

## **Attachment A**

### **Public Housing Agency Plan Provision - Annual Plan Gloversville Housing Authority (GHA)**

#### **Domestic Violence, Dating Violence, Sexual Assault, Stalking**

The Gloversville Housing Authority (GHA) has adopted a policy (the "GHA VAWA Policy") to implement applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162) (VAWA). GHA's goals, objectives and policies to enable GHA to serve the needs of child and adult victims of domestic violence, dating violence, and stalking, as defined in VAWA, are stated in the GHA VAWA Policy, a copy of which is attached to this Plan.

**RESOLUTION NO. 546**

**GLOVERSVILLE HOUSING AUTHORITY  
VIOLENCE AGAINST WOMEN ACT (VAWA) POLICY**

**I. Purpose and Applicability**

The purpose of this policy (herein called “Policy”) is to implement the applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162) and more generally to set forth GHA’s policies and procedures regarding domestic violence, dating violence, and stalking, as hereinafter defined.

This Policy shall be applicable to the administration by GHA of all federally subsidized public housing and Section 8 rental assistance under the United States Housing Act of 1937 (42 U.S.C. §1437 *et seq.*). Notwithstanding its title, this policy is gender-neutral, and its protections are available to males who are victims of domestic violence, dating violence, or stalking as well as female victims of such violence.

**II. Goals and Objectives**

This Policy has the following principal goals and objectives:

- A. Maintaining compliance with all applicable legal requirements imposed by VAWA;
- B. Ensuring the physical safety of victims of actual or threatened domestic violence, dating violence, or stalking who are assisted by GHA;
- C. Providing and maintaining housing opportunities for victims of domestic violence dating violence, or stalking;
- D. Creating and maintaining collaborative arrangements between GHA, law enforcement authorities, victim service providers, and others to promote the safety and well-being of victims of actual and threatened domestic violence, dating violence and stalking, who are assisted by GHA; and
- E. Taking appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting individuals assisted by GHA.

**III. Other GHA Policies and Procedures**

This Policy shall be referenced in and attached to GHA’s Five-Year Public Housing Agency Plan and shall be incorporated in and made a part of GHA’s Admissions and Continued Occupancy Policy. GHA’s annual public housing agency plan shall also contain information concerning

GHA's activities, services or programs relating to domestic violence, dating violence, and stalking.

To the extent any provision of this policy shall vary or contradict any previously adopted policy or procedure of GHA, the provisions of this Policy shall prevail.

#### **IV. Definitions**

As used in this Policy:

A. *Domestic Violence* – The term ‘domestic violence’ includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.”

B. *Dating Violence* – means violence committed by a person—

(A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

(i) The length of the relationship.

(ii) The type of relationship.

(iii) The frequency of interaction between the persons involved in the relationship.

C. *Stalking* – means –

(A) (i) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and (ii) to place under surveillance with the intent to kill, injure, harass or intimidate another person; and

(B) in the course of, or as a result of, such following, pursuit, surveillance or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to –

(i) that person;

(ii) a member of the immediate family of that person; or

(iii) the spouse or intimate partner of that person;

D. *Immediate Family Member* - means, with respect to a person –

(A) a spouse, parent, brother, sister, or child of that person, or an individual to whom that person stands in loco parentis; or

(B) any other person living in the household of that person and related to that person by blood or marriage.

E. *Perpetrator* – means person who commits an act of domestic violence, dating violence or stalking against a victim.

## V. Admissions and Screening

A. *Non-Denial of Assistance*. GHA will not deny admission to public housing or to the Section 8 rental assistance program to any person because that person is or has been a victim of domestic violence, dating violence, or stalking, provided that such person is otherwise qualified for such admission.

B. *Mitigation of Disqualifying Information*. When so requested in writing by an applicant for assistance whose history includes incidents in which the applicant was a victim of domestic violence, GHA, may but shall not be obligated to, take such information into account in mitigation of potentially disqualifying information, such as poor credit history or previous damage to a dwelling. If requested by an applicant to take such mitigating information into account, GHA shall be entitled to conduct such inquiries as are reasonably necessary to verify the claimed history of domestic violence and its probable relevance to the potentially disqualifying information. GHA will not disregard or mitigate potentially disqualifying information if the applicant household includes a perpetrator of a previous incident or incidents of domestic violence.

## VI. Termination of Tenancy or Assistance

A. *VAWA Protections*. Under VAWA, public housing residents and persons assisted under the Section 8 rental assistance program have the following specific protections, which will be observed by GHA:

1. An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be considered to be a “serious or repeated” violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of or assistance to the victim of that violence.

2. In addition to the foregoing, tenancy or assistance will not be terminated by GHA as a result of criminal activity, if that criminal activity is directly related to domestic violence, dating violence or stalking engaged in by a member of the assisted household, a guest or another person under the tenant’s control, and the tenant or an immediate family member is the victim or threatened victim of this criminal activity. However, the protection against termination of tenancy or assistance described in this paragraph is subject to the following limitations:

- (a) Nothing contained in this paragraph shall limit any otherwise available authority of GHA’ or a Section 8 owner or manager to terminate tenancy, evict, or to terminate assistance, as the case may be, for any violation of a

lease or program requirement not premised on the act or acts of domestic violence, dating violence, or stalking in question against the tenant or a member of the tenant's household. However, in taking any such action, neither GHA nor a Section 8 manager or owner may apply a more demanding standard to the victim of domestic violence dating violence or stalking than that applied to other tenants.

- (b) Nothing contained in this paragraph shall be construed to limit the authority of GHA or a Section 8 owner or manager to evict or terminate from assistance any tenant or lawful applicant if the owner, manager or GHA, as the case may be, can demonstrate an actual and imminent threat to other tenants or to those employed at or providing service to the property, if the tenant is not evicted or terminated from assistance.

*B. Removal of Perpetrator.* Further, notwithstanding anything in paragraph VI.A.2. or Federal, State or local law to the contrary, GHA or a Section 8 owner or manager, as the case may be, may bifurcate a lease, or remove a household member from a lease, without regard to whether a household member is a signatory to a lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in acts of physical violence against family members or others. Such action against the perpetrator of such physical violence may be taken without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also the tenant or a lawful occupant. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by law applicable to terminations of tenancy and evictions by GHA. Leases used for all public housing operated by GHA and, at the option of Section 8 owners or managers, leases for dwelling units occupied by families assisted with Section 8 rental assistance administered by GHA, shall contain provisions setting forth the substance of this paragraph.

## **VII. Verification of Domestic Violence, Dating Violence or Stalking**

*A. Requirement for Verification.* The law allows, but does not require, GHA or a section 8 owner or manager to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in this policy. Subject only to waiver as provided in paragraph VII. C., GHA shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by GHA.

Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence or stalking may be accomplished in one of the following three ways:

1. *HUD-approved form* - by providing to GHA or to the requesting Section 8 owner or manager a written certification, on a form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be

described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator. (*See attached HUD-50066*)

2. *Other documentation* - by providing to GHA or to the requesting Section 8 owner or manager documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence or stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.

3. *Police or court record* – by providing to GHA or to the requesting Section 8 owner or manager a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.

B. *Time allowed to provide verification/ failure to provide.* An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence or stalking, and who is requested by GHA, or a Section 8 owner or manager to provide verification, must provide such verification within 14 business days (*i.e.*, 14 calendar days, excluding Saturdays, Sundays, and federally-recognized holidays) after receipt of the request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.

C. *Waiver of verification requirement.* The Executive Director of GHA, or a Section 8 owner or manager, may, with respect to any specific case, waive the above-stated requirements for verification and provide the benefits of this policy based on the victim's statement or other corroborating evidence. Such waiver may be granted in the sole discretion of the Executive Director, owner or manager. Any such waiver must be in writing. Waiver in a particular instance or instances shall not operate as precedent for, or create any right to, waiver in any other case or cases, regardless of similarity in circumstances.

## **VIII. Confidentiality**

A. *Right of confidentiality.* All information (including the fact that an individual is a victim of domestic violence, dating violence or stalking) provided to GHA or to a Section 8 owner or manager in connection with a verification required under section VII of this policy or provided in lieu of such verification where a waiver of verification is granted, shall be retained by the receiving party in confidence and shall neither be entered in any shared database nor provided to any related entity, except where disclosure is:

1. requested or consented to by the individual in writing, or

2. required for use in a public housing eviction proceeding or in connection with termination of Section 8 assistance, as permitted in VAWA, or
  3. otherwise required by applicable law.
- B. *Notification of rights.* All tenants of public housing and tenants participating in the Section 8 rental assistance program administered by GHA shall be notified in writing concerning their right to confidentiality and the limits on such rights to confidentiality.

## **IX. Transfer to New Residence**

- A. *Portability.* Notwithstanding the foregoing, a Section 8-assisted tenant will not be denied portability to a unit located in another jurisdiction (notwithstanding the term of the tenant's existing lease has not expired, or the family has not occupied the unit for 12 months) so long as the tenant has complied with all other requirements of the Section 8 program and has moved from the unit in order to protect a health or safety of an individual member of the household who is or has been the victim of domestic violence dating violence or stalking and who reasonably believes that the tenant or other household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit.

## **X. Court Orders/Family Break-up**

A. *Court orders.* It is GHA's policy to honor orders entered by courts of competent jurisdiction affecting individuals assisted by GHA and their property. This includes cooperating with law enforcement authorities to enforce civil protection orders issued for the protection of victims and addressing the distribution of personal property among household members in cases where a family breaks up.

B. *Family break-up.* Other GHA policies regarding family break-up are contained in GHA's Public Housing Admissions and Continuing Occupancy Plan (ACOP) and its Section 8 Administrative Plan.

## **XI. Relationships with Service Providers**

It is the policy of GHA to cooperate with organizations and entities, both private and governmental, that provide shelter and/or services to victims of domestic violence. If GHA staff become aware that an individual assisted by GHA is a victim of domestic violence, dating violence or stalking, GHA will refer the victim to such providers of shelter or services as appropriate. Notwithstanding the foregoing, this Policy does not create any legal obligation requiring GHA either to maintain a relationship with any particular provider of shelter or services to victims or domestic violence or to make a referral in any particular case. GHA's annual public housing agency plan shall describe providers of shelter or services to victims of domestic violence with which GHA has referral or other cooperative relationships.

## **XII. Notification**

GHA shall provide written notification to applicants, tenants, and Section 8 owners and managers, concerning the rights and obligations created under VAWA relating to confidentiality, denial of assistance and, termination of tenancy or assistance.

## **XIII. Relationship with Other Applicable Laws**

Neither VAWA nor this Policy implementing it shall preempt or supersede any provision of Federal, State or local law that provides greater protection than that provided under VAWA for victims of domestic violence, dating violence or stalking.

## **XIV. Amendment**

This policy may be amended from time to time by GHA as approved by the GHA Board of Commissioners.

<b>1.0</b>	<b>PHA Information</b> PHA Name: Gloversville Housing Authority _____ PHA Code: NY048 _____ PHA Type: <input 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): 10/01/2010 _____				
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 293 _____ Number of HCV units: 251 _____				
<b>3.0</b>	<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				
<b>4.0</b>	<b>PHA Consortia</b> <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
	PHA 1:				PH      HCV
	PHA 2:				
	PHA 3:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.				
<b>5.1</b>	<b>Mission.</b> The Gloversville Housing Authority shall at all times manage and operate each Asset Management Project solely for the purpose of providing decent, safe and sanitary housing for eligible families in a manner that promotes serviceability, economic efficiency, and stability for each AMP, and the economic and social well being of the residents.				
<b>5.2</b>	<b>Goals and Objectives.</b> The goals and objectives of the Gloversville Housing Authority for the Fiscal Years 2010 thru 2014 include the following: GOALS: To continue to improve the quality of our Asset Management Projects by continuing our Capital Fund Project modernization efforts. Other OBJECTIVES include: A) Maintaining our High Performer Status in both the public housing and voucher programs. B) Enhance and provide supportive services to our residents. C) Streamline management responsibilities in concert with Asset Management objectives. D) Continue our work to ensure that all applicants and residents are provided with "equal opportunity" under Fair Housing rules and regulations. E) Continue to provide Voucher mobility counseling and promote self-sufficiency and independence for the elderly and families with disabilities. F) Continue to seek Designated Housing status for our senior developments. G) In accordance with HUD Notice PIH-2009-21 the Gloversville Housing Authority will establish a non-smoking policy for all developments under management. The effective date of this non-smoking policy is September 1, 2010.				
<b>6.0</b>	<b>PHA Plan Update</b> (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.				
<b>7.0</b>	<b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i>				
<b>8.0</b>	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.				
<b>8.1</b>	<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>8.2</b>	<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>8.3</b>	<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.				
<b>9.0</b>	<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.				

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.</b>
10.0	<p><b>Additional Information.</b> 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>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p>
11.0	<p><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:</b> 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>

**G) CHALLENGED ELEMENTS: NONE**

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

## Instructions form HUD-50075

**Applicability.** This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

### 1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

### 2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

### 3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

### 4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

### 5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

**5.1 Mission.** A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

**5.2 Goals and Objectives.** Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

**6.0 PHA Plan Update.** In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

#### PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers**

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm)  
**Note:** This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

**8.0 Capital Improvements.** This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

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

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

**8.3 Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

**9.0 Housing Needs.** Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**9.1 Strategy for Addressing Housing Needs.** Provide a 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: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**10.0 Additional Information.** Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

**11.0 Required Submission for HUD Field Office Review.** In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.



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**

<b>Part I: Summary</b>					
PHA Name: Gloversville Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P048501 10 Replacement Housing Factor Grant No: Date of CFFP:	FFYofGrant:2010 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'	
		Original	Revised <sup>2</sup>	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	1 502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	435,791.00			
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	435,791.00			
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive_Director <i>Daniel R. Town</i>		Date: June 17, 2010	Signature of Public Housing Director		Date

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

<sup>5</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Part II: Supporting Pages									
PHA Name: Gloversville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NY06P048501 10 CFFP(Yes/No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2010			
Development Number Name/PHA-Wide Activities	General Description of Major Categories	Work	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
NY048000001	Vacant Unit Prep		1460	5	1,500.00				
Forest Hill Towers	Salary for Mod Coordinator		1410		15,439.00				
	A&E Services		1430		11,850.00				
	New tractor with attachments		1475	1	12,500.00				
	Update fire alarm system		1460		75,000.00				
	Energy Audit		1408		1,850.00				
	Refurbish elevator cabs/rollers		1460	2	38,000.00				
	Clean & Balance Exhaust Vents		1460		15,000.00				
	Ground Existing Disconnects		1460		2,000.00				
	NY048000002	Vacant Unit Prep		1460	19	19,000.00			
DuBois Garden Apts	Salary for Mod Coordinator		1410		17,587.00				
	Operations		1406		87,158.00				
	A&E Services		1430		3,126.00				
	Energy Audit		1408		1,450.00				
	Replace flat roof/Admin Building		1460		10,728.00				
NY048000004	Clean & Balance Exhaust Vents		1460		18,000.00				
Kingsboro Towers	Vacant Unit Prep		1460	5	1,500.00				
	Salary for Mod Coordinator		1410		10,553.00				
	A&E Services		1430		8,350.00				

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.



Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Gloversville Housing Authority					Federal FFY of Grant: 2010
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
NY048000001					
Forest Hill Towers	07/15/2010	07/14/2012			
NY048000002					
DuBois Garden Apts.	07/15/2010	07/14/2012			
NY048000004					
Kingsboro Towers	07/15/2010	07/14/2012			

<sup>1</sup> 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.

# **GLOVERSVILLE HOUSING AUTHORITY**

## **Resident Advisory Board Meeting**

The members of the Gloversville Housing Authority's Advisory Board met in a regular session at **Kingsboro Towers** on **Tuesday, March 9, 2010** at **10:30 A.M.**

**Present:**       **Pat Wetmore, Tenant Relations**  
                  **Frank DeSantis, Maintenance Supervisor**  
                  **Danny Conyne, Modernization Coordinator**  
                  **Sheri McCloskey, Secretary to the Modernization Coordinator**  
                  **Mary Agosta, Resident Commissioner**  
                  **George Streeter, Forest Hill Towers Representative**  
                  **Audrey Frohn, Kingsboro Towers Representative**  
                  **Frances Glynn, DuBois Garden Apartments Representative**

**Absent:**       **Michael Snyder, Resident Commissioner**

Mrs. Wetmore called the meeting to order at 10:30 A.M., and welcomed everyone present. She started the meeting by giving a brief background on what the Resident Advisory Board's function is. She continued with a brief discussion of the Housing Authority's Five Year Plan, which gets submitted to HUD on a yearly basis and advised the Board that they are encouraged to talk with their residents and gather suggestions from them so that the Housing Authority may include them in this report.

Mrs. Wetmore then proceeded to explain the Housing Authority's Process of Admission's. She briefly touched on the application process, the waiting list, and also the criminal background checks of applicants. Mary Agosta wondered about how some people can get approved and referred to a recent incident that happened at DuBois. Mrs. Wetmore explained that the person involved was not on the Lease and came after the unit was occupied. She explained that it is extremely hard to monitor visitors but the Housing Authority does work very close with the Gloversville Police Department to insure safety of all residents.

Mrs. Wetmore moved on to explain the Housing Authority's Rental Determination. She explained income based rent and the Housing Authority's flat rent rate. She also explained medical allowances that are given when determining rent. She talked about the EIV and The Work Number, and explained how information from these places are used when verifying income of applicants and the annual re-examinations of all residents. No one had any questions regarding rental determination.

Next, Mrs. Wetmore explained the Grievance Procedure and how it pertains to the eviction process. She explained that any resident being evicted is entitled to a Grievance which allows this person the opportunity to dispute the information that was used to

warrant the eviction. It was also explained that anyone being evicted for any crime or drug activity is not entitled to a grievance.

Mrs. Wetmore discussed the Designation of Senior Housing stating that you have to be 62 years of age or older to qualify for Senior Housing. However, the Housing Authority also has a near elderly list. This list consists of people who are between the ages of 50 and 61 with a disability.

The Housing Authority's Community Service Requirement was discussed next. It was explained that this policy is geared more towards our family development and requires anyone under the age of 62 without a disability consent form signed by a doctor and who does not work at least 40 hours per month, has to perform at least eight hours of community service per month. Anyone who does not comply with this requirement risks eviction.

The next topic discussed was the Housing Authority's Pet Policy. Pat asked if anyone had any questions and Mary asked about noisy pets. Pat explained a complaint form (blue sheet) should be submitted to the office. If a pet is barking constantly, she refers the owner to their veterinarian for a solution. Danny then asked about the messes being made by pets whose owners are not picking up after. Pat said if another resident witnesses a pet owner not picking up after their pet a complaint form should be made out and submitted and she will address it with the owner she addresses it with the owner.

Lastly, Mrs. Wetmore explained the court procedure and legal fees. She explained that anyone who does not pay their rent and has to go to court for an eviction is now also responsible to pay the Housing Authority's court and legal fees.

The next Resident Advisory Board meeting will be held on Tuesday, March 16, 2010, with Danny Conyne, Modernization Coordinator.

Mrs. Wetmore thanked everyone for coming.

The meeting **adjourned** at **11:15 A.M.**

## **GLOVERSVILLE HOUSING AUTHORITY**

### **Resident Advisory Board Meeting**

The members of the Gloversville Housing Authority's Advisory Board met in a regular session at **Forest Hill Towers** on **Tuesday, March 16, 2010** at **9:30 A.M.**

**Present:**        **Danny Conyne, Modernization Coordinator**  
                      **Sheri McCloskey, Secretary to the Modernization Coordinator**  
                      **Mary Agosta, Resident Commissioner**  
                      **Elaine Boyd, Forest Hill Towers Representative**  
                      **Calvin Boyd, Forest Hill Towers Representative**  
                      **Audrey Frohn, Kingsboro Towers Representative**  
                      **Frances Glynn, DuBois Garden Apartments Representative**

**Absent:**         **Michael Snyder, Resident Commissioner**  
                      **George Streeter, Forest Hill Towers Representative**

Mr. Conyne called the meeting to order at 9:30 A.M., and thanked everyone present for attending. He explained that this is the second of three Resident Advisory Board meetings of the year but encouraged the Board to continue to bring any Modernization issues and input that residents may have to the attention of the Modernization Office located at Forest Hill Towers.

Mr. Conyne proceeded to briefly explain the five year plan and how it pertains to the Housing Authority's Annual Plan. He then stated that although an item may be on the five year plan that does not mean that it will be completed in five years. He further explained the reason for this is because frequently issues arise that are labeled a health and safety issue that must get top priority to ensure the safety of all residents of the Housing Authority.

Mr. Conyne asked who would like to begin with their input. Mrs. Boyd, who came to represent Mike Snyder, said she would. Mrs. Boyd wanted to bring to the Housing Authority's attention some observations that she and other residents have made. The first item was with the pull cords. She asked why there are only two in each apartment, one in the bath and the other in the bedroom. She was concerned because her mother had fallen a week earlier in the living room and it took her two hours to get to the pull cord located in the bedroom to call for help. Mr. Conyne explained that the pull cards are where they are because this is where most accidents occur. He explained that this was surveyed by HUD. She also brought up the fact that in some of the apartments the pull cords in the bathrooms were on the other side of the room and not near the tub. Danny explained that this was the way it was structured way back when the building was built and nothing can be done. The second observation was that the bath tubs in the apartment are too high for the elderly to get in and out of. Mr. Conyne said that they are not going to change out all the bathtubs. The next item brought up was the kitchen countertops are cracking and

people are cutting their hands on them. Danny said that all broken countertops are going to be replaced. Mrs. Boyd asked about getting a new side by side gate for the kitchen in the community room. There is a pull down one there now. Mr. Conyne said no. He said they used to have a side by side gate and the tenants wanted a pull down. She then asked for more lighting in the parking lots. Danny said that it would be noted.

Mary Agosta then spoke about DuBois. She has concerns about suspicious activity with all the traffic coming in and out of the property and asked if cameras could be installed. Mr. Conyne said this used to be in the plan but that this is really a city issue. He explained how the City has cameras already in place in certain spots on Main Street and also on Fulton Street near Kingsboro Towers, and this should be address with them. She then asked about soundproofing the apartments. Danny explained that at one time this was in the plan. A discussion insured and the idea was noted. Ms. Glynn then asked if fire escapes could be installed. Danny explained that the buildings are only two stories high and not higher than fourteen feet to the bottom of the window for an exit and added that fire escapes encourage thieves. She then explained that her windows freeze in the winter and she can't open them. Danny asked if she has alerted maintenance to this and she said no. He wants her to call him next time her window is frozen so he can see for himself since all windows were just newly re-built less than a year ago.

Audrey Frohn then spoke on behalf of Kingsboro Towers. She asked about the closet doors in the apartments, they don't seem to be shutting properly and come off track. Danny told her that she needs to put in a work order for something like that. She then expressed how pleased everyone at the Tower is over the elevators. She says they are beautiful and everyone is very happy with them.

The next Resident Advisory Board meeting will be held on Tuesday, March 23, 2010, at DuBois Garden Apartments/Administration Building, with Frank DeSantis, Project Manager/Maintenance Supervisor and Janet Luck, Project manager.

Mr. Conyne thanked everyone for coming.

The meeting **adjourned at 10:30 A.M.**

# **GLOVERSVILLE HOUSING AUTHORITY**

## **Resident Advisory Board Meeting**

The members of the Gloversville Housing Authority's Advisory Board met in a regular session at **DuBois Garden Apartments on Tuesday, March 23, 2010 at 9:00 AM.**

**Present:**       **Frank DeSantis, Forest Hill & Kingsboro Towers Property Manager**  
**Janet M. Luck, DuBois Garden Apartments Property Manager**  
**Mary Agosta, Resident Commissioner**  
**Frances Glynn, DuBois Garden Apartments Representative**  
**Betty Tretola, Kingsboro Towers Representative**  
**George Streeter, Forest Hill Towers Representative**

**Absent:**       **Michael Snyder, Resident Commissioner**

Mr. DeSantis called the meeting to order at 9:00 AM and thanked everyone for attending. He then turned the meeting over to Ms. Luck.

Ms. Luck handed out several pieces of material to discuss. The first was a sample letter the Authority mails to residents congratulating them on their new job that they forgot to tell us about. Ms. Luck explained the next document is a report from HUD showing any new hires that have occurred during the past six (6) months. From this report it is determined if someone has neglected to tell us of a new job they may have. The next document given to the Board was debts owed to the PHA. Ms. Luck explained we currently have twenty-one (21) families who have left the Authority owing us a total of \$14,494.49. She pointed out that this information is available to other housing authorities, which could help us collect monies owed to us if they try to apply to a different housing authority. The next document she gave to the Board was a zero income worksheet that she has sent to eight (8) families at DuBois who are paying the minimum rent of \$40 per month or who have reported less than \$100 per month in total income. Four (4) families have returned this form and their rents have increased from the \$40 minimum rent. She added we will be doing this more frequently than we have in the past. The final document Ms. Luck gave to the Board was an application to receive a free cell phone with 200 free minutes monthly. She pointed out that residents may qualify for this cell phone as they all live in Public Housing. Mr. Streeter stated this was something he will talk about at the next Tenant's Association meeting at Forest Hill Towers.

Mr. DeSantis advised the Authority is going through their annual spring clean up at all developments. Maintenance has stripped and waxed all the floors at Forest Hill Towers and they are currently shampooing all the carpets at Kingsboro Towers. Maintenance has also been outside raking the lawns at all developments and cleaning around the dumpsters at DuBois. Mrs. Agosta stated the dumpster area by her building has a lot of garbage. She stated little children try to throw bags of garbage in the dumpster but often miss and leave the bags on the ground. Mr. DeSantis advised the Authority is currently re-negotiating the garbage collection with the City of Gloversville's Department of Public Works. They have stopped picking up bulk items at this time.

Mr. DeSantis advised if any picnic tables need to be repaired or painted to let the office know so maintenance can take care of them. He added we often get summer workers for the PIC Program and he has that help paint picnic tables and benches.

Mr. DeSantis advised with the nice weather residents are thinking about planting their flowers and vegetable gardens. He wants everyone to know that the Authority had a stock pile of top soil

## Minutes of the Resident Advisory Board Meeting

Page 2

March 23, 2010

and manure if it is needed at any development for their gardens. He added maintenance is considering replacing all the red chips under the bushes at Kingsboro Towers.

Mrs. Glynn asked if the parking lots were going to get repaved this year. She stated the parking lot for building #4 is very bad. Mr. DeSantis stated the Authority is aware of the condition of some of the parking lots and we are getting estimates. He added the Authority is considering extending the sidewalk by the bus stop to the fence and redoing the concrete slab the flagpole is on.

Mrs. Tretola asked if something could be done about people smoking near the entrance to Kingsboro Towers. Mr. DeSantis stated this problem could be solved when the no smoking policy goes into effect. Both Mrs. Agosta and Mrs. Glynn commented on the cigarette butts that are all over the grounds at DuBois. Ms. Luck stated we have a lot of residents who need to do community service so let her know if your area is in need of clean up, she will assign the job to someone owing community service, she has already done this with a few residents.

Mr. Streeter asked if the apartments at Forest Hill Towers will be receiving new countertops. Mr. DeSantis advised there are apartments at both senior towers that could use new countertops and the Authority is working on this project. He added this year we will be doing extensive cycle painting in at least two of our three developments.

Mr. Streeter asked if something could be done about the lack of hot water at Forest Hill Towers. Mr. DeSantis advised the Authority is looking into installing either an additional hot water tank or possibly a pre-heating tank, the tank we have at Forest has been there for about ten (10) years. He advised Mr. Streeter to tell the residents if they do not have hot water in a few minutes of turning on the water do not let the water keep running.

Mr. Streeter asked if something could be done about the rent receipts the residents are receiving. They are having a hard time reading the receipts, the ink is very light. Ms. Luck stated she will speak with the office personnel and have them change the ribbon in their receipt machine.

Mr. Streeter stated there is a problem at Forest Hill Towers with neighbors walking their dogs and not cleaning up after them. He asked if we could post some kind of signs on the property advising people to clean up after their dogs. Mr. DeSantis stated he would look into getting some kind of sign.

Mr. Streeter asked how long a resident could have a guest in their apartment. Ms. Luck stated it is written in the lease no more than thirty six (36) hours in one week, unless given permission for someone to visit longer. Mrs. Agosta asked how you can prove that someone is staying in an apartment for more than the allowed time. Mr. DeSantis and Ms. Luck both stated Mrs. Wetmore is planning to be more aggressive with this lease violation.

Mrs. Agosta asked what could be done about the graffiti on the buildings at DuBois and the children bouncing balls off the buildings. She added her and Mrs. Glynn both yell at the children when they see them doing these things, but they don't often listen. They were advised to notify the office so they could contact the parent(s) or guardian.

With no further business to discuss the meeting adjourned at **9:30 AM.**

**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

<b>Part I: Summary</b>						
PHA: Gloversville Housing Authority NY048		Gloversville, Fulton, NY			<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
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>NY048000001 Forest Hill Towers</b>					
B.	Physical Improvements Subtotal	Annual Statement	\$40,848.00	\$41,848.00	\$180,747.00	\$331,048.00
C.	Management Improvements		0	\$5,000.00	0	\$2,500.00
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		\$6,302.00	\$7,171.00	\$27,887.00	\$51,433.00
F.	Other		\$3,268.00	\$3,348.00	\$14,460.00	\$26,484
G.	Operations		\$12,605.00	\$14,342.00	\$55,773.00	\$102,866
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		\$63,023.00	\$71,708.00	\$278,867.00	\$514,331.00

**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

<b>Part I: Summary</b>						
PHA: Gloversville Housing Authority NY048		Gloversville, Fulton, NY			<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b>	<input type="checkbox"/> <b>Revision No:</b>
A.	Development Number and Name <b>NY048000002 DuBois Garden Apartments</b>	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	Annual Statement	\$166,632.00	\$87,753.00	\$173,519.00	\$85,084.00
C.	Management Improvements		\$5,000.00	0	0	\$2,500.00
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		\$26,423.00	\$13,539.00	\$26,772.00	\$13,484.00
F.	Other		\$13,331.00	\$7,020.00	\$13,882.00	\$6,807.00
G.	Operations		\$52,846.00	\$27,078.00	\$53,543.00	\$26,969.00
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		\$264,232.00	\$135,390.00	\$267,715.00	\$134,844.00

**Part I: Summary (Continuation)**

<b>Part I: Summary</b>						
PHA: Gloversville Housing Authority NY048		Gloversville, Fulton, NY			<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
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>NY048000004 Kingsboro Towers</b>					
B.	Physical Improvements Subtotal	Annual Statement	\$473,314.00	\$104,714.00	\$135,741.00	\$184,115.00
C.	Management Improvements		0	0	\$5,000.00	\$2,500.00
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		\$73,026.00	\$16,156.00	\$21,657.00	\$28,763.00
F.	Other		\$37,865.00	\$8,377.00	\$10,859.00	\$14,729.00
G.	Operations		\$146,051.00	\$32,312.00	\$43,314.00	\$57,527.00
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		\$730,256.00	\$161,559.00	\$216,572.00	\$287,635.00
PHA Name/Number		Locality (City/county & State)			<input type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
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
		Annual Statement				

**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**


<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2010	Work Statement for Year:2 FFY : 2011			Work Statement for Year: 3 FFY: 2012		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	<b>NY048000001 Forest Hill Towers</b>			<b>NY048000001 Forest Hill Towers</b>		
Annual Statement	Vacant Unit Prep		\$2,000.00	Vacant Unit Prep		\$2,000.00
	Replace Smoke/Carbon Monoxide Detectors		\$6,848.00	Replace Smoke/Carbon Monoxide Detectors		\$6,848.00
	Repair Sill plate/Recaulk		\$20,000.00	Outdoor Pole light Replacement		\$15,000.00
	Exterior Door Hardware Upgrade		\$12,000.00	Replace Maintenance & Electrical Vault Door		\$18,000.00
	<b>NY048000002 DuBois Garden Apartments</b>			<b>NY048000002 DuBois Garden Apartments</b>		
	Vacant Unit Prep		\$15,000.00	Vacant Unit Prep		\$15,000.00
	Replace smoke/carbon monoxide detectors		\$3,894.00	Replace Smoke/Carbon Monoxide Detectors		\$3,894.00
	Weatherization/Energy Improvement		\$35,000.00	Security System		\$35,559.00
	Repair/Resurface Asphalt Sidewalk		\$32,000.00	Remove Asbestos Tile		\$18,000.00
	Parking Lot Paving		\$35,000.00	Blank Range Hoods		\$15,300.00
	Replace Playground Equipment/Picnic tables		\$45,738.00			
	<b>NY048000004 Kingsboro Towers</b>			<b>NY048000004 Kingsboro Towers</b>		
	Vacant Unit Prep		\$2,000.00	Vacant Unit Prep		\$2,000.00
	Expand Hot Water Heating Plant		\$194,400.00	Replace Roof & Penthouse Roof		\$70,000.00
	Replace Smoke/Carbon Monoxide Detectors		\$17,714.00	Replace Smoke/Carbon Monoxide Detectors		\$17,714.00

**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**

	New Generator		\$259,200.00	Outdoor Pole Light Fixture Replacement		\$15,000.00
	Subtotal of Estimated Cost		<b>\$680,794.00</b>	Subtotal of Estimated Cost		<b>\$234,315.00</b>

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY _____	Work Statement for Year: 4 FFY: 2013			Work Statement for Year: 5 FFY: 2014		
	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	<b>NY04800001 Forest Hill Towers</b>			<b>NY04800001 Forest Hill Towers</b>		
Annual Statement	Vacant Unit Prep		\$2,000.00	Vacant Unit Prep		\$2,000.00
	Replace Smoke/Carbon Monoxide Detectors		\$6,848.00	Replace Smoke/Carbon Monoxide Detectors		\$6,848.00
	Replace Kitchen Countertops		\$60,844.00	Upgrade Lobby Surveillance		\$5,000.00
	Replace Draft Inducers		\$25,920.00	New Closet Doors		\$28,314.00
	Paint Electric Heater Covers		\$79,000.00	Install New Doors & Locks		\$149,868.00
	Handicap Power Assist Door		\$6,135.00	Replace Refrigerators		\$41,818.00
				Add Bedroom Lights		\$97,200.00
	<b>NY04800002 DuBois Garden Apartments</b>			<b>NY04800002 DuBois Garden Apartments</b>		
	Vacant Unit Prep		\$15,000.00	Vacant Unit Prep		\$15,000.00
	Replace Smoke/Carbon Monoxide Detectors		\$3,894.00	Replace Smoke/Carbon Monoxide Detectors		\$3,894.00
	Replace Lighting		\$5,000.00	Replace Tenant Mailboxes		\$5,000.00
	Replace Countertops/Backsplashes		\$110,111.00	Keypad Lock Laundromat		\$6,750.00
	Rewire For House Antenna		\$30,514.00	Site Landscaping		\$19,440.00
	Domestic Hot Water Heaters		\$9,000.00	Remodel Main Office		\$15,000.00
				Mold Remediation		\$20,000.00

**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**

	<b>NY04800004 Kingsboro Towers</b>			<b>NY04800004 Kingsboro Towers</b>		
	Replace Sidewalk & Curbing		\$69,120.00	Replace Closet Rods with Organizers		\$47,045.00
	Vacant Unit Prep		\$2,000.00	Vacant Unit Prep		\$2,000.00
	Replace Smoke/Carbon Monoxide Detectors		\$17,714.00	Replace Smoke/Carbon Monoxide Detectors		\$17,714.00
	Replace AC/Heater in Community Room		\$40,000.00	Provide Wall Mounted Fixtures, Switches, and wiring to bedrooms		\$76,056.00
	119 Gal. Domestic Hot Water Heater		\$6,907.00	Replace Refrigerators		\$36,300.00
				Upgrade Lobby Surveillance		\$5,000.00
	Subtotal of Estimated Cost		<b>\$490,007.00</b>	Subtotal of Estimated Cost		<b>\$600,247.00</b>





Part I: Summary						
PHA Name: Gloversville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P048501-08 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2008 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 checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2010 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$87,936.00	\$87,936.00	\$87,936.00	\$87,936.00	
3	1408 Management Improvements	0	\$10,325.00	\$10,325.00	\$10,325.00	
4	1410 Administration (may not exceed 10% of line 21)	\$43,968.00	\$43,968.00	\$43,968.00	\$43,968.00	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	\$265,778.00	\$262,685.00	\$220,791.41	\$209,992.76	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment	\$30,000.00	\$22,768.00	\$22,768.00	\$22,768.00	
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

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

<sup>4</sup> RHF funds shall be included here.

<b>Part I: Summary</b>					
<b>PHA Name:</b> Gloversville Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P048501-08 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant:2008</b> <b>FFY of Grant Approval:</b>			
<b>Type of Grant</b>					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	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)	\$439,682.00	\$439,682.00	\$397,788.41	\$386,989.76
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				
<b>Signature of Executive Director</b> <i>David A. Brown</i>		<b>Date</b> 06/17/2010		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

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

<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: Gloversville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P048501-08 CFFP (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 <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
NY048000001	Vacant Unit Prep	1460	3	\$1,500.00	\$0			
Forest Hill Towers	Re-label Fire Rated Apt. Doors	1460	108	\$4,325.00	\$5,330.00	\$5,330.00	\$5,330.00	
	Elevator Modernization	1460	1	\$100,000.00	\$54,500.00	\$53,000.00	\$51,800.00	
	Auto Glycol Fill System	1460		\$12,000.00	\$0.00			
	Upgrade Computer	1408		\$0.00	\$3,629.00	\$3,629.00	\$3,629.00	
	Repair parapet walls	1460		\$0.00	\$42,902.00	\$3,164.10	\$1,994.10	
NY048000002	Vacant Unit Prep	1460	9	\$18,000.00	\$41,143.25	\$40,487.56	\$38,536.56	
DuBois Garden Apts.	Purchase new tractor	1475	1	\$20,000.00	\$19,033.00	\$19,033.00	\$19,033.00	
	Replace Range Hoods	1460	85	\$15,300.00	\$0.00			
	Replace Apt. Entrance Locks	1460	85	\$27,800.00	\$3,780.00	\$3,780.00	\$3,780.00	
	Repalce/Refurbish Kitchens	1460	15	\$28,480.00	\$23,150.00	\$23,150.00	\$23,000.00	
	Remove Asbestos Tile	1460	5 Units	\$35,000.00	\$35,000.00	\$35,000.00	\$33,426.00	
	Install Security Cameras	1475		\$10,000.00	\$3,735.00	\$3,735.00	\$3,735.00	
	Upgrade Computer	1408		\$0.00	\$3,192.00	\$3,192.00	\$3,192.00	
NY048000004	Vacant Unit Prep	1460	3	\$1,500.00	\$3,000.00	\$3,000.00	\$2,724.25	
Kingsboro Towers	Replace Corri/Comm Room Carpet	1460		\$8,200.00	\$48,033.80	\$48,033.80	\$47,911.90	
	Upgrade Computer	1408		\$0.00	\$3,504.00	\$3,504.00	\$3,504.00	

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.



<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Gloversville Housing Authority				<b>Federal FFY of Grant: 2008</b>	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
NY048000001					
Forest Hill Towers	06/13/10		06/13/12		
NY048000002					
DuBois Garden Apts.	06/13/10		06/13/12		
NY048000004					
Kingsboro Towers	06/13/10		06/13/12		

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



Part I: Summary						
PHA Name: Gloversville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P04850109 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 type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2010 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$87,829		\$87,829	\$87,829	
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)	\$43,914		\$43,914	0	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	\$25,000		\$25,000	\$10,141.30	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	\$219,200		\$1,876.75	0	
11	1465.1 Dwelling Equipment—Nonexpendable	\$43,200		\$42,522	\$42,522	
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment	\$20,000		\$20,000	\$20,000	
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

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

<sup>4</sup> RHF funds shall be included here.

<b>Part I: Summary</b>					
<b>PHA Name:</b> Gloversville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P04850109 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2009</b> <b>FFY of Grant Approval: 2009</b>	
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2010 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	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)	\$439143		\$221,141.75	\$160,492.30
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				
<b>Signature of Executive Director</b> <i>Daniel R. Towne</i>		<b>Signature of Public Housing Director</b>			<b>Date</b>

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

<b>Part II: Supporting Pages</b>								
PHA Name: Gloversville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NY06P04850109 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 <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
NY048000001	Vacant Unit Prep	1460	5	\$2500		\$400	0	
Forest Hill Towers	Replace Roof	1460		\$128000		0	0	
	Replace Stoves	1465.1	108	\$43,200		\$42,522	\$42,522	
	Fees and Costs	1430		\$21,000		\$21,000	\$6,871.30	
	Administration	1410		\$25008		\$25,008	0	
NY048000002	Vacant Unit Prep	1460	20	\$20000		0		
DuBois Garden Apts	Replace asbestos tiles	1460	6	\$18,000		0		
	Replace roof ridge vents	1460	7	\$15120		0		
	Hard venting bathroom vents	1460	40	\$8,600		0		
	Fees and Costs	1430		\$2,000		\$2,000	\$1,270	
	Administration	1410		\$11,871		\$11,871	0	
	Operations	1406		\$87829		\$87,829	\$87,829	
NY048000004	Purchase new truck with plow	1475	1	\$20,000		\$20,000	\$20,000	
Kingsboro Towers	Vacant unit prep	1460	5	\$2500		\$1,476.75	0	
	Replace roof mounted exhaust fans	1460	17	\$24,480		0	0	
	Administration	1410		\$7,035		\$7,035		
	Fees and Costs	1430		\$2,000		\$2,000	\$2,000	

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.



<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Gloversville Housing Authority				Federal FFY of Grant: 2009	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
NY048000001 Forest Hill Towers	09/14/2011		09/14/2013		
NY048000002 DuBois Garden Apts.	09/14/2011		09/14/2013		
NY048000004 Kingsboro Towers	09/14/2011		09/14/2013		

<sup>1</sup> 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: Gloversville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P048501 10 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2010 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 <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	87,158.00			
3	1408 Management Improvements	5,000.00			
4	1410 Administration (may not exceed 10% of line 21)	43,579.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	23,326.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	264,228.00			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	12,500.00			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities "				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

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

RHF funds shall be included here.

<b>Part I: Summary</b>					
PHA Name: Gloversville Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P048501 10 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2010 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 <sup>1</sup>	
		Original	Revised <sup>2</sup>	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	1 502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	435,791.00			
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	435,791.00			
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director <i>Daniel R. Towne</i>		Date: June 17, 2010	Signature of Public Housing Director		Date

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

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

<sup>4</sup> RHF funds shall be included here.

Part II: Supporting Pages									
PHA Name: Gloversville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NY06P048501 10 CFFP(Yes/No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2010			
Development Number Name/PHA-Wide Activities	General Description of Major Categories	Work	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
NY048000001	Vacant Unit Prep		1460	5	1,500.00				
Forest Hill Towers	Salary for Mod Coordinator		1410		15,439.00				
	A&E Services		1430		11,850.00				
	New tractor with attachments		1475	1	12,500.00				
	Update fire alarm system		1460		75,000.00				
	Energy Audit		1408		1,850.00				
	Refurbish elevator cabs/rollers		1460	2	38,000.00				
	Clean & Balance Exhaust Vents		1460		15,000.00				
	Ground Existing Disconnects		1460		2,000.00				
NY048000002	Vacant Unit Prep		1460	19	19,000.00				
DuBois Garden Apts	Salary for Mod Coordinator		1410		17,587.00				
	Operations		1406		87,158.00				
	A&E Services		1430		3,126.00				
	Energy Audit		1408		1,450.00				
	Replace flat roof/Admin Building		1460		10,728.00				
NY048000004	Clean & Balance Exhaust Vents		1460		18,000.00				
Kingsboro Towers	Vacant Unit Prep		1460	5	1,500.00				
	Salary for Mod Coordinator		1410		10,553.00				
	A&E Services		1430		8,350.00				

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.



Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Gloversville Housing Authority				Federal FFY of Grant: 2010	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
NY048000001					
Forest Hill Towers	07/15/2010	07/14/2012			
NY048000002					
DuBois Garden Apts.	07/15/2010	07/14/2012			
NY048000004					
Kingsboro Towers	07/15/2010	07/14/2012			

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

Part I: Summary						
PHA Name: Gloversville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06S04850109 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 type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2010 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>					
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)	19,550	28,543.41	28,543.41	28,543.41	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	42,000	49,000.00	49,000	49,000	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	495,000	479,006.59	479,006.59	401,506.59	
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 <sup>4</sup>					

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Gloversville Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06S04850109 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant:2009</b> <b>FFY of Grant Approval: 2009</b>			
<b>Type of Grant</b>					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2010		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	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)	556,550	556,550	556,500	479,050
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				
<b>Signature of Executive Director</b> <i>David [Signature]</i>		<b>Date</b> 06/17/2010		<b>Signature of Public Housing Director</b>  <b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

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

<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: Gloversville Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06S04850109 CFPP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant:</b>		
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 <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
NY048000001	Repair Parapet Walls	1460		0	77,500	77,500	0	
Forest Hill Towers	Fees and Costs	1430		0	5,000	5,000	5,000	
	Administration	1410		0	14,624.33	14,624.33	14,624.33	
NY048000002	Addition to Maintenance Garage	1460		120,000	156,085.70	156,085.70	156,085.70	
DuBois Garden Apts	Fees and Costs	1430		14,000	11,900	11,900	11,900	
	Administration	1410		6,550	4,618.13	4,618.13	4,618.13	
NY048000004								
Kingsboro Towers	Modernize Elevators	1460		375,000	245,420.89	245,420.89	245,420.89	
	Fees and Costs	1430		28,000	32,100	32,100	32,100	
	Administration	1410		13,000	9,300.95	9,300.95	9,300.95	
	GRAND TOTAL			556,550.00	556,550.00	556,550	479,050	

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.



<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Gloversville Housing Authority				<b>Federal FFY of Grant: 2009</b>	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
NY048000002					
DuBois Garden Apts	03/18/2009	03/17/2010	03/17/2012	03/25/2010	
NY048000004					
Kingsboro Towers	03/18/2009	03/17/2010	03/17/2012	03/25/2010	
NY048000001					
Forest Hill Towers	03/18/2009	03/17/2010	03/17/2012		

<sup>1</sup> 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.

