

# PHA Plans

## Streamlined 5-Year/Annual Version

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

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

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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.

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# Streamlined 5-Year Plan for Fiscal Years July 1, 2005 – June 30, 2010

## Streamlined Annual Plan for Fiscal Year July 1, 2005 – June 30, 2006

**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:** Burlington Housing Authority

**PHA Number:** VT001

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

**PHA Programs Administered:**

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

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

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

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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

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

## Streamlined Five-Year PHA Plan PHA FISCAL YEARS JULY 1, 2005 – JUNE 30, 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 to promote, provide and preserve affordable housing in ways that encourage resident self-sufficiency and support healthy neighborhoods.

### 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.**

- PHAGoal: 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) (1) Support the priorities of the City of Burlington Consolidated Plan, Annual Action Plan and the Mayor's Housing Agenda. (2) Support the housing development initiatives of nonprofit housing providers.

- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score) Maintain High Performer Status
  - Improve voucher management: (SEMAP score) Mainstain Higher Performance status while continue to improve program management
  - 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 by implementing BHA 10 Year Capital Improvement Plan

- Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: Maintain and improve energy efficiency in buildings and encourage energy conservation by residents.
- 
- PHA Goal: Increase assisted housing choices  
Objectives:
    - Provide voucher mobility counseling at briefings
    - Conduct outreach efforts to potential voucher landlords
    - Increase voucher payment standards
    - Implement voucher homeownership program:
    - Implement public housing or other homeownership programs through completion of homeownership units on unutilized land at Franklin Square
    - Implement public housing site-based waiting lists:
    - Convert public housing to vouchers:
    - Other: (1) Continue to implement an expanded project-based voucher program for up to 20% of the total Section 8 voucher allocation; (2) Promote and support the development of transitional and supportive housing opportunities for battered women, re-entering offenders and other special needs populations.

**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: (1) Encourage resident organizations in all developments and provide ongoing support to established residents organizations; (2) Continue resident service coordination in elderly/disabled housing developments, including the HASS/Wellness program.

**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 through partnerships with state and non-profit agencies
- Provide or attract supportive services to increase independence for the elderly or families with disabilities in partnership with Fletcher Allen Health Care and other service providers
- 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)**

Support an affiliate non-profit to develop additional supportive and transitional housing in the community and to maintain and expand self-sufficiency and independent living programs and services for program participants and residents.

## Streamlined Annual PHA Plan PHA Fiscal Year July 1, 2005 – June 30, 2006 [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**

<input checked="" type="checkbox"/>	1. Housing Needs	7
<input checked="" type="checkbox"/>	2. Financial Resources	11
<input checked="" type="checkbox"/>	3. Policies on Eligibility, Selection and Admissions	12
<input checked="" type="checkbox"/>	4. Rent Determination Policies	21
<input checked="" type="checkbox"/>	5. Capital Improvements Needs	25
<input checked="" type="checkbox"/>	6. Demolition and Disposition	26
<input checked="" type="checkbox"/>	7. Homeownership	27
<input type="checkbox"/>	8. Civil Rights Certifications (included with PHA Certifications of Compliance)	
<input checked="" type="checkbox"/>	9. Additional Information	
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	i. Resident Advisory Board Consultation Process	31
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<input checked="" type="checkbox"/>	12. FFY 2005 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report	37
<input checked="" type="checkbox"/>	13. Capital Fund Program 5-Year Action Plan	52
<input type="checkbox"/>	14. Other (List below, providing name for each item)	

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

**Form HUD-50077**, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans; Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

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

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

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

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

**Executive Summary (optional)**

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

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

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

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

<b>Housing Needs of Families on the PHA’s Waiting Lists</b>			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	330		49
Extremely low income <=30% AMI	256	80%	
Very low income (>30% but <=50% AMI)	57	17%	
Low income (>50% but <80% AMI)	10	3%	
Families with children	135	41%	
Elderly families	38	11.5%	
Families with Disabilities	103	27%	
Black	50	15%	
Asian	3	1%	
Indian/Alaskan	5	1.5%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	145	44%	
2 BR	113	34%	
3 BR	39	12%	
4 BR	24	7%	
5 BR	9	3%	
5+ BR			

<b>Housing Needs of Families on the PHA's Waiting Lists</b>	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
If yes:	
How long has it been closed (# of months)?	
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?	
<input type="checkbox"/> No <input type="checkbox"/> Yes	

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1352		262
Extremely low income <=30% AMI	1037	77%	
Very low income (>30% but <=50% AMI)	292	22%	
Low income (>50% but <80% AMI)	23	1%	
Families with children	463	34%	
Elderly families	111	8%	
Families with Disabilities	338	30%	
Black	136	10%	
Asian	28	2%	
Indian/Alaskan	14	1%	
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: Make up to 20% of available Section 8 Housing Choice Vouchers project-based in support of new housing developments, recently constructed housing or existing affordable housing, with a priority to transitional and supportive housing in order to better serve BHA applicants.

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

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

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

<b>Financial Resources: Planned Sources and Uses</b>
--

Sources	Planned \$	Planned Uses
<b>1. Federal Grants (FY 2005) grants)</b>		
a) Public Housing Operating Fund	563,521	
b) Public Housing Capital Fund	415,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	13,710,760	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Capital Fund Grants	519,833	
<b>3. Public Housing Dwelling Rental Income</b>	1,008,220	
<b>4. Other income (list below)</b>		
Interest Income	30,170	
Tenant Charges	50,790	
<b>4. Non-federal sources (list below)</b>		
<b>Property Management Fees</b>	208,180	
<b>Total resources</b>	\$16,506,474	

### **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)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other: Credit and Utility History, Personal or Professional References

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

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

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

**(2)Waiting List Organization**

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

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

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

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

c. Site-Based Waiting Lists-Previous Year

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

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

2. What is the number of site based waiting list developments to which families may apply at one time? \_\_\_\_
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? \_\_\_\_
4.  Yes  No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

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

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

**(3) Assignment**

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

programs

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

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

- 1 Local Preferences (10% of Admissions only)  
2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability  
 Veterans and veterans’ families  
 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): For up to ten percent of applicants admitted in each fiscal year, BHA elects to extend consideration for a Local Preference to applicants whose individual circumstances are determined by the Executive Director to be an emergency housing situation not resulting from the family’s actions or inaction including but not limited to (a) displacement by state or local government, (b) displacement due to extensive structural damage as a result of a disaster, (c) harassment against a family in a protected class and (d) for purposes of witness protection.

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

- The PHA-resident lease
- The PHA’s Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source: Resident Handbooks specific to each housing development

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

**B. Section 8**

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

**(1) Eligibility**

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

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation

- More general screening than criminal and drug-related activity (list factors):  
 Other (list below)

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

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

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

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

- Criminal or drug-related activity  
 Other: (1) Names and addresses of previous two landlords (if known); (2) Information on any repayment agreements with BHA or previous landlord.

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

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

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

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

- PHA main administrative office  
 Other (list below)

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

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

If yes, state circumstances below: Subject to funding availability; proof of reasonable efforts, extenuating circumstances; accessible needs, reasonable accommodations requests.

### **(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): ): Section 8 program participants residing in units with assistance through a Section 8 project-based Housing Choice Certificate or Voucher who need to move and are in full compliance with family responsibilities and the tenant lease shall be given the next available Housing Choice Voucher on the regular waiting list or on any targeted waiting list for which the household is eligible.

For up to twenty percent of applicants admitted in each fiscal year, BHA elects to extend consideration for a Local Preference to (1) applicants whose individual circumstances are determined by the Executive Director to be an emergency housing situation not resulting from the family's actions or inaction, including, but not limited to: (a) displacement by state or local government; (b) displacement due to extensive structural damage as a result of a disaster, (c) harassment against a family in a protected class, or (d) for purposes of witness protection; (2) applicants and residents

of public housing who have been determined to be eligible for the Section 8 Homeownership Option and have been determined to be ‘mortgage ready’ by the NeighborWorks Homeownership Center of Vermont; (3) applicants being considered under supported housing programs with appropriate supportive services provided under Memoranda of Agreement between BHA and the social service agency, including but not limited to Women Helping Battered Women, Chittenden Family Treatment Court, Chittenden Drug Treatment Court and the Homeless Healthcare Project.

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

- 1 Project Based Certificate and Voucher Holders
- 2 Local Preferences (20% of Admissions only)
- 3 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

- The Section 8 Administrative Plan  
 Briefing sessions and written materials  
 Other: Through periodic communication to advocacy and social service organizations

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

- Through published notices  
 Other: Through program marketing materials and the application packet.

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

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

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

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

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

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

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

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

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

b. Minimum Rent

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

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

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

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

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

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

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

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

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

If yes, state amount/s and circumstances below:

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

- For household heads  
 For other family members  
 For transportation expenses  
 For the non-reimbursed medical expenses of non-disabled or non-elderly families

- Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (Threshold = \$200)
- 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: Rent Comparability Analysis prepared by professional appraiser

## **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: (1) Market rent analysis by professional appraiser; (2) Funding constraints; (3) Average HAP payments

## **(2) Minimum Rent**

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

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

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

## **5. Capital Improvement Needs**

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

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

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

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

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

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

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

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

### (1) Hope VI Revitalization

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

### **6. Demolition and Disposition**

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

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

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

for each development on the following chart.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Franklin Square Apartments 1b. Development (project) number: VT36P001003
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(11/06/2000)</u>
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development – Disposition of unutilized land and construction of affordable homeownership units. <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: March 2005 b. Projected end date of activity: Fall 2006

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Hillside Terrace Apartments 1b. Development (project) number: VT001007
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(9/20/2004)</u>
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development – Disposition of .25 acre parcel of vacant land <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: January 2005 b. Projected end date of activity: December 2005

**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?

BHA’s Section 8 Mortgage Assistance Program has been in operation 1999 with over fifty households successfully transitioning from renting to homeownership. BHA intends to increase homeownership by at least 12 additional households during the fiscal year.

**(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: Burlington Community Land Trust NeighborWorks Homeownership Center
- 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 previous 5-Year Plan**

Expand the supply of assisted Housing

- BHA obtained an additional 190 vouchers
- BHA obtained HOPWA grant assistance for 21 units
- BHA acquired over 50 additional affordable housing units

Improve the quality of assisted housing

- BHA achieved High Performer status with a PHAS score of 97.
- BHA achieved High Performer status with a SEMAP score of 100.
- The 10 year Capital Needs Plan is on target

Increase assisted housing choices

- BHA implemented a substantial landlord outreach effort with the Rental Opportunity Center
- BHA's Section 8 homeownership program has helped over 50 families to buy homes
- BHA has converted 3 scattered site PH units to homeownership
- BHA is developing 8 affordable homeownership units on undeveloped PHA owned land
- BHA has contracted for over 100 project-based vouchers and is soliciting additional applications in order to increase housing choices for its program participants

Provide an improved living environment

- Resident organizations now exist in both elderly/disabled developments
- A Safety and Communications Follow-up Action Plan was implemented and Resident Satisfaction scores have increased

Promote self-sufficiency and asset development

- The number of families receiving TANF has decreased
- Our Family-Self Sufficiency Program has over 100 households participating, over 40% of whom have escrow accounts
- A Wellness program has been implemented at the two elderly/disabled developments

Ensure equal opportunity and affirmatively further fair housing

- BHA has completed a Section 504 and Fair Housing compliance review and has implemented recommendations for improvements
- BHA was found to be in Section 504 compliance following a review by the Boston Office of Fair Housing and Equal Opportunity

## **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: The addition or elimination of a Strategic Goal. As a general rule, any such changes will be considered only in conjunction with the annual review of the Five Year Plan in conjunction with the development of the Annual Plan.

b. Significant Amendment or Modification to the Annual Plan: The following are considered significant amendments to the Annual Plan: (1) Changes in admission preferences or selection criteria; (2) A Change in Minimum Rent; (2) Any other substantial and substantive policy change.

## **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: The Resident Advisory Board supported the plan as presented.

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: Sheila Gorski

Method of Selection:

Appointment

**The term of appointment is (include the date term expires): 1/2003–1/2008**

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

**Description of Resident Election Process**

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

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

Eligible candidates: (select one)

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

Eligible voters: (select all that apply)

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

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

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

Other (explain):

Date of next term expiration of a governing board member:

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

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

[24 CFR Part 903.15]

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

**Consolidated Plan jurisdiction: City of Burlington**

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)

- ✓ Highlights the need for the creation of new affordable housing units accessible to Housing Choice Voucher recipients
- ✓ Supports the preservation of public housing units in the community
- ✓ Supports the development of affordable homeownership units on unutilized land at Franklin Square
- ✓ Supports the implementation and expansion of BHA's Section 8 Homeownership Option Program
- ✓ Encourages BHA to fully utilize its ability to project-base Section 8 Vouchers in support of new affordable housing development and greater housing opportunities for program participants
- ✓ Supports BHA's Ten Year Capital Improvements strategy
- ✓ Supports BHA's partnerships with other affordable housing and supportive service providers;
- ✓ Supports BHA's Family Self-Sufficiency Program

**(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:) Support for the development and operation of transitional and supportive housing units for special needs populations

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

BHA will publish a Request for Proposals during the fiscal year for its entire area of jurisdiction. The number of project-based units and location will be determined by the result of the RFP.

## 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
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
N/A	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
S	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The 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
X	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
X	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
X	Policies governing any Section 8 Homeownership program (Section 21 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
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
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 checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	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 Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> BURLINGTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: VT36P001501-02 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2004 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	51,183	51,183	51,183	51,183.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	13,673	15,040	15,040	14,911.76
8	1440 Site Acquisition				
9	1450 Site Improvement	40,723	40,723	40,723	40,722.55
10	1460 Dwelling Structures	406,251	404,884	404,884	404,884.46
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	<b>511,830</b>	<b>511,830</b>	<b>511,830</b>	<b>511,701.77</b>
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security –Soft Costs				
24	Amount of Line XX related to Security-- Hard Costs				
25	Amount of line XX Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				

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

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: <b>BURLINGTON HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: VT36P501-02 Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2002</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
HA – WIDE	Administrative Salaries	1410		51,183	51,183	51,183	51,183.00	
	Fees and Costs	1430		13,673	15,040	15,040	14,911.76	
VT1-1	Smoke Detectors	1460		17,024	22,378	22,378	22,378.85	Completed and closed
Riverside	Tub / Shower Surrounds	1460		10,140	10,140	10,140	10,140.00	Completed and closed
	Avenue							
VT1-2	Ventilation System	1460		13,278	13,278	13,278	13,277.16	Completed and closed
North	Common Areas	1460		54,734	54,136	54,136	54,136.24	Completed and closed
	Champlain							
VT1-3	Asphalt Paving	1450		7,998	7,998	7,998	7,998.00	Completed and closed
Franklin	Kitchen Cabinets / Countertops	1460	60 units	31,648	31,648	31,648	31,648.20	Completed and closed
	Square							
VT1-4	Sprinkler System	1460		93,559	93,559	93,559	93,559.00	Completed and closed
230 St. Paul	Fire Alarm Upgrades	1460		10,000	168	168	168.00	Closed
Street	Bi-fold Doors	1460		0	0	0	0.00	Closed
	Compactor	1460		58,215	52,536	52,536	52,536.25	Completed and closed
	First Floor Reconfiguration	1460		98,115	107,503	107,503	107,503.06	Completed and closed
VT1-7	Site Grading	1450		32,725	32,725	32,725	32,724.55	Completed and closed
Hillside	Roofs & Overhangs	1460		5,978	5,978	5,978	5,978.20	Completed and closed
Terrace	Smoke Detectors	1460		13,560	13,560	13,560	13,559.50	Completed and closed
			<b>TOTAL</b>	<b>511,830</b>	<b>511,830</b>	<b>511,830</b>	<b>511,701.77</b>	

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: BURLINGTON HOUSING AUTHORITY				Grant Type and Number Capital Fund Program No: VT36P501-02 Replacement Housing Factor No:			Federal FY of Grant: 2002
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VT1-1 Riverside Avenue	6/30/2003	06/30/2004	06/30/2004	12/31/2003	06/30/2004	06/30/2004	
VT1-2 North Champlain	6/30/2003	03/31/2004	03/31/2004	12/31/2003	03/31/2004	03/31/2004	
VT1-3 Franklin Square	06/30/2003	03/31/2003	03/31/2003	12/31/2003	03/31/2003	03/31/2003	
VT1-4 230 St. Paul Street	12/31/2002	06/30/2004	06/30/2004	06/30/2003	09/30/2004	09/30/2004	
VT1-7 Hillside Terrace	06/30/2003	06/30/2003	06/30/2003	09/30/2003	09/30/2003	09/30/2003	

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

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> BURLINGTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: VT36P001501-03 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2004 <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				
3	1408 Management Improvements				
4	1410 Administration	42,112	42,112	42,112	42,112.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,647	10,512	10,512	3,987.70
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	368,363	368,498	244,862	227,442.12
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	<b>421,122</b>	<b>421,122</b>	<b>297,486</b>	<b>273,541.82</b>
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security –Soft Costs				
24	Amount of Line XX related to Security—Hard Costs				
25	Amount of line XX Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: <b>BURLINGTON HOUSING AUTHORITY</b>			Grant Type and Number Capital Fund Program Grant No: VT36P001501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2003</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
HA – WIDE	Administration	1410		42,112	42,112	42,112	42,112.00		
HA – WIDE	Fees and Costs	1430		10,647	10,512	10,512	3,987.70		
VT1-1	Heatmaker Boiler Replacement	1460	10 units	40,000	40,000	0	0.00	As Needed	
Riverside Ave	Smoke Detectors	1460		0	1,774	1,774	1,774.00	Completed and closed	
VT1-2	Wastewater Piping Replacement	1460	10 units	10,000	10,000	8,465	8,464.22	Completed and closed	
N Champlain St									
VT1-3	Smoke Detectors	1460		40,000	33,328	33,328	33,327.81	Completed and closed	
Franklin Square	Exterior Overhangs	1460	25 units	8,000	12,813	7,915	7,600.00	Completed and closed	
VT1-4	Sprinkler System – Phase III	1460	32 units	100,000	94,500	94,500	80,557.26	Completed and closed	
230 St. Paul St	Bi-Fold Doors – Phase II	1460	32 units	68,363	73,998	71,795	68,634.23	Completed and closed	
	HVAC Air Handler	1460	1	25,000	25,000	0	0.00	Spring 2005 Installation	
	Heating System – 1 <sup>st</sup> Floor	1460	1	50,000	50,000	0	0.00	Receiving Design / Build Proposals	
VT1-7	Living Room Heaters	1460	15 units	27,000	27,085	27,085	27,084.60	Completed and closed	
Hillside Terrace									
			<b>TOTAL</b>	<b>421,122</b>	<b>421,122</b>	<b>297,486</b>	<b>273,541.82</b>		

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: <b>BURLINGTON HOUSING AUTHORITY</b>			Grant Type and Number Capital Fund Program No: <b>VT36P001501-03</b> Replacement Housing Factor No:			Federal FY of Grant: <b>2003</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VT1-1 – Riverside Ave	9/30/04	09/30/04		12/31/04	12/31/04		
VT1-2 – N Champlain	6/30/04	12/31/03	12/31/03	09/30/04	03/31/04	03/31/04	Completed
VT1-3 – Franklin Square		03/31/04	03/31/04		09/30/04	09/30/04	Completed
VT1-4 – 230 St. Paul	6/30/04	03/31/05		12/31/04	06/30/05		Receiving Design / Build Proposals
VT1-7 – Hillside Terr	06/30/04	12/31/03	12/31/03	09/30/04	03/31/04	03/31/04	Completed

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

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> BURLINGTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: VT36P001502-03 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2003	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2003 <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				
3	1408 Management Improvements				
4	1410 Administration	8,392	8,392	8,392	8,392.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	75,536	75,536	0	0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	<b>83,928</b>	<b>83,928</b>	<b>8,392</b>	<b>8,392.00</b>
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security –Soft Costs				
24	Amount of Line XX related to Security-- Hard Costs				
25	Amount of line XX Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				





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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
<b>PHA Name:</b> BURLINGTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: VT36P001501-04 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2004 <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	60,000	60,000	60,000	0.00
3	1408 Management Improvements				
4	1410 Administration	48,196	48,196	48,196	24,096.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	6,771	6,771	0	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	310,000	312,667	53,110	53,110.04
11	1465.1 Dwelling Equipment—Nonexpendable	50,000	47,333	0	0.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	7,000	7,000	0	0.00
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	<b>481,967</b>	<b>481,967</b>	<b>161,306</b>	<b>77,206.04</b>
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security –Soft Costs				
24	Amount of Line XX related to Security-- Hard Costs				
25	Amount of line XX Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: <b>BURLINGTON HOUSING AUTHORITY</b>			Grant Type and Number Capital Fund Program Grant No: VT36P001501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2004</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
HA – WIDE	Operations (Extraordinary Maint)	1406		60,000	60,000	60,000	0.00		
HA – WIDE	Administration	1410		48,196	48,196	48,196	24,096.00		
HA – WIDE	Fees and Costs	1430		6,771	6,771	0	0.00		
VT1-1	Exterior Trim Painting	1460	13 Bldgs	15,000	15,000	15,000	15,000.00	Completed and closed	
Riverside Ave	Bathroom Renovations	1460	43 Units	50,000	50,000	0	0.00	Receiving Proposals	
VT1-2	Trash Compactor	1460	1 Unit	13,000	13,000	0	0.00		
N Champlain St	Tub and Shower Valves	1460	43 Units	14,000	14,000	0	0.00	Receiving Proposals	
	Elevator Improvements	1465	1 Unit	50,000	47,333	0	0.00	Contract Sign Scheduled	
	Relocation Costs	1495.1	5 Unit	7,000	7,000	0	0.00	Working with Residents	
VT1-3	Electric Baseboard Replacement	1460	60 Units	33,000	33,000	0	0.00	Receiving Proposals	
Franklin Square									
VT1-4	Bi-Fold Doors – Phase IV	1460	16 Units	35,000	35,000	0	0.00	On-hold	
230 St. Paul St	Emergency Call System	1460	160 Units	50,000	50,000	0	0.00	On-hold	
	Sprinkler System – Phase V	1460	16 Units	35,000	35,000	0	0.00	On-hold	
	Compactor Improvements – Ph. II	1460	1 Unit	34,000	34,000	22,443	22,442.91	Completed and closed	
VT1-7	Living Room Heaters	1460	9 Units	18,000	18,000	0	0.00	Contract Signed	
Hillside Terrace	Replace French Doors	1460	13 Units	13,000	15,667	15,667	15,667.13	Completed and closed	
				<b>481,967</b>	<b>481,967</b>	<b>161,306</b>	<b>77,206.04</b>		

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: <b>BURLINGTON HOUSING AUTHORITY</b>			Grant Type and Number Capital Fund Program No: <b>VT36P001501-04</b> Replacement Housing Factor No:			Federal FY of Grant: <b>2004</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VT1-1 – Riverside Ave	06/30/2005	06/30/2005		12/31/2005	12/31/2005		
VT1-2 – N Champlain	09/30/2005	06/30/2005		03/31/2006	03/31/2006		
VT1-3 – Franklin Square	12/31/2004	06/30/05		06/30/2005	09/30/2005		Scheduling Problems
VT1-4 – 230 St. Paul	03/31/2005	06/30/05		09/30/2005	12/31/2005		Revised for fire alarm system re-bid
VT1-7 – Hillside Terr	06/30/2005	09/30/04	09/30/2004	09/30/2005	03/31/2005		

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
<b>PHA Name:</b> BURLINGTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: VT36P001501-05 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2005
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/> Performance and Evaluation Report for Period Ending:					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$ 50,000			
3	1408 Management Improvements				
4	1410 Administration	\$ 41,500			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 9,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$ 314,500			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	<b>\$ 415,000</b>			
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security –Soft Costs				
24	Amount of Line XX related to Security-- Hard Costs				
25	Amount of line XX Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				



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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: <b>BURLINGTON HOUSING AUTHORITY</b>			Grant Type and Number Capital Fund Program No: <b>VT36P001501-05</b> Replacement Housing Factor No:			Federal FY of Grant: <b>2004</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VT1-1 – Riverside Ave	09/30/2006			06/30/2007			
VT1-2 – N Champlain							
VT1-3 – Franklin Square							
VT1-4 – 230 St. Paul	03/31/2006			12/31/2006			
VT1-7 – Hillside Terr							

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

<b>Capital Fund Program Five-Year Action Plan</b> <b>Part I: Summary</b>					
PHA Name <b>BURLINGTON HOUSING AUTHORITY</b>				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2007	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2010
	Annual Statement				
HA – Wide (Operations)		50,000	50,000	50,000	50,000
VT1-1 Riverside Ave		8,000	0	31,550	8,000
VT1-2 – N Champlain		15,000	0	91,450	91,450
VT1-3 – Franklin Sq		35,000	0	95,000	100,000
VT1-4 – 230 St. Paul		186,500	0	134,000	148,550
VT1-7 – Hillside Terr		120,500	365,000	13,000	17,000
<b>Total CFP Funds (Est.)</b>		<b>415,000</b>	<b>415,000</b>	<b>415,000</b>	<b>415,000</b>
Total Replacement Housing Factor Funds					

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

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1	Activities for Year : 2 FFY Grant: 2006 PHA FY: 2007			Activities for Year: 3 FFY Grant: 2007 PHA FY: 2008		
<b>See Annual Statement</b>	<b>HA – WIDE (Operations)</b>			<b>HA – WIDE (Operations)</b>		
	Extraordinary Maint		50,000	Extraordinary Maintenance		50,000
	<b>VT1-1 Riverside Ave</b>			<b>VT1-1 Riverside Ave</b>		
	Heatmaker Boiler	2 units	8,000			
	<b>VT1-2 N Champlain</b>			<b>VT1-2 N Champlain</b>		
	Emergency Call System	50 units	15,000			
	<b>VT1-3 Franklin Square</b>			<b>VT1-3 Franklin Square</b>		
	Roof Overhang Repair	7 buildings	21,000			
	Fire Alarm Upgrade	7 buildings	14,000			
	<b>VT1-4 230 St. Paul</b>			<b>VT1-4 230 St. Paul</b>		
	Smoke Detector Upgrade	159 units	20,000	Siding Repair & Paint	1 building	365,000
	Emergency Call System	160 units	16,500			
	Sprinkler System – Ph VII	32 units	75,000			
	Bi-Fold Doors	32 units	75,000			
	<b>VT1-7 Hillside Terrace</b>			<b>VT1-7 Hillside Terrace</b>		
	Exterior Painting	13 buildings	13,000			
	Kitchen Cabinet / Countertop	26 units	65,000			
Tub / Shower Units	13 units	26,000				
Walkway / Driveways	26 units	16,500				
	<b>TOTAL</b>	<b>415,000</b>		<b>TOTAL</b>	<b>415,000</b>	

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

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

	Activities for Year : 4 FFY Grant: 2008 PHA FY: 2009			Activities for Year: 5 FFY Grant: 2009 PHA FY: 2010		
	<b>HA – WIDE (Operations)</b>			<b>HA – WIDE (Operations)</b>		
	Extraordinary Maintenance		50,000	Extraordinary Maintenance		50,000
	<b>VT1-1 Riverside Ave</b>			<b>VT1-1 Riverside Ave</b>		
	Heatmaker Boiler	2 units	8,000	Heatmaker Boiler	2 units	8,000
	Refrigerator Replacement	43 units	23,550			
	<b>VT1-2 N Champlain</b>			<b>VT1-2 N Champlain</b>		
	Kitchen Renovation	23 units	78,800	Kitchen Renovation	23 units	78,800
	Ranges	23 units	12,700	Ranges	23 units	12,650
	<b>VT1-3 Franklin Square</b>			<b>VT1-3 Franklin Square</b>		
	Roof Shingles Replacement	7 buildings	95,000	Kitchen Cabinet / Countertop	50 units	100,000
	<b>VT1-4 230 St. Paul</b>			<b>VT1-4 230 St. Paul</b>		
	Heating System – Phase II	32 units	44,000	Heating System – Phase III	32 units	44,000
	Parking Lot Asphalt	1 lot	90,000	Kitchen Upgrades	32 units	84,550
				Replace Ranges	32 units	20,000
	<b>VT1-7 Hillside Terrace</b>			<b>VT1-7 Hillside Terrace</b>		
	French Door Replacement	13 units	13,000	Replace Refrigerators	26 units	17,000
	<b>TOTAL</b>		<b>415,000</b>	<b>TOTAL</b>		<b>415,000</b>