

# PHA Plans

## Streamlined Annual Version

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

OMB No. 2577-0226  
(exp. 08/31/2009)

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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 for certain types of 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 Annual PHA Plan

## for Fiscal Year: 2008

### PHA Name:

# The Housing Authority of the City of Mechanicville

ny015v01

**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.**



**Streamlined Annual PHA Plan**  
**Fiscal Year 2008**  
[24 CFR Part 903.12(c)]

**Table of Contents**  
[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

**A. PHA PLAN COMPONENTS**

- 1. Site-Based Waiting List Policies  
**903.7(b)(2) Policies on Eligibility, Selection, and Admissions**
- 2. Capital Improvement Needs  
**903.7(g) Statement of Capital Improvements Needed**
- 3. Section 8(y) Homeownership  
**903.7(k)(1)(i) Statement of Homeownership Programs**
- 4. Project-Based Voucher Programs
- 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- 6. Supporting Documents Available for Review
- 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 8. Capital Fund Program 5-Year Action Plan
- 9. Attachments:

Attachment A: Capital Fund Program FY 2007 P&E Report

Attachment B: Violence Against Women Act Report

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

**Form HUD-50076, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan** identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

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

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

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

**1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)**

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

**A. 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 B.

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:

**B. 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 next component.

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)

## **2. Capital Improvement Needs**

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

Exemptions: Section 8 only PHAs are not required to complete this component.

### **A. Capital Fund Program**

1.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2.  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: 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.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

<b>HOPE VI Revitalization Grant Status</b>	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
<input type="checkbox"/>	Revitalization Plan under development
<input type="checkbox"/>	Revitalization Plan submitted, pending approval
<input type="checkbox"/>	Revitalization Plan approved
<input type="checkbox"/>	Activities pursuant to an approved Revitalization Plan underway

3.  Yes  No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name(s) below:

4.  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:

5.  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:

**3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**  
(if applicable) [24 CFR Part 903.12(c), 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: *Participants are required to complete a Family Self Sufficiency Program.*

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

*The Mechanicville Housing Authority solicits homeownership participation from public housing and Section 8 program participants. This is accomplished through written correspondence and direct contact.*

### 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):

- 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.
- 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.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

## **4. Use of the Project-Based Voucher Program**

### **Intent to Use Project-Based Assistance**

Yes  No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

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

## **5. 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) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

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

*The Housing Authority will continue to provide a drug free workplace.*

*The Housing Authority will continue to maintain and renovate its public housing units.*

*The Housing Authority will continue to provide accessible housing in the public housing program to persons with disabilities.*

*The Housing Authority will continue to market its public housing and Section 8 program to make families and individuals aware of the availability of decent, safe, sanitary and affordable housing in the City of Mechanicville.*

*The Housing Authority will continue to apply its limited resources to the effective and efficient management and operation of public housing and Section 8 Programs.*

- Other: (list below)

*The Housing Authority of the City of Mechanicville Admission and Continued Occupancy Policy Requirements are established and designed to:*

Continue to upgrade the living conditions for very low and low-income families while maintaining their rent payments at an affordable level.

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

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

To facilitate the judicious management of our inventory and efficient management of our staff.

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

We have similar principles for our Section 8 program:

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

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

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

To promote a housing program which maintains quality service and integrity while providing an incentive to private property owners to rent to very low income families.

To create positive public awareness and expand the level of family, owner, and community support in accomplishing the Mechanicville Housing Authority's mission.

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

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

Our agency is part of the entire effort undertaken by the City of Mechanicville and the State of New York to address our jurisdiction's affordable housing needs. When appropriate and feasible, we will apply for additional grants and loans from federal, state and local sources, including private sources to enhance the affordable housing available in our community. We intend to continue working with our local partners to try and meet these identified needs.

This year we expect to continue to utilize the funds we receive for our Existing programs to house people. We will be focusing on management improvements, modernization and increasing the number of owners willing to participate in our Section 8 program. Priorities and guidelines for programs often change from year to year and our decisions to pursue certain opportunities and resources may change over the coming year if there are program changes beyond our control.

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

The New York State Consolidated Plan establishes three strategic objectives that are of equal importance and form the basis of New York State's strategy:

1. Preserve and increase the supply of decent, safe and affordable housing Available to all low and moderate income households, and help identify and develop available resources to assist in the development of housing.

While not specifically targeting funds in the Consolidated Plan for such programs, New York State believes it has a vested interest in the federal government's commitment to continue to provide resources for the operations, maintenance and preservation of Section 8 and public housing. The Consolidate Plan states: "The preservation of this irreplaceable low-income housing asset should remain a federal priority. Specifically, the federal government should maintain its commitment to rental assistance, preservation of housing eligible for mortgage prepayment and funding for operations, repairs, maintenance and modernization of public housing."

2. Improve the ability of low and moderate income New Yorkers to access rental and home-ownership opportunities.

The Consolidate Plan includes the provision of rental assistance where possible and also to providing home-ownership opportunities to low-income and minority households. State housing agencies are encouraged to apply for Section 8 program funding.

The Consolidated Plan notes that there are insufficient Federal and State

capital subsidies to increase the supply of affordable housing to address the problems of all those with cost burdens.

3. Address the shelter, housing, and service needs of the homeless poor and others with special needs.

Among the programs to be utilized, are the various Section 8 programs.

The Consolidated Plan addresses Public Housing Resident Initiatives. The Plan states that “the State of New York does not directly own or administer Federal public housing. Therefore the requirements of this section of the Consolidated Plan do not apply to the State of New York.”

The New York State Objectives respond to the purposes of the National Affordable Housing Act that are:

1. to help families not owning a home to save for a down payment for the purchase of a home;
2. to retain wherever feasible as housing affordable to low-income families those dwelling units produced for such purposes with Federal assistance;
3. to extend and strengthen partnerships among all levels of government and the private sector, including for-profit and non-profit organizations, in the production and operation of housing affordable to low-income and moderate-income families;
4. to expand and improve Federal rental assistance for very low-income families; and
5. to increase the supply of supportive housing, which combines structural features and services needed to enable persons with special needs to live with dignity and independence.

In summary, the New York State Consolidated Plan strategies are consistent with and support the goals and objectives of the Housing Authority of the City of Mechanicville.

## **6. Supporting Documents Available for Review for Streamlined Annual PHA Plans**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
NA	<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>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
NA	<i>Certification by State or Local Official of PHA Plan Consistency with</i>	5 Year and standard Annual

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	<i>Consolidated Plan.</i>	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
NA	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	Deconcentration Income Analysis	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 checked="" 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
NA	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
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
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section 23 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
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
NA	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
NA	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : 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 Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

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

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Mechanicville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01550108 Replacement Housing Factor Grant No:			Federal FY of Grant: 08
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	100,000			
3	1408 Management Improvements				
4	1410 Administration	20,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	36,000			
10	1460 Dwelling Structures	46,159			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	19,752			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>221,911</b>			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation				

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

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Mechanicville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NY06P01550108 Replacement Housing Factor Grant No:		Federal FY of Grant: 08
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
	Measures				

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages</b>								
PHA Name: Mechanicville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NY06P01550108 Replacement Housing Factor Grant No:			Federal FY of Grant: 08		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<b><u>Operations</u></b>	1406		<b>100,000</b>				
	<b><u>Administration</u></b>	1410		<b>20,000</b>				
	<b><u>Site Improvement</u></b>	1450						
001	Sidewalks			2,000				
002	Sidewalks			23,000				
001	Landscape Improvements			2,500				

**7. 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)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Mechanicville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NY06P01550108 Replacement Housing Factor Grant No:			Federal FY of Grant: 08		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
002	Landscape Improvements			2,500				
002	Playground		13,752					
001	Road Repair, Drainage Improvements		3,000					
002	Road Repair, Drainage Improvements		3,000					
	<b>Subtotal</b>		<b>49,752</b>					
	<b><u>Dwelling Structures</u></b>	1460						
001	Floors		8,000					
002	Floors		1,000					
001	Painting		6,000					
002	Painting		2,000					
002	Bathroom upgrades		14,159					
001	Security Lighting		1,000					
002	Security Lighting		1,000					
001	Doors int. / ext.		2,000					
002	Doors int./ext.		1,000					



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

<b>Annual Statement/Performance and Evaluation Report                      Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                      Part II: Supporting Pages</b>								
PHA Name: Mechanicville Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P01550108 Replacement Housing Factor Grant No:				Federal FY of Grant: 08	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

<b>Annual Statement/Performance and Evaluation Report                      Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                      Part III: Implementation Schedule</b>							
PHA Name: Mechanicville Housing Authority			<b>Grant Type and Number</b> Capital Fund Program No: NY06P01550108 Replacement Housing Factor No:				Federal FY of Grant: 08
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	

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

<b>Annual Statement/Performance and Evaluation Report                      Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                      Part III: Implementation Schedule</b>							
PHA Name: Mechanicville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program No: NY06P01550108 Replacement Housing Factor No:					<b>Federal FY of Grant: 08</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	
Operations	12/31/08			12/31/08			
Administration	12/31/08			12/31/08			
Site Improvement	9/30/09			9/30/09			
Dwelling Structures	9/30/09			9/30/09			
Non-Dwelling Equipment	9/30/09			9/30/09			

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

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name				<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: PHA FY: 09	Work Statement for Year 3 FFY Grant: PHA FY: 10	Work Statement for Year 4 FFY Grant: PHA FY: 11	Work Statement for Year 5 FFY Grant: PHA FY: 12
	Annual Statement				
NY015-001		\$67,760	\$81,760	\$76,816	\$78,316
NY015-002		\$12,240	\$28,240	\$27,240	\$34,184
<b>Physical Improvements Subtotal</b>		<b>\$ 80,000</b>	<b>\$110,000</b>	<b>\$104,056</b>	<b>\$112,500</b>
Operations		\$100,000	\$100,000	\$100,000	\$100,000
Administration		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
HA-Wide (1430)		\$ 4,000		\$ 4,000	
CFP Funds Listed for 5-year planning		\$204,000	\$230,000	\$228,056	\$232,500

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

Replacement Housing Factor Funds					
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<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: PHA FY: 09			Activities for Year: 3 FFY Grant: PHA FY: 10		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>						
<b>Annual</b>						
<b>Statement</b>						
	<b><u>NY015-001:</u></b>			<b><u>NY015-001:</u></b>		
		<b><u>Dwelling Structures:</u></b>			<b><u>Dwelling Structures:</u></b>	
		Painting interior / exterior	\$8,360		Painting interior / exterior	10,416
		Flooring Improvements	5,500		Flooring Improvements	8,400
		Cabinets	3,500			
		Doors interior / exterior	9,000		Vinyl Siding	10,000
		Handicap Unit Conversion – (1 unit)	<u>14,400</u>		Handicap Unit Conversion – (2 units)	\$25,944
					Tile Bathrooms	<u>1,000</u>
		<b>Subtotal</b>	<b>\$40,760</b>		<b>Subtotal</b>	<b>\$55,760</b>

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

		<b>Site Improvement:</b>			<b>Site Improvement:</b>	
		Sidewalks	7,000		Sidewalks	6,000
		Landscaping / fencing	7,000		Landscaping / fencing	7,000
		Drainage Improvements	<u>3,000</u>		Drainage Improvements	<u>3,000</u>
		<b>Subtotal</b>	<b>\$17,000</b>		<b>Subtotal</b>	<b>16,000</b>
					<b>Non-dwelling Equipment:</b>	
					Furniture community room	<u>2,000</u>
					<b>Subtotal</b>	<b>10,000</b>
		<b>Non-dwelling Structures:</b>				
		Flooring Improvement-Admin Building	<u>2,000</u>			
		<b>Subtotal</b>	<b>2,000</b>			
	<b>NY015-002:</b>	<b>Dwelling Structures:</b>		<b>NY015-002:</b>	<b>Dwelling Structures:</b>	
		Painting interior/exterior	2,000		Painting interior / exterior	2,000
		Tile bathrooms	3,240		Tile bathrooms	2,000

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

		Hearing & visually impaired improvements – 1 unit	1,000		Light Fixtures	1,000
		<b>Subtotal</b>	<b>6,240</b>		Interior doors/closets	240
					Hearing & visually impaired improvements – 1 unit	<u>1,000</u>
					<b>Subtotal</b>	<b>\$6,240</b>
		<b>Site Improvement:</b>			<b>Site Improvement:</b>	
		Security lighting	8,000		Security lighting	9,000
		Sidewalk replacements	2,000		Sidewalk replacements	2,000
		Paving	<u>4,000</u>		Paving	<u>4,000</u>
		<b>Subtotal</b>	<b>14,000</b>		<b>Subtotal</b>	<b>7,000</b>
		<b>Physical Improvements Subtotal</b>	<b>80,000</b>			
					<b>Non-dwelling Structures</b>	
					Playground	15,000
					<b>Subtotal</b>	<b>15,000</b>



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

	Flooring Improvements	7,000		Flooring Improvements	5,900
	Plumbing	400		Window replacements	7,000
	Lighting Improvements	4,500		Lighting Improvements	4,000
	Tile bathrooms	11,000		Tile bathrooms	4,000
	Vinyl Siding replacement	11,000		Vinyl Siding replacement	<u>29,416</u>
	Handicap Unit Improvements (1 unit)	<u>1,000</u>		<b>Subtotal</b>	<b>\$50,316</b>
	<b>Subtotal</b>	<b>47,316</b>			
	<b><u>Site Improvement:</u></b>			<b><u>Site Improvement:</u></b>	
	Sidewalks	9,000		Sidewalks	8,000
	Landscaping	<u>10,000</u>		Paving / seal coating	1,000
	<b>Subtotal</b>	<b>\$19,000</b>		Landscaping	<u>10,000</u>
				<b>Subtotal</b>	<b>\$19,000</b>
	<b><u>Non-dwelling Equipment:</u></b>				
	Surveillance equipment	<u>\$10,500</u>			
	<b>Subtotal</b>	<b>\$10,500</b>			

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

<u>NY015-002:</u>			<u>NY015-002:</u>		
	<b>Dwelling Structures:</b>			<b>Dwelling Structures:</b>	
	Painting interior / exterior	4,000		Painting Interior / exterior	\$4,000
	Tile bathrooms	4,000		Tile bathrooms	5,000
	Light fixtures	<u>1,000</u>		Light fixtures	2,000
				Windows	1,000
	<b>Subtotal</b>	<b>9,000</b>		Interior doors / closets	<u>3,000</u>
				<b>Subtotal</b>	<b>15,000</b>
	<b>Site Improvement:</b>			<b>Site Improvement:</b>	
	Sidewalk replacements	7,000		Security Lighting improvements	2,000
	Paving	<u>11,240</u>		Sidewalk replacements	11,240
				Paving	<u>5,944</u>
	<b>Subtotal</b>	<b>18,240</b>		<b>Subtotal</b>	<b>19,184</b>
	<b>Physical Improvements Subtotal</b>	<b>\$104,056</b>		<b>Physical Improvements Subtotal</b>	<b>\$112,500</b>
HA-Wide	<b>Operations</b>	<b>100,000</b>	HA-Wide	<b>Operations</b>	<b>100,000</b>
	<b>Administration</b>	<b>20,000</b>		<b>Administration</b>	<b>20,000</b>
HA-Wide	<b>Other (1430)</b>	<b>4,000</b>			
Total CFP Estimated Cost		<b>\$228,056</b>			<b>\$232,500</b>

## **8. Capital Fund Program Five-Year Action Plan**

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: Mechanicville Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P01550107 Replacement Housing Factor Grant No:	Federal FY of Grant:
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Original Annual Statement  
 Reserve for Disasters/ Emergencies  
 Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/31/2008  
 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	100,000		0	0
3	1408 Management Improvements				
4	1410 Administration	20,000		0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	16,000		0	0
10	1460 Dwelling Structures	33,252		0	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	22,000		0	0
13	1475 Nondwelling Equipment	19,000		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	210,252		0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Mechanicville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NY06P01550107 Replacement Housing Factor Grant No:		Federal FY of Grant:
<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: 3/31/2008 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs	18,000		0	0
26	Amount of line 21 Related to Energy Conservation Measures	15,000 7,000		0	0

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Mechanicville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NY06P01550107 Replacement Housing Factor Grant No:			Federal FY of Grant: 07		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	<b><u>Operations</u></b>	1406		<b>100,000</b>		0	0	
HA Wide	<b><u>Administration</u></b>	1410		<b>20,000</b>		0	0	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Mechanicville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01550107 Replacement Housing Factor Grant No:				Federal FY of Grant: 07		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<b>Site Improvement</b>	1450						
HA-Wide	Sidewalk Improvements		Lump sum	5,000		0	0	
HA-Wide	Landscape Improvements		Lump sum	5,000		0	0	
002	Road Repair - Asphalt, drainage improvements		Lump sum	5,500		0	0	
002	BB Court seal coating			500		0	0	
	<b>Subtotal</b>			<b>16,000</b>		0	0	
	<b>Dwelling Structures</b>	1460						
001	<b>Storm Doors</b>			1,252		0	0	
001	<b>Flooring Improvements</b>			5,000		0	0	
001	<b>Kitchen Improvements Cabinets/ Countertops, sinks, plumbing, labor</b>			15,000				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Mechanicville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01550107 Replacement Housing Factor Grant No:			Federal FY of Grant: 07			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
001	Appliances			2,000		0	0	
001	Painting			5,000		0	0	
002	Painting			<u>5000</u>				
	<b>Subtotal</b>			<b>33,252</b>		0	0	
	<b><u>Nondwelling Structures</u></b>	1470						
002	<b>Gazebo</b>		Lump sum	<b>7,000</b>		0	0	
001	<b>Central Air – Admin. building</b>		Lump sum	<b><u>15,000</u></b>		0	0	
	<b>Subtotal</b>			<b>22,000</b>		0	0	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Mechanicville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P01550107 Replacement Housing Factor Grant No:			Federal FY of Grant: 07			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<b>Non-dwelling Equipment</b>	1475						
001	Tractor Blade		Lump sum	1,000		0	0	
001	Surveillance Cameras		Lump sum	<u>18,000</u>		0	0	
	<b>Subtotal</b>			<b>19,000</b>		0	0	
	<b>Grand Total</b>			<b>210,252</b>		0	0	



Mechanicville Housing Authority

Annual Plan

Fiscal Year 10/01/2008– 09/30/2009

Violence Against Women Act Report

**The City of Mechanicville Housing Authority provides or offers the following activities, services or programs, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault or stalking.**

Through cooperation and understanding with the local domestic violence agency through the Mechanicville Area Community Services Center and the City of Mechanicville Police Department, any cases of violence as described are referred for assistance. As the local agency provider the Mechanicville Area Community Services Center has identified violence against women as a priority. The program is fully staffed and funded, and has the cooperation of local law enforcement agencies and court officials. The Housing Authority has a very close connection with the City Police, and values our working relationship. Any referrals provided to police are given serious consideration because of our mutual respect and trust.

**The City of Mechanicville Housing Authority provides or offers the following activities, services, or programs that helps child and adult victims of domestic violence, dating violence, assault, stalking to obtain or maintain housing.**

The Mechanicville Area Community Services Center's domestic violence program staff is fully aware of our housing program and frequently makes referrals to our office. The Housing Authority has received several applications from that program's clientele, and has housed a number of these. For persons already living in a Housing Authority unit who become victims as described, these are immediately referred to police and the Mechanicville Area Community Services Center program for assistance. If the management becomes aware of any violator who may be restricted through an Order of Protection, that person is prohibited from the premises and is considered a trespasser subject to arrest and removal. The Police Department is cooperative and supportive in cases such as this, and willingly responds and enforces the protective orders.

**The City of Mechanicville Housing Authority provides or offers the following activities, services, or programs to prevent domestic violence, dating violence, sexual assault and stalking, or to enhance victim safety in assisted families.**

The same methods are described herein, making referrals to the Mechanicville Area Community Services Center for counseling and support services and attempting to enforce orders of protection with the cooperation of Police Department personnel, are used. Resident safety has been identified as a priority at the Mechanicville Housing Authority.

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

The following is the Mechanicville Housing Authority's definition of Substantial Deviation and Significant Amendment or Modifications as adopted by the Board of Commissioners:

#### **MECHANICVILLE HOUSING AUTHORITY DEFINITION OF SUBSTANTIAL DEVIATION AND SIGNIFICANT CHANGE OR MODIFICATION**

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