaries	1410		4710	0	0	0	Done
	Administration & financial fringe	1410		1083	0	0	0	Done

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: Lebanon Housing Authority		Grant Type and Number Capital Fund Program #: NH36P00950103 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: 2003 REVISION 2		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	Architects & Engineers	1430		3000	3000	2357.00	2357.00	Partial
	Purchase 2 commercial vacuums	1475	2	1000	1045	1045.40	1045.40	Done
				205999	205999	191618.52	167270.26	

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 III: Implementation Schedule							
PHA Name: Lebanon Housing Authority		Grant Type and Number Capital Fund Program #: NH36P00950103 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: 2003 REVISION 3	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH9-1	9/16/05			9/16/07			
NH9-2	9/16/05			9/16/07			
NH9-3	9/16/05			9/16/07			
NH9-4	9/16/05			9/16/07			
PHA Wide	9/16/05			9/16/07			

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 1: Summary					
PHA Name: LEBANON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program: NH36P00950203 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2003 REVISION 1
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: 1)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2005		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0		
2	1406 Operations	3000	3000	218.57	218.57
3	1408 Management Improvements	0	0	0	0
4	1410 Administration	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	33895	36055	36055.00	25000.00
11	1465.1 Dwelling Equipment—Nonexpendable	2160	0	0	0
12	1470 Nondwelling Structures	2000	2000	797.10	797.10
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1498 Mod Used for Development	0	0	0	0
19	1502 Contingency	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2-19)	41055	41055	37070.67	26015.67
21	Amount of line 20 Related to LBP Activities	0	0		
22	Amount of line 20 Related to Section 504 Compliance	25000	25000	25000.00	25000.00
23	Amount of line 20 Related to Security	2000	2000	797.10	797.10
24	Amount of line 20 Related to Energy Conservation Measures	0	0		

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 1: Summary					
PHA Name: LEBANON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program: NH36P00950104 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2004 REVISION 2
<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: 3/31/2005		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
13	1475 Nondwelling Equipment	22500	22767	22766.59	22337.31
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1498 Mod Used for Development	0	0	0	0
19	1502 Contingency	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2-19)	238571	238571	115094.59	31690.6
21	Amount of line 20 Related to LBP Activities	0	0	0	0
22	Amount of line 20 Related to Section 504 Compliance	0	18000	18000.00	
23	Amount of line 20 Related to Security	0	0	0	0
24	Amount of line 20 Related to Energy Conservation Measures	2500	2500	2500.00	2415.29

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part II: Supporting Pages							
PHA Name: LEBANON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program #: NH36P00950104 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2004 REVISION 2		
Development Number HA-Wide Activities	General Description of Major Work Categories	Dev. Acct	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
				Original	Revised	Funds Obligated	

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 1: Summary								
PHA Name: LEBANON HOUSING AUTHORITY			Grant Type and Number Capital Fund Program: NH36P00950104 Capital Fund Program Replacement Housing Factor Grant No:				Federal FY of Grant: 2004 REVISION 2	
<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: 3/31/2005			<input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost			Total Actual Cost			
NH9-1	Crack seal parking lot & walks	1450		900	900	0	0	
NH9-1	Finish Install Vertical Lifts	1460		0	18000	18000	0	
NH9-1	Add Sprinklers	1460		102778	66076	0	0	
NH9-1	Replace Ambulance Calls	1465	40	9500	9500	0	0	
NH9-2	Expand Parking Lot	1450		0	6000	0	0	
NH9-2	Add Smoke Detectors in BR	1460	15	2800	3750	3750	0	
NH9-2	Replace Ambulance Calls	1465	56	10000	10000	0	0	
NH9-3	Crack seal, Repave driveway+Patch	1450		2000	7000	0	0	
NH9-3	Add Smoke Detectors in BR	1460	93	18600	10000	10000	6583.00	
NH9-3	Replace trim boards and paint	1460		1000	1000	0	0	
NH9-3	Install new door weatherstripping	1460	60	0	10500	0	0	
NH9-3	Complete installation of kitchens	1460		0	2000	0	0	
NH9-4	Add Smoke Detectors in BR	1460	40	10000	7000	7000	0	
NH9-4	Replace Window Insulation	1460	120	2500	2500	2500	2415.29	
NH9-4	Replace Ambulance Calls	1465	40	0	9500	0	0	
NH9-4	Community Rm. Chairs	1475	12	0	954	954.00	524.72	
PHA Wide	Transfer to Operations	1406		40000	40000	40000	0	
PHA Wide	Software and set-up, 2 computers	1408		1200	355	355.00	355.00	Done
PHA Wide	Administration & Financial Salaries	1410		4710	4710	4710	0	
PHA Wide	Administration & Financial Fringe	1410		1083	1083	1083	0	
PHA Wide	Architect/Engineers Fees	1430		3000	1000	0	0	
PHA Wide	Capital Needs Assessment	1430		6000	4930	4930	0	
PHA Wide	Plow Truck, 1 computer, 2 vacuums	1475	1	22500	21813	21812.59	21812.59	
				238571	238571	115094.59	31690.6	

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 III: Implementation Schedule							
PHA Name: LEBANON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program #: NH36P00950104 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: 2004 REVISION 2	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NH-1	9/13/06			9/13/08			
NH-2	9/13/06			9/13/08			
NH-3	9/13/06			9/13/08			
NH-4	9/13/06			9/13/08			
PHA Wide	9/13/06			9/13/08			

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 III: Implementation Schedule							
PHA Name: LEBANON HOUSING AUTHORITY			Grant Type and Number Capital Fund Program #: NH36P00950104 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2004 REVISION 2	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: LEBANON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program: NH36P00950105 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 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 No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	40000			
3	1408 Management Improvements	0			
4	1410 Administration	5793			
5	1411 Audit	0			
6	1415 liquidated Damages	0			

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 1: Summary				
PHA Name: LEBANON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program: NH36P00950105 Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant: 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 No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost
7	1430 Fees and Costs	6500		
8	1440 Site Acquisition	0		
9	1450 Site Improvement	3000		
10	1460 Dwelling Structures	165724		
11	1465.1 Dwelling Equipment—Nonexpendable	0		
12	1470 Nondwelling Structures	0		
13	1475 Nondwelling Equipment	36000		
14	1485 Demolition	0		
15	1490 Replacement Reserve	0		
16	1492 Moving to Work Demonstration	0		
17	1495.1 Relocation Costs	7500		
18	1498 Mod Used for Development	0		
19	1502 Contingency	0		
20	Amount of Annual Grant: (sum of lines 2-19)	264517		
21	Amount of line 20 Related to LBP Activities	0		
22	Amount of line 20 Related to Section 504 Compliance	0		
23	Amount of line 20 Related to Security	0		
24	Amount of line 20 Related to Energy Conservation Measures	0		

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: LEBANON HOUSING AUTHORITY			Grant Type and Number Capital Fund Program #: NH36P00950105 Capital Fund Program Replacement Housing Factor #:			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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Transfer to Operations	1406		40000				
PHA Wide	Administration & Financial Salaried	1410		4710				
PHA Wide	Administration & Financial Fringe	1410		1083				
PHA Wide	Architect/Engineer Fees	1430		6500				
PHA Wide	Small plow truck + one tractor	1475		36000				
NH9-1	Add Sprinklers	1460		46424				
NH9-3	Replace tile floors	1460	30	119300				
NH9-3	Relocate families for floors	1495.1	30	7500				
NH9-4	Replace Buried Fuel Tank	1450		3000				
				264517				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Lebanon Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: 5			
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				
<i>NH009-001 Maple Manor</i>		\$33,000	\$46,000	\$51,000	\$67,800
NH009-002 Rogers House		\$23,200	\$140,000	\$96,785	\$89,400
NH009-003 Romano Circle		\$33,000	\$0	\$37,000	\$27,800
<i>NH009-004 Lebanon Towers</i>		\$90,000	\$0	\$2,200	\$7,000
HA-wide		\$72,983	\$68,883	\$66,883	\$73,883
CFP Funds Listed for 5-year planning		\$252,183	\$254,883	\$251,668	\$265,883
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2006 PHA FY: 2006			Activities for Year: 3 FFY Grant: 2007 PHA FY:2007		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	<i>Maple Manor</i>	<i>Stove exhaust vents</i>	\$12,000	<i>Maple Manor</i>	<i>Noise suppression between floors</i>	\$46,000
Annual		<i>Emergency generator</i>	\$21,000			
Statement	Subtotal		\$33,000	Subtotal		\$46,000
	Rogers House	Emergency generator	\$21,000	Rogers House	Make 2 units Accessible	\$82,000
		Replace HW Heater	\$2,200		Stove exhaust hoods	\$58,000
	Subtotal		\$23,200	Subtotal		\$140,000
	Romano Circle	Replace Screen Doors	\$15,000	Romano Circle		
		Install Electricity to circle	\$3,000			
		Repaint Exterior	\$15,000			
	Subtotal		\$33,000	Subtotal		\$0
	Lebanon Towers	Replace Roof	\$80,000	Lebanon Towers		0
		Build steps to walkway	\$10,000			
	Subtotal		\$90,000	Subtotal		0
	HA-wide	<i>Administration salaries</i>	\$5,181	<i>HA-wide</i>	<i>Administration salaries</i>	\$5,181
		<i>Administration Benefits</i>	\$1,202		<i>Administration Benefits</i>	\$1,202
		<i>Architect/Engineer fees</i>	\$17,500		<i>Architect/Engineer fees</i>	\$22,500
		Operations, inc. security	\$40,000		Operations, inc. security	\$40,000
		New Copier	\$4,900			
		<i>3 Computers, Monitors</i>	\$4,200			
	Subtotal		\$72,983	Subtotal		\$68,883
	Total CFP Estimated Cost	\$251,183		Total CFP Estimated Cost	\$254,883	

Part II: Supporting Pages—Work Activities

Activities for Year :_4__ FFY Grant: 2008 PHA FY: 2008			Activities for Year: _5__ FFY Grant: 2009 PHA FY: 2009	
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories
<i>Maple Manor</i>	<i>Handicapped Ramp</i>	\$19,000	<i>Maple Manor</i>	<i>Replace Refrigerators</i>
	<i>Pave parking lots</i>	\$30,000		<i>Replace Lights</i>
	Finish noise suppression	\$12,000		<i>Convert 2 units to Accessible</i>
Subtotal		\$51,000	Subtotal	
Rogers House	Roll-in Showers	\$96,785	Rogers House	Replace Refrigerators
				Replace Lights
				Stove Exhaust Hoods
Subtotal		\$96,785	Subtotal	
Romano Circle	Repave Parking Lot	\$35,000	Romano Circle	Replace Refrigerators
	Set-back thermostats	\$2,000		Replace Lights
Subtotal		\$37,000	Subtotal	
Lebanon Towers	Replace HW Tank	\$2,200	Lebanon Towers	Replace Lights
Subtotal		\$2,200	Subtotal	
<i>HA-wide</i>	<i>Administration salaries</i>	\$5,181	<i>HA-wide</i>	<i>Administration salaries</i>
	<i>Administration Benefits</i>	\$1,202		<i>Administration Benefits</i>
	<i>Architect/Engineer fees</i>	\$20,500		<i>Architect/Engineer fees</i>
	Operations, inc. security	\$40,000		Operations, inc. security
				Replace Lawn Tractor
Subtotal		\$66,883	Subtotal	
Total CFP Estimated Cost	\$251,668		Total CFP Estimated Cost	\$265,883

Security Plan

Because the consistent programs funded by PHDEP over 6 years have been phenomenally successful in increasing security at Romano Circle family Public Housing, and in decreasing crime and non-criminal violence and improving the overall living conditions of residents, and because these programs have proven to be valued and popular with residents, and because it is anticipated that were these programs to be discontinued there would be an immediate increase in crime and drug related incidents at Romano Circle, Lebanon Housing Authority has set aside \$25,000 annually from the Capital Fund Program to continue the core of youth mentoring programs and family support programs previously funded through PHDEP. These include programs for young people through the Tucker Foundation at Dartmouth College, group activities for school age youth at Romano Circle and family support by professionals. Lebanon Housing Authority will continue to support the resident Neighborhood Watch group, which is the first Neighborhood Watch in the City of Lebanon. Additional security measures, such as having a police officer in residence, do not appear to be needed. Rather, residents ask for more programming for adults to increase their skills for maintaining community and decrease petty bickering among residents.

ATTACHMENT E

September 25, 2001

Ms. Donna J. Ayala, Director
Office of Public Housing
U.S. Dept. of HUD-Region I
Boston Federal Bldg., 3rd Floor, Rm.321
10 Causeway Street
Boston, MA 02222-1092

RE: VOLUNTARY CONVERSION CERTIFICATION

Dear Ms. Ayala:

This letter is a report and certification that Lebanon Housing Authority has reviewed each development subject to Required Initial Investment to consider the implications of converting the public housing to tenant based assistance.

Using the format which will be included in subsequent Annual Plans:

- a) Only one of Lebanon's developments is subject to Required Initial Assessment.
- b) Three of Lebanon's development are elderly/disabled and exempt.
- c) One assessment was conducted for the required development.
- d) No development was appropriate for conversion based on the Required Initial Assessment.
- e) The Required Initial Assessment is completed.

Conversion of the single family development, Romano Circle, is inappropriate because removal of the development would not meet the three necessary conditions for voluntary conversion:

(1) Initial assessment indicates that it would be more expensive to convert and sell Romano Circle than to operate it as public housing. It would cost HUD more to support the same families in Lebanon with Section 8 vouchers and in addition it would cost the families more for their housing. We do not have development based cost figures, but our average PUM expense to us of \$370 is less than the average HAP expense to us of \$577 for 4 bedroom apartments and \$431 for 3 bedroom apartments. The average rent paid by a family in a 4 bedroom apartment at Romano Circle is \$562, whereas the average Gross Family Contribution of a family on Section 8 in Lebanon in a 4 bedroom apartment is \$690. Similarly, families in 3 bedroom apartment in Romano Circle pay an average of \$380, whereas Section 8 families pay an average of \$429.

(2) An Initial Assessment does not yield any benefit at all from conversion to the residents of the public housing or to the community. The general public passing

ATTACHMENT E

by thinks that Romano Circle is a condo project. The physical layout of the units is like condos, in that the bedrooms are above the living spaces, with good sound separation between units. People come to the office all the time asking for housing but do not realize that they are in public housing. The appearance of the development is very good. The housing is in good condition. CIAP expenditures on this housing have been ongoing and there are no deferred maintenance issues. It would be easy to sell the development, but it is not clear how HUD's mission in Lebanon would be forwarded by converting public housing to condos, while forcing residents to move to less desirable housing outside of Lebanon.

(3) To remove Romano Circle from subsidized housing would adversely affect the availability of affordable housing in the community. The community has an effective zero percentage vacancy. There is no affordable housing available in the community. There is no rental housing of any kind available. A recent housing study concluded that since the 1990 census there have been 7550 new households added to the labor market area (a region larger than Lebanon) while there have been only 150 additional rental units added in the same region. To remove 30 units from the affordable housing stock would be welcomed by the market, but would be unconscionable. Counting Romano Circle there are only 150 total subsidized family units in Lebanon. Romano Circle is a very significant portion of the family subsidized housing stock. The 1990 census tallied 106 four bedroom units in Lebanon. 10 of those are at Romano Circle and these 10 are the only subsidized 4 bedroom units in Lebanon. 78% of all the subsidized 3 bedroom units in Lebanon are at Romano Circle (14). The other 118 subsidized units are all 1 and 2 bedroom units. Finally, current Section 8 voucher holders are now unable to find housing in Lebanon, and residents of Romano Circle given vouchers would undoubtedly be displaced to a less desirable town on the periphery from which to join the ranks of low income commuters.

Sincerely yours,

Jonathan Chaffee
Executive Director