

**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	<b>PHA Information</b> PHA Name: <u>Lebanon Housing Authority</u> PHA Code: <u>NH009</u> PHA Type: <input checked="" type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2010</u>														
2.0	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>166</u> Number of HCV units: <u>163</u>														
3.0	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only														
4.0	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)														
	Participating PHAs PHA 1: PHA 2: PHA 3:	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	<table border="1"> <thead> <tr> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	No. of Units in Each Program		PH	HCV						
No. of Units in Each Program															
PH	HCV														
5.0	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.														
5.1	<b>Mission.</b> 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: <b>Lebanon Housing Authority seeks to provide attractively presented and well maintained subsidized housing as an example for the City and region, and required that the private housing it inspects through Section 8 subsidy be safe and legal. It provides examples to the community of deep energy efficiency improvements, it provides exemplary maintenance services to residents and supports the health and social needs of residents so that they can be proud and productive citizens. Lebanon Housing Authority seeks to provide the maximum amount of subsidized housing, within applicable rules and regulations. In its service to the public Lebanon Housing Authority is compassionate and responsive and resolutely fair and unbiased.</b>														

**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.

**Report of progress in previously adopted goals.** In its most recent Streamlined Five-Year PHA Plan for PHA Fiscal Years 2008-2012, LHA adopted the following HUD Strategic Goals:

Expand the supply of assisted housing. LHA acquired land, disposed of some public housing authority land, entered into a development agreement, obtained funding, and constructed 16 units of Treasury 1602 (ARRA) funded housing in close proximity and relationship with a public housing development.

Improve the quality of assisted housing. HUDs quality assessment procedures have been in disarray or suspension. LHA has used Capital Fund Program grants, including ARRA, to improve its existing housing, most notably with a complete deep energy retrofit of the envelope of a family public housing development (covering it completely with a 3" thick sealed shell of Styrofoam), expected to reduce heating bills by 50%. To improve the quality of Housing Choice Voucher assisted housing, LHA sponsored certification training for Section 8 landlords and maintenance staff in EPA's new lead based paint procedures.

Increase assisted housing choices. This HUD goal is more relevant to localities with concentrations of low income people. The irony of this goal is that HUD has limited assisted housing choices by limiting funding for housing choice vouchers, so that LHA has for the first time this year been unable to fund its full complement of vouchers.

Improve community quality of life and economic vitality. LHA owns only one family public housing development, and residents of this have the highest average income of any public housing in the State of New Hampshire. Its family housing functions as workforce housing. Previous community building activities have reduced security concerns to the point that security threats (violence, reckless driving, theft, drug dealing) come primarily from outside public housing but may have a resident connection. LHA supports resident vigilance by issuing no-trespass orders to unwanted visitors. Because of resident cohesion, these are observed.

Promote self-sufficiency and asset development of families and individuals. LHA has continued to support frail elderly in remaining independent, most recently by a grant supported program through which a single agency provider gave essential personal services to elderly residents clustered on a single afternoon each week. In family housing a high quality after school program has been instituted. For a very low family fee, kids are helped with homework, sent to dance classes, learn to sew and are taken to local high quality workplaces. School grades, particularly of minority and special needs kids, are improving.

Ensure Equal Opportunity in Housing for all Americans. LHA pledged to undertake affirmative measures. In past years it has sponsored training for local landlords. In this year LHA constructed 4 new fully accessible subsidized apartments (25% of those constructed) and designed 8 townhouse units to be barrier free visitable.

**Other (past) Plan PHA Goals and Objectives:**

**1. LHA will seek other revenue streams to supplement HUD and will evaluate opportunities to expand fee based management.** In the preceding year LHA secured in excess of \$3 million in funding for land acquisition and construction of Romano Place. LHA will manage Romano Place. Larger scale fee management does not seem feasible. Twin Pines is not now looking for management, having assumed management of many of its own units and procured good quality management of others.

**2. LHA will comply with VAWA.** There have been no instances in the past year in which the issues of domestic violence have arisen in units owned or assisted by LHA. Because of the pressure on LHA resources from domestic violence shelters in Massachusetts, LHA will remove its preference for victims of domestic violence.

**3. LHA will comply with provisions for persons with limited English proficiency.** LHA continues to provide interpretation services for Spanish speaking applicants and residents as necessary.

**New Goals:**

**1. Consolidate Management.** In the coming year LHA will consolidate its management of public housing administration and resident support programs and integrate management of additional tax credit Romano Place units.

**2. Continue Energy Efficiency Improvements.** LHA will seek additional grant funding and/or energy performance contract funding to complete major energy saving upgrades to its Maple Manor and Rogers House properties.

**3. Complete Executive Director Succession.** LHA will find, hire and train an exciting new executive director in the coming year.

**4. Expand Subsidized Housing.** LHA will apply for additional housing choice vouchers for non-elderly persons with disabilities.

**PHA Plan Update**

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: Lebanon Housing Authority submitted a full Plan revision in 6/2009 to incorporate new Capital Fund energy efficiency work items to be funded by the ARRA grant. LHA adopted a new Procurement Policy in 02/2010. In this current Plan submission LHA will revise its preferences, dropping a preference for victims of domestic violence.

(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. Lebanon Housing Authority Office, 31 Romano Circle, West Lebanon, NH 03784

6.0

7.0

**Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.** *Include statements related to these programs as applicable.*

8.0	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.
8.1	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> 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. <b>See attached.</b>
8.2	<b>Capital Fund Program Five-Year Action Plan.</b> 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. <b>See attached.</b>
8.3	<b>Capital Fund Financing Program (CFFP).</b> <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.
9.0	<b>Housing Needs.</b> 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. <b>See Attached</b>
9.1	<b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. Included in Attached Housing Needs Statement</b>
10.0	<b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested. (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. <b>Included in 5.2 Goals Above</b> (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" <b>Substantial deviation from the 5-year Plan will be: Any reduction in a development of greater than 25% of the units if not necessitated by a funding reduction over which the Authority had no power, or a change in a Capital Fund Program which shifts greater than 50% of the total annual funding from a single CFP line item to another, or from the CFP program to another program, such as Operating. Application for new program funding and initiation of a new line item not included in the 5-year plan will not be considered a substantial deviation. Significant Amendment or Modification to the Annual Plan: A budget revision shifting over 50% of the total Public Housing or Section 8 annual budget (unless necessitated by HUD funding shifts). However, budget revisions entailing less than 50% of the total program budget, or the addition of a new program of less than 50% of the total previous budget, or policy revisions in existing programs, will not be considered a significant amendment of modification.</b>
11.0	<b>Required Submission for HUD Field Office Review.</b> 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. <b>Note: Faxed copies of these documents will not be accepted by the Field Office.</b> (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) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (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. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)

Part I: Summary		Grant Type and Number		FFY of Grant: 2007	
PHA Name: LEBANON HOUSING AUTHORITY		CFP Grant No: NH36P00950107		Replacement Housing Factor Grant No:	
Date of CFFP:		Revised Annual Statement (revision no: 4 6/7/10 )		FFY of Grant Approval:	
Type of Grant		<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/10		<input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> 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)	5623	0	0	0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration (may not exceed 10% of line 21)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 liquidated Damages	0	0	0	0
7	1430 Fees and Costs	13300	22229	22228.91	22228.91
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	28200	24497	24497.38	24497.38
10	1460 Dwelling Structures	131417	124840	124839.83	124839.83
11	1465.1 Dwelling Equipment - Nonexpendable	20267	27241	27240.88	27240.88
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities	0	0	0	0
18a	1501 Collateralization or Debt Service paid by PHA	0	0	0	0
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2-19)	198807	198807	198807.00	198807.00
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				
		6149	11868	14906	14906.26
Signature of Executive Director		Signature of Public Housing Director		Date	
<i>Jonathan Cropper</i>				06/07/10	

Part II: Supporting Pages		Grant Type and Number		FFY of Grant: 2007			
PHA Name: LEBAMON HOUSING AUTHORITY		CFP Grant No: NH36P00950107		CFPP (Yes/No) Revision 4.			
Development Number Name/PHA-Wide Activities		Replacement Housing Factor Grant No:		6/7/2010			
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		
				Funds Obligated	Funds Expended		
1 NH9-1	Replace Fire Panel	1460	0	1686	1685.84	1685.84	Done
2 NH9-1	Continue Emergency Calls	1465	2500	4771	4770.40	4770.40	Done
3 NH9-2	Repaint Exterior Plywood	1460	250	250	250.00	250.00	Done
4 NH9-2	Repaint Stair Risers + Treads	1460	2000	0	0.00	0.00	in 2010
5 NH9-2	Replace Carpet	1460	8000	0	0.00	0.00	in 2010
6 NH9-2	Replace Exit Signs	1460	3149	3149	3148.55	3148.55	Done
7 NH9-2	Replace Fire Panel	1460	0	0	0.00	0.00	in 2008
8 NH9-2	Replace Porch Roof	1460	7000	7175	7175.00	7175.00	Done
9 NH9-2	Replace Cornice Roof	1460	15000	0	0.00	0.00	to 2010
10 NH9-2	Continue Emergency Calls	1465	1800	3619	3618.77	3618.77	Done
11 NH9-2	Replace HW Heater	1465	0	2098	2098.39	2098.39	Done
12 NH9-3	Play field, manhole, replace shrubs, walks	1450	28200	24497	24497.38	24497.38	Done
13 NH9-3	Continue Building Exteriors	1460	0	5742	5742.44	5742.44	Done
14 NH9-3	Replace HW Heater	1465	1224	2153	2153.34	2153.34	Done
15 NH9-4	Replace Roof	1460	96018	106838	106838.00	106838.00	Done
16 NH9-4	Continue Emergency Calls	1465	12243	11575	11575.37	11575.37	Done
17 NH9-4	Replace HW Heater	1465	2500	3025	3024.61	3024.61	Done
18 PHA	Operations, Inc. Security	1406	5623	0	0.00	0.00	
19 PHA	NH9-4 Roof + Energy, NH9-3 Site	1430	13300	22229	22228.91	22228.91	Done
	<b>TOTALS</b>		<b>198807</b>	<b>198807</b>	<b>198807</b>	<b>198807.00</b>	



<b>Part I: Summary</b>		<b>Grant Type and Number</b>		<b>FFY of Grant:</b> 2008	
<b>PHA Name: LEBANON HOUSING AUTHORITY</b>		CFP Grant No: NH36P00950108		FFY of Grant Approval:	
Date of CFFP:		Replacement Housing Factor Grant No:			
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2010		<input type="checkbox"/> Revised Annual Statement (revision no: 3 5/19/10 ) <input type="checkbox"/> Final Performance and Evaluation Report			
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21)	20000	0	0	0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration (may not exceed 10% of line 21)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 liquidated Damages	0	0	0	0
7	1430 Fees and Costs	9000	15722	15721.5	3801
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	12446	19998.74	19998.74	19998.74
10	1460 Dwelling Structures	69500	127564.03	127564.03	24209.23
11	1465.1 Dwelling Equipment - Non-expendable	113850	61511.23	61311.23	47381.23
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities	0	0	0	0
18a	1501 Collateralization or Debt Service paid by PHA	0	0	0	0
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2-19)	224796	224796	224595.50	95390.20
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		Signature of Public Housing Director		Date	
<i>Chaitana Chaffee</i>				05/19/2010	

Part II: Supporting Pages		Grant Type and Number		FFY of Grant: 2008		Revision 3.		5/19/2010	
PHA Name: LEBANON HOUSING AUTHORITY		CFP Grant No: NH36P00950108		CFFP (Yes/No)					
Development Number Name/PHA-Wide Activities		Replacement Housing Factor Grant No:		Total Estimated Cost		Total Actual Cost		Status of Work	
General Description of Major Work Categories		Development Account No.		Quantity		Original Revised		Funds Obligated Funds Expended	
1 NH9-1	Noise Suppression	1460		10000	0	0	0.00	0.00	to 2010, 2
2 NH9-1	Replace HW Heater	1465		2600	2864.21	2864.21	2864.21	2864.21	Done
3 NH9-2	Fire Seal Corridor Ceilings	1460		0	7374.03	7374.03	0.00	0.00	from 2009
4 NH9-2	Replace Fire Panel	1465		0	4700	4500	0.00	0.00	from 2007
5 NH9-2	Replace HW Heater	1465		2600	1386.96	1386.96	1386.96	1386.96	Done
6 NH9-2	Replace of Elevator Shaft	1465		108000	52380.1	52380.06	43130.06	43130.06	Started
7 NH9-3	Install New Electrical Entrance	1450		12446	19998.7	19998.74	19998.74	19998.74	Done
8 NH9-3	Fire Code Basement Upgrade	1460		55000	120190	120190	24209.23	24209.23	Started
9 NH9-3	HW Heater, add Alarms	1465		650	180	180	0.00	0.00	Started
10 NH9-4	Replace Fire Panel	1460		4500	0	0	0.00	0.00	Removed
11 PHA	Operations, Inc. Security	1406		20000	0	0	0.00	0.00	Removed
12 PHA	{NH9-2 Energy Efficiency removed}, NH9-3 Basement Upgrade + NH9-3 Building Envelope	1430		9000	15722	15721.5	3801.00	3801.00	Not Done
<b>TOTALS</b>				<b>224796</b>	<b>224796</b>	<b>224595.5</b>	<b>95390.20</b>	<b>95390.20</b>	



Part I: Summary		Grant Type and Number		FFY of Grant: 2009	
PHA Name: LEBANON HOUSING AUTHORITY		CFP Grant No: NH36P00950109		Replacement Housing Factor Grant No:	
Type of Grant		Date of CFFP:		Approval:	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Final Performance and Evaluation Report		Revised Annual Statement (revision no: 1 3/30/2010 )	
Line	Summary by Development Account	Total Estimated Cost		Obligated	Total Actual Cost
		Original	Revised		Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21)	0	0	0	
3	1408 Management Improvements	0	0	0	
4	1410 Administration (may not exceed 10% of line 21)	0	0	0	
5	1411 Audit	0	0	0	
6	1415 liquidated Damages	0	0	0	
7	1430 Fees and Costs	6000	16000		
8	1440 Site Acquisition	0	0		
9	1450 Site Improvement	6400	51266		
10	1460 Dwelling Structures	144011	95265		
11	1465.1 Dwelling Equipment - Nonexpendable	49500	59691	59691	
12	1470 Non-dwelling Structures	0	0		
13	1475 Non-dwelling Equipment	16700	389	389	
14	1485 Demolition	0	0		
15	1492 Moving to Work Demonstration	0	0		
16	1495.1 Relocation Costs	0	0		
17	1499 Development Activities	0	0		
18a	1501 Collateralization or Debt Service paid by PHA	0	0		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0		
19	1502 Contingency (may not exceed 8% of line 20)	0	0		
20	Amount of Annual Grant: (sum of lines 2-19)	222611	222611	60080	
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	138971	101225		
Signature of Executive Director		Signature of Public Housing Director		Date	
<i>[Signature]</i>				05/24/2010	

Part II: Supporting Pages		Grant Type and Number		FFY of Grant: 2009		Revision 2.		3/30/2010	
PHA Name: LEBANON HOUSING AUTHORITY		CFP Grant No: NH36P00950109		CFPP					
Development Number Name/PHA-Wide Activities		Replacement Housing Factor Grant No:		Total Estimated Cost		Total Actual Cost		Status of Work	
General Description of Major Work Categories		Development Account No.		Quantity		Original		Revised	
						Funds Obligated		Funds Expended	
1 NH9-1	Energy Efficiency Analysis	1430	0	6000	0				to PHA#20
2 NH9-1	Crack Seal Parking Lots	1450	0	1700	0				to 2010#1
3 NH9-1	Outgoing Mailboxes	1460	940	940	940				
4 NH9-1	Replace Stoves	1465	40	0	15560	15560			
5 NH9-1	New Community Building Stove	1475	1	500	389	389			
6 NH9-2	Crack Seal Parking Lots	1450		1000	0				to 2010#4
7 NH9-2	Building Efficiency Measures	1460		132971	0				to 2011
8 NH9-2	Replace Sump Pumps	1460		100	100				
9 NH9-2	Paint Porch	1460		5000	0				to 2010#8
10 NH9-2	Fire Seal Corridor Ceilings	1460		5000	0				to 2008 #3
11 NH9-2	Replace Stoves	1465	56	25000	15456	15456			
12 NH9-2	Replace Refrigerators	1465	8	0	3296	3296			
13 NH9-3	Landscaping	1450		0	49066				
14 NH9-3	Crack Seal Parking Lots	1450		2200	2200				
15 NH9-3	Finish Building Envelope	1460		0	94225				
16 NH9-3	Replace Stoves	1465		10500	9430	9430			
17 NH9-4	Crack Seal Parking Lots	1450		1500	0				to 2010 #11
18 NH9-4	Replace Stoves	1465	41	14000	15949	15949			
19 NH9-3	Landscape Design	1430		0	2000				
20 PHA Wide	Capital Needs Assessment, Energy Analysis on NH9-1, NH9-2	1430		0	14000				
21 PHA	Replace Lawn Tractor	1475		13000	0				to 2014
21 PHA	Equipment: Air Compressor, Carpet Shampooer, Pressure Washer, Office Phones	1475		3200	0				dropped
				222611	222611	60080			



Part I: Summary		Grant Type and Number		FFY of Grant: 2009 S	
PHA Name: <b>LEBANON HOUSING AUTHORITY</b>		CFP Grant No: NH36S00950109		Replacement Housing Factor Grant No:	
Date of CFFP:		Date of CFFP:		Approval:	
Type of Grant		Revised Annual Statement (revision no: 3 2/17/2010 )			
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <b>3/31/10</b>		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost	Revised	Obligated	Total Actual Cost
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21)	0	0	0	0
3	1408 Management Improvements	0	0	0	0
4	1410 Administration (may not exceed 10% of line 21)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	7000	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	100347	219547	224712	30784.82
11	1465.1 Dwelling Equipment—Nonexpendable	177200	65000	59835	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities	0	0	0	0
18a	1501 Collateralization or Debt Service paid by PHA	0	0	0	0
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant: (sum of lines 2-19)	284547	284547	284547	30784.82
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	254737	274752	274752	30784.82
Signature of Executive Director		Signature of Public Housing Director		Date	
<i>Jarvison Cropper</i>				05/24/2010	





Part I: Summary		Grant Type and Number		FFY of Grant	
PHA Name: <b>LEBANON HOUSING AUTHORITY</b>		CFP Grant No: NH36P00950110		Replacement Housing Factor Grant No:	
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: )		Date of CFFP:		FFY of Grant Approval:	
<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	Revised	Obligated	Total Actual Cost
		Original			Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21)	0			
3	1408 Management Improvements	0			
4	1410 Administration (may not exceed 10% of line 21)	0			
5	1411 Audit	0			
6	1415 liquidated Damages	0			
7	1430 Fees and Costs	6000			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	15300			
10	1460 Dwelling Structures	98400			
11	1465.1 Dwelling Equipment—Nonexpendable	82687			
12	1470 Non-dwelling Structures	0			
13	1475 Non-dwelling Equipment	15200			
14	1485 Demolition	0			
15	1492 Moving to Work Demonstration	0			
16	1495.1 Relocation Costs	0			
17	1499 Development Activities	0			
18a	1501 Collateralization or Debt Service paid by PHA	0			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0			
19	1502 Contingency (may not exceed 8% of line 20)	0			
20	Amount of Annual Grant: (sum of lines 2-19)	217587			
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	88687			
Signature of Executive Director		Date: 06/25/2010		Signature of Public Housing Director	
				Date	

Part II: Supporting Pages		Grant Type and Number		FFY of Grant: 2010		
PHA Name: LEBANON HOUSING AUTHORITY		CFPP		Revision ,		
Development Number Name/PHA-Wide Activities		CFP Grant No: NH36P009501010		CFPP		
General Description of Major Work Categories		Replacement Housing Factor Grant No:		Total Actual Cost		
Development Account No.		Quantity		Total Estimated Cost		
				Original		
				Revised		
				Funds Obligated		
				Funds Expended		
				Status of Work		
NH9-1	Repair Retaining Walls, Crack Seal Parking Lot	1450		2800		
NH9-1	Noise Suppression Between Floors	1460		10000		
NH9-1	Add CO Detectors	1460		7000		
NH9-2	Crack Seal Parking Lot	1450		1000		
NH9-2	Repaint Common Areas	1460		4500		
NH9-2	Replace Hall Carpets	1460		8500		
NH9-2	Replace Cornice Roofing	1460		30000		
NH9-2	Paint Porch	1460		3800		
NH9-2	Fire Seal 14 Unit Ceilings	1460		9800		
NH9-3	Change Thermostats, Seal Attic Hatches	1460		8400		
NH9-4	Replace Sidewalks, Crack Seal Parking	1450		11500		
NH9-4	Add CO Detectors	1460		16400		
NH9-4	Install HVAC Heat Exchangers	1465		82687		
PHA Wide	NH9-2 Energy Improvements, NH9-4 HVAC	1430		6000		
PHA Wide	Replace Lawn Tractor	1475		13000		
PHA Wide	Equipment: Air Compressor, Carpet Shampooer, Pressure Washer, Office Phones	1475		2200		
				217587		



**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	LEBANON NH009	Locality	LEBANON, NH,GRAFTON CO.	<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011	Work Statement for Year 3 FFY 2012	Work Statement for Year 4 FFY 2013	Work Statement for Year 5 FFY 2014
B	Physical Improvements Subtotal		\$225,000	\$225,000	\$230,000	\$402,000
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment				\$30,000	\$13,000
E	ADMINISTRATION					
F.	Other Fees and costs		\$5,000	\$5,000	\$5,000	\$5,000
G.	Operations		\$20,000	\$20,000	\$20,000	\$20,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		\$250,000	\$250,000	\$285,000	\$440,000
L.	Total Non-CFP Funds					
M.	Grand Total		\$250,000	\$250,000	\$285,000	\$440,000

**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 Development Number and Name	Locality	LEBANON, NH, GRAFTON CO.					Revision No: Work Statement for Year 5 FFY 2014
		Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011	Work Statement for Year 3 FFY 2012	Work Statement for Year 4 FFY 2013	Original 5-Year Plan <input checked="" type="checkbox"/> Work Statement for Year 4 FFY 2013	
A.							
NH009-1 Maple Manor		Replace Roofs	Convert 2 units to Accessible	Replace Kitchen Cabinets	Continue Kitchen Cabinets		
NH009-1 Maple Manor		Repaint White Trim	Energy Efficiency Upgrade	Continue Energy Efficiency Upgrade			
NH009-2 Rogers House		Energy Efficiency Upgrade	Rear Entrance Lift	Convert 2 Units to Accessible	Replace Kitchen Cabinets		
NH009-2 Rogers House		Rewire Hall Lights	Replace Bath Fans		Emergency Generator		
NH009-2 Rogers House		Continue Fire Sealing Unit Ceilings					
NH009-3 Romano Circle		Replace Office Carpet	Replace Roof		Add sprinkler systems		
NH009-4 Lebanon Towers		Repaint Stairs, Halls & Community Room	Replace Bath Fans				
NH009-4 Lebanon Towers		Replace Hall Carpets					
PHA-Wide		Architect/Engineer Fees Operations	Architect/Engineer Fees Operations	Architect/Engineer Fees Operations	Architect/Engineer Fees Operations		
PHA-Wide				Replace Plow Truck	Replace Tractor		
PHA-Wide							





**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing  
Expires 4/30/20011

	Subtotal of Estimated Cost	\$230,000	Subtotal of Estimated Cost	\$402,000
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Work Statement for Year 1 FFY 2009	Part III: Supporting Pages – Management Needs Work Statement(s)		Work Statement for Year: 2014	
	Work Statement for Year 2013 FFY 2013	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
<b>SEE ANNUAL</b>	PHA-Wide Architect/Engineers fees	\$5,000	PHA-Wide Architect/Engineers fees	\$5,000
	PHA-WIDE OPERATIONS	\$20,000	PHA-WIDE OPERATIONS	\$20,000
	PHA-Wide Replace Plow Truck	\$30,000		\$13,000
		Subtotal of Estimated Cost	\$55,000	Subtotal of Estimated Cost

Lebanon Housing Authority  
Resident Advisory Board (RAB)  
Minutes of Meeting 6/22/10

Present: Daniel Griswold, Rogers House Resident Association President  
Carman Deuso, Rogers House Resident  
Leonard LaFlam, Maple Manor Resident  
Jason Corkins, Romano Circle Resident Association Vice President  
Judith Thornton, Romano Circle Resident  
Janice Stone, Lebanon Towers Resident Association President  
Juliet King, Lebanon Towers Resident  
Silvia Gilbert-Peterson, Section 8 Program Participant  
Jonathan Chaffee

The meeting began at 2:05 pm at the Rogers House Community Room.

Jon started the meeting with a moment of silence, to collect himself, and then with an icebreaker where we went around the room contributing individual words to make up a sentence: "When I get home I feel great, hooray!"

Jon reviewed the LHA mission statement. People thought it was pretty good. He then went over the needs statements, saying that because of the huge effort to construct new housing LHA would be focused this year on regrouping. The one new thing we will be doing is applying for additional Section 8 vouchers for non-elderly persons with disabilities, saying they are badly needed. Sylvia asked if landlords will accept Section 8. Jon said that landlord acceptance is not a problem. People with Section 8 vouchers have moved to newer housing and make up a chunk of Spencer Square, Quail Hollow, Mascoma Village and now Romano Place. Sylvia meant to ask about portability. She had been told that the right to take a voucher and move was going to be revoked. Jon said that on the contrary this right of portability is very important to HUD. A new plan would make all HUD programs similar to Section 8 and give portability to Public Housing residents as well as Section 8 participants. Jason could take his assistance and seek a Section 8 Homeownership program, for instance. Jon said that LHA would do better in the new funding system because its costs are low compared to big city authorities. In the projected new system (similar to project based Section 8) each unit would be guaranteed the fair market rent, which averages out to above \$700/month per apartment for LHA. The current average monthly cost per apartment is \$500. We would have enough extra money to offset the Capital Fund Program annual grant we now get of about \$110/month per apartment, which we would not get in the new system.

Jon brought up Jeffrey White's idea of a Renters Association for Lebanon. He wondered if the LHA resident associations could be a nucleus of a Lebanon-wide organization. Sylvia had been trying to start something at Quail Hollow for years, but met resistance from the management and from residents fearful of the management. She thought that residents there might be able to "piggy-back" on a larger organization. Jason thought that the idea might work, but could not be limited to housing authority tenants. It would have to open to everyone. Other residents felt that it would be a lot of work to do.

Jon went over the Capital Fund Program activities planned at each of the locations. He asked what was being left out.

Daniel Griswold asked about the emergency generator at Rogers House. Jon had moved that to 2014 because the expense of a generator big enough to start the elevator at Rogers House was so large, \$100,000, that it would take up ½ of the budget for a year. Jon was not sure of the need. Carman

brought up that the gas stove in the kitchen would still work without electricity and would heat the dining room. Of course there would be no lights.

Talking about elevators, Jan Stone mentioned that the Lebanon Towers elevator does not stop working when the fire alarm is sounding, as it should.

Leonard LaFlam mentioned that the white trim at Maple Manor needs painting. This is not currently in the budget.

Daniel Griswold gave Jon a copy of a 9/9/2008 petition signed by all 55 residents at that time stating the need for a handicapped accessible rear entrance. This is in the budget.

Other things mentioned can be done without any budget changes: Someone is propping the Rogers House front door open and leaving it open. Residents at Lebanon Towers have been trying for years to get the sign moved away from their Community Room window over in front of the blank brick wall. Also, the crabapple trees at Lebanon Towers are still hanging over the parking and the fruit will damage cars (Jon promised that they will be trimmed further). And when will the Community Room ceiling tiles around the ventilation grilles be fixed? Leonard asked residents in all buildings what bothered them in preparation for the meeting. In all four buildings he was told that people are still smoking in the buildings.

Jon asked about the Residents Associations at Romano Circle and Maple Manor. Can they be restarted? Would people respond to the music sessions they have at Rogers House? Jason asked how they are paid. Daniel said that \$25 is donated to a band, but that some play for free because they have practice sessions and enjoy the potlucks. Jason said that Romano Circle residents may be more busy than senior residents. Jason expressed interest in book exchange between location libraries. Romano Circle has lots of extra books. The senior libraries have lots of the latest books.

The meeting adjourned at 3:30 pm.

The Board of Commissioners considered these minutes at their regular meeting on June 23, 2010. They concentrated on resident suggestions. They agreed that the Lebanon Towers elevator fire recall function was an immediate concern. Jon is following up on that with the fire alarm technician, Fire Systems Services. They discussed the rear entrance lift at Rogers House, which is already in the budget. Jon will have the Lebanon Towers sign moved and the crab apple trees pruned and the Community Room tiles fixed. Jon will follow up on smoking at Maple Manor. Commissioners agreed to amend the 2011 budget of the 5-Year Plan to include Repainting White Trim at Maple Manor along with roof replacement.

**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 10/01/2010, 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:*

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.

LEBANON HOUSING AUTHORITY

NH009

PHA Name

PHA Number/HA Code

- 5-Year PHA Plan for Fiscal Years 20<sup>10</sup> - 20<sup>14</sup>
- Annual PHA Plan for Fiscal Years 20<sup>10</sup> - 20

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	Title
PAMELA B. BEAN	CHAIRMAN, BOARD OF COMMISSIONERS
Signature	Date
	July 14, 2010

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Lebanon Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing

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.)

- Maple Manor, 4 Maple St., West Lebanon, New Hampshire, Grafton Co., 03784
- Rogers House, 39 North Park St., Lebanon, New Hampshire, Grafton Co., 03766
- Romano Circle, 31 Romano Circle, West Lebanon, New Hampshire, Grafton Co., 03784
- Lebanon Towers, 97 Hanover, Street. Lebanon, New Hampshire, Grafton Co., 03766

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, 3602)

Name of Authorized Official <b>Jonathan Chaffee</b>	Title <b>Executive Director</b>
Signature <i>X Jonathan Chaffee</i>	Date <b>06/25/2010</b>

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

Lebanon Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing

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

Jonathan Chaffee

Title

Executive Director

Signature



Date (mm/dd/yyyy)

06/25/2010

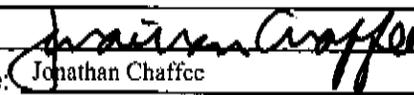
## DISCLOSURE OF LOBBYING ACTIVITIES

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.)

<b>1. Type of Federal Action:</b> <input 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	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  <b>Congressional District, if known:</b> 4c NH-002	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  <b>Congressional District, if known:</b>	
<b>6. Federal Department/Agency:</b> U.S. DEPARTMENT OF HOUSING & URBAN DEV.	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> 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></u> Print Name: <u>Jonathan Chaffec</u> Title: <u>Executive Director</u> Telephone No.: <u>603-298-5753</u> Date: <u>06/25/2010</u>	
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Lebanon Housing Authority  
Resident Advisory Board (RAB)  
Minutes of Meeting 6/22/10

Present: Daniel Griswold, Rogers House Resident Association President  
Carman Deuso, Rogers House Resident  
Leonard LaFlam, Maple Manor Resident  
Jason Corkins, Romano Circle Resident Association Vice President  
Judith Thornton, Romano Circle Resident  
Janice Stone, Lebanon Towers Resident Association President  
Juliet King, Lebanon Towers Resident  
Silvia Gilbert-Peterson, Section 8 Program Participant  
Jonathan Chaffee

The meeting began at 2:05 pm at the Rogers House Community Room.

Jon started the meeting with a moment of silence, to collect himself, and then with an icebreaker where we went around the room contributing individual words to make up a sentence: "When I get home I feel great, hooray!"

Jon reviewed the LHA mission statement. People thought it was pretty good. He then went over the needs statements, saying that because of the huge effort to construct new housing LHA would be focused this year on regrouping. The one new thing we will be doing is applying for additional Section 8 vouchers for non-elderly persons with disabilities, saying they are badly needed. Sylvia asked if landlords will accept Section 8. Jon said that landlord acceptance is not a problem. People with Section 8 vouchers have moved to newer housing and make up a chunk of Spencer Square, Quail Hollow, Mascoma Village and now Romano Place. Sylvia meant to ask about portability. She had been told that the right to take a voucher and move was going to be revoked. Jon said that on the contrary this right of portability is very important to HUD. A new plan would make all HUD programs similar to Section 8 and give portability to Public Housing residents as well as Section 8 participants. Jason could take his assistance and seek a Section 8 Homeownership program, for instance. Jon said that LHA would do better in the new funding system because its costs are low compared to big city authorities. In the projected new system (similar to project based Section 8) each unit would be guaranteed the fair market rent, which averages out to above \$700/month per apartment for LHA. The current average monthly cost per apartment is \$500. We would have enough extra money to offset the Capital Fund Program annual grant we now get of about \$110/month per apartment, which we would not get in the new system.

Jon brought up Jeffrey White's idea of a Renters Association for Lebanon. He wondered if the LHA resident associations could be a nucleus of a Lebanon-wide organization. Sylvia had been trying to start something at Quail Hollow for years, but met resistance from the management and from residents fearful of the management. She thought that residents there might be able to "piggy-back" on a larger organization. Jason thought that the idea might work, but could not be limited to housing authority tenants. It would have to open to everyone. Other residents felt that it would be a lot of work to do.

Jon went over the Capital Fund Program activities planned at each of the locations. He asked what was being left out.

Daniel Griswold asked about the emergency generator at Rogers House. Jon had moved that to 2014 because the expense of a generator big enough to start the elevator at Rogers House was so large, \$100,000, that it would take up ½ of the budget for a year. Jon was not sure of the need. Carman brought up that the gas stove in the kitchen would still work without electricity and would heat the dining room. Of course there would be no lights.

Talking about elevators, Jan Stone mentioned that the Lebanon Towers elevator does not stop working when the fire alarm is sounding, as it should.

Leonard LaFlam mentioned that the white trim at Maple Manor needs painting. This is not currently in the budget.

Daniel Griswold gave Jon a copy of a 9/9/2008 petition signed by all 55 residents at that time stating the need for a handicapped accessible rear entrance. This is in the budget.

Other things mentioned can be done without any budget changes: Someone is propping the Rogers House front door open and leaving it open. Residents at Lebanon Towers have been trying for years to get the sign moved away from their Community Room window over in front of the blank brick wall. Also, the crabapple trees at Lebanon Towers are still hanging over the parking and the fruit will damage cars (Jon promised that they will be trimmed further). And when will the Community Room ceiling tiles around the ventilation grilles be fixed? Leonard asked residents in all buildings what bothered them in preparation for the meeting. In all four buildings he was told that people are still smoking in the buildings.

Jon asked about the Residents Associations at Romano Circle and Maple Manor. Can they be restarted? Would people respond to the music sessions they have at Rogers House? Jason asked how they are paid. Daniel said that \$25 is donated to a band, but that some play for free because they have practice sessions and enjoy the potlucks. Jason said that Romano Circle residents may be more busy than senior residents. Jason expressed interest in book exchange between location libraries. Romano Circle has lots of extra books. The senior libraries have lots of the latest books.

The meeting adjourned at 3:30 pm.

The Board of Commissioners considered these minutes at their regular meeting on June 23, 2010. They concentrated on resident suggestions. They agreed that the Lebanon Towers elevator fire recall function was an immediate concern. Jon is following up on that with the fire alarm technician, Fire Systems Services. They discussed the rear entrance lift at Rogers House, which is already in the budget. Jon will have the Lebanon Towers sign moved and the crab apple trees pruned and the Community Room tiles fixed. Jon will follow up on smoking at Maple Manor. Commissioners agreed to amend the 2011 budget of the 5-Year Plan to include Repainting White Trim at Maple Manor along with roof replacement.