

PHA 5-Year and Annual Plan

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

**OMB No. 2577-0226
Expires 4/30/2011**

1.0	PHA Information PHA Name: Manchester Housing Authority PHA Code: CT026 PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Troubled <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 10/01/2009					
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 318 Number of HCV units: 504					
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan (revision) <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only					
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
					PH	HCV
	PHA 1:					
	PHA 2:					
	PHA 3:					
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.					
5.1	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 for the next five years: The mission of the Housing Authority of the Town of Manchester is to develop and maintain affordable, safe and sanitary housing, a suitable living environment and economic opportunities, by diligently practicing good property management, pursuing funding for additional housing and for educational and employment opportunities for residents.					

<p>5.2</p>	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>The goals of Manchester Housing Authority are:</p> <p>To expand the supply of assisted housing by</p> <ul style="list-style-type: none"> • Reducing public housing vacancies • Fully utilizing housing vouchers when funding is secured • Exploring opportunities for development of additional units and/or partnering with developers of additional units including supportive housing initiatives when financially feasible and in accordance with HUD guidelines <p>To improve the quality of assisted housing by</p> <ul style="list-style-type: none"> • Improving public housing management (PHAS score) to end the designation of a troubled authority and be designated at least a standard performer by 2011 • To maintain quality voucher management (SEMAP score) and be designated a high performer by 2011 • Increase customer satisfaction • Increase resident participation • Maintain quality resident supportive services to public housing residents • Renovate and modernize public housing units through the Capital Fund • Develop a video library on FAQs for participants in assisted housing to enhance understanding and compliance with program requirements <p>To increase assisted housing choices by</p> <ul style="list-style-type: none"> • Increase voucher payment standards if funding allows • Implement family self-sufficiency program(s) • Explore implement homeownership program(s) • Convert allowed number of tenant based vouchers to project based according to HUD procedures on a competitive basis if funding allows <p>To improve community quality of life and economic vitality by</p> <ul style="list-style-type: none"> • Maintain supportive services to public housing residents • Maintain adequate tenant screening practices • Maintain good relations with local law enforcement to address potential security problems • Provide information, through marketing strategies, on income eligibility for public housing to debunk misinformation that public housing is available to very low income only • Maintain fiscally prudent practices <p>To promote self-sufficiency and asset development of families and individuals by</p> <ul style="list-style-type: none"> • Provide supportive services to increase independence for elderly or families/individuals with disabilities • Partner with community resources to provide supportive services to improve resident employability • Establish self-sufficiency initiatives when possible <p>To ensure equal opportunity and fair housing by</p> <ul style="list-style-type: none"> • Maintain affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, age, sexual orientation, and disability • Maintain affirmative measures to provide suitable living environment in assisted housing regardless of race, color, religion, national origin, sex, familial status, age, sexual orientation, and disability • Comply with all federal and state non-discrimination and fair housing regulations
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PHA Plan Update

- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:
- (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The PHA plan was revised in June 2009 to include proposed work items for the ARRA money and to change the site in which roof repairs were designated. Revisions in this version include additional changes in the ARRA work items based on further cost analysis, revisions in the 2008 items to include more prioritized items and inclusion of the 2009 CFP Grant.

The 5 Year and Annual Plan are available to the public at the Housing Authority main office at 24 Bluefield Drive, Manchester, CT during normal business hours and on the website www.manchesterhousing.org.

1. Eligibility, selection, admissions and wait list criteria are set forth in the Public Housing Admissions and Continued Occupancy Policy (ACOP) and in the Housing Choice Voucher Administrative Plan available in the main office of the Authority.

In public housing, affordable housing is available to income eligible elderly (age 62 and over), disabled (as defined by the Social Security Administration), and families. Income limits are 80% of AMI or below adjusted for family size. Housing assistance will be available only to individuals who are U.S. citizens, U.S. nationals or noncitizens that have eligible immigration status. Denial of admission will be made if applicants do not meet these eligibility criteria. Denial of admission will be made if the applicant is currently registered as a sex offender under a state registration requirement; has been convicted of the production of methamphetamine; has been convicted of criminal activity, has a poor credit record, has a record of disturbance of neighbors, destruction of property, or record of eviction from housing within the past five years; owes rent or other money to a PHA or owner connected with any assisted housing program; commits fraud, gives misinformation related to eligibility or any other corrupt or criminal act in connection with any federal housing program; or has engaged in or threatened violent or abusive behavior toward PHA personnel. Denial of admission will be prohibited in accordance with VAWA for otherwise eligible applicants who are victims of domestic violence, dating violence, or stalking. Admission preferences are given for residents of Manchester and working families. One wait list of preliminarily eligible applicants will be maintained for elderly and disabled housing and one for family housing. Site based wait lists will not be utilized. The PHA will assign applicants on the wait list according to bedroom size as established in the occupancy standards. Wait lists will be maintained in a manner to accurately select applicants in proper order and according to policies in the ACOP. If closed, wait lists will be re-opened with public notice and according to policies set forth in the ACOP. The PHA will adhere to all Federal and State Fair Housing and Equal Opportunity laws and regulations.

In the Housing Voucher Choice Program, the policies are the same, except that eligibility is based solely on income and eligible immigration status and no other factor.

2. Financial Resources

The financial resources of the PHA for fiscal year ending September 30, 2009 include the Public Housing Operating Fund of \$717,576; Public Housing Capital Fund of \$411,324; ARRA \$520,654; Annual Contributions for Section 8 Tenant-Based Assistance \$3,376,339 (calendar year 2009); Public Housing Dwelling Rental Income \$1,070,000; interest \$352; laundry reimbursements \$7,127. Total \$6,103,372.

6.0

3. Policy on Rent

In Public Housing, upon admission and annual reexamination, residents are offered the choice of flat or income based rents. Flat rents do not include utility allowances or reimbursements. The PHA does not use ceiling rents

Total tenant payment is the highest of the following:

- 30% of monthly adjusted income
- 10% of gross monthly income
- Minimum rent of \$25 in cases of financial hardship.

In Federal low income family housing, utility allowances and earned income disallowances are provided to families paying income-based rent in accordance with HUD regulations.

In the HCV Program, the total tenant payment is the highest of the following:

- 30% of monthly adjusted income
- 10% of monthly gross income
- Minimum rent of \$50 in cases of financial hardship

4. Operation and Management

The PHA shall maintain all units in a safe and sanitary condition. To this end the Maintenance Department has a system to prioritize emergency and urgent repairs followed by routine repairs and preventative maintenance. The system is based on electronic work order submissions which are tracked by the front office as well as the maintenance department. The system generates a work order log. Designated staff has the responsibility of tracking work orders, inventory of major items, and vacancy/turnover rates. Annual inspections are performed by the maintenance department with quarterly inspections of those units that evidence poor housekeeping and abuse of units. These inspections generate information for urgent repair and future repairs which becomes a function of the preventative maintenance program. A system of charging tenants for repairs needed beyond normal wear and tear is initiated to defray the cost from the PHA and to encourage tenants to respect their units. Pest control is contracted out and performed on a routine monthly basis for all units. Emergency application is performed as needed. Service contracts are established to maintain specific systems such as generators. The Maintenance Supervisor and Executive Director jointly review results of PHA inspections, HUD inspections and the PHAS report. Appropriate use of the CFP Grant is also integral to maintaining the property. The Maintenance Supervisor has essential input into the identification of capital projects as maintenance staff has direct information on the condition of units and operating systems.

(Note: continuation of this section after 8.3)

7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i> N/A
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing.
8.2	Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.
8.3	Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

5. Grievance Procedures

In the HCV Program, grievances are conducted in a hearing process. Applicants and tenants are able to request in writing an informal hearing with An independent hearing officer contracted by the PHA. An appeal of the disposition by the hearing officer can be made in writing to the Executive Director. Timelines for hearings and findings are outlined in the Administrative Plan.

In Public Housing, grievances can be made in writing to the Executive Director who will conduct an informal hearing. An appeal of the disposition of the Executive Director can be made in writing to the Chairman of the Board of Commissioners. Tenants will be made aware by the PHA of their right to contact both HUD and the Commission on Human Rights and Opportunities. The PHA will provide necessary contact information.

6. Designated Housing

The PHA will continue to designate 100 units on Bluefield Drive for elderly only. The PHA will seek to renew that designation with HUD.

7. Community Service and Self Sufficiency

In the HCV Program, it is the intention of the PHA do apply for and initiate a FSS Program and to explore the Homeownership Program.

In Public Housing, children of scattered site families have been offered an educational summer program in concert with the Crossroads Drug Prevention Program. This program provides drug prevention information and support in social functioning to children of tenants between the ages of 7 and 13 years. The program is widely popular and has helped a number of children from families stressed by a variety of social and mental health issues. The PHA plans to continue this program as long as funding is available.

The PHA plans to establish a vibrant Resident Council. One potential function of the Council, as identified by the Resident Advisory Board, is to provide support and information for tenants wishing to increase self sufficiency. The PHA will explore the potential for tenant stipend positions. In addition, the PHA will explore cooperative agreements with area educational and vocational resources. Regarding the community service requirements, the PHA will make tenants aware of these requirements and provide guidance on fulfilling this obligation. The PHA will explore a cooperative agreement with an area agency with expertise in procuring community service opportunities and monitoring compliance.

The PHA will explore a cooperative agreement with the local DSS office to monitor welfare program requirements and resultant income changes.

8. Safety and Crime Prevention

While the PHA has had relatively few safety and crime issues, the potential for these issues is a major concern of the PHA and residents. To promote safe communities, the PHA has developed practices on denying tenancy for individuals with criminal backgrounds and the PHA conducts a criminal check on each applicant. Enforcing these policies is the essential component of promoting public safety. Eviction of tenants engaged in criminal behaviors has been difficult based on the attitude of housing court personnel who view public housing as housing of last resort. The PHA has retained legal counsel specializing in summary process to address this issue. The PHA hopes to utilize legal counsel to educate judges in the importance of maintaining safe and crime free complexes and units.

The PHA has had a productive relationship with the Manchester Police Department and is able to discuss safety issues in specific communities and receive police intervention including "knock and talk" interventions. Periodically and when needed the PHA hosts informational sessions with the police department and tenants on public safety.

6.0

9. Pet Policy

Pets are permitted in all public housing. The PHA pet policy is attached to this plan.

10. Civil Rights Certification

The PHA has developed policies and practices set forth in the ACOP and Administrative Plan to insure that the PHA affirms civil rights and fair housing regulations in all assisted programs. Policies are based on the Fair Housing Act, Title VI of the Civil Rights Act of 1964, Age Discrimination Act of 1975, Executive Order 11063, Section 504 of the Rehabilitation Act, VAWA and Title II of the Americans with Disabilities Act. The staff of the PHA will be trained in fair housing/non-discrimination laws. Information on non-discrimination and fair housing rights will be posted in the main office and community rooms for all tenants. The PHA and staff will provide all necessary information to tenants who wish to make a discrimination complaint to HUD FHEO and/or CHRO. The PHA has developed a Reasonable Accommodation Policy. Staff will provide all information concerning the process of a reasonable accommodation request once the request has been made either orally or in writing. The PHA will make all reasonable attempts to ensure that persons with limited English proficiency have access to translators. The PHA will attempt to maintain staff members that are bilingual and will identify area resources for oral and written translation.

11. Audit for Fiscal Year Ending September 30, 2008

Attached to this plan.

12. Asset Management

The PHA needs to assertively develop a plan for management of its public housing inventory. Buildings are "aging in place" and the PHA needs a consolidated plan for energy efficiency to reduce operating costs, renovation to insure all units are in good repair, and use of funds to prevent emergency repairs to the extent possible. The PHA will conduct an Energy Audit and Physical Needs Assessment within the calendar year. These assessments will become the blue print for the long term plan. Within the PHA, ongoing meetings with the Executive Director, Modernization Coordinator, Maintenance Supervisor and Chief Accountant will be scheduled to insure that identification of work projects will be completed efficiently, effectively, and with maximum expertise.

13. Violence Against Women Act (VAWA)

The PHA has enjoyed a positive collaborative relationship with the staff of Interval House (a local domestic violence agency) and the Manchester Police Department domestic violence specialists. Any victim of domestic violence or sexual assault has been referred to those services. Collaboration with these agencies will continue and the PHA will in the next calendar year have referral information readily available to tenants. The Resident Services Coordinators for the PHA are have experience and training in working with the full range of domestic violence/sexual assault issues and are, therefore, available to assist victims. The PHA has a summer camp program that, as part of the educational component, addresses these issues with the attendees, children between the ages of 7 and 13 years of age.

Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

The primary target of the Town of Manchester Consolidated Plan is low and moderate income households and neighborhoods. The plan focuses on the availability of affordable housing and the service needs of low and moderate income persons and people with special needs. The plan specifies the goal of preserving, improving, and revitalizing older neighborhoods so that these areas will continue to be livable and attractive. The Plan also targets reducing homelessness through permanent, supportive affordable housing.

The Plan itself states that Manchester Housing Authority is the major owner, manager, and provider of low and moderate income housing. All residents in Federal funded housing are low or moderate income individuals. In addition, many residents of MHA's private market units are low income persons. MHA offers a variety of affordable housing in terms of eligibility (i.e. income eligible elderly, disabled persons, and families), unit sizes ranging from efficiency to 3 bedroom units, racial and cultural diversity, handicapped accessible, and locations with units scattered throughout the town. The majority of units are on or very nearby bus routes. In elderly and disabled housing, the service needs of residents are addressed through the Resident Coordination Program.

About 50% of the low income scattered site family housing units are located in the older neighborhoods identified in the Plan. As such, MHA has contributed to the livability and attractiveness of those neighborhoods. Families in scattered site housing offer stability to these areas and, generally, prove to be good neighbors and citizens.

The Shelter Plus Care Program of MHA, a supportive, permanent, affordable housing program, attempts to address the needs of disabled, homeless families and, therefore, contributes to the goal of reduction of homelessness.

MHA maintains a strong collaborative relationship with the Town of Manchester and is willing to consider proposals from the Town to expand affordable housing when funding is available.

The following statistics provide information on gender, race/ethnicity, bedroom size, income for elderly & disabled and scattered site income family housing for current tenants and wait list applicants for the public housing program.

9.0

From the Consolidated Plan

TABLE E: Households In Need Of Affordable Housing

Income Group	Elderly 1-2 person	Small Families	Large Families	Other Households	Total Households With Affordability Problems	Total Households With Other Housing Problems # (%) of category	Total Households in Income Category
Household Types: Rental							
Extremely Low (0-30% MFI)	226	471	75	464	1236	42 (2.4)	1,749
Low (30-50% MFI)	197	308	58	383	946	20 (1.4)	1,425
Moderate (50-80% MFI)	94	236	19	277	626	80 (3.4)	2,284
Middle +	39	10	0	35	81	159 (2.5%)	4,521
Total	556	1,118	152	1,159	2,889	301	9,979
Household Types: Owner							
Extremely Low (0-30% MFI)	278	93	50	85	506	4 (.1)	613
Low (30-50% MFI)	226	174	18	93	511	0	1,032
Moderate (50-80% MFI)	87	379	88	171	725	16 (.8)	2,074
Middle +	58	425	44	153	680	73 (.8)	9,068
Total	649	1071	200	502	2422	93	12,787

Source: CHAS data provided by HUD

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Applicant Statistical Reporting
App Stats - Income - Summary
 '(#12) Scattered Sites'
 Income Table: 2009 Inc limits

cnt: 22
 HOH: 22
 Income: 405864

Statistical Summary I

* Counts/Percentages based on criteria chosen *
 * HOH/members can have multiple race codes *

	Count	PCT	Avg Age		Count	PCT	
Male:	10	45.4545%	40.90	H-Head of house:	22	100.0000%	
Female:	12	54.5455%	45.17	S-Spouse:	0	0.0000%	
(no gender):	0	0.0000%	0.00	K-Co head:	0	0.0000%	
Elderly:	2	9.0909%	74.50	F-Foster child:	0	0.0000%	
Non-Elderly:	20	90.9091%	40.10	Y-Youth:	0	0.0000%	
Near-Elderly:	4	18.1818%	30.00	E-FT Student:	0	0.0000%	
Disabled:	15	68.1818%	43.80	L-Live in aide:	0	0.0000%	
Non-Disabled:	7	31.8182%	42.00	A-Other Adult:	0	0.0000%	
Non-Disabled/Non-Elderly:	5	22.7273%	29.00	U-Unborn child:	0	0.0000%	
				(no member type):	0	0.0000%	
Race-White:	17	77.2727%					
Race-Black/African American:	5	22.7273%		# of Bedrooms	Income	PCT	
Race-Amer Ind/Alaska Native:	0	0.0000%		0 -	1	20,700	5.1002%
Race-Asian:	0	0.0000%		1 -	1	7,476	1.8420%
Race-Nat. Hawaiian/Pacific Is.:	0	0.0000%		2 -	11	164,945	40.6405%
				3 -	9	212,743	52.4173%
Ethnic:	7	31.8182%	47.71	4 -	0	0	0.0000%
Non-Ethnic:	15	68.1818%	41.13	5 -	0	0	0.0000%
Families with Federal Preference:	0			6 -	0	0	0.0000%
Families with Local Preference:	22			7 -	0	0	0.0000%
PHA Employee:	0			8 -	0	0	0.0000%
				over 8 -	0	0	0.0000%
Families with Elderly:	2	# of Elderly:	3				
Families with Disabilities:	17	# of Disabilities:	20	Median Income:			PCT
Families with Children:	18	# of Children:	31	30% of Median(Ext. Low):	14		63.6364%
		# in Family:	67	50% of Median(Very Low):	8		36.3636%
				80% of Median(Low):			0.0000%
				Not Low:			0.0000%

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Applicant Statistical Reporting
App Stats - Income - Summary
'(#7) Elderly'
 Income Table: 2009 Inc limits

cnt: 390
 HOH: 390
 Income: 5376086

Statistical Summary I

* Counts/Percentages based on criteria chosen *
 * HOH/members can have multiple race codes *

	Count	PCT	Avg Age		Count	PCT	
Male:	145	37.1795%	55.81	H-Head of house:	390	100.0000%	
Female:	245	62.8205%	61.62	S-Spouse:	0	0.0000%	
(no gender):	0	0.0000%	0.00	K-Co head:	0	0.0000%	
Elderly:	174	44.6154%	73.09	F-Foster child:	0	0.0000%	
Non-Elderly:	216	55.3846%	48.48	Y-Youth:	0	0.0000%	
Near-Elderly:	105	26.9231%	16.05	E-FT Student:	0	0.0000%	
Disabled:	209	53.5897%	49.54	L-Live in aide:	0	0.0000%	
Non-Disabled:	181	46.4103%	70.92	A-Other Adult:	0	0.0000%	
Non-Disabled/Non-Elderly:	20	5.1282%	50.75	U-Unborn child:	0	0.0000%	
				(no member type):	0	0.0000%	
Race-White:	336	86.1538%					
Race-Black/African American:	43	11.0256%		# of Bedrooms	Income	PCT	
Race-Amer Ind/Alaska Native:	0	0.0000%		0 -	300	3,706,318	68.9408%
Race-Asian:	9	2.3077%		1 -	45	747,995	13.9134%
Race-Nat. Hawaiian/Pacific Is.:	0	0.0000%		2 -	44	915,149	17.0226%
				3 -	1	6,624	0.1232%
Ethnic:	49	12.5641%	58.37	4 -	0	0	0.0000%
Non-Ethnic:	341	87.4359%	59.62	5 -	0	0	0.0000%
Families with Federal Preference:	0			6 -	0	0	0.0000%
Families with Local Preference:	390			7 -	0	0	0.0000%
PHA Employee:	0			8 -	0	0	0.0000%
				over 8 -	0	0	0.0000%
Families with Elderly:	176	# of Elderly:	201				
Families with Disabilities:	213	# of Disabilities:	225	Median Income:			PCT
Families with Children:	5	# of Children:	5	30% of Median(Ext. Low):	308		78.9744%
		# in Family:	461	50% of Median(Very Low):	56		14.3590%
				80% of Median(Low):	25		6.4103%
				Not Low:	1		0.2564%

Elderly & Disabled Waiting List

on wait list 391
needing 1 BDR 44
needing 2 BDR 46

Scattered Sites Waiting List

on wait list 21
needing 2 BDR 13
needing 3 BDR 8

Elderly & Disabled Housing

of efficiencies 82
of 1 BDR 154
of 2 BDR 40

Congregate Housing

of 1 BDR 37

State Housing E-150 & E-151

of efficiencies 80

Scattered Sites Housing

of 2 BDR 4
of 3 BDR 38

Market Rate Housing

of 1 BDR 10
of 2 BDR 4
of 3 BDR 24

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Applicant Statistical Reporting
App Stats - Income - Summary
'(#11) Section 8 HCV'
 Income Table: 2009 Inc limits

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cnt: 129
 HOH: 129
 Income: 82613

Statistical Summary I

* Counts/Percentages based on criteria chosen *
 * HOH/members can have multiple race codes *

	Count	PCT	Avg Age
Male:	12	9.3023%	47.58
Female:	117	90.6977%	46.66
(no gender):	0	0.0000%	0.00
Elderly:	18	13.9535%	69.44
Non-Elderly:	111	86.0465%	43.06
Near-Elderly:	5	3.8760%	60.40
Disabled:	5	3.8760%	54.40
Non-Disabled:	124	96.1240%	46.44
Non-Disabled/Non-Elderly:	108	83.7209%	42.96

Race-White:	54	41.8605%
Race-Black/African American:	75	58.1395%
Race-Amer Ind/Alaska Native:	0	0.0000%
Race-Asian:	0	0.0000%
Race-Nat. Hawaiian/Pacific Is.:	0	0.0000%

Ethnic:	0	0.0000%	0.00
Non-Ethnic:	129	100.0000%	46.74

Families with Federal Preference:	0
Families with Local Preference:	34
PHA Employee:	0

Families with Elderly:	18	# of Elderly:	18
Families with Disabilities:	5	# of Disabilities:	5
Families with Children:	1	# of Children:	1
		# in Family:	130

	Count	PCT
H-Head of house:	129	100.0000%
S-Spouse:	0	0.0000%
K-Co head:	0	0.0000%
F-Foster child:	0	0.0000%
Y-Youth:	0	0.0000%
E-FT Student:	0	0.0000%
L-Live in aide:	0	0.0000%
A-Other Adult:	0	0.0000%
U-Unborn child:	0	0.0000%
(no member type):	0	0.0000%

# of Bedrooms	Income	PCT	
0 -	126	82,613	100.0000%
1 -	1	0	0.0000%
2 -	2	0	0.0000%
3 -	0	0	0.0000%
4 -	0	0	0.0000%
5 -	0	0	0.0000%
6 -	0	0	0.0000%
7 -	0	0	0.0000%
8 -	0	0	0.0000%
over 8 -	0	0	0.0000%

	Median Income:	PCT
30% of Median(Ext. Low):	128	99.2248%
50% of Median(Very Low):	1	0.7752%
80% of Median(Low):		0.0000%
Not Low:		0.0000%

9.1	<p>Strategy for Addressing Housing 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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>Clearly funding for affordable housing is a major external barrier to increasing units.</p> <p>Internally, MHA will address the issue through the following goals:</p> <p>To maximize the number of affordable units available in public housing by:</p> <ul style="list-style-type: none"> • Utilizing effective maintenance and management practices and policies • Reducing vacancies • Reducing turn over time • Reducing renovation time • Using an effective tenant screening process • Maintaining good collaboration between maintenance and occupancy staff • Utilizing phone contacts supported by written documentation • Applying for funding to develop new units when feasible and funding is available • Partnering with the Town and community resources to increase affordable housing when feasible and funding is available <p>To maximize the number of vouchers available by:</p> <ul style="list-style-type: none"> • Issuing new vouchers when funding is available • Converting tenant based vouchers to project based vouchers in accordance with HUD regulations and if funding is available • Market for new landlords when appropriate
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>Within the 2005 – 2009, there were both successes and challenges in meeting goals and objectives. MHA did increase its housing stock with the purchase of 12 market rate units. A number of those units are occupied by low income persons and families. Services provided to elderly and disabled residents remained exemplary and helped residents maintain and improve financial stability. Management services provided residents also was exemplary.</p> <p>However, failure to meet goals was also an issue. MHA fell in status to a troubled HA, irregularities in practices and policies affected management competency and this status. Due to funding constraint the number of Section 8 vouchers was not significantly increased. However, in terminating violators of the program, new persons or families were admitted into the program. Voucher payment standards were not increased.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>The PHA defines significant amendment and substantial deviation/modification as:</p> <ul style="list-style-type: none"> • A change of a work item in CFP with a cost difference of over 10% of the total budget. • A change in a policy or practice of the PHA which would in effect is in opposition to the current policy or practice (ex. removal a permissible deduction or addition of a permissible deduction when one is not in effect).
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2001

Part I: Summary						
PHA Name/Number HOUSING AUHTORITY OF THE TOWN OF MANCHESTER		Locality (City/County & State) MANCHESTER, CT			<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: CT026V07	
	Development Number and Name	Work Statement for Year 1 FFY _____	Work Statement for Year 2 FFY 2006 fully expended	Work Statement for Year 3 FFY 2007 fully expended	Work Statement for Year 4 FFY 2008 (revised)	Work Statement for Year 5 FFY 2009 (original)
B.	Physical Improvements Subtotal				251,200	129,060
C.	Management Improvements				41,868	60,000
D.	PHA-Wide Non-dwelling Structures and Equipment				15,000	110,000
E.	Administration				41,132	41,132
F.	Other (fees&costs)				20,992	30,000
G.	Operations				41,132	41,132
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total				411,324	411,324

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 checked="" type="checkbox"/> Revision No: 1
A.	Development Number and Name HOUSING AUTHORITY OF THE TOWN OF MANCHESTER	Work Statement for Year 1 FFY _____	Work Statement for Year 2 FFY _____	Work Statement for Year 3 FFY _____	Work Statement for Year 4 FFY _____	Work Statement for Year 5 FFY 2009 2009 ARRA (revision)
B.	Physical Improvements	Annual Statement				460,054
C.	Management Improvements					
D.	PHA Wide Non-dwelling Structures and equipment					
E.	Administration Salaries: allocation of Mod. Coord, Ex. Director, Chief Accountant , Book keeper					20,000
F.	Other (Fees & Costs) Architect fees, permits,PNA					40,600
G.	Operations					
H.	Demolition					
I.	Development					
J.	Capital Fund Financing-Debt Service					
K.	Total CFP Funds					520,564
L.	Total Non-CFP Funds					
M.	Grand Total				520,564	

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY	Work Statement for Year 2008 FFY 2008			Work Statement for Year: 2009 FFY 2009		
	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	CT26P026-003 Mayfair Gardens Upgrade of electrical service boxes	10	70,000	CT26P026-003 Mayfair Gardens Upgrade of electrical service boxes	10	70,000
Annual	CT26P026-005 Scattered site rehab Orchard Street		10,000	CT26P026-002 Westhill Gardens Annex Upgrade of drainage system Bld. #43		6,500
Statement	CT26P026-005 Scattered site roofs Clinton Street	2	24,600	CT26P026-002 Westhill Gardens Annex Upgrade boiler room doors	45	22,500
	CT26P026-006 Scattered site replacement windows Wilfred Road	14	10,000	CT26P026-002 Westhill Gardens Annex Roofs	2	20,000
	CT26P026-001 Westhill Gardens Railing painting	15	21,600	CT26P026-003 Mayfair Gardens Upgrade electrical and smoke alarms	76	9,500
	CT26P026-002 Westhill Gardens Annex Upgrade fire doors	19	30,000	CT26P026-002 Westhill Gardens Annex ADA laundry facility		110,000
	CT26P026-002 Westhill Gardens Annex Roofs	2	20,000			

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY _____	Work Statement for Year 2009 (ARRA) FFY 2009			Work Statement for Year: _____ FFY		
	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	CT26P026-001 Westhill Gardens Office Renovation to include ADA bathroom upgrade and additional office space for HUD program development		265,000			
Annual	CT26P026-002 Westhill Gardens Annex Upgrade Heating system To prevent current thermal shock	8	160,000			
Statement	CT26P026-001 Westhill Gardens Upgrade to energy efficient hot water heater system	7	35,064			

Part I: Summary	
PHA Name: HOUSING AUTHORITY OF THE TOWN OF MANCHESTER	Grant Type and Number Capital Fund Program Grant No: CT26PO2650108 Replacement Housing Factor Grant No: Date of CFFP:
FFY of Grant: 2008 FFY of Grant Approval: 2008	

Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: June 30, 2009 <input type="checkbox"/> Final Performance and Evaluation Report	
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Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	41,132	41,132	41,132	30,993
3	1408 Management Improvements	60,000	36,548	36,548	14,330
4	1410 Administration (may not exceed 10% of line 21)	41,132	41,132	41,132	41,132
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,000	20,992	20,992	3,060
8	1440 Site Acquisition				
9	1450 Site Improvement	108,868	70,000	70,000	-0-
10	1460 Dwelling Structures	100,000	116,200	116,200	-0-
11	1465.1 Dwelling Equipment—Nonexpendable	10,000	5,320	5,320	-0-
12	1470 Non-dwelling Structures	-0-	65,000	65,000	-0-
13	1475 Non-dwelling Equipment	20,192	15,000	15,000	-0-
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary						
PHA Name: HOUSING AUTHORITY OF THE TOWN OF MANCHESTER		Grant Type and Number Capital Fund Program Grant No: CT26P02650108 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant:2008 FFY of Grant Approval: 2008	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
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)	411,324	411,324	373,642	89,515	
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	30,000	30,000			
Signature of Executive Director 		Date 7-15-2009		Signature of Public Housing Director Date		

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 II: Supporting Pages								
PHA Name: HOUSING AUTHORITY OF THE TOWN OF MANCHESTER			Grant Type and Number Capital Fund Program Grant No: CT26P02650108 CFPP (Yes/ No): Replacement Housing Factor Grant No:			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	
CT26P026-001	Parking lot paving	1450	3	54,434	-0-	-0-	-0-	
Westhill Gardens								
CT26P026-002	Parking lot paving	1450	3	54,434	-0-	-0-	-0-	
Westhill Gardens Annex								
CT26P026-003	Electrical service boxes	1450	10	-0-	70,000		0	
Mayfair Gardens								
CT26P026-003	Electrical upgrade	1460	76	30,000	-0-	-0-	-0-	
CT26P026-005	Rehab.	1460	2	-0-	10,000		-0-	
Scattered sites	Orchard Street							
CT26P026-005	Roofs	1460	2	20,000	24,600	0	-0-	
scattered sites	Clinton Street							
CT26P026-006	Repalcement windows	1460	14	-0-	10,000	10,000	-0-	
Scattered sites	Wilford Road							
CT26P026-001	Paint railings	1460	15	-0-	21,600	21,600	-0-	
Westhill Gardens								
CT26P026-002	Upgrade fire doors	1460	19	-0-	30,000	30,000	-0-	
Westhill Gardens Annex								

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 II: Supporting Pages								
PHA Name: HOUSING AUTHORITY OF THE TOWN OF MANCHESTER			Grant Type and Number Capital Fund Program Grant No: CT26P02650108 CFPP (Yes/ No): Replacement Housing Factor Grant No:			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	
CT26P026-002	Roofs (bldg #30)	1460		-0-	20,000	20,000	-0-	0%
Westhill Gardens Annex								
CT26P026-003	ADA laundry renovation	1470		-0-	65,000	65,000	-0-	0%
Mayfair Gardens								
PHA WIDE	Non dwelling equipment	1475		20,000	15,000	15,000	-0-	0%
PHA WIDE	Stoves & refrigerators	1465.1	25	10,000	-0-	-0-	-0-	
PHA WIDE	Operations	1406		41,132	41,132	41,132	30,993	75%
PHA WIDE	Management improvements	1408		60,000	36,548	36,548	14,330	33%
PHA WIDE	Administration	1410		41,132	41,132	41,132	41,132	100%
PHA WIDE	Fees & costs	1430		30,000	20,992	20,992	3,060	15%
	5 Stoves and 5 Refrigerator	1465		10,000	5,320	5,320	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: HOUSING AUTHORITY OF THE TOWN OF MANCHESTER				Federal FFY of Grant: 2008	
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	
PHA WIDE non-dwelling equipment	6-12-2010		06-12-2012		
PHA WIDE administration	6-12-2010	6-12-2009	06-12-2012		
PHA WIDE management improvement	6-12-2010		06-12-2012		
PHA WIDE fees & costs	6-12-2010		06-12-2012		
					Revision of grant work items. Work not essential.
CT26P026-003 upgrade electrical service boxes	6-12-2010		06-12-2012		
CT26P026-005 rehab.	6-12-2010		06-12-2012		Revision of work items.
CT26P026-005 roofs	6-12-2010		06-12-2012		Revision of grant work items.
CT26P026-005 roofs	6-12-2010		06-12-2012		
CT26P026-006 rehab	6-12-2010		06-12-2012		

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 III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: HOUSING AUTHORITY OF THE TOWN OF MANCHESTER					Federal FFY of Grant: 2008
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	
CT26P026-001 painting of railings	6-12-2010		06-12-2012		Revision of work items.
CT26P026-002 upgrade fire doors	6-12-2010		06-12-2012		Revision of work items.
CT26P026-002 roofs	6-12-2010		06-12-2012		Revision of work items.
CT26P026-003 ADA laundry renov.	6-12-2010		06-12-2012		Revision of work items.
PHA WIDE Operations	6-12-2010		06-12-2012		

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: HOUSING AUTHORITY OF THE TOWN OF MANCHESTER		Grant Type and Number Capital Fund Program Grant No: CT26S02650109 (ARRA) Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2009 FFY of Grant Approval: 2009
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:(1)) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	52,066	40,600		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	75,000	20,000		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	193,588	195,054		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	200,000	265,000		
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.

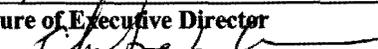
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary						
PHA Name: HOUSING AUTHORITY OF THE TOWN OF MANCHESTER		Grant Type and Number Capital Fund Program Grant No: CT26S02650109 (ARRA) Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant:2009 FFY of Grant Approval: 2009	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: (1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
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)	520,654	520,654			
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	188,964	188,964			
Signature of Executive Director 		Date 7-15-2009		Signature of Public Housing Director		
				Date		

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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary					
PHA Name: Housing Authority of the Town of Manchester		Grant Type and Number Capital Fund Program Grant No: CT26PO2650109 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2009 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	41,132			
3	1408 Management Improvements	60,000			
4	1410 Administration (may not exceed 10% of line 21)	41,132			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	76,500			
10	1460 Dwelling Structures	162,560			
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 ⁴				

¹ To be completed for the Performance and Evaluation Report.

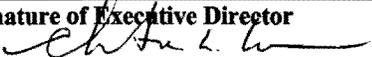
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary						
PHA Name: Housing Authority of the Town of Manchester		Grant Type and Number Capital Fund Program Grant No: CT26PO2650109 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2009 FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
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)	411,324				
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					
Signature of Executive Director 		Date 7-15-09		Signature of Public Housing Director		
				Date		

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 II: Supporting Pages								
PHA Name: Housing Authority of the Town of Manchester			Grant Type and Number Capital Fund Program Grant No: CT26P02650109 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009		
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	
PHA WIDE	Operations	1406		41,132				
PHA WIDE	Management Improvcemnts SOFT	1408		60,000				
	Computer upgrade, training							
PHA WIDE	Administration	1410		41,132				
	Salaries: Mod Coordinator, allocated							
	Salary of Executive Director, Chief							
	Accountant and Secretary							
PHA WIDE	Fees and Costs	1430		30,000				
CT26P026-003	Upgrade electrical service boxes	1450	10	70,000				
Mayfair Gardens								
CT26P026-002	upgrade of drainage system Bldg. 43	1450		6,500				
Westhill Gardens								
Annex								
CT26P026-002	upgrade of boiler room doors	1460	45	22,500				
Westhill Gardens								
Annex								
CT26P026-002	roofs on Bldg. #14	1460		20,000				
Westhill Gardens								
Annex								

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.

PET POLICY

1. Common Household Pets are defined as: Dogs (size limited to a maximum of 25 pounds); Cats (size limited to a maximum of 20 pounds); Birds (canaries, parakeets or love birds, limit: one cage with no more than two per cage); Fish (one tank limited to a 10-gallon capacity). Rodents and reptiles are not considered common household pets and are not allowed in the Authority's developments.
2. No tenant will be allowed more than one animal or one cage or one tank.
3. Only animals that are housebroken will be allowed.
4. A security deposit of \$300.00 may be requested for dogs or cats to cover any damage that may be caused by the pet to apartments or hallways.
5. Any damage done by a pet will be the total responsibility of the tenant at the time and the Housing Authority will be reimbursed within 30 days of billing.
6. Tenants must be able to care for pet's needs. If, after consulting the area health district and/or a local veterinarian, it is determined that adequate care is no longer possible, the owner must relinquish the right to pet ownership.
7. Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight-trained dogs will not be allowed. The MHA will have the right to have the owner remove any animal that poses a threat to the health or safety or is a nuisance to other residents or to MHA personnel.
8. All dogs must be licensed by the Town of Manchester. Transfers from other towns or cities in Connecticut can be obtained from the Office of the Town Clerk for a small fee.
9. All dogs and cats must be inoculated against rabies. All dogs or cats must be spayed or neutered. This requirement must be met before the animal will be allowed in the development and proof must be presented by the tenant. Proof of a booster shot to keep the animal safe from disease must be submitted annually.
10. Animals must be restrained at all times. Dogs will be on leashes of no more than six feet in length.
11. Owner must have a signed, notarized statement from next of kin stating that the pet will be removed from the apartment in the event that the tenant is absent from the apartment or upon his/her demise.
12. Periodic inspections will be made (with reasonable notice given to the tenant) to insure that the apartments are well maintained and no damage is being caused.

13. Cat litter should be used for cats and must be changed at least twice a week.
14. Owner is responsible for animal waste. Waste will be secured in plastic bags and disposed of in garbage containers.
15. All pets will be properly groomed and maintained free of infection and disease including fleas, ticks and other infestations. Any pet-related insect infestation will be the responsibility of the pet owner and the HA reserves the right to terminate and charge the resident.
16. No unauthorized pet will be allowed in the building or on the grounds.
17. If for any reason the pet is left unattended for 24 hours or more, the MHA has the right to enter the apartment and transfer the pet to the proper authorities, i.e., local animal shelter or Humane Society. The tenant will hold the MHA harmless in such circumstances.
18. The tenant will take adequate precautions to eliminate any pet odors within the apartment and to maintain the apartment in a sanitary condition at all times.
19. Animals are barred from the laundry room and the community hall.

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 2009, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

amended 5 yr. plan

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

HOUSING AUTHORITY OF THE TOWN OF MANCHESTER

CT-026

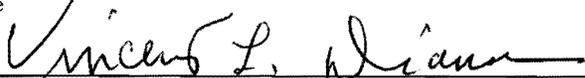
PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2005 - 2009 (AMENDED)

Annual PHA Plan for Fiscal Years 2009 - 2010

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official VINCENT DIANA	Title CHAIRMAN BOARD OF COMMISSIONERS
Signature 	Date 7/15/2009

Certification of Payments to Influence Federal Transactions

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

HOUSING AUTHORITY OF THE TOWN OF MANCHESTER

Applicant Name

PUBLIC HOUSING AND SECTION 8

Program/Activity Receiving Federal Grant Funding

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

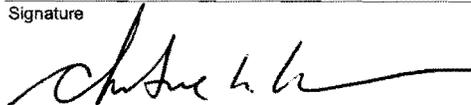
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official CHRISTINE L. WHITE	Title EXECUTIVE DIRECTOR
Signature 	Date (mm/dd/yyyy) 7-15-09

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

HOUSING AUTHORITY OF THE TOWN OF MANCHESTER

Applicant Name

PUBLIC HOUSING AND SECTION 8

Program/Activity Receiving Federal Grant Funding

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

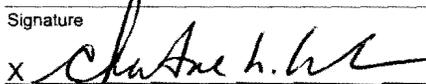
g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official CHRISTINE L. WHITE	Title EXECUTIVE DIRECTOR
Signature 	Date 7-15-09

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="checked" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="checked" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input checked="checked" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="checked" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: HOUSING AUTHORITY OF THE TOWN OF MANCHESTER 24 BLUEFIELD DRIVE MANCHESTER, CT 06040 Congressional District, if known: 4c	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency: U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT	7. Federal Program Name/Description: CAPITAL FUND PROGRAM CFDA Number, if applicable: _____	
8. Federal Action Number, if known: CT26P026501-08	9. Award Amount, if known: \$ 411,324	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): N/A	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): N/A	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Vincent L. Diana</u> Print Name: <u>VINCENT DIANA</u> Title: <u>CHAIRMAN, BOARD OF COMMISSIONS</u> Telephone No.: _____ Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)