

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

Norwalk Housing Authority PHA Plans

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

NORWALK HOUSING AUTHORITY
24½ Monroe Street
South Norwalk, CT 06854
203-838-8471



Final Version

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

PHA Plan: Agency Identification

PHA Name: Norwalk Housing Authority

PHA Number: CT 002

PHA Fiscal Year Beginning: (04/2009)

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-Year Plan: PHA Fiscal Years 2005 - 2009

[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is:
To provide safe, decent and affordable housing, and to assist the low-income housing participants to become self-sufficient

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Study feasibility of tax credit funding
 - Study feasibility of bond financing
 - Pursue HOPE VI financing opportunity
 - Acquire or build units or developments
 - Explore feasibility of bond funded acquisition
 - Explore feasibility of other housing development opportunities

- Other (list below)
 - Participate in the development and implementation of the City's Consolidated Plan
 - Pursue passage of an inclusionary zoning by-law in Norwalk
 - Pursue passage of linkage fees by-law in Norwalk

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management:
 - Improve voucher management:
 - Increase customer satisfaction:
 - Continue procedures for improved customer service reception
 - Concentrate on efforts to improve specific management functions:
 - Timely resolution of PHAS & SEMAP deficiencies, if any, during 2004-2009
 - Explore ways to increase program revenues
 - Upgrade computer system to assist in program management and performance measurement
 - Renovate or modernize public housing units:
 - Meet obligation and expenditure schedule for Capital Funds during 2004-2009
 - Increase annual funding from the Community Development Block Grant Program
 - Redevelop public housing projects into mixed income developments:
 - Conduct public housing redevelopment analysis
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Continue voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords in non-poverty census tracts
 - Review voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Study feasibility of public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)
 - Explore opportunity to become a MTW agency
 - Negotiate opportunities for placing public housing 'vouchers' and housing choice vouchers in new and existing market rate developments

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

- PHA Goal: Provide an improved living environment
- Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)
 - Pursue mixed income development opportunities
 - Improve admission screening
 - Sustain lease enforcement activities
 - Sustain designation of certain properties as senior/physically disabled

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)
 - Continue and expand Learning Center Program
 - Address issues of academic achievement and graduation rates of NHA children and youth, including truancy prevention.

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)
 - Explore development of project based HCV acquisition/development for disabled populations

Other PHA Goals and Objectives: (list below)

Annual PHA Plan: PHA Fiscal Year 2009

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
 Small Agency (<250 Public Housing Units)
 Administering HCV Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The current stated mission of the NHA is:

To provide safe, decent and affordable housing, and to assist the low-income housing participants to become self-sufficient

The NHA working assumptions are as follows:

- Concentrations of poverty are detrimental to the well-being and life success of residents and communities
- Housing authorities should serve the full range of incomes from 0% to 80% of median annual income for the Bridgeport-Stamford-Norwalk Metropolitan Statistical Area not just those in poverty (i.e., <30% median).
- Housing developments should be built and designed to be similar to housing in the neighborhood including being mixed income and should be competitive in amenities and services with other housing in the market area.
- Housing authorities should be asset managers not just property managers thus focusing on ensuring that the most cost effective strategies are used for investment, management and services.
- Homeownership, not just rental housing, should be a major strategy.
- Housing authorities should be the leader for ensuring that the community promotes a wide range of housing and work opportunities for lower income

people through such initiatives as removing regulatory barriers, providing zoning incentives, utilizing local funds and mobilizing local institutions to address low income needs.

The major initiatives proposed for the five year period of April 1st 2005 through March 31st 2010 and all of which have commenced or will commence in the fifth year are:

1. Continue to implement the HCV homeownership program including the provision of a preference for residents in public housing willing and able to become homeowners to secure a Housing Choice Voucher.
2. Expand and strengthen the Learning Center Program to serve all ranges of people and particularly to close the academic achievement gap especially utilizing increased cooperation with and funding from the City's Community Development Block Grant Program.
3. Pursue the redevelopment of housing projects into mixed income, mixed tenure and where appropriate, mixed use developments to reduce concentrations of poverty and increase the opportunity for residents to succeed and become more independent, especially utilizing the HOPE VI program, the Section 32 program, bond financing and other mixed use financing.
4. Pursue the development of special needs housing to serve special populations such as the mentally ill and the frail elderly, utilizing a variety of financing and development approaches including project based HCV (Section 8).
5. Review and amend the marketing and admission program of the NHA to enhance its ability to attract a broad range of incomes, a high caliber family life and to reward those who are trying to increase their independence. This will focus on such strategies as: improving the appeal of housing owned by the NHA not only through redevelopment but also by providing amenities and services which make it competitive in the market place and advertising the 'NHA advantage'; supporting residents and applicants with a Language Assistance Plan; amending the preferences for selection from the waiting list; and implementing improved screening through pre-occupancy drug testing.
6. Continue to encourage parental involvement in the academic outcomes of their children by establishing a type of PTO for the Learning Center Program and by implementing ways to support school success and hold parents accountable for their children's attendance at school, such as the Truancy program initiated in year 2.
7. Review HUD Asset Management requirements and design an asset management system appropriate for the NHA.
8. Undertake a survey of 'aging in place' needs of NHA customers and review the adequacy of NHA properties to meet congregate and assisted living needs.
9. Review security at all properties with particular focus on expansion of keyless entry to buildings and units, lighting in public areas and control over illegal occupants.
10. Explore capitalization of the Capital Fund Program.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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ATTACHMENTS

Required Attachments

- Attachment A Admissions Policy for Deconcentration
- Attachment B FY 2004 - 2008 Capital Fund Program Annual Statements
- Attachment C FY 2009 Capital Fund Program Annual Statement
- Attachment D Most Recent Board-Approved Operating Budget

Optional Attachments

- Attachment E Capital Fund Program 5 Year Action Plan
- Attachment F Organizational Chart
- Attachment G Resident Advisory Board Membership List
- Attachment H Progress Report (Year 4 2008)
- Attachment I RAB and Public Hearing Comments
- Attachment J Flat Rent Schedule
- Attachment K NHA Services and Programs
- Attachment L Action Plan for the Customer Service & Satisfaction Survey
- Attachment M Revised ACOP [LRPH Administrative Plan]
- Attachment N Revised HCV Administrative Plan
- Attachment O Maintenance Charges
- Attachment P Certifications (Sent by Mail)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	HCV Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	HCV rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in HCV Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	HCV informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in HCV Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
X	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any HCV Homeownership program <input checked="" type="checkbox"/> check here if included in the HCV Administrative Plan	Annual Plan: Homeownership
NA	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or HCV	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	
X	The most recent fiscal year audit of the PHA conducted under	Annual Plan: Annual

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Public Housing Resident Community Service Requirement Policy	
X	Public Housing Pet Policy	Annual Plan
X	Statement in Progress in Meeting the 5-Year Plan Mission and Goals	Annual Plan

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

The housing needs of the jurisdiction were compiled from the HUD CHAS datasets which in turn were derived from the 2000 US Census. There is no additional information available at this time to update the data.

Housing Problems

Name of Jurisdiction: Norwalk city, Connecticut		Source of Data: US Census 2000				Data Current as of: 2000					
All Households by Type, Income, & Housing Problem	Renters					Owners					Total Households
	Elderly 1 & 2 member households	Small Related (2 to 4)	Large Related (5 or more)	All Other House- holds	Total Renters	Elderly 1 & 2 member households	Small Related (2 to 4)	Large Related (5 or more)	All Other House- holds	Total Owners	
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	
1. Household Income <=50% MFI	1,450	2,408	730	1,493	6,081	2,123	843	279	523	3,768	9,849
2. Household Income <=30% MFI	1,033	1,114	410	764	3,321	1,054	299	110	265	1,728	5,049
3. % with any housing problems	67.1	75.3	86.6	77.1	74.6	80.6	88.3	100	79.2	83	77.4
4. % Cost Burden >30%	66.7	74.1	78	77.1	73	80.6	84.9	100	79.2	82.4	76.2
5. % Cost Burden >50%	43.1	57	37.8	62.8	51.6	53.1	80.3	100	58.5	61.6	55.1
6. Household Income >30% to <=50% MFI	417	1,294	320	729	2,760	1,069	544	169	258	2,040	4,800
7. % with any housing problems	46	63.7	67.2	69.8	63	42	71.5	88.8	90.3	59.9	61.7
8. % Cost Burden >30%	45.1	54.8	39.1	69.3	55.3	41.1	71.5	82.8	90.3	58.9	56.8
9. % Cost Burden >50%	12.9	7.3	4.7	17.1	10.4	18.6	48.7	44.4	73.6	35.7	21.2
10. Household Income >50 to <=80% MFI	113	340	109	389	951	339	355	153	160	1,007	1,958
11. % with any housing problems	55.8	30.9	54.1	47.3	43.2	30.7	59.2	70.6	68.8	52.8	48.2
12. % Cost Burden >30%	55.8	22.1	3.7	44.7	33.2	30.7	59.2	61.4	68.8	51.4	42.6
13. % Cost Burden >50%	3.5	0	0	1	0.8	8.8	18.3	2.6	37.5	15.8	8.5
14. Household Income >80% MFI	225	2,148	450	2,559	5,382	2,908	8,379	1,448	2,725	15,460	20,842
15. % with any housing problems	11.1	12.5	64.4	11.3	16.2	13.3	17.5	25.1	21.7	18.1	17.6
16. % Cost Burden >30%	11.1	5	3.3	9.3	7.2	13.3	16.5	16.1	21.7	16.8	14.3
17. % Cost Burden >50%	0	0.2	0	0.4	0.3	3.4	1.8	1	3.9	2.4	1.8
18. Total Households	1,788	4,896	1,289	4,441	12,414	5,370	9,577	1,880	3,408	20,235	32,649
19. % with any housing problems	54.4	41.6	71.3	35.4	44.3	33.4	24.3	38.9	33.5	29.6	35.2
20. % Cost Burden >30	54	35.1	36	33.9	37.5	33.2	23.4	30.7	33.5	28.4	31.8
21. % Cost Burden >50	28.1	15	13.2	13.9	16.3	16.6	7.5	10.8	15	11.5	13.3

Housing Problems

Name of Jurisdiction: Norwalk city, Connecticut		Source of Data: US Census 2000			Data Current as of: 2000				
Hispanic Households by Type, Income, & Housing Problem	Elderly 1 & 2 member households	Family Households	All Other House- holds	Total Renters	Elderly 1 & 2 member households	Family Households	All Other House- holds	Total Owners	Total Households
	(A)	(B) & (C)	(D)	(E)	(F)	(G) & (H)	(I)	(J)	(L)
1. Household Income <=50% MFI	150	1,215	200	1,565	40	180	24	244	1,809
2. Household Income <=30% MFI	125	590	95	810	25	65	20	110	920
% with any housing problems	64	90.7	73.7	84.6	40	76.9	50	63.6	82.1
3. Household Income >30 to <=50% MFI	25	625	105	755	15	115	4	134	889
% with any housing problems	100	66.4	61.9	66.9	0	91.3	100	81.3	69.1
4. Household Income >50 to <=80% MFI	0	190	40	230	15	75	10	100	330
% with any housing problems	N/A	47.4	25	43.5	0	86.7	0	65	50
5. Household Income >80% MFI	0	560	170	730	20	575	45	640	1,370
% with any housing problems	N/A	46.4	23.5	41.1	0	27	33.3	26.6	34.3
6. Total Households	150	1,965	410	2,525	75	830	79	984	3,509
% with any housing problems	70	66.2	45.1	63	13.3	45.2	36.7	42.1	57.1

Housing Problems

Name of Jurisdiction: Norwalk city, Connecticut		Source of Data: US Census 2000			Data Current as of: 2000				
Black (Non-Hispanic) Households by Type, Income, & Housing Problem	Elderly 1 & 2 member households	Family Households	All Other House- holds	Total Renters	Elderly 1 & 2 member households	Family Households	All Other House- holds	Total Owners	Total Households
	(A)	(B) & (C)	(D)	(E)	(F)	(G) & (H)	(I)	(J)	(L)
1. Household Income <=50% MFI	400	1,025	350	1,775	124	184	33	341	2,116
2. Household Income <=30% MFI	340	490	205	1,035	54	44	8	106	1,141
% with any housing problems	70.6	64.3	61	65.7	92.6	90.9	50	88.7	67.8
3. Household Income >30 to <=50% MFI	60	535	145	740	70	140	25	235	975
% with any housing problems	33.3	51.4	69	53.4	50	85.7	100	76.6	59
4. Household Income >50 to <=80% MFI	8	60	50	118	15	65	20	100	218
% with any housing problems	50	75	50	62.7	100	38.5	100	60	61.5
5. Household Income >80% MFI	20	450	220	690	145	940	175	1,260	1,950
% with any housing problems	0	22.2	13.6	18.8	41.4	26.6	28.6	28.6	25.1
6. Total Households	428	1,535	620	2,583	284	1,189	228	1,701	4,284
% with any housing problems	61.7	47.9	45.2	49.5	56.3	36.6	43.4	40.8	46.1

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- 2000 U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	HCV tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined HCV 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	309		180
Extremely low income (<=30% AMI)	193	92%	
Very low income (>30% but <=50% AMI)	13	6%	
Low income (>50% but <80% AMI)	4	2%	
Families with children	192	62%	
Elderly families	40	13%	
Families with Disabilities	20	6%	
Race White	160	52%	
Race Black	144	47%	
Race Other	45	2%	
Race Non Hispanic	217	70%	
Race Hispanic	92	30%	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	92	30%	
2 BR	182	59%	
3 BR	31	10%	
4 BR	3	<1%	
5 BR	1	<1%	
5+ BR	0	0%	0
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, for 1 and 2 family bedroom units, except for barrier-free, as of October 19, 2005. If yes: How long has it been closed (# of months)? NA 36 Months as of 10/2008 Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, applicants for 5 bedroom units, and applicants for barrier-free units.			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> HCV tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined HCV 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	271		28
Extremely low income (<=30% AMI)	N/A		
Very low income (>30% but <=50% AMI)	N/A		
Low income (>50% but <80% AMI)	N/A		
Families with children	182	67%	
Elderly families	17	6%	
Families with Disabilities	8	3%	
Race White	93	34%	
Race Black	175	65%	
Race Other	3	1%	
Race Non Hispanic	212	78%	

Housing Needs of Families on the Waiting List			
Race Hispanic	59	22%	
Characteristics by Bedroom Size (HCV Only)			
1BR	77	28%	
2 BR	110	41%	
3 BR	77	28%	
4 BR	7	3%	
5 BR	0	0	
5+ BR	0	0	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 93 months – Regular closed on 1/31/2002. Disabled list closed 3/10/05. Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - (Family Unification, Shelter Plus Care, Disabled and NHA candidates for homeownership only)			

C. Strategy for Addressing Needs

Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR [2009]**, 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 which may be lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through HCV replacement housing resources
- Maintain or increase HCV 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 HCV lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase HCV lease-up rates by effectively screening HCV applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)
 - Improve performance measurement through continuous updated database reporting system
 - Improve performance through organizational and operational refinement
 - Maintain 97% utilization rate in HCV program

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional HCV 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 HCV tenant-based assistance.
- Other: (list below)
 - Study opportunities and develop partners for leveraging affordable housing resources for mixed-finance housing
 - Secure passage of inclusionary zoning and linkage programs

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 HCV 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

- Continue designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)
 - Maintain senior and physically disabled designations

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
- Implement actions to respond to any Section 504 audit findings
- 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)
 - Create project based HCV developments for the disabled
 - Pursue opportunities to develop special needs housing, especially for the mentally ill

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 HCV tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the HCV program to owners outside of areas of poverty /minority concentrations
- Other: (list below)
 - Market HCV Program through realtors representing owners outside areas of poverty/minority concentrations
 - Partner with Fair Rent Commission and Fair Housing Officer to promote landlord outreach

- Develop a Plan to increase awareness and implement policies and programs to improve NHA performance with respect to VAWA and to combat sexual harassment.

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)
- Cutbacks in funding from HUD
 - Rules from HUD

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based HCV assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based HCV 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, HCV tenant-based assistance, HCV supportive services or other.

Financial Resources: Planned Sources and Uses April 1, 2008 – March 31, 2009		
Sources	Planned \$	Planned Uses
1. Federal Grants		
a) Public Housing Operating Fund	3,394,000	
b) Public Housing Capital Fund	1,350,000	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for HCV Tenant-Based Assistance	9,700,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	95,000	Public Housing Improvements
i) ROSS/Neighborhood Networks	500,000	Educational enrichment programs
Other Federal Grants (list below)	266,500	FSS/Homeownership Coordinators
Mod Rehab (163 units)	2,350,000	
Single Room Occupancy (8 units)	90,300	
New Construction		
Multi-Family Drug Elimination	N/A	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
	None	
3. Public Housing Dwelling Rental Income		
Dwelling Rental Income	2,485,000	Operations
4. Other income (list below)		
Interest on General Fund Investments	14,000	Operations
HCV Administrative Fees	691,000	Operations
4. Non-federal sources (list below)		
State Multi-Family (308 units)	4,435,000	Housing
St of CT DOE	248,000	
Total resources	\$25,226,425	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- Less than 25 families certified eligible for 1-3 BR, less than 12 families certified eligible for 4-5 BR
- 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
- Eviction history
- Housekeeping
- Other (describe)
- Debt owed to the Norwalk Housing Authority
 - Credit reports
 - Adult applicant undergoes drug testing

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)

- Use of First American Registry private screening services

(2) Waiting List Organization

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

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

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

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

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

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

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

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

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
- Households offered a zero bedroom (efficiency) unit may reject it and remain in place on the waiting list

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
 Overhoused
 Underhoused
 Medical justification
 Administrative reasons determined by the PHA (e.g., to permit modernization work or court stipulation.)
 Resident choice: (state circumstances below)
 Other: (list below)
 Total of all transfers limited to three per month unless an emergency situation and may be fewer if there are more than twenty (20) total vacancies.
 If a family with no disabilities is in a barrier free unit and the unit is needed by a family with disabilities

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 head of household or working family member or a person 62 years old or older or a disabled person
 Veterans and veterans' families
 Residents who live and/or work in Norwalk or have a job offer to work in Norwalk
 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)
 - Families under 62 years old with disabilities for the ninety-three (93) one-bedroom family units

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 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)

- 3 Working head of household or working family member or a person 62 years old or older or a disabled person
 - Veterans and veterans’ families
- 1 Residents who live and/or work in Norwalk or have a job offer to work in Norwalk
 - Those enrolled currently in educational, training, or upward mobility programs
 - Households which contribute to meeting income goals (broad range of incomes)
- 1 Households which contribute to meeting income requirements (targeting)
 - Those previously enrolled in educational, training, or upward mobility programs
 - Victims of reprisals or hate crimes
 - Other preference(s) (list below)
 - 1 Families under 62 years old with disabilities for the ninety-three (93) one-bedroom family units

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease

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

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

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

(6) Deconcentration and Income Mixing

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

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

If yes, list these developments as follows: The Deconcentration analysis in Attachment A is done on a quarterly basis and as of December 31st, 2008 no developments required skipping but this can change at the end of each quarter based on new analyses.

See Attachment A: Admissions Policy for Deconcentration

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

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. HCV

Exemptions: PHAs that do not administer HCV are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based HCV assistance program.**

(1) Eligibility

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

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

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

The local police department will no longer provide this information

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

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

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

- Criminal or drug-related activity

Other (describe below)

(2) Waiting List Organization

a. With which of the following program waiting lists is the HCV 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 HCV 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:

- One 60 day extensions with documentation of active pursuit of housing

(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 HCV program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to HCV tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose HCV 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 head of household or working family member or a person 62 years old or older or a person with disabilities
- Veterans and veterans' families
- Residents who live and/or work in Norwalk or have a job offer to work in Norwalk
- Veterans and veterans' families
- 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)
 - Residents in Low Rent Public Housing in Norwalk, residents of Colonial Village and residents of 16 School Street who are candidates for homeownership.

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

- Date and Time
 - Note:** Applicants placed on waiting lists prior to April 1st, 2008 were assigned the same time and date and were then assigned a number by a lottery.
 - Targeted family unification
 - Targeted shelter plus care
 - Targeted disability programs and
 - NHA residents who are candidates for homeownership.

Former Federal preferences

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

Other preferences (select all that apply)

- 1 Working head of household or working family member or a person 62 years old or older or a person with disabilities
- 0 Veterans and veterans' families
- 2 Residents who live and/or work in Norwalk or have a job offer to work in Norwalk
- 0 Those enrolled currently in educational, training, or upward mobility programs
- 0 Households that contribute to meeting income goals (broad range of incomes)
- 0 Households that contribute to meeting income requirements (targeting)
- 0 Those previously enrolled in educational, training, or upward mobility programs
- 0 Victims of reprisals or hate crimes
- 1 Other preference(s) (list below)
 - Targeted family unification
 - Targeted shelter plus care
 - Targeted disability programs and
 - NHA residents who are candidates for homeownership.

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

- Date and time of application

Note: Applicants placed on the waiting list prior to April 1st 2008 were assigned the same time and date and were then assigned a number by a lottery.

Date and time is applied only within the following program pools:

- Targeted family unification
- Targeted shelter plus care
- Targeted disability programs and
- NHA residents who are candidates for homeownership.

- Drawing (lottery)

Applicants placed on the waiting list prior to April 1st 2008 were assigned the same time and date and were then assigned a number by a lottery.

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 HCV Assistance Programs

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

- The HCV Administrative Plan
- Briefing sessions and written materials
- Other (list below)
 - Family Unification—Grant application and rules for implementing grant
 - Shelter Plus Care—Grant application and rules for implementing grant
 - Disabled—Grant application and rules for implementing grant

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

- Through published notices
- Other (list below)
 - Inter agency collaboration and direct mail to PHA applicants and residents

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

- \$0
- \$1-\$25
- \$26-\$50
- Minimum Rent of \$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:

- The family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence except changes resulting from failure to comply with program requirements
- The family would be evicted as a result of the imposition of the minimum rent requirement
- The family's income has decreased because of changed circumstance, including loss of employment
- A death in the family has occurred
- Other circumstances determined by the NHA

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
 - Exclusions per QHWRA if funding is provided. Increases in income from the same source are not accounted until next annual re-exam
- 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 (**This section does not apply to the NHA.**)

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)
 - Within 10 days of income change. Income changes cover decreases and new sources of income exceeding \$200 annually.

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

(2) Flat Rents

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

- The HCV rent reasonableness study of comparable housing (**see attachment**)
 Survey of rents listed in local newspaper
 Survey of similar unassisted units in the neighborhood
 Other (list/describe below)

See Attachment J: Flat Rent Schedule

B. HCV Tenant-Based Assistance

Exemptions: PHAs that do not administer HCV 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 HCV assistance program.**

(1) Payment Standards

Describe the voucher payment standards and policies.

Funds are reserved in the ACC using the payment standard in effect when the LHA's application for a funding increment is approved. In order to promote income deconcentration, NHA incorporated a 2-tier payment standard system based on the income level for that census tract area by bedroom size. The standards in effect as of November 1, 2007 are:

FMR's by Bedroom Size

	Efficiency	One Bedroom	Two Bedroom	Three Bedroom	Four Bedroom
Final HUD FY 2008 FMR's	\$ 1,079.00	\$ 1,314.00	\$ 1,642.00	\$ 2,140.00	\$ 2,585.00
NHA's Payment Standard for Middle & Upper Income Census Tracts	\$ 1,150.00	\$ 1,400.00	\$ 1,750.00	\$ 2,280.00	\$ 2,755.00
NHA's Payment Standard for Low & Moderate Income Census Tracts	\$ 990.00	\$ 1,202.00	\$ 1,520.00	\$ 2,010.00	\$ 2,400.00

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)
- Above 90% but at or below 110% of FMR

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)
Distribution of HCV units by census tracts

(2) Minimum Rent

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

- \$0
- \$1-\$25
- \$26-\$50
 - Minimum rent of \$50

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

- The family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence except changes resulting from failure to comply with program requirements
- The family would be evicted as a result of the imposition of the minimum rent requirement
- The family's income has decreased because of changed circumstance, including loss of employment
- A death in the family has occurred
- Other circumstances determined by the NHA

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.

See Attachment F: Organizational Chart

- A brief description of the management structure and organization of the PHA follows:

As is common in Connecticut, the Norwalk Housing Authority manages both Federal and State funded and regulated housing developments. As much as permitted by regulation, the agency has combined regulations and operating procedures. The major areas in which procedures differ concern capital programs (there is no formula capital funding for state aided developments) and changes issuing from the Quality Housing and Work Responsibility Act of 1998, such as preferences in admission.

The Agency has a five member Board of Commissioners, appointed by the Mayor with Common Council concurrence, and one must be a tenant. There is an Executive Department including senior staff of an Executive Director and Deputy Executive Director. Other Division Directors are Finance, Construction Management and Housing Operations.

B. HUD Programs Under PHA Management

— List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year	Expected Turnover
--------------	----------------------------------	-------------------

	Beginning	
Public Housing	823	180
HCV Vouchers	680	30
HCV Certificates	NA	NA
HCV Mod Rehab	163	20
Special Purpose HCV Certificates/Vouchers (list individually)		
FSS Vouchers	36	4
Family Unification	8	1
Disability	107	10
Shelter Plus Care	10	2
Other Federal Programs (list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing HCV management.

Public Housing Maintenance and Management: (list below)

Admissions and Occupancy Plan

Maintenance Plan

- Pet Policies
- Pest Extermination Policy
- Fence Policy
- Inventory Control Policy
- Rental and Occupancy Policy
- Policy and Procedures for Physical Inspections
- Appliance Policy
- Elevated Blood lead in children
- Emergency Action Plan
- Safety Policy
- Vehicle Use Policy
- Hazardous Chemical Usage/Storage Policy
- Fire safety
- Snow Plan

Housing Choice Voucher Management: (list below)

Administrative Plan

- Homeownership Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. HCV-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

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

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

B. HCV Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at the following attachments

See Attachment B: Open Capital Fund Program Annual Statements
See Attachment C: FY2008 Capital Fund Program Annual Statement

-or-

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

(2) Optional 5-Year Action Plan

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

- a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund?
(if no, skip to sub-component 7B)

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

See Attachment E: Capital Fund Program 5-Year Action Plan

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

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

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
 If yes, list development name/s below:
 Developments with potential for the application are: Washington Village, Meadow Gardens, Leroy Downs and Roodner Court

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
 If yes, list developments or activities below:
 Developments with potential for the application are: Washington Village, Meadow Gardens, Leroy Downs and Roodner Court

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

<p>3. Application status (select one)</p> <p>Approved <input type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
4. Date application approved, submitted, or planned for submission:
5. Number of units affected:
<p>6. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>
<p>7. Timeline for activity:</p> <p>a. Actual or projected start date of activity:</p> <p>b. Projected end date of activity:</p>

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: * See below
1b. Development (project) number: * See below
<p>2. Designation type:</p> <p>Occupancy by only the elderly <input type="checkbox"/></p> <p>Designation of Senior Housing for people over 62 only or people under 62 who need a wheelchair accessible apartment</p>

Occupancy by families with disabilities
 Occupancy by only elderly families and families with physical disabilities

3. Application status (select one)
 Approved; included in the PHA's Designation Plan
 Submitted, pending approval
 Planned application

4. Date this designation approved, submitted, or planned for submission: Submitted on October 5 2003. Renewal of Plan submitted on 7/5/2007. Approved 10/5/2007

5. If approved, will this designation constitute a (select one)
 New Designation Plan
 Revision of a previously approved Designation Plan

6. Number of units affected: **263**

7. Coverage of action (select one)
 Part of the development
 Total development

Development Name	Development Number				Total Designated Units	Current Occupancy				
		0-BR	1-BR	2-BR		Accessible Units	Elderly	Non Elderly	% Elderly	Vacant
Senior Court	CT002003	20	37	0	57	3	56	3	95%	1
Irving Freese	CT002004	0	56	1	57	3	51	8	86%	0
Leroy Downs	CT002005	20	23	3	46	3	41	6	87%	2
John Shostak	CT002006	0	38	0	38	2	38	2	95%	0
20 West Ave.	CT002007	0	51	0	51	3	47	6	89%	1
Total		40	205	4	249	14	233	25		4

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

Conversion of Public Housing Activity Description

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: HCV only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (*If "No", skip to component 11B*; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. HCV Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a HCV Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: See HCV Administrative Plan

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

- Yes No: Will the PHA's program have eligibility criteria for participation in its HCV Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

NOTE: The HCV Homeownership Plan previously submitted and approved by HUD is contained in the NHA HCV Administrative Plan

12. PHA Community Service and Self-Sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
 Information sharing regarding mutual clients (for rent determinations and otherwise)
 Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
 Jointly administer programs
 Partner to administer a HUD Welfare-to-Work voucher program
 Joint administration of other demonstration program
 Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
 Public housing admissions policies
 HCV admissions policies
 Preference in admission to HCV for certain public housing families

- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for HCV homeownership option participation
- Other policies (list below)
 - Flat Rents
 - FSS Program for HCV and LRPH

b. Economic and Social self-sufficiency programs

- Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

See Attachment K: NHA Services and Programs

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2009 Estimate)	Actual Number of Participants (As of:3/31/2008)
Public Housing	30	30
HCV	36	32

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

C. Welfare Benefit Reductions

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

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

- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

The NHA Community Service Requirement is on file at the Main Office.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

- Roodner Court
- Meadow Gardens
- Washington Village

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

Service	All Developments
Private investigative services	X
Comprehensive criminal screening	X
Parking registration and towing	X
Extensive youth activities	X
Intercoms and entrance door lock	X
New Admission Police Briefing	X
Special meetings with Police & Residents as needed	X
Video camera monitoring on a pilot basis	X
Wand entry systems	At 4 developments
Adult Applicant Drug Testing	X

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

- Meadow Gardens
- Roodner Court
- Washington Village

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action

- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

- Meadow Gardens
- Roodner Court
- Washington Village

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

With the signing of the FY2002 HUD/VA Appropriations Act, drug elimination grants are no longer considered a separate set aside through the PHDEP account. There is no longer a requirement to complete 13.D or the PHDEP Annual Plan.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. N/A (Attachment Filename)

14. Reserved For Pet Policy

[24 CFR Part 903.7 9 (n)]

The Pet Policy is on file at the NHA Main Office

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

See Attachment Q: Certifications. Civil rights certifications are included in the PHA Plan Certification of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
1. Not Applicable
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at

See Attachment I: RAB and Public Hearing Comments

Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.
 The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

By State Statute, one Commissioner must be an NHA Resident who is appointed by the Mayor of the City of Norwalk, and ratified by the Common Council.

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

See Attachment G: Resident Advisory Board Membership List

C. Statement of Consistency with the Consolidated Plan

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

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in HUD's CHAS Dataset (2000) and in Norwalk's 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)
 - Pursuit of Affordable Homeownership program

The NHA has made recommendations to the Consolidated Plan process for increased budgets and for changes in the zoning ordinances as well as other ideas and comments.

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
 - a. The City will study the need for inclusionary zoning
 - b. The City will support the redevelopment of Roodner Court including any application for HOPE VI, Section 32, floating of Bonds, application for Tax Credit financing and any rezoning of the properties.
 - c. The City will support the Learning Center Programs as well as the Capital Needs of developments and their immediate neighborhood.
 - d. The City will support planning and A&E for the redevelopment of NHA owned properties.
 - e. The City will support the development of homeownership housing on West Cedar Street and A&E for development planning.

D. Other Information Required by HUD

Definition of Substantial Deviation and Significant Amendment or Modification

HUD requires in 24 CFR 903.7(r)(2), that a HA must set forth the basic criteria will be used for denoting a substantial deviation from its 5-Year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan.

1. The NHA defines a substantial deviation from its 5-Year Plan as any change to its Mission, or the addition or deletion of a goal or objective (i.e., the means identified to implement various strategies are not considered a significant amendment).

The NHA defines a significant amendment or modification to its 5-Year or Annual Plan as:

1. Changes in timing of the completion of the means to attain a goal or objective of greater than one year from the timeframe initially submitted in the 5-Year Plan.
2. Adding or deleting strategies identified in the Annual Plan (i.e., the means identified to implement various strategies are not considered a significant amendment).
3. Budgetary line item or total changes in excess of 30% of the original line item or totals.

Other changes and progress made towards implementing the goals, objectives and strategies will be reported as part of the annual reporting process. Substantial deviations and significant amendments that are contemplated will be executed in accordance with 24 CFR 903.21.

Attachments

Required Attachments

- Attachment A Admissions Policy for Deconcentration
- Attachment B FY 2004 - 2008 Capital Fund Program Annual Statements
- Attachment C FY 2009 Capital Fund Program Annual Statement
- Attachment D Most Recent Board-Approved Operating Budget

Optional Attachments

- Attachment E Capital Fund Program 5 Year Action Plan
- Attachment F Organizational Chart
- Attachment G Resident Advisory Board Membership List
- Attachment H Progress Report (Year 4 2008)
- Attachment I RAB and Public Hearing Comments
- Attachment J Flat Rent Schedule
- Attachment K NHA Services and Programs
- Attachment L Action Plan for the Customer Service & Satisfaction Survey
- Attachment M Revised ACOP [LRPH Administrative Plan]
- Attachment N Revised HCV Administrative Plans
- Attachment O Maintenance Charges
- Attachment P Certifications (Sent by Mail)

ATTACHMENT A: DECONCENTRATION ANALYSIS
Quarterly Income Averages

Date of report: **January 1, 2009**

As part of the deconcentration analysis required by HUD, Norwalk Housing Authority conducts a new study of income averages at the end of each quarter. The date of this study is December 31, 2008.

The rule requires housing authorities to conduct a deconcentration analysis as part of its agency plan (24 CFR 903) to determine whether the average family income in each covered public housing development falls within an Established Income Range (EIR). The EIR is defined as between 85 percent and 115 percent of the average family income for the entire PHA. For any development where the average income is outside the acceptable range, the housing authority must develop a concrete strategy to meet the goals of deconcentration. It is the policy of the Norwalk Housing Authority (NHA) to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income developments and lower income tenants into higher income developments.

For lower income developments, the process may involve temporarily skipping lower income families on the waiting list in order to offer vacant units to higher income families. Please see Admissions and Continued Occupancy Policy elsewhere for details.

The tables below show the covered developments.

Average income for the covered developments is obtained through Tenant Statistics.

Average income for this study is: **\$ 17,724**

85% of this amount is: **\$ 15,065**

115% of this amount is: **\$ 20,383**

Stamford-Norwalk Median Family Income (MFI) for 04/08 is \$ 117,800.00.

30% of the Stamford-Norwalk median income (FY 2008) is \$ 35,340.00.

The average income of each covered development is determined through Tenant Statistics. The table below shows the total of all household income in each development. The average was obtained by dividing the total by the occupied units in that development.

Quarterly Income Averages Norwalk Housing Authority September 2008

TABLE 2

No.	Development Name	Occupied Households	Total Income	Average Income
1	Chapel Street	29	708,651	24,436
2	Meadow Gardens	53	1,098,218	20,721
3	Roodner Court	209	3,159,442	15,117
4	36 Fairfield Avenue	29	479,855	16,547
5	356 Main Avenue	24	571,444	23,810
6	King Kennedy	31	829,061	26,744
7	Seaview/Elmwood	38	747,257	19,665
8	Washington Village	135	2,118,909	15,696
Total		548	9,712,837	17,724

Developments in which the average income is less than \$ 15,065 (85% of the total average income) are the following:

None.

The skipping process may apply to those applicants whose incomes are at least \$1 above the total average income for the quarter, that is, above:

\$ 17,724.

This income level applies to skipping during the period 1/1/2009 through 3/31/09. For the new fiscal year covered by this plan April 1 2009 through March 31 2010, averages will continue to be monitored quarterly and if skipping is required it will be continued.

The specific skipping strategy that Norwalk Housing Authority adopted is to offer each vacant unit to as many as five applicant families whose income is above or below the average. If this procedure does not result in one of the families accepting the unit, the unit may be offered to the family at the top of the waiting list.

This report has been compiled by the Director of Housing Operations, is copied to the Deputy Director and is distributed to the Admissions Specialist.

Part I: Summary					
PHA Name: Norwalk Housing Authority		Grant and Number Type: Program Grant Capital Fund No: CT26P00250108		Replacement Housing Factor Grant No:	
				FFY of Grant: 2008	
				FFY of Grant Approval: 2008	
Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement Performance and Evaluation Report for Period Ending:		Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no.) Final Performance and Evaluation	
Line	Summary by Development Account	Total Estimated		Total Actual Cost	
		Original	Revised	Obligate	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21)	120,000	120,000	120,000	
3	1408 Management Improvements	60,000	60,000	47,500	
4	1410 Administration (may not exceed 10% of line 21)	120,000	120,000	120,000	20,821
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,635	100,635	0	
8	1440 Site Acquisition				
9	1450 Site Improvement	50,000	50,000	0	
10	1460 Dwelling Structures	887,000	887,000	0	
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities				
18a	1501 Collateralization or Debt Service paid by the				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)	1,337,635	1,337,635	287,500	
20	Amount of Annual Grant: (sum of lines 2 – 19)				
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation				

- To be completed for the Performance and Evaluation Report.
- To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
- PHAs with under 250 units in management may use 100% of CFP Grants for operations.
- RHF funds shall be included here.

Part I: Summary					
PHA Name: Norwalk Housing Authority		Grant and Number Type: Program Grant Capital Fund No: <u>CT26P00250108</u>		Replacement Housing Factor Grant No: FFY of Grant: 2008 FFY of Grant Approval: 2008	
Type of Grant Original Annual Statement Performance and Evaluation Report for Period Ending: Reserve for Disasters/Emergencies Revised Annual Statement (revision no:) Final Performance and Evaluation					
Line	Summary by Development	Total Estimated Cost		Total Actual Cost	
		Original	Revised ²	Obligate	Expended
Signature of Executive Director 		Date		Signature of Public Housing Director Date	

Part II: Supporting Pages								
PHA Name: Norwalk Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P00250108 CFFP (Yes <input type="radio"/> No <input checked="" type="radio"/>)			Federal FFY of Grant: 2008			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	OPERATIONS	1410		120,000	120,000	120,000		On Schedule
	ADMINISTRATION	1406		120,000	120,000	120,000	20,821	On Schedule
	HOPE VI	1408		60,000	60,000	47,500		On Schedule
2-1 Washington	FEES AND COSTS	1408		100,635	100,635			On Schedule
	REPOINTING	1430		85,000	85,000			On Schedule
	SIDEWALKS	1460		50,000	50,000			On Schedule
2-6 John Shostak	SIDEWALKS	1460		175,000	175,000			On Schedule
2-8 King Kennedy	SIDEWALKS	1460		150,000	150,000			On Schedule
2-16 Meadow	FLOORS	1460		10,000	10,000			On Schedule
	FLOORS	1460		30,000	30,000			On Schedule
2-17 Seaview	MECHANICAL VENTILATION	1460		43,000	43,000			On Schedule
	EXTERIOR	1460		125,000	125,000			On Schedule
2-17 Elmwood	WINDOWS	1460		75,000	75,000			On Schedule
2-18 36 Fairfield	WINDOWS	1460		25,000	25,000			On Schedule
	EXT CHAULKING	1460		18,000	18,000			On Schedule
	EXT PAINTING	1460		6,000	6,000			On Schedule
	COUNTERTOPS	1460		30,000	30,000			On Schedule
2-19 25 Chapel St.	EXTERIOR RENOVATIONS	1460		85,000	85,000			On Schedule
2-22 356 Main St.	VINYL CLAD WOOD TRIM	1460		30,000	30,000			On Schedule

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Norwalk Housing Authority	Federal FFY of Grant: CT26P00250108
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Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
2-1 Washington Village	6/30/2010		9/30/11		
2-3 Senior Court	6/30/2010		9/30/11		
2-4 Irving Freese Apt.	6/30/2010		9/30/11		
2-5 Leroy Downs Apt	6/30/2010		9/30/11		
2-7 20 West Avenue	6/30/2010		9/30/11		
2-8 King Kennedy	6/30/2010		9/30/11		
2-16 Meadow Gardens	6/30/2010		9/30/11		
2-17 Seaview/ Elmwood	6/30/2010		9/30/11		
2-18 36 Fairfield Ave.	6/30/2010		9/30/11		
2-19 25 Chapel St.	6/30/2010		9/30/11		
2-22 356 Main Ave.	6/30/2010		9/30/11		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Part I: Summary						
PHA Name: Norwalk Housing Authority		Grant and Number Type Program Capital Grant No: CT26P00250107 Fund		Replacement Housing Factor Grant No:		FFY of Grant: 2007 FFY of Grant Approval: 2007
Type of Grant						
<input checked="" type="checkbox"/> Original Annual Statement Performance and Evaluation Report for Period Ending:		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: _____)		
Line	Summary by Development Account	Total Estimated		Total Actual Cost		
		Origin	Revised †	Obligate	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21)‡	120,000	220,000	220,000	88,480	
3	1408 Management Improvements	100,000	100,000	40,000	5,000	
4	1410 Administration (may not exceed 10% of line 21)	130,923	130,923	130,923	130,923	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	45,000	45,000	24,685	10,480	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	914,500	814,500	517,067	384,057	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities †					
18a	1501 Collateralization or Debt Service paid by the					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2 – 19)	1,310,423	1,310,423	932,675	648,940	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security – Soft Costs					
24	Amount of line 20 Related to Security – Hard Costs					
25	Amount of line 20 Related to Energy Conservation					

† To be completed for the Performance and Evaluation Report.
 ‡ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
 § PHAs with under 250 units in management may use 100% of CFP Grants for operations.
 ¶ RHF funds shall be included here.

Part I: Summary					
PHA Name: Norwalk Housing Authority		Grant and Number Type: Program Grant Capital No: CT26P00250107 Fund Date:		Replacement Housing Factor Grant No:	
				FFY of Grant: 2007	
				FFY of Grant Approval: 2007	
Type of Grant					
Original Annual Statement Performance and Evaluation Report for Period Ending:		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:) Final Performance and Evaluation	
Line	Summary by Development	Total Estimated Cost		Total Actual Cost	
		Original	Revised ²	Obligate	Expended
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

Part II: Supporting Pages								
PHA Name: Norwalk Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P00250107 Replacement Housing Factor Grant No:			CFFP (Yes/No) <input checked="" type="radio"/> No		Federal FFY of Grant: 2007	
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	Administration	1410		130,923	130,923	130,923	130,923	Complete
	Operating Budget	1406		120,000	220,000	220,000	88,480	On schedule
	Capital Needs Assessment	1408		60,000	60,000	0	5,000	On schedule
	HOPE VI	1408		60,000	40,000	40,000	40,000	On schedule
	Architect & Engineering	1430		45,000	45,000	24,685	10,480	On schedule
2-1 Washington	Lintels & Repointing	1460		225,000	282,000	282,000	235,985	On schedule
	Sidewalks	1460			74,000	68,534	52,847	On schedule
	Mailboxes	1460			44,000	42,500	42,500	On schedule
	Replace Fire Annunciator Panels	1460		55,000	55,000		0	On schedule
2-4 Irving Freese Apt.	Porch Roofs	1460		35,000	35,000	0	0	On schedule
2-5 Leroy Downs Apt.	Windows	1460		125,000	125,000	95,046	0	On schedule
2-7 20 West Avenue	Roof Replacement	1460		175,000	50,000	0	0	On schedule
	Rehab Learning Center	1460			36,000	28,987	0	On schedule
2-8 King Kennedy	Remove asbestos, tile & replace in	1460		25,000	0	0	0	On schedule
2-16 Meadow	Remove asbestos, tile & replace in	1460		30,000	0	0	0	On schedule
2-17 Seaview/	Exterior Finish & Caulking, Painting &	1460		100,000	69,000	0	0	On schedule
	Site Lighting	1460		15,000	15,000	0	0	On schedule
2-19 25 Chapel St.	Subfloor Replacement	1460		16,000	16,000	0	0	On schedule
	Site Lighting	1460		10,000	10,000	0	0	On schedule
	Smoke Detector (Installed by NHA)	1460		2,000	2,000	0	0	On schedule
	Exterior Painting & Repair & Caulking	1460		80,000	0	0	0	On schedule
2-22 356 Main St.	Smoke Detector (Installed by NHA)	1460		1,500	1,500	0	0	On schedule

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Norwalk Housing Authority	Federal FFY of Grant: CT26P00250107
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Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date) 8/31/2009		All Funds Expended (Quarter Ending Date) 8/31/2011		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
2-1 Washington Village	8/31/2009		8/31/2011		
2-2 Roodner Court	8/31/2009		8/31/2011		
2-3 Senior Court	8/31/2009		8/31/2011		
2-4 Irving Freese Apt.	8/31/2009		8/31/2011		
2-5 Leroy Downs Apt.	8/31/2009		8/31/2011		
2-7 20 West Avenue	8/31/2009		8/31/2011		
2-8 King Kennedy	8/31/2009		8/31/2011		
2-16 Meadow Gardens	8/31/2009		8/31/2011		
2-17 Seaview/ Elmwood	8/31/2009		8/31/2011		
2-19 25 Chapel St.	8/31/2009		8/31/2011		
2-22 356 Main St.	8/31/2009		8/31/2011		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Part I: Summary					
PHA Name: Norwalk Housing Authority		Grant and Number Type Program Capital Grant No: CT26P00250106 Fund		Replacement Housing Factor Grant No:	
				FFY of Grant: 2006	
				FFY of Grant Approval: 2006	
Type of Grant					
X Original Annual Statement		Reserve for Disasters/Emergencies		Revised Annual Statement	
Performance and Evaluation Report for Period Ending:				(revision no:)	
Line	Summary by Development Account	Total Estimated		Total Actual Cost	
		Origin	Revised 2	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) 1	158,129	158,129	158,129	158,129
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	125,000	125,000	125,000	125,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000	100,000	100,000	65,042
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	945,574	945,574	945,574	478,201
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities 3				
18a	1501 Collateralization or Debt Service paid by the				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 – 19)	1,328,703	1,328,703	1,328,703	826,372
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation				

1 To be completed for the Performance and Evaluation Report.
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
 4 RHF funds shall be included here.

Part I: Summary					
PHA Name: Norwalk Housing Authority		Grant and Number		Replacement Housing Factor Grant No:	FFY of Grant: 2006
		Type		Program Grant	FFY of Grant Approval: 2006
		Capital		No: CT26P00250106	
		Fund Date			
Type of Grant					
Original Annual Statement		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:)	
Performance and Evaluation Report for Period Ending:				Final Performance and Evaluation	
Line	Summary by Development	Total Estimated Cost		Total Actual Cost	
		Original	Revised ²	Obligate	Expended
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

Part II: Supporting Pages								
PHA Name: Norwalk Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P00250106 CFFP (Yes/No): <input checked="" type="radio"/> No			Federal FFY of Grant: 2006			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	OPERATIONS	1406		158,129	158,129	158,129	158,129	Complete
	ADMINISTRATION	1410		125,000	125,000	125,000	125,000	Complete
	FEES AND COSTS	1430		100,000	100,000	100,000	65,042	On schedule
2-2 Roodner Court	Site	1460		0	27,770	27,770	27,770	Complete
2-4 IRVING FREESE	Smoke detectors	1460		171,000	171,000	171,000	171,000	Complete
	Site	1460		0	15,750	15,750	15,750	Complete
2-5 LEROY DOWNS	Kitchens	1460		0	0	0	0	
2-6 JOHN SHOSTAK	Smoke detectors	1460		92,000	89,970	89,970	89,970	Complete
	Rehab Learning Center	1460		75,000	75,000	75,000	41,379	On schedule
	Floors-Asbestos removal	1460		30,000	30,000	30,000	13882	On schedule
	Kitchens	1460		0	0	0	0	
	GCFI/CO detectors	1460		9,000	0	0	0	
	Site Lighting	1460		5,000	0	0	0	
	Bath rooms	1460		30,000	40,000	40,000	7,933	On schedule
2-16 Meadow	Floors-Asbestos removal	1460		25,000	56,904	56,904	40,100	On schedule
	Repave road/walks	1460		127,000	76,000	76,000	6,425	On schedule
2-18 FAIRFIELD AVE.	Floors	1460		110,000	8,180	8,180	8,180	On schedule
	Kitchen Counters	1460		15,000	68,000	68,000		On schedule
	Windows	1460		110,000 ¹³	0,000	130,000	55,812	On schedule
	Baths/partial	1460		30,000	32,000	32,000		On schedule
2-19 CHAPEL ST.	Sub Floors	1460		15,000	0	0	0	On schedule
2-22 Main Ave.	Clad windows	1460		25,000	0	0	0	On schedule
	Stair riser	1460		26,574	0	0	0	On schedule
	Windows	1460		160,000	125,000	125,000		On schedule

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Norwalk Housing Authority	Federal FFY of Grant: CT26P00250106
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Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date) 8/31/2008		All Funds Expended (Quarter Ending Date) 9/30/2010		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
2-2 Roodner Court	8/31/2008		8/31/2010		
2-4 IRVING FREESE	8/31/2008		8/31/2010		
2-5 LEROY DOWNS	8/31/2008		8/31/2010		
2-6 JOHN SHOSTAK	8/31/2008		8/31/2010		
2-7 20 WEST AVENUE	8/31/2008		8/31/2010		
2-8 King Kennedy	8/31/2008		8/31/2010		
	8/31/2008		8/31/2010		
2-18 FAIRFIELD AVE	8/31/2008		8/31/2010		
2-19 CHAPEL ST.	8/31/2008		8/31/2010		
2-22 Main Ave.	8/31/2008		8/31/2010		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Part I: Summary					
PHA Name: Norwalk Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P00250105 Date of CFFP: _____		Replacement Housing Factor Grant No: _____	
				FFY of Grant: 2005	
				FFY of Grant Approval: 2005	
Type of Grant					
Original Annual Statement Performance and Evaluation Report for Period Ending:		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:) Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised †	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) †	130,000	130,000	130,000	130,000
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	135,000	135,000	135,000	135,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	85,000	85,000	85,000	68,241
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	1,048,905	1,048,905	1,048,905	1,034,753
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities †				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 – 19)	1,398,905	1,398,905	1,398,905	1,367,994
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

† To be completed for the Performance and Evaluation Report.
 † To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
 † PHAs with under 250 units in management may use 100% of CFP Grants for operations.
 † RHF funds shall be included here.

Part I: Summary					
PHA Name: Norwalk Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P00250105 Date of CFFP: _____		Replacement Housing Factor Grant No: FFY of Grant: 2005 FFY of Grant Approval: 2005	
Type of Grant Original Annual Statement Performance and Evaluation Report for Period Ending: _____ Reserve for Disasters/Emergencies _____ Revised Annual Statement (revision no: _____) Final Performance and Evaluation Report _____					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
Signature of Executive Director _____		Date _____		Signature of Public Housing Director _____ Date _____	

Part II: Supporting Pages								
PHA Name: Norwalk Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P00250105 Replacement Housing Factor Grant No:		CFPP (Yes/No):		Federal FFY of Grant: 2005		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	OPERATIONS	1406		130,000	130,000	130,000	130,000	Complete
	ADMINISTRATION	1410		135,000	135,000	135,000	135,000	Complete
	FEES AND COSTS	1430		85,000	85,000	85,000	68,241	On Schedule
2-1 WASHINGTON	Sidewalks	1460		154,905	154,905	154,905	154,905	Complete
2-3 SENIOR COURT	Roofs	1460		189,500	189,500	189,500	189,500	Complete
2-5 LEROY DOWNS	Office Refurbishing	1460		35,845	35,845	35,845	35,845	Complete
	Hot Water Piping	1460		0	0	0	0	
	Hall Refurbishing Phase 2	1460		192,590	192,590	192,590	178,438	On Schedule
	Mold Remediation	1460		206,855	206,855	206,855	206,855	Complete
2-8 King Kennedy	Floors	1460		0	0	0	0	
2-16Meadow Gardens	Floors-Asbestos removal	1460		0	0	0	0	
	Windows Phase 2	1460		16,000	16,000	16,000	16,000	Complete
	Sewers bld 3 & 4	1460		0	0	0	0	
	Drain Lines	1460		0	0	0	0	
2-17 Elmwood	Roofs	1460		20,010	20,010	20,010	20,010	Complete
	Patio doors	1460		0	0	0	0	
	Porches	1460		0	0	0	0	
2-18 Fairfield Ave.	Electrical Upgrade	1460		172,200	172,200	172,200	172,200	Complete
	Det Devices	1460		16,000	16,000	16,000	16,000	Complete
	GCFI Devices	1460		6,000	6,000	6,000	6,000	Complete
	Ext Lighting	1460		15,000	15,000	15,000	15,000	Complete
	Carbon Mon Det	1460		3,000	3,000	3,000	3,000	Complete
	Vent Fans	1460		21,000	21,000	21,000	21,000	Complete
	Structural Repairs	1460		0	0	0	0	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Norwalk Housing Authority					Federal FFY of Grant: 2005
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date) 8/31/2007		All Funds Expended (Quarter Ending Date) 8/31/2009		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
2-1 WASHINGTON VILLAGE	8/31/2007		8/31/2009		
2-3 SENIOR COURT	8/31/2007		8/31/2009		
2-5 LEROY DOWNS	8/31/2007		8/31/2009		
2-6 JOHN SHOSTAK	8/31/2007		8/31/2009		
2-7 20 West Ave	8/31/2007		8/31/2009		
2-8 King Kennedy	8/31/2007		8/31/2009		
2-16Meadow Gardens	8/31/2007		8/31/2009		
2-17 Elmwood	8/31/2007		8/31/2009		
2-18 Fairfield Ave.	8/31/2007		8/31/2009		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary					
PHA Name: Norwalk Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P00250104 Date of CFFP: _____		Replacement Housing Factor Grant No: _____	
				FFY of Grant: 2004	
				FFY of Grant Approval: 2004	
Type of Grant					
Original Annual Statement		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: _____)	
Performance and Evaluation Report for Period Ending:				Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost		Total Actual	
		Original	Revised ¹	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ²	130,000	130,000	130,000	130,000
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	120,000	120,000	120,000	120,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	60,000	60,000	60,000	60,000
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	1,040,669	1,040,669	1,040,669	1,040,669
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	50,000	50,000	50,000	50,000
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 – 19)	1,400,669	1,400,669	1,400,669	1,400,669
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Part I: Summary			
PHA Name: Norwalk Housing Authority		Grant Type and Number Replacement Housing Factor Grant No: Capital Fund Program Grant No: CT26P00250104 Date of CFFP: _____	
		FFY of Grant: 2004	
		FFY of Grant Approval: 2004	
Type of Grant Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:) Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost	
		Original	Revised ²
		Total Actual Cost ¹	
		Obligated	Expended
Signature of Executive Director		Date	Signature of Public Housing Director
			Date

Part II: Supporting Pages								
PHA Name: Norwalk Housing Authority		Grant Type and Number Capital Fund Program Grant No: CT26P00250104 Replacement Housing Factor Grant No:			CFPP (Yes/No): <input checked="" type="radio"/> No		Federal FFY of Grant: 2004	
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	OPERATIONS	1406		130,000	130,000	130,000	130,000	Complete
	ADMINISTRATION	1410		120,000	120,000	120,000	120,000	Complete
	FEE'S AND COSTS	1430		60,000	60,000	60,000	60,000	Complete
	OFFICE-COMPUTER REPLACEMENT	1475		50,000	50,000	50,000	50,000	Complete
	Boilers	1460		70,869	70,869	70,869	70,869	Complete
	Gutters	1460		41,700	41,700	41,700	41,700	Complete
	Baths	1460		101,643	101,643	101,643	101,643	Complete
2-4 Irving Freese	Hall Refurbish	1460		99,000	99,000	99,000	99,000	Complete
	Porch Roofs	1460		0	0	0	0	Complete
2-5 Leroy Downs	Hall Refurbishing	1460		141,512	141,512	141,512	141,512	Complete
2-6 John Shostak	Roof, Siding & Gutters	1460		64,820	64,820	64,820	64,820	Complete
2-7 20 West Ave.	Hall Refurbishing	1460		105,000	105,000	105,000	105,000	Complete
2-8 King Kennedy	Floors-Asbestos removal	1460		0	0	0	0	Complete
	Mail Boxes	1460		10,000	10,000	10,000	10,000	Complete
2-16 Meadow	Floors-Asbestos removal	1460		0	0	0	0	Complete
	Center roof	1460		31,300	31,300	31,300	31,300	Complete
	Windows	1460		30,000	30,000	30,000	30,000	Complete
2-17 Seaview	Sliders	1460		122,720	122,720	122,720	122,720	Complete
	Balconies	1460		0	0	0	0	Complete
	Lighting	1460		0	0	0	0	Complete
	Roofs/gutters	1460		52,105	52,105	52,105	52,105	Complete
2-17 Elmwood	Porch/decks	1460		15,000	15,000	15,000	15,000	Complete
2-18 Fairfield Ave.	Electrical	1460		155,000	155,000	155,000	155,000	Complete

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Norwalk Housing Authority					Federal FFY of Grant: 2004
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date) 8/31/2006		All Funds Expended (Quarter Ending Date) 8/31/2008		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
2-1 Washington Village	8/31/2006		8/31/2008		
2-4 Irving Freese	8/31/2006		8/31/2008		
2-5 Leroy Downs	8/31/2006		8/31/2008		
2-6 John Shostak	8/31/2006		8/31/2008		
2-7 20 West Ave.	8/31/2006		8/31/2008		
2-8 King Kennedy	8/31/2006		8/31/2008		
2-16 Meadow Gardens	8/31/2006		8/31/2008		
2-17 Seaview	8/31/2006		8/31/2008		
2-17 Elmwood	8/31/2006		8/31/2008		
2-18 Fairfield Ave.	8/31/2006		8/31/2008		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		Grant Type and Number		Replacement Housing Factor Grant No:		FFY of Grant:	
PHA Name:		Capital Fund Program Grant No:		Date of CFP:		2009	
Norwalk Housing Authority		CT26P00250109				FFY of Grant Approval:	
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:)		Total Actual Cost ¹	
Original Annual Statement		Final Performance and Evaluation Report		Revised Annual Statement (revision no:)		Total Actual Cost ¹	
Performance and Evaluation Report for Period Ending:		Final Performance and Evaluation Report		Revised Annual Statement (revision no:)		Total Actual Cost ¹	
Line	Summary by Development Account	Total Estimated Cost	Revised ²	Obligated	Expended		
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) ³	220,000					
3	1408 Management Improvements	25,000					
4	1410 Administration (may not exceed 10% of line 21)	120,000					
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs	305,000					
8	1440 Site Acquisition						
9	1450 Site Improvement	139,000					
10	1460 Dwelling Structures	325,000					
11	1465.1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment	235,000					
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities ⁴						
18a	1501 Collateralization or Debt Service paid by the PHA						
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment						
19	1502 Contingency (may not exceed 8% of line 20)						
20	Amount of Annual Grant: (sum of lines 2 - 19)	1,369,000					
21	Amount of line 20 Related to LBP Activities						
22	Amount of line 20 Related to Section 504 Activities						
23	Amount of line 20 Related to Security - Soft Costs						
24	Amount of line 20 Related to Security - Hard Costs						
25	Amount of line 20 Related to Energy Conservation Measures						

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary		FFY of Grant: 2009	FFY of Grant Approval:
PHA Name: Norwalk Housing Authority	Grant Type and Number Capital Fund Program Grant No: Date of CFFP: CT26P0025010.9	Replacement Housing Factor Grant No:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: Line Summary by Development Account	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report	Total Estimated Cost	Total Actual Cost ¹
		Original	Revised ²
Signature of Executive Director	Signature of Public Housing Director	Obligated	Expended
Date	Date	Date	

**NORWALK HOUSING AUTHORITY
FEDERAL ASSET MANAGEMENT PROJECTS (AMPS)
FYE MARCH 31, 2009**

823

Operating Budget Attachment D units	amp 99	amp 1	amp 2	amp 3	amp 4	amp 5	amp 6	amp 7	OMB Approval No. 2577-0026 (exp. 6/30/2001)
		136 16.62%	218 30.96%	80 5.34%	100 5.84%	103 9.46%	146 19.92%	60 7.98%	823 100%
	Central Office	WASH VILLAGE	ROODNER COURT	SENIOR COURT	FREES 60 SHOSTAK 40	DOWNS 49 20 WEST 54	MEADOW 54 CHAPEL 29 SEAVIEW 38 MAIN 25	FAIRFIELD 29 KING 31	TOTAL
OPERATING RECEIPTS:									
Dwelling Rental		446,807	605,026	146,514	249,655	291,738	388,137	237,309	2,365,186
Other Income	415,950								415,950
Allocated Costs	692,356								692,356
TOTAL OPER. RECEIPTS	1,108,306	446,807	605,026	146,514	249,655	291,738	388,137	237,309	3,473,492
OPERATING EXPENSE:									
Allocated Costs		115,070	214,353	37,872	66,466	65,497	137,917	55,250	692,425
ADMINISTRATIVE EXP									
Salaries	627,044								627,044
Benefits	250,818								250,818
Legal	21,600	5,200	21,600	2,400	3,000	3,000	9,000	2,400	68,200
Training	9,000	2,400	5,600	1,800	1,800	1,800	1,800	1,800	26,000
Travel	5,400	900	900	900	900	900	900	900	11,700
Accounting		2,260	3,623	997	1,662	1,712	2,426	997	13,677
Sundry	126,720	5,227	8,395	2,313	3,865	3,960	5,607	2,313	158,400
TOTAL ADMINISTRATIVE	1,040,582	15,987	40,118	8,410	5,527	5,672	8,033	3,310	1,155,839
Salaries		149,367	246,971	12,536	20,024	25,849	156,774	64,947	676,467
Benefits		67,215	111,137	5,641	9,011	11,632	70,548	29,226	304,410
Tenant Services		37,650	60,342				40,409	16,616	155,016
Total Tenant Services		254,231	418,449	18,177	29,035	37,481	267,731	110,789	1,135,892
UTILITIES									
Water	2,000	28,159	43,848	3,372	7,104	18,906	27,777	14,424	145,591
Electricity	21,000	80,051	56,169	12,871	42,503	96,403	23,777	45,396	378,171
Gas	4,000	191,613	237,214	41,518	59,995	36,431	2,796	1,612	575,179
Fuel							3,075	37,262	40,337
Labor		4,162	7,738	1,366	2,397	2,363	4,979	1,994	25,000
Performance contract		11,414	21,316	3,782	6,601	6,532	13,615	5,501	68,761
TOTAL UTILITIES	27,000	315,399	366,285	62,909	118,600	160,636	76,019	106,189	1,233,038
ORDINARY MAINTENANCE									
Labor	5,741	118,199	212,356	65,114	83,238	84,347	122,637	65,114	756,746
Labor Benefits	2,583	53,189	95,560	29,301	37,457	37,956	55,187	29,301	340,536
Materials	3,600	63,342	125,095	8,997	16,241	25,886	63,639	25,098	331,899
Contract Costs	13,200	92,534	176,214	33,051	39,120	66,583	109,432	64,482	594,615
TOTAL MAINTENANCE	25,124	327,264	609,226	136,464	176,056	214,772	350,894	183,995	2,023,796
GENERAL EXPENSE									
insurance	3,600	43,200	91,200	24,600	42,600	31,200	67,800	32,400	336,600
pilot		13,141	23,874	8,361	13,105	13,110	31,212	13,112	115,915
depreciation		3,291	6,130	1,083	1,901	1,873	3,944	1,580	19,802
collection loss		15,000	28,000	1,000	500	2,000	3,600	2,000	52,100
EXTRAORDINARY MAINT.	12,000	85,537	107,073	8,803	11,452	36,564	85,357	31,816	378,602
TOTAL EXPENDITURES	1,108,306	1,188,120	1,904,710	307,678	465,242	568,805	1,032,507	540,441	7,144,008
Subsidy		513,108	1,226,784	230,136	419,160	430,668	669,492	283,224	3,772,572
NET RECEIPTS (DEFICIT)	0	(228,205)	(72,900)	68,972	203,573	153,601	25,122	(19,908)	102,056
Attachment D Subsidy Reduction (15%)	-	(76,966)	(184,018)	(34,520)	(62,874)	(64,600)	(100,424)	(42,484)	(565,886)
ADJUSTED NET RECEIPTS	0	(305,171)	(256,917)	34,451	140,699	89,001	(75,302)	(62,392)	(463,830)

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Part I: Summary						
PHA Name/Number		Locality (City/County & State)			<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2009	Work Statement for Year 2 <u>FFY 2010-2011</u>	Work Statement for Year 3 <u>FFY 2011-2012</u>	Work Statement for Year 4 <u>FFY 2012-2013</u>	Work Statement for Year 5 <u>FFY 2013-2014</u>
B.	Physical Improvements Subtotal	Annual Statement	679,000	799,000	603,000	780,000
C.	Management Improvements					50,000
D.	PHA-Wide Non-dwelling Structures and Equipment		50,000	110,000	386,000	100,000
E.	Administration		220,000	220,000	220,000	
F.	Other		55,000	55,000	55,000	55,000
G.	Operations		120,000	120,000	120,000	340,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total					

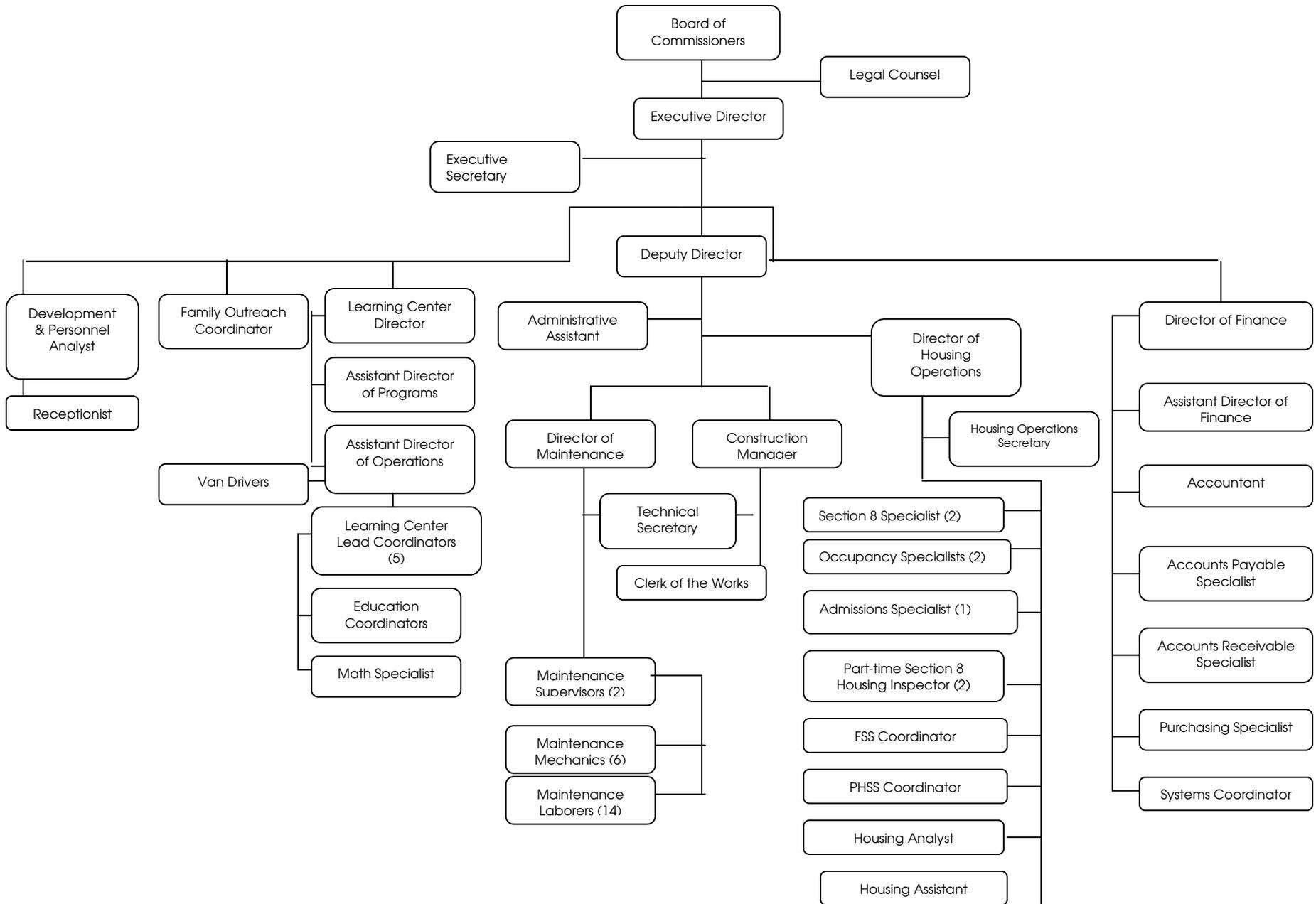
Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary (Continuation)						
PHA Name/Number		Locality (City/county & State)			<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2009	Work Statement for Year 2 FFY 2010-2011	Work Statement for Year 3 FFY 2011-2012	Work Statement for Year 4 FFY 2012-2013	Work Statement for Year 5 FFY 2013-2014
	2-1 Washington Village	Annual Statement	0	0	0	0
	2-2 Roodner Court		0	160,000	325,000	575,000
	2-3 Senior Court		0	70,000	55,000	0
	2-4 Irving Freese.		80,000	65,000	55,000	0
	2-5 Leroy Downs & 24 1/2 Monroe		0	65,000	30,000	0
	2-6 John Shostak		25,000	0	0	0
	2-7 20 West Avenue		0	0	0	0
	2-8 King Kennedy		25,000	25,000	146,000	25,000
	2-16 Meadow Gardens		394,000	30,000	280,000	130,000
	2-17 Seaview/ Elmwood		0	104,000	0	0
	2-18 Fairfield Ave.		155,000	100,000	0	150,000
	2-19 25 Chapel St.		0	40,000	0	0
	2-22 356 Main St.		200,000	200,000	98,000	
	All Developments					
	CDBG					
	Contingency					
	Accessibility			50,000		

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2009	Work Statement for Year 2 FFY 2010-2011			Work Statement for Year: 3 FFY 2011-2012		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	2-4 Irving Freese	Installation of building intercoms & locks	80,000	2-2 Roodner Court	Replace stair treads	100,000
Annual	2-5 Main office	Office Support & Salaries	120,000		Replace circulator pumps	60,000
Statement		Computer software	125,000	2-3 Senior Court	Misc bathroom renovations	70,000
	2-6 John Shostak	Replace rear exit doors	25,000	2-4 Irving Freese	Misc bathroom renovations	65,000
	2-8 King Kennedy	Replacement of floor tile & removal of asbestos	25,000	2-5 Leroy Downs	Misc bathroom renovations	65,000
	2-16 Meadow Gardens	Replacement of floor tile & removal of asbestos	30,000	2-8 King Kennedy	Replacement of floor tile & removal of asbestos	25,000
		Exterior brick repointing	229,000	2-16 Meadow Gardens	Replacement of floor tile & removal of asbestos	30,000
		Replace baths	135,000	2-17 Elmwood Ave	Kitchen renovations	24,000
	2-18 Fairfield Ave	Exterior brick repointing	155,000		Bathroom renovations	30,000
	2-22 Main Ave	Replacement of subfloors and vinyl tile	150,000		Driveway repaving	50,000
		Replacement of playground	50,000	2-18 Fairfield Ave.	Exterior brick repointing	100,000
				2-19 Chapel Street	Replacement of subfloors	15,000
					Replacement of kitchen countertops	25,000
				2-22 Main Ave	Replacement of roofing & siding	200,000
	Subtotal of Estimated Cost		1,124,000	Subtotal of Estimated Cost		859,000

Attachment F: Norwalk Housing Authority Organizational Chart



ATTACHMENT G: RESIDENT ADVISORY BOARD MEMBERSHIP LIST

Official RAB Members as of January 2009

**Yolanda Dancy
Meadow Gardens Complex
49 Meadow Street, Apt. 13
S. Norwalk, CT 06854**

**Deidra Davis
Samuel Roodner Court
261 Ely Ave, Bldg. 22-2B
S. Norwalk, CT 06854**

**Daisy Franklin
82 So. Main Street, #2S.
Norwalk, CT 06854**

**Crystle Fulton
Washington Village Complex
904 Washington Village
Norwalk, CT 06854**

**Bernice Peterson
Samuel Roodner Court
261 Ely Ave, Bldg. 15-1E
S. Norwalk, CT 06854**

**Mrs. Ella Ward Dunlap
Washington Village Complex
911A Washington Village
Norwalk, CT 06854**

**Carmen B. Villalobos
51-B Elmwood Avenue
S. Norwalk, CT 06854**

**Lissette Cuevas
Chapel Street Complex
25 Chapel Street, Apt. A-2
Norwalk, CT 06850**

**Monique Smalls
Meadow Gardens Complex
49 Meadow Street, Apt. 11
S. Norwalk, CT 06854**

**Ora Scott
Samuel Roodner Court
261 Ely Ave, Bldg. 18-3F
S. Norwalk, CT 06854**

**Viola Sears
Senior Court Complex
Union Ave, Apt. 31
Norwalk, CT 06851**

**Richard Glica
Leroy Downs Apts. Complex
26 Monroe Street
Norwalk, CT 06854**

**Sharnette Berrie
356 Main Ave Complex
356 Main Ave, Apt. B13
Norwalk, CT 06851**

**Vivian Rice
Leroy Downs Apt
26 Monroe Street, Apt 4-A
S. Norwalk, CT 06854**

**Moravia Langley
11 Sable Street, Apt. #2
South Norwalk, CT 06854**

**Arletha Ephrom
202-B Washington Village
S. Norwalk, CT 06854**

**Leslie Lee
P.O. Box 353
Norwalk, CT 06856-353**

**Shirley Green
51A Elmwood Avenue
Norwalk, CT 06854**

**Jean Fortini
Washington Village
803 Washington Village
Norwalk, CT 06854**

**Latiesha C. Gay
King Kennedy Complex
19 Merritt Place, Apt. 17-E
Norwalk, CT 06854**

**Mary C. Petrie
Irving Freese Apts.
57 Ward Street, Apt. 42
Norwalk, CT 06851**

Janice Carter
John Shostak Apts.
65 Ward Street, Apt. A-2
Norwalk, CT 06851

Julia McClester
20 West Ave. Complex
20 West Ave, Apt. 2-P
Norwalk, CT 06854

Andrea Bentley
Chapel Street Complex
25 Chapel Street, Apt. D-2
Norwalk, CT 06850

Dorothy Beamon
Irving Freese Apts.
57 Ward Street, Apt. 23
Norwalk, CT 06851

Viola Sears
Senior Court Complex
Union Ave., Apt. 31
Norwalk, CT 06851

Kayla Olson
11 Fort Point Street, Apt. B5
East Norwalk, CT 06855

Wilma Pace
356 Main Avenue
356 Main Avenue, Apt. A6
Norwalk, CT 06851

Diane Lewis
Washington Village Complex
205 B Washington Village
S. Norwalk, CT 06854

Rosa Masi
20 West Ave. Complex
20 Avenue, Apt. 1-G
Norwalk, CT 06854

Attachment H. Progress Report for Fourth Year [April 1, 2008 through December 31 2008] in Meeting the 5-Year Plan Mission and Goals 2005-2009

PHA Goal: Expand the supply of assisted housing

1. Norwalk Housing Authority has not received additional vouchers; HUD has not allowed any more.
2. Norwalk Housing Authority utilization for the HCV program was 99.8% as of 10/31/08.
3. Under the new Budgetary system for the HCV program, the NHA has flexibility in determining rents as long as rents do not exceed the average rent in a neighborhood for a similar unit and as long as the rent also does not exceed the approved FMRs for the City. It has been using this flexibility to assist applicants in locating units in low poverty areas.
4. NHA maintained the flat rent program that was implemented on February of 2000. Flat rents assist residents securing higher incomes from paying more than the average rent for a similar unit in the private sector. Norwalk Housing Authority elected to have flat rents increase every three (3) years in 2006. As of October 31, 2008, 61 families were participating in the flat rent program.
5. Preliminary loan for \$234,300 received from Department of Economic and Community Development for the development of additional housing. Subdivision completed. Obtaining \$1,000,000 predevelopment loan from Fairfield County Bank, anticipated by April 1, 2009. Adding land back to Colonial Village to accommodate Center that will be a part of Colonial Village rather than the homeownership development as first envisioned.
6. January 26, 2007, the City approved an inclusionary zoning ordinance requiring multifamily and mixed use developments and 20 or more units in designated zones to set aside 10% of the housing for workforce households earning no more than 80% of applicable median income. The City considered a commercial property linkage program for an affordable housing trust fund but did not approve it.

PHA Goal: Improve the quality of assisted housing

1. The SEMAP score for FY 2008 was 98%. Additional quality control measures have been put in placed.
2. Norwalk Housing Authority continues to subcontract with Senior Services for Senior Coordinators for the elderly and disabled in public housing and state elderly housing.
3. NHA established an action plan to address HUD's Customer Service and Satisfaction Survey for 2008. All Norwalk Housing Authority departments work on HUD's Customer Services and Satisfaction Survey improvement plans.

PHA Goal: Increase assisted housing choices

1. Increased group briefings and refer to Fair Housing and Fair Rent Offices to as needed. Also, provide any rental information we have.
2. NHA is currently implementing a HCV homeownership program. Two closing as of 10/31/2008.
3. As of 10/31/2008 all of the 10 vouchers issued under the Shelter Plus Care program are being utilized.
4. HUD did not solicit applications for recaptured vouchers in 2008.
5. NHA has allocated 125 of its HCV's from families to the disabled so that the Senior Only designation would not cause a longer waiting time for the disabled, thus strengthening NHA's request to continue 'Senior Only' housing.

PHA Goal: Provide an improved living environment

1. NHA maintained strong lease enforcement at all public housing sites. Furthermore, NHA conducted mailings reinforcing the lease agreement provisions and concentrated on more thorough briefings in regards to the lease. Improved screening of new admissions continued through home inspections, drug testing and credit checks. Also, State and FBI criminal backgrounds checks are conducted.
2. Implemented its deconcentration policy for income mixing. October 31, 2008 Roodner Court was the only property currently affected by the policy. Norwalk Housing Authority does not do income skipping of applicants for properties above 115% if the property income average is below 50% of AMI. Deconcentration increases the average income. When the property falls below 85% of the Norwalk Housing Authority average income, deconcentration strategies must be implemented. This is monitored at the end of each quarter.
3. Police department attended several Resident Advisory Board Meetings. Targeting efforts with Police Department on evictions. 10 'one strike' evictions were carried out through 10/31/08.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

1. NHA undertakes affirmative measures to ensure access to assisted housing regardless of race, color, age, religion, national origin, sex, familial status and disability. NHA administers all programs without regard to race, color, sex, familial status and disability. Section 8 Housing Choice Voucher briefings include how to file discrimination complaints.
2. NHA advises participants at HCV briefings how and why to contact Fair Housing and Fair Rent offices.

3. NHA provided training from Family and Children's Agency to supervisors in sexual harassment issues and policies.
4. NHA provided a 2-day fair housing training from Nan McKay to staff members which included an exam at the end.

Attachment I-- RAB and Public Hearing Comments

Resident Advisory Board Meetings Pertaining to the 2009 Annual PHA Plan

- September 9, 2008, 5:30 PM
- September 30, 2008, 5:30PM
- October 23, 2008, 5:30PM
- January 12, 2009, 5:30PM
- January 13, 2009, 5:30PM

Board of Commissioners Meeting 11/5/08

Public Hearing on the 2008 Annual PHA Plan 1/12/2009

RAB Attendees:

The following individuals participated in some or all of the RAB Meetings:

- Candace Mayer – Deputy Executive Director NHA
- Nicole Ruffin – Administrative Assistant
- John Hinson – Director of Operations
- Thomas F. Hickey, Director of Finance
- Phillip Mayfield – OKM Associates Inc.

Name	Address
Ella Dunlap,	Washington Village
Rich Glica,	Leroy Downs
Julia McClester,	20 West Avenue
Vivian Rice,	Leroy Downs
Moravia Langley,	HCV
Dorothy Beamon,	57 Ward Street
Daisy Franklin,	HCV
Ora Scott	Roodner Court
Janice Frye	HCV
Janice Carter	HCV
Priscilla Cabrera	Washington Village
Felicita Cabrera	Washington Village
Sylvia Harrell	Washington Village
Geneva Wrentz	Washington Village
Elaine Lawrence	Washington Village
Adam Bovilsky	Director of Fair Rent

Cathy Cesane
Arletha Ephfrom
Brenda Banks
Diane Lewis
Margaret Suib
Valerie Keel
Clara Welfare
Cathy Welfare
Katherine Keel

United Way of Norwalk
Washington Village
Washington Village
Washington Village
Fair Housing Officer
HCV
Washington Village
Washington Village
Washington Village

Organization of Meetings: The Resident Advisory Board Meetings were organized in a manner to provide information to the RAB Members about the Advisory Process, to provide details to RAB Members about the current and proposed policies and initiatives of the Norwalk Housing Authority and to elicit feedback and advice from RAB Members throughout the process.

The Agendas for the RAB Meetings consisted of the following:

1. Discussion of the Resident Advisory Board Process
2. PHA Plan and Attachments Overview
3. Solicitation of concerns

Candace Mayer, NHA Deputy Director, chaired the meetings of September 9, 2008 and September 23, 2008 and Thomas F. Hickey, Director of Finance chaired the meeting on October 23, 2008

1. Discussion of the Resident Advisory Board Process: Those in attendance had generally been involved in the RAB 5 Year and Annual Planning Process in the past. The development, purpose and advisory and communication opportunities were discussed in detail.
2. The Goals were distributed and comments and questions were solicited and addressed.

Comments and issues were raised as follows:

September 9, 2008

General

1. This is the last year of the 2005-2009 Five Year PHA Plan
2. Congress passed and HUD is implementing two programs to provide foreclosure prevention and to enable PHAs and non-profits to acquire foreclosed properties for resale to low and moderate income buyers.
3. The NHA could help with housing for single men, commonly known as SRO housing. It could use Section 32.

4. The Plan should include a goal of supporting tenants through PHRN or conferences including scholarships for tenants to attend. NHA could have workshops on tenant training and organizations.
5. NHA wants to add/change
 - a. Marketing properties to applicants including residents' testimonies.
 - b. HCV Administrative Plan Preferences: Change to 40% or 45% of income for rent burden rather than 50%
6. HUD has published proposed PHA revisions which include:
 - a. Expedited Grievance Procedures to exempt evictions for criminal activity.
 - b. Less restrictions on how to handle informal procedures/ can change if PHA wants.
 - c. Expedite actions for criminal drug activities, crimes, interference with right to peaceful enjoyment.
 - d. VAWA: Want PHA's to include in plan what it is doing and plans to do about domestic violence.
7. RAB should be informed about Norwalk Consolidated Plan hearings
8. Housing Conference 10/15/2008
6 RAB members going to Housing Conference as of this date

Development Specific

1. Meadow Garden
 - a. Pest eradication procedures need to be reviewed as they seem to be not working effectively. Solution was to re-establish a routine schedule.
 - b. Common lighting schedule needs review
2. Leroy Downs
 - a. Hallway improvements were lauded
3. Roodner Court
 - a. CFP money is needed for Roodner Court to improve scores
 - b. Pest treatment is now on a schedule
 - c. Need for carbon monoxide detectors – could be included when bathrooms are modernized
4. 20 West Avenue
 - a. Hallway improvements were lauded
 - b. Parking enforcement needs to be strengthened
5. King Kennedy
 - a. Progress on community center renovations.

September 30, 2008

General

1. Further discussion of the preference for housing burdened applicants. Residents were split evenly between those who wanted to reduce the burden from 50% to 40% and those who want to eliminate the preference all together. Agreed that need a larger group of residents to discuss the issue. Scheduled a follow-up meeting on this for October 23rd.

2. New FSS regulations required changes to HCV Administrative Plan, which will be implemented if the NHA gets an FSS Grant.
3. Significant changes to the CFP due to two factors.
 - a. The NHA hired Abt Associates to prepare a feasibility study and possibly a HOPE VI application for redeveloping one or more developments. The cost for the study and application has to come from CFP dollars.
 - b. An energy study resulted in a lot of actual and potential improvements, which will costly pay off in a few years, as well as improving the living conditions of residents

Development Specific

1. Meadow Garden
 - a. Pest extermination schedule is now re-established and MG will be done soon.
2. Roodner Court
 - a. Problem of security will require some investment
 - b. Heating system needs attention
 - c. Dumpster aesthetics needs to be addressed
 - d. If a new environmental investment goes forward, windows will be replaced
 - e. Feasibility study by Abt now favors Washington Village over Roodner Court
3. Shostack
 - a. Exhaust fans are too noisy for comfort.
4. Freeze
 - a. Front door closing problems
 - b. Peeling paint problems

October 23, 2008

General

Many residents in addition to RAB members attended the meeting along with a few others from the wider Norwalk community.

Two handouts were provided. One was the minutes of the RAB from the meetings held on September 9 and September 30. The second was a summary of the proposed changes to the preferences eliminating references which defined 'working' as being employed for 6 months and at least 20 hours a week.

The issue of the cost burden preference discussed at the September 30th meeting of the RAB was presented. The ensuing discussion indicated that there was considerable confusion about the issue based on a number of events which had occurred in the previous months. Even so there was no unanimous resident position concerning the cost burden preference.

The issues raised at the meeting which are of considerable concern are as follows:

1. The letter people received earlier in the year (determined the following day to be the one dated March 26, 2008) concerning the cost burden preference was confusing to families on the

waiting list. It was further stated that why some people did not respond is that they did not understand the letter.

Staff and consultant could not respond to this at the meeting as no-one had seen a copy of the letter..

2. There was concern that the draft PHA Plan posted on the website for the meeting and the preference handout reflected a unilateral decision by the NHA that the cost burden preference had been rescinded, thus violating the regulatory process.

The consultant stated that the PHA Plan posted was for this meeting and that the final proposed Plan would not be posted until October 31st and would still be subject to comments for 45 days, a public hearing on December 17th and a vote by the Board of Commissioners, who have the final say, subject to HUD approval. Similarly, the preference handout was only to eliminate the reference to hours worked and length of employment, specifically prohibited by HUD regulation. It was only showing the preferences if the cost burden preference was removed.

2. It was stated that the cost burden preference discriminated against minority households in that public housing residents were not eligible for the preference and being overwhelmingly African-American were therefore being discriminated against and thus the policy was in violation of fair housing laws, of 24CFR 982.207 and of Connecticut law decided in a court case against the Ansonia Housing Authority. In addition the Fair Housing Officer for the City of Norwalk stated that the regulation at 24CFR 982.207 (a) (4) expressly forbids preferences which discriminate against public housing residents.

Staff and Consultant had no final response to this, except to state that they were not sure that regulations permitted preference for public housing residents, although it was implied in the used by the NHA of the homeownership preference. The regulation in question states;

(4) The PHA shall not deny a local preference, nor otherwise exclude or penalize a family in admission to the program, solely because the family resides in a public housing project.

As public housing residents are not excluded solely because they reside in public housing, it appears to me that the regulation does not apply to the issue raised by the Fair Housing Officer.

3. It was also stated that the issue was brought to the Board of Commissioners on September 17th and that the NHA had failed to publish the minutes within the legally required time frame conveying the decision of the Board.

4. The Fair Housing Commission Officer stated that if a resident of public housing resident was given the same preference as a cost burdened household, the fair housing issue could be resolved.

It was agreed that this was a reasonable approach, if a public housing resident can legally be given such a preference.

Board of Commissioners Meeting

November 5th, 2008

General:

Following the October 23 meeting, residents and others were invited to attend the Board meeting at which the following was proposed in terms of amending the HCV Administrative Plan:

Based upon communication with them the revisions that follow are proposed.

Part II. Subsidy Standards and Voucher Issuance, 5-II.B, Determining Family Unit (HCV) Size (24CFR 982.402)

Original Language:

Existing PHA Policy

NHA will assign one bedroom for each two persons within the household, except in the following circumstances:

Persons of the opposite sex (other than spouses, and children under age 2) will be allocated separate bedrooms.

Live-in aides will not be allocated a separate bedroom

Single person families will be allocated one bedroom, but may lease a studio.

Proposed language: **(Bold type indicates changed language)**

PHA Policy

NHA will assign one bedroom for each two persons within the household, except in the following circumstances:

Persons of the opposite sex (other than spouses and children under age 2) will be allocated separate bedrooms. **Members of civil unions and partners will not be allocated separate bedrooms.**

Live-in aides will be counted in determining the family unit size but are not a member of the assisted family for purposes of calculating family or household income, and are not entitled to the HCV as the remaining member of the tenant family.

Single person families will be allocated one bedroom, but may lease a studio.

4-111.C. Selection Method

Existing PHA Policy

1. Homeownership including those in Public Housing, Colonial Village, or 16 School Street lease holder who are becoming homeowners.
2. Families paying more than 50% of their income for rent and utilities, who live or work in Norwalk, are a person with disabilities and/or are elderly at the time of voucher issuance.
3. Families who live or work in Norwalk, persons with disabilities and/or are elderly at the time of voucher issuance.

Proposed language: **(Bold type indicates changed language)**

PHA Policy

Each time the waiting list for Group 2, below, is opened; applicants will be assigned the same time and date and then assigned a lottery number after the closing date of applications. A limit maybe set on the number of lottery places that will be assigned. Each pool of lottery applicants will be processed before a subsequent lottery pool.

Applicants will be selected as follows:

- 1. Group 1: Selected by Date and time which is applied only within the following program pools:**
 - **Targeted family unification**
 - **Targeted shelter plus care**
 - **Targeted disability programs and**
 - **NHA residents who are candidates for homeownership.**
- 2. Group 2: Selected by lottery number and then by the following preference:**

Residents who live and/or work in Norwalk or have a job offer to work in Norwalk or a person 62 years old or older or a person with disabilities.

All preferences will be verified at time of voucher issuance.

It is recommended this change be effective December 1, 2008 and that NHA process applicants from the beginning of the waiting list at that time.

Also, some applicants may have misunderstood NHA's letters regarding preferences and not have responded to briefing packages, therefore we recommend offering anyone who did not submit the required briefing packet from April 1, 2008 to October 1, 2008 be invited to submit that information and be reinstated on the waiting list.

PUBLIC HEARING

January 12th and 13th, 2009

Attendance 1/12/09

Curtis Law, Candace Mayer, Attorney Donna Lattarulo, Commissioner J. Ingraham, Commissioner B. Kreiger

A. Bovilsky, Director of Fair Rent

Attendance 1/13/09

Curtis Law, Candace Mayer, Cesar Ramirez, Chairman, Commissioner J. Ingraham, Commissioner B. Kreiger, Attorney Donna Lattarulo, Thomas F. Hickey, Director of Finance, Robert Colonnese, Construction Manager, Vincent DiMasi, Director of Maintenance, Dr. John Hinson, Director of Housing Operations, Phil Mayfield, Consultant

The issues raised relevant to the PHA Plan were the following:

Questions and comments

1. PHA Plans, Page 2, Agency Identification: Display Locations for PHA Plans and Supporting Documents. PHA Website is checked off. Although the vast majority of the plan was available, "Attachment N: Revised HCV Administrative Plan" was not available for viewing. As I assume this is a substantial and important component to the plan, it is frustrating I was not able to access it online. Considering my complaint and the complaint of the City's Fair Housing Officer at the last public meeting about problems with access to the documents up for review, it is frustrating that the PHA did not do more to insure access to all the supporting documents claimed to be available online. As a result, I have not reviewed the Revised HCV Administrative Plan.

Response: The revised Attachment will be sent out for a 45 day public comment period, a public hearing and Board approval in March and submission to HUD as an amendment to the PHA Plan.

2. p. 4 Inclusionary Zoning and Linkage Fees, what are the steps the PHA has taken and intends to take to pass these changes and what is the expected timeline?

Response: January 26, 2007, the City approved an inclusionary zoning ordinance requiring multifamily and mixed use developments and 20 or more units in designated zones to set aside 10% of the housing for workforce households earning no more than 80% of applicable median income. The City considered a commercial property linkage program for an affordable housing trust fund but did not approve it.

3. P. 4, Under “redevelop public housing projects into mixed income developments,” why not provide replacement public housing or vouchers? I heard that at the Hope VI meetings there was discussion of replacement vouchers to avoid a net loss of low income housing. Is that no longer the goal?

Response: These were never established as goals but the intent of the NHA is to take these issues under serious consideration in the coming Plan year.

4. top of P. 6 why not check off “undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required?” Why should the NHA not strive to assist all disabled prospective occupants?

Response: The NHA does this now but will place it into the planning process for the next PHA Plan as well.

5. P. 11 Fair Housing Documentation: Can I have a copy of the supporting documentation for this (the third item) on the list?

Response: This is offered in the PHA Plan and will be provided

6. P. 13 and 14, HUD shaded area says on plan suggests the NHA use the Consolidated Plan of the jurisdiction for data. Why on the chart on p. 14 did the NHA choose to use the 2000 census data instead of the data from the Norwalk Consolidated Plan?

Response: The data used is that which is provided by and required by HUD for all CDBG/HOME/ADDI jurisdictions and for PHAs.

7. PHA Plans, Page 17, Housing Needs of Families on the Waiting List chart: Why does the PHA not know the family income of the families on its waiting list? Is that information only reviewed upon completion of the full application? (If the PHA does not know the family

income of the families on its waiting list, then how does it intend to give preference to higher income families willing to live in lower income developments (See PHA Attachment A)?

Response: The family income in the HCV waiting list is very old and only updated as vouchers are offered. The family income in LRPD waiting list has now been provided in the PHA Plan submitted to HUD

8. PHA Plans, Page 18, Housing Needs of Families on the Waiting List chart: My understanding was that the waiting list was almost empty. Does the “Annual Turnover” refer to applicants getting off the list or to units becoming available? If the latter, what is the number of people who come off the waiting list each year to fill those 28 spots?

Response: Annual Turnover reflects the number of units which were vacated and occupied by a new family off the waiting list (transfers are not included). This was updated to 180 based on data for 4/1/2008 through 12/31/2008). The number of applicants processed to fill a vacancy is more than one but varies from month to month.

9. PHA Plans, Page 21, why is the NHA interested in segregating persons with disabilities into special housing when most disability groups and fair housing advocates are opposed to segregating and suggest mainstreaming?

Response: In fact many of the disabled are better served in group settings whenever it is deemed by the person and the caregiver community to be in that person’s interest. The general policy of the NHA is to integrate the disabled into the general population. This will be reviewed in FY09.

10. PHA Plans, Page 21, Bottom Section: How does the PHA intend to partner with the Fair Rent Commission to promote landlord outreach? I note this was also selected on last year’s Plan. As Director of the Fair Rent Commission, I do not recall any contact from the PHA to discuss a possible partnership to reach out to landlords.

Response: This will be addressed in year 5 of the Plan FY09.

11. PHA Plans, Page 21, Bottom Section: Why is the NHA only addressing marketing issues and not other Fair Housing issues such as training for staff and tenants/prospective tenants?

Response: Fair Housing training has been delivered to staff and tenant training and will be offered in year 5 of the Plan FY09.

12. PHA Plans, Page 27, Other Preferences: This section is unclear. 3 points are given to working head of household and one point is given to applicants living or working in Norwalk, but the other categories from the previous page that receive “preferences” aren’t given any point on this page? What about “households that contribute to meeting income requirements” and “Families under 62 years old with disabilities for the 93 one-bedroom family units?”

Response: *These have been clarified and/or corrected and are in Attachments M and N (which will be advertised for a public hearing as well).*

13. PHA Plans, Page 28, Deconcentration #6 (b), (c), and (f): If Roodner Court is the only development not meeting the 85%/115% deconcentration problem, why is Washington Village the only development using “Skipping” to attract higher income tenants? Shouldn’t the NHA employ the skipping protocol for Roodner Court as well?

Response: *Attachment A has been revised to reflect the quarter ending December 31st 2008 which documents that no developments are subject to income skipping for 1st quarter of 2009*

14. Attachment A, second page, third to last paragraph: It seems that this refers to something that is complete. Why is this attachment even included if the time period has already lapsed? If there is a new income level in place?

Response: *This was prepared through September 30, 2008 and was the latest information available when it was posted for comment October 31, 2008. It has been revised through 12/31/2008.*

15. Attachment A, second page, second to last paragraph: If a low income applicant family is offered a low income development and refuses, they are removed from the waiting list and have to start all over. Why do the higher income families get a choice?

Response: *When the skipping process is necessary for deconcentration, offers are made up to five (5) applicants. If an applicant rejects the offer they are removed from the waiting list. In order to maintain occupancy, NHA limits the number of skipping offers per vacancy.*

16. Attachment M, 4th page (identified as 52 of 234 of the ACOP). I was under the impression based on a memorandum from John Hinson that there would be no “points” as part of the preference system, but rather a simple categorical preference system. Is this points system a reversal of that policy?

Response: *Existing policy is the use of points which continues. See Attachment M*

17. Attachment M, 5th page (identified as p.53 of 234 of the ACOP), bottom: states that in general, families will be selected from the waiting list ranked by preference and then by date and time of application. It was my understanding from a previous briefing, that those individuals who have been on the waiting list since earlier waiting list openings would be given first priority, regardless of preference, before new applicants. Is this no longer the plan? Should the text clarify that those applicants whose applications date back years earlier will receive first priority?

Response: *The “hold harmless” issue applies only to applicants selected in the 2001 and 2002 lotteries for HCV.*

Norwalk Housing Authority- FLAT RENTS

ATTACHMENT J FLAT RENT SCHEDULE

EFFECTIVE APRIL 1, 2009

	Apr-08	Apr-09										
	0BR	0BR	1BR	1BR	2BR	2BR	3BR	3BR	4BR	4BR	5BR	5BR
WASHINGTON VILLAGE			610	628	863	863	1,214	1,214				
ROODNER COURT			534	550	716	716	795	795	1,584	1,584	1,893	1,893
SENIOR COURT	543	559	694	715								
IRVING FREESE			694	715	869	895						
LEROY DOWNS	423	436	619	638	981	1,010						
JOHN SHOSTAK			772	795								
20 WEST AVENUE			717	739								
KING KENNEDY			708	729	1,092	1,125	1,518	1,564	1,818	1,610		
MEADOW GARDENS							1,518	1,564				
SEAVIEW			882	908	1,131	1,165						
ELMWOOD							1,344	1,384				
FAIRFIELD AVENUE	597	615	766	789	985	1,015						
CHAPEL STREET					1,007	1,037	1,202	1,238				
MAIN AVENUE							1,729	1,781				
AVERAGE NHA FLAT RENT	521	537	700	721	956	978	1,331	1,363	1,701	1,597	1,893	1,893
HUD FMR(October1st prior yr)	1,079	1,119	1,314	1,362	1,642	1,703	2,140	2,219	2,585	2,681	2,973	3083

FLAT RENT 2009 ONLY

Attachment K: NHA Services and Programs

Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/PHA main office/other provider name)	Eligibility public housing (PH) or section 8 (S8) participants or both
ACADEMIC				
Homework Help	225	Open Enrollment	NHA	PH & S8
SAT Prep	30	Open Enrollment	NHA	PH & S8
Reading Program	225	Requirement	NHA	PH & S8
Leadership Academy	24	Application	NHA	PH & S8
Read Aloud Program	75	Open Enrollment	NHA	PH & S8
Priority Schools Program	75	School Determination	NHA	PH & S8
TECHNOLOGY				
Computer Build	15	Open Enrollment	NHA	PH & S8
Video Production Class	15	Open Enrollment	NHA	PH & S8
Digital Photography Class	15	Open Enrollment	NHA	PH & S8
ENRICHMENT				
Rowing Club	5	Open Enrollment	NHA	PH & S8
Youth Discussion Groups	15	Open Enrollment	NHA	PH & S8
Latin Drumming	10	Open Enrollment	NHA	PH & S8
HYRE	15	Open Enrollment	NHA	PH & S8
Swimming	30	Open Enrollment	NHA	PH & S8
Tennis	320	Open Enrollment	NHA	PH & S8
Family Activity Nights Participants	100+	Open Enrollment	NHA	PH & S8
Karate	15	Open Enrollment	NHA	PH & S8
Preschool Karate	13	Open Enrollment	NHA	PH & S8
Preschool Gymnastics & Dance	13	Open Enrollment	NHA	PH & S8
Preschool Morning Playgroup	13	Open Enrollment	NHA	PH & S8
Literacy Preschool Program	13	Open Enrollment	NHA	PH & S8
Westport Playhouse	14	Interview	NHA	PH & S8
Family & Children's Service	20	Open Enrollment	NHA	PH & S8
FCA Intergenerational Program	16	Open Enrollment	NHA	PH & S8
ESL (adults)	15	Open Enrollment	NHA	PH & S8
Job Skills	15	Open Enrollment	NHA	PH & S8

Attachment K: NHA Services and Programs

Finance	15	Open Enrollment	NHA	PH & S8
ARTS/CRAFTS				
Roodner Court, Washington Village, Colonial Village, Meadow Gardens, 20 West Ave.	100	Open Enrollment	NHA	PH & S8
FAMILY SELF-SUFFICIENCY				
Financial Skills Training (Centers for Financial Education)	15 – S8 12 - PH	Open Enrollment	NHA	PH & S8
Career Coach (Work Place)	10	Open Enrollment	NHA	PH & S8
Understanding your credit report	10 – S8	Open Enrollment	NHA	PH & S8
First Time Homebuyers Seminar	10 – S8 10 - PH	Open Enrollment	NHA	PH & S8
SENIOR				
Predatory Lending Seniors (Centers for Financial Education)	5	Open Enrollment	NHA	PH
Senior Trips (Norwalk Housing Authority)	20	Open Enrollment	NHA	PH
FSS/HOMEOWNER SHIP PROGRAMS				
Homeownership workshop for Section 8	20		NHA facilitated	S 8/PH
Financial management workshop	20		NHA facilitated	S 8/PH
Job training for Section 8	15		NHA Facilitated	S 8/PH
PUBLIC HOUSING SENIOR PROGRAMS				
Food Stamps Bingo	20		NHA Facilitated	PH
Trips for Seniors	20		NHA	PH
Money Matters for Seniors	5		NHA Facilitated	PH
Energy Bingo for Seniors	10		NHA	PH

ATTACHMENT L: NORWALK HOUSING AUTHORITY RASS ACTION PLAN

Background

A follow-up plan is required for the following categories since the survey scores for these categories were below 75%, they are as follows:

Category	Score
Safety	64.6
Communication	70.1
Neighborhood Appearance	63.4

Communication

- Add periodic Modernization column in newsletter (Consider including recent reminder notices)
- Continue what we are doing on rules of lease, up to 87%
- Create a question & concern column in newsletter
- Invite residents to send questions & concerns via the internet and have a box on NHA website
- Invite the Tenant Counsels to get feedback from residents
- Purchase customer service training DVD's and have all staff review
- Add periodic tenant organization column and information on contact person to Newsletter
- At resident meetings ask what it means, i.e. Residents Don't Care or e-mail or call- need examples-whether good or bad
- Explore RASS Project similar to Elders Food Project- Bring young people and seniors together

Safety

- Write NPD Chief with the safety result and request more presence; Officers need to walk the halls
- People are hanging out in the hallways and residents feel unsafe; explore surveillance cameras in halls- hidden so not vandalized (Computer Learning Center staff members know kids to identify)
- Look at parking lot lighting and if more is needed, increase in 2009 Capital Fund plan.
- At night during the summertime; have Staff tour the parking area to assess safety.
- Create "I Care" column in newsletter featuring positive action residents take.
- Start with Computer Learning Center Parents- Cynthia Barnett speak first and end talk about classes
- Offer motivational speaker for residents (Cynthia Barnett type classes)
- Investigate feasibility of creating motivational classes as part of move in plan.
- Explore families creating ISTP as part of recertification for families
- Market drug testing of applicants to existing residents

- Explore random drug testing at recertification
- Monthly updates on actions taken to enforce safety and rules of lease in newsletter. Note numbers of actions started and outcomes.

Neighborhood Appearance

- Restripe parking areas
- Abandoned car column in newsletter
- Keep graffiti removal up scores are higher
- Use graffiti resistant paint in family common halls
- Noise-legal update, information in newsletter
- Post newsletters on bulletin boards at Roodner Court, Senior complex, and Computer Learning Centers
- Give Fred Diaz newsletter with paychecks for all staff
- Let Quiet Begin With You-Respect Your Neighbors
- Explore Quiet Hour Rule, 10:00pm
- E-mail blast staff for a lunch meeting to discuss RASS concerns, i.e. halls, parking lots, noise

Conclusion

- Reasonable Accommodation at recertification form- ask resident to complete, look at move in form as possible guide.

ATTACHMENT M: AMENDMENT OF ACOP

The following sections of the ACOP are amended as follows:

2.D. DEFINITION OF REASONABLE ACCOMMODATION

A person with a disability may require special accommodations in order to have equal access to the program. The types of reasonable accommodations the PHA can provide include changes, exceptions, or adjustments to a rule, policy, practice, or service.

Federal regulations stipulate that requests for accommodations will be considered reasonable if they do not create an "undue financial and administrative burden" for the PHA, or result in a "fundamental alteration" in the nature of the program or service offered. A fundamental alteration is a modification that alters the essential nature of a provider's operations.

Types of Reasonable Accommodations

When needed, the PHA must modify normal procedures to accommodate the needs of a person with disabilities. Examples include:

- Permitting applications and reexaminations to be completed by mail
- Conducting home visits
- Permitting an authorized designee or advocate to participate in the application or certification process and any other meetings with PHA staff
- Displaying posters and other housing information in locations throughout the PHA's office in such a manner as to be easily readable from a wheelchair.
- When needed, reasonable accommodation possibilities for a family with a person with a physical disability includes but is not limited to modification of light switch height, modification of heat control height, visual emergency warning systems, visual door bells, ramps, handrails, door hardware, door thresholds, assignment of parking , toilet grab bars, toilet seat height, bathtub seats, bathtub grab bars, lever operated faucets, shower spray units, one floor apartment, handicap accessible apartment, live in aide, transfer, additional bedroom and modification of mirror angle.

4.J. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use.

NHA Policy

Full application for admission to housing

Up to 120 days before unit availability, families on the waiting list will be invited to submit a Full Application which will include the information listed on the following pages and fully described in Appendix J.

Local Preferences

PHAs are permitted to establish local preferences, and to give priority to serving families which meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities which can be documented by generally accepted data sources.

NHA Policy

The need for public housing in Norwalk exceeds the availability of funds for this purpose and a housing unit is a scarce resource which is in great demand. Housing is made available to those most in need and reflecting the priorities of the Norwalk Housing Authority through the local preferences described below.

Local Preferences

- o Working head of household or working family member including a person 62 years old or older or a disabled person
- o Person who lives in or works in Norwalk or who has a job offer to work in Norwalk or a person with a job offer to work in Norwalk.

Ranking Preferences

Ranking Preferences are the total weight assigned to preferences using the weighting table below.

Applicants may have multiple preferences. All preference selections are made using this weighting system and if applicants have the same weight, then lottery designation or date and time are used to select. For those without any preferences, selections are made by lottery designation or date and time of the application.

The weighting table is:

Preference	Weight
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1. Working head of household or working family member, or a person 62 years old or older or a disabled person	3
2. Resident who lives in or works in Norwalk or who has a job offer to work in Norwalk	1
Total Preference Points Possible	4

Applicants may have multiple preferences. All preference selections are made using this weighting system and within each pool applicants are selected by date and time. If date and time are the same, a lottery is used to sort applicants.

Note: Families under 62 years old with disabilities are given preference for one bedroom family units over other eligible one bedroom applicants. However, within that group working and residency preferences will be applied.

4.L. THE SELECTION VERIFICATION PROCESS

HUD recommends that the PHA obtain the information and documentation needed to make an eligibility determination through a private interview. Being invited to attend an interview does not constitute admission to the program.

Reasonable accommodation will be made for persons with disabilities who are unable to attend an interview due to their disability.

NHA Policy

As the projects owned and managed by the NHA are generally designed for independent living, the NHA expects that applicants will be capable of coming to the NHA offices, (which are fully accessible) for briefings and interviews. However, a family may complete an application and mail it to the NHA with a cover letter stating its inability (or one of its members 18 years or older) inability to come to the NHA offices due to a temporary disability. Arrangements will be made to re-schedule such visits or in special circumstances approved by the Executive Director, NHA staff may visit the temporarily disabled person.

APPENDIX H: VIOLENCE AGAINST WOMEN ACT POLICY

PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING [Pub.L. 109-162]

The Violence against Women Reauthorization Act of 2005 (VAWA) prohibits denial of admission or termination of assistance to an otherwise qualified applicant/tenant on the basis that the applicant/tenant is or has been a victim of domestic violence, dating violence, or stalking.

Specifically, Section 607 of VAWA amends the Public Housing Program to state:

that an individual's status as a victim of domestic violence, dating violence, or stalking is not an appropriate basis for denial of program assistance by a public housing authority. It also states that incidents of domestic violence, dating violence and stalking shall not be good cause for terminating a lease held by the victim. The amendments specify that the authority of a PHA to evict or terminate perpetrators of abuse shall not be limited and gives the PHA the ability to bifurcate a lease to maintain the victim's tenancy while evicting the perpetrator. Victims must certify their status as victims by presenting appropriate documentation to the PHA, and the language clarifies that victims can be evicted for lease violations or if their tenancy poses a threat to the community.

Definitions

As used in VAWA:

- The term domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- The term *dating violence* means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - The length of the relationship
 - The type of relationship
 - The frequency of interaction between the persons involved in the relationship
- The term *stalking* means:
 - To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or

- To place under surveillance with the intent to kill, injure, harass, or intimidate another person; and
- In the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (1) that person, (2) a member of the immediate family of that person, or (3) the spouse or intimate partner of that person.
- The term *immediate family member* means, with respect to a person:
 - A spouse, parent, brother or sister, or child of that person, or an individual to whom that person stands in the position or place of a parent; or
 - Any other person living in the household of that person and related to that person by blood and marriage.

NOTIFICATION TO TENANTS

VAWA requires the PHA to notify public housing program tenants of their rights under this law, including their right to confidentiality and the limits thereof.

PHA Policy

NHA will provide all tenants with notification of their protections and rights under VAWA at the time of admission and at annual reexamination.

The notice will explain the protections afforded under the law, inform the tenant of NHA confidentiality requirements, and provide contact information for local victim advocacy groups or service providers.

NHA will also include in all assistance termination notices a statement explaining assistance termination protection provided by VAWA.

NOTIFICATION TO APPLICANTS

PHA Policy

NHA will provide all applicants with notification of their protections and rights under VAWA at the time they request an application for housing assistance.

The notice will explain the protections afforded under the law, inform each applicant of NHA confidentiality requirements, and provide contact information for local victim advocacy groups or service providers.

NHA will also include in all notices of denial a statement explaining the protection against denial provided by VAWA.

RESTRICTIONS FOR THE PHA

VAWA prohibits the PHA from considering actual or threatened domestic violence, dating violence, or stalking *as a cause for terminating the tenancy, occupancy, or program assistance of the victim.*

Specifically, this means that a PHA **may not** construe such violence or stalking:

1. as a serious or repeated violation of the lease by the victim
2. as other good cause for terminating the tenancy or occupancy rights of the victim
3. as criminal activity justifying the termination of the tenancy, occupancy rights, or program assistance of the victim.

However, VAWA also establishes a new way for public housing PHAs to deal with household members who engage in “criminal acts of physical violence against family members or others”: it gives them the authority to bifurcate a lease, or divide it into two parts, if permitted by state law.

Notification and Victim Documentation

PHA Policy

APPLICANTS: NHA acknowledges that a victim of domestic violence, dating violence, or stalking may have an unfavorable history that would warrant denial under NHA’s policies. Therefore, if NHA makes a determination to deny admission to an applicant family, NHA will include in its notice of denial a statement of the protection against denial provided by VAWA and will offer the applicant the opportunity to provide documentation affirming that the cause of the unfavorable history is that a member of the applicant family is or has been a victim of domestic violence, dating violence, or stalking.

TENANTS: When a family is facing assistance termination because of the actions of a tenant, household member, guest, or other person under the tenant’s control and a tenant or immediate family member of the tenant’s family claims that she or he is the victim of such actions and that the actions are related to domestic violence, dating violence, or stalking, NHA will require the individual to submit documentation affirming that claim.

The documentation must include two elements:

1. **A signed statement** (HUD Form 50066) by the victim that provides the name of the perpetrator and certifies that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence, or stalking, **and**
2. One of the following:
 - a. A police or court record documenting the actual or threatened abuse, or
 - b. A statement signed by an employee, agent, or volunteer of a victim service provider; an attorney; a medical professional; or another knowledgeable professional from whom the victim has sought assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are

bona fide incidents of abuse, and the victim must sign or attest to the statement.

The required certification and supporting documentation must be submitted to NHA within 14 business days after NHA issues a written notice to deny admission or terminate assistance. The applicant/tenant must submit the required documentation with her or his request for an informal review or must request an extension in writing at that time. If the applicant/tenant so requests, NHA will grant an extension of 10 business days, and will postpone scheduling the informal review until after it has received the documentation or the extension period has elapsed.

If after reviewing the documentation provided by the **applicant**, NHA determines the family is eligible for assistance, no informal review will be scheduled and NHA will proceed with admission of the applicant family.

If the **tenant** does not provide the required certification and supporting documentation within 14 business days, or the approved extension period, NHA may proceed with assistance termination.

If NHA can demonstrate an actual and imminent threat to other participants or those employed at or providing service to the property if the participant's tenancy is not terminated, NHA will bypass the standard process and proceed with the immediate termination of the family's assistance.

Perpetrator Removal or Documentation of Rehabilitation

PHA Policy

In cases where an applicant family includes the perpetrator as well as the victim of domestic violence, dating violence, or stalking, NHA will proceed as above but will require, in addition, either

(a) that the perpetrator be removed from the applicant household and not reside in the assisted housing unit or

(b) that the family provide documentation that the perpetrator has successfully completed, or is successfully undergoing, rehabilitation or treatment.

If the family elects the second option, the documentation must be signed by an employee or agent of a domestic violence service provider or by a medical or other knowledgeable professional from whom the perpetrator has sought or is receiving assistance in addressing the abuse.

The signer must attest under penalty of perjury to his or her belief that the rehabilitation was successfully completed or is progressing successfully.

The victim and perpetrator must also sign or attest to the documentation.

This additional documentation must be submitted within the same timeframe as the documentation required above from the victim.

PHA Confidentiality Requirements

All information provided to the PHA regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared database nor provided to any related entity, except to the extent that the disclosure

- (a) is requested or consented to by the individual in writing,
- (b) is required for use in an eviction proceeding, or
- (c) is otherwise required by applicable law.

ATTACHMENT N: AMENDMENT OF HCV ADMINISTRATIVE PLAN

To be submitted after a new 45 day comment period, public hearing Board approval in March 2009