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| PHA 5-Year and Annual Plan | U.S. Department of Housing and Urban Development Office of Public and Indian Housing | OMB No. 2577-0226 Expires 4/30/2011 |
|-----------------------------------|---|--|

1.0 PHA Information
 PHA Name: Portsmouth Housing Authority PHA Code: RI013
 PHA Type: Small High Performing Standard HCV (Section 8)
 PHA Fiscal Year Beginning: (MM/YYYY): 01/2010

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)
 Number of PH units: 40 Number of HCV units: 85

3.0 Submission Type
 5-Year and Annual Plan Annual Plan Only 5-Year Plan Only

4.0 PHA Consortia PHA Consortia: (Check box if submitting a joint Plan and complete table below.) *N/A*

| Participating PHAs | PHA Code | Program(s) Included in the Consortia | Programs Not in the Consortia | No. of Units in Each Program | |
|--------------------|----------|--------------------------------------|-------------------------------|------------------------------|-----|
| | | | | PH | HCV |
| PHA 1: | | | | | |
| PHA 2: | | | | | |
| PHA 3: | | | | | |

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 Mission. State the PHA’s Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA’s jurisdiction for the next five years:

 The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

5.2 Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING

The PHA established the following objectives to strive in meeting goal #1:

- Leverage private or other public funds to create additional housing opportunities – CDBG, HOME, RI Economic Development Fund (Renewable Energy)

Progress Statement: PHA has worked with Coastal Housing Corporation, a private non-profit development corporation, to develop 33 units of HUD 202 supportive housing for the elderly on land formerly owned by the PHA and on abutting land. Presently undertaking a renewable energy study to determine feasibility of wind turbine power generation.

5.2 PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING

The PHA established the following objectives to strive in meeting goal #2:

- Improve public housing management:
- Improve voucher management: 2008 score was 100

Progress Statement: PHAS score for 2006 was 89. PHA not graded in 2007; small agency exemption. Score for 2008 will be High Performer.

PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES

The PHA established the following objectives to strive in meeting goal #3:

- Implement Project-Based Voucher Program

PHA GOAL #4: PROVIDE AN IMPROVED LIVING ENVIRONMENT

The PHA established the following objectives to strive in meeting goal #4:

- Implement public housing security improvements
- Designate developments or buildings for particular resident groups

Progress Statement: PHA has installed security cameras and employed a security service.

PHA GOAL #5: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING

The PHA established the following objectives to strive in meeting goal #6:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability:

Progress Statement: PHA has advertised availability of housing in newspapers, on radio and TV and through flyers.

6.0 PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

The following PHA Plan elements marked 'X' have been revised since the last Annual Plan submission by the Portsmouth Housing Authority.

N/C denotes NO CHANGE and N/A denotes NOT APPLICABLE

| | |
|------------|---|
| <u>N/C</u> | 903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures |
| <u>X</u> | 903.7(2) Financial Resources |
| <u>X</u> | 903.7(3) Rent Determination |
| <u>X</u> | 903.7(4) Operation and Management |
| <u>X</u> | 903.7(5) Grievance Procedures |
| <u>X</u> | 903.7(6) Designated Housing for Elderly and Disabled Families |
| <u>X</u> | 903.7(7) Community Service and Self-Sufficiency |
| <u>X</u> | 903.7(8) Safety and Crime Prevention |
| <u>X</u> | 903.7(9) Pets |
| <u>X</u> | 903.7(10) Civil Rights Certification |
| <u>X</u> | 903.7(11) Fiscal Year Audit |
| <u>N/A</u> | 903.7(12) Asset Management |
| <u>N/C</u> | 903.7(13) Violence Against Women Act (VAWA) |

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The following are the specific locations where the public may obtain copies of the 2010 Annual Plan:

- Administrative Office – 2368 East Main Road, Portsmouth, RI 02871

6.0 PHA Plan Elements

903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures

A. Public Housing

Public Housing policies that govern resident or tenant eligibility, selection and admission (including preferences), unit assignment, procedures to maintaining waiting list for admission to public housing and site-based waiting lists (if applicable).

(1) Eligibility ***NO CHANGE***

The Portsmouth Housing Authority verifies eligibility for admission to public housing when families are within a certain time of being offered a unit: 60 days.

The PHA uses the following non-income screening factors to establish eligibility for admission to public housing:

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- The PHA will attempt to ascertain whether domestic violence was a factor in the poor rental and tenancy history and exercise discretion in determining suitability for tenancy, taking into consideration the circumstances that may have contributed to the negative reporting.

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- State law enforcement agencies

(2) Selection and Assignment ***NO CHANGE***

Selection for admission to public housing shall be made from the PHA's current waiting list in accordance with date and time of application and applicable preference(s) as follows.

(3) Preferences ***NO CHANGE***

The PHA does not plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of the median area income.

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It is the policy of the PHA that transfers will take precedence over new admissions in the following circumstances:

- Medical justification

Priority

- | | |
|----------|--|
| <u>1</u> | - Victims of domestic violence |
| <u>2</u> | - Working families and those unable to work because of age or disability |
| <u>1</u> | - Veterans and veterans' families |
| <u>1</u> | - Residents who live and/or work in the jurisdiction |

Among applicants on the waiting list with equal preference status applicants are selected by date and time of application.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(4) Unit Assignment **NO CHANGE**

Applicants are ordinarily given one (1) vacant unit choice before they fall to the bottom of, or are removed from the waiting list. This policy is consistent across all waiting list types.

(5) Maintaining Waiting List **NO CHANGE**

Portsmouth Housing Authority maintains a community-wide waiting list. Interested persons may apply for admission to public housing at the main administrative office located at 2368 East Main Road, Portsmouth, RI 02871 or applicant may also request and submit applications via mail.

Applicants and residents may use the following reference materials to obtain information about the rules of occupancy of public housing.

- The PHA-resident lease
- The PHA's Admissions and Continued Occupancy Policy
- PHA briefing seminars or written materials

Residents must notify the PHA of changes in family composition:

- At any time family composition changes

(6) Deconcentration and Income Mixing **NOT APPLICABLE** – PHA has under 100 Public Housing units.

Portsmouth Housing Authority does not plan to operate any site-based waiting lists. PHA has only one development.

B. Section 8

Section 8 HCV policies that govern participant eligibility and selection for assistance (including preferences), and procedure for maintaining waiting list.

(1) Eligibility ***NO CHANGE***

The PHA conducts screening to the extent of:

- Criminal or Drug-related activity only to the extent required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
 - Domestic Violence – Attempt to ascertain whether domestic violence was a factor in the poor rental and tenancy history or criminal activity and exercise discretion in determining suitability for tenancy about the circumstances that may have contributed to the negative reporting.

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- State law enforcement agencies

The PHA shares the following information with prospective landlords:

- The name of family participants and previous landlords

(2) Waiting List Organization ***NO CHANGE***

The Portsmouth Housing Authority's waiting list for the section 8 tenant-based assistance is not merged with any other program waiting list:

Participants may apply for admission to section 8 tenant-based assistance at:

- PHA main administrative office

(3) Search Time ***NO CHANGE***

The PHA does give extensions on standard 60-day period to search for a unit.

- Extensions are granted as a reasonable accommodation for persons with a disability; and extensions are granted when locating a particular unit is difficult due to market conditions (i.e. 4 bedroom units) and the family can demonstrate an active housing search.

(4) Preferences ***NO CHANGE***

The PHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of the median area income.

The PHA has established preferences for admission to section 8 tenant-based assistance other than date and time of application. The PHA plans to employ the following admission preferences for admission to section 8 tenant-based assistance:

Priority

- | | |
|----------|--|
| <u>1</u> | - Victims of domestic violence |
| <u>2</u> | - Working families and those unable to work because of age or disability |
| <u>1</u> | - Residents who live and/or work in the jurisdiction |

Among applicants on the waiting list with equal preference status applicants are selected by a drawing (lottery) or other random choice technique.

The preference "Resident who live and/or work in the jurisdiction" has previously been reviewed and approved by HUD.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs ***NO CHANGE***

The policies governing eligibility, selection and admissions to any special-purpose section 8 program administered by the PHA are contained in the following documents or other reference materials:

- The Section 8 Administrative Plan

The PHA announces the availability of any special-purpose section 8 program to the public through:

- Published notices

6.0 903.7(2) Financial Resources

| Financial Resources: Planned Sources and Uses | | |
|---|-----------------------|--|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2010 grants) | | |
| a) Public Housing Operating Fund | 81,900.00 | |
| b) Public Housing Capital Fund | 47,261.00 | |
| c) HOPE VI Revitalization | | |
| d) HOPE VI Demolition | | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | 606,924.00 | |
| f) Resident Opportunity and Self- Sufficiency Grants | | |
| g) Community Development Block Grant | | |
| h) HOME | | |
| Other Federal Grants (list below) | | |
| | | |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| 2009 Capital Funds | 47,261.00 | Public housing capital improvements |
| 2009 ARRA Capital Funds | 23,985.20 | Public housing capital improvements |
| 2008 Capital Funds | 37,727.00 | Public housing capital improvements |
| | | |
| 3. Public Housing Dwelling Rental Income | | |
| | 158,000.00 | Public housing operations |
| 4. Other income (list below) | | |
| | 25,170.00 | |
| Laundry income | 2,150.00 | |
| Excess utilities | 3,000.00 | |
| Vehicular access easements | 9,900.00 | |
| Office rental | 9,120.00 | |
| Interest income | 1,000.00 | |
| | | |
| 5. Non-federal sources (list below) | | |
| | | |
| | | |
| Total resources | \$1,028,228.20 | |
| | | |

6.0 903.7 (3) Rent Determination Policies

A. Public Housing

(1) Income Based Rent Policies

a. Use of discretionary policies

The PHA will employ discretionary rent-setting policies for income based rent in public housing.

b. Minimum Rent

The PHA's minimum rent is \$25.00.

The PHA has adopted the following discretionary minimum rent hardship exemption policies.

The PHA has adopted a minimum rent of \$25.00

1. The minimum rent requirement may be waived due to certain financial hardships. The request for minimum rent hardship must be made in writing to the PHA prior to the rent becoming delinquent. The PHA will verify whether the hardship claimed is temporary or long term. Payment of the minimum is suspended immediately for ninety (90) days when a hardship is requested on one of the following conditions:
 - a. The family has lost eligibility or is awaiting an eligibility determination to receive federal, state or local assistance, including a family having a non-citizen household member lawfully admitted for permanent residence and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996;
 - b. The family income has decreased due to changed circumstances such as loss of employment, separation, divorce, and abandonment;
 - c. The family would be evicted as a result of imposing the minimum rent requirement;
 - d. There has been a death in the family; or
 - e. There are other hardship situations determined by the PHA on a case-by-case basis, i.e. alimony, child support, etc.

Financial hardship exemption only applies to payment of minimum rent - not to rent based on the statutory formula for determining the Total Tenant Payment (TTP) or Flat Rent in the public housing program.

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2. If tenant initiates a request for a hardship exemption that the PHA determines is temporary in nature:
 - a. Rent may be suspended, during the ninety (90) day period beginning on the day the request is made. At the end of the ninety (90) day period, the minimum rent is reinstated retroactively to the date of suspension.
 - b. The PHA will allow the family a maximum of six (6) months to make payment of any delinquent minimum rent payments accrued during the suspension period. However, the family must execute a Repayment Agreement.
 - c. The family may not be evicted for non-payment of rent during this ninety (90)-day suspension period.
 - d. If the hardship is subsequently determined to be long-term, the PHA will retroactively exempt residents from the minimum rent requirement for the ninety (90)-day period.
3. If the circumstances supporting the request for a minimum rent hardship exemption are long term, tenant's rent will be based on the statutory income-based rent calculation formula during the minimum rent exemption period.
4. Hardship determinations are subject to the PHA's Informal Hearing Process and families are exempt from any escrow deposit that may be required under regulations governing the hearing process for other determinations.

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

The PHA does not plan to charge rents at a fixed amount or percentage less than 30% of adjusted income. (if yes, list the amounts or percentages charged and the circumstances)

d. Discretionary deductions and/or exclusion policies

The PHA does not plan to employ any discretionary (optional) deductions and/or exclusions policies.

e. Ceiling Rents

The PHA does not have ceiling rents.

f. Rent Re-determinations

Between annual income reexaminations, the tenant is required to report changes in income or family composition to the PHA such that the changes result in an adjustment to rent as follows:

- Any time the family experiences an income increase

g. Individual Savings accounts (ISAs)

The PHA does not plan to implement individual savings accounts for residents as an alternative to the required 12 month disallowance of earned income and phasing in of the rent increase in the next year.

(2) Flat Rents ***NO CHANGE***

The PHA used the following sources of information in setting the market-based flat rents to establish comparability.

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood

B. Section 8 Tenant-based Assistance(1) Payment Standards ***NO CHANGE***

The PHA's payment standard is:

- Above 100% but at or below 110% of FMR

If the payment standard is higher than FMR, why has the PHA chosen this level?

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

The PHA reevaluates the payment standards for adequacy as often as the market requires and in compliance with HUD regulations and considers the following factors in its assessment of the adequacy:

- Success rates of assisted families
- Rent burdens of assisted families
- Availability of funding

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(2) Minimum Rent

The PHA's minimum rent is \$25.00.

The PHA has adopted discretionary minimum rent hardship exemption policies.

1. The minimum rent for Section 8 participants is \$25.00. All Voucher families will contribute the highest of thirty percent (30%) of monthly-adjusted income, ten percent (10%) of monthly gross income, or the minimum rent toward the rent plus any rent above the applicable Payment Standard.
 - a. The family has lost eligibility or is awaiting an eligibility determination to receive federal, state or local assistance, including a family having a non-citizen household member lawfully admitted for permanent residence and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996;
 - b. The family income has decreased due to changed circumstances such as separation, divorce, and abandonment;
 - c. One or more family members have lost employment;
 - d. The family would be evicted as a result of imposing the minimum rent requirement;
 - e. There has been a death in the family; or
 - f. There are other hardship situations determined by the PHA on a case-by-case basis, i.e. alimony, child support, etc.

Financial hardship exemption only applies to payment of minimum rent - not to rent based on the formula for determining the Total Tenant Payment (TTP).

2. If tenant initiates a request for a hardship exemption that the PHA determines is temporary in nature:
 - a. If the hardship is determined to be temporary, minimum rent may be suspended; during the ninety (90) day period beginning on the day the request is made. At the end of the ninety (90) day period, the minimum rent is reinstated retroactively to the date of suspension and the HAP is again adjusted.
 - b. In the case of a temporary hardship, the PHA will allow the family a maximum of six (6) months to make payment of any delinquent minimum rent payments accrued during the suspension period. However, the family must execute a Repayment Agreement.
 - c. If the hardship is subsequently determined to be long-term, the PHA will retroactively exempt residents from the minimum rent requirement for the ninety (90)-day period.

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d. Note that the PHA can only suspend the minimum rent contribution. If the family is residing in a unit whose Gross Rent exceeds the Payment Standard, the family will be responsible for the excess rent.

3. Hardship determinations are subject to the PHA’s Informal Hearing Process and families are exempt from any escrow deposit that may be required under regulations governing the hearing process for other determinations.

903.7(4) Operation and Management

(1) PHA Management Structure

a. A brief description of the management structure and organization of the PHA

The Executive Director directs the day-to day management and operation of the Housing Authority with the assistance of the following lead staff and their line staff.

Deputy Director – oversees all of the elderly housing matters and the staff in the Executive Director’s absence.

- HCV Program Manager
- Administrative Assistant/Receptionist
- Maintenance Supervisor
 - Maintenance Assistant

b. HUD Programs Under PHA Management

| Program Name | Units or Families Served at Year Beginning | Expected Turnover |
|---|---|--------------------------|
| Public Housing | 40 | 5 |
| Section 8 Vouchers | 64 | 3 |
| Section 8 Certificates | N/A | N/A |
| Section 8 Mod Rehab | N/A | N/A |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | | |
| | | |
| Public Housing Drug Elimination Program (PHDEP) | N/A | N/A |
| Other Federal Programs(list individually) | N/A | N/A |

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c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency's rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

Public Housing Management:

- Admissions and Continued Occupancy Policy
- Grievance Procedures
- Termination and Eviction Policy
- Transfer and Transfer Waiting List Policy
- Housekeeping Policy
- Financial Policy Package (12 Policies)
- Code of Ethics Policy
- Conduct Standards Policy
- Disabled/Handicapped Policy
- Drug Free Workplace Policy
- Fair Housing Policy
- Minority Business Policy
- Safety Policy
- Pet Ownership Policy (Elderly/Disabled)
- File Access Policy
- Records Retention Policy
- Community Service Policy
- Security Policy
- Enterprise Income Verification (EIV) Security Policy
- Fraud Policy

Section 8 Management:

- Administrative Plan

6.0 903.7(5) Grievance Procedures

A. Public Housing

The PHA has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

Residents or applicants who desire to initiate the PHA grievance Process should contact the following:

- PHA main administrative office

B. Section 8 Tenant-Based Assistance

The PHA has not established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- PHA main administrative office

6.0 903.7(6) Designated Housing for Elderly and Disabled Families

The PHA has designated or applied for approval to designate or plans to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year.

Activity Description:

| Designation of Public Housing Activity Description | |
|---|--|
| 1a. Development name: Quaker Manor | |
| 1b. Development (project) number: RI013-001 | |
| 2. Designation type: | |
| Occupancy by only the elderly <input checked="" type="checkbox"/> | |
| Occupancy by families with disabilities <input type="checkbox"/> | |
| Occupancy by only elderly families and families with disabilities <input type="checkbox"/> | |
| 3. Application status (select one) | |
| Approved; included in the PHA's Designation Plan <input type="checkbox"/> | |
| Submitted, pending approval <input type="checkbox"/> | |
| Planned application <input checked="" type="checkbox"/> | |
| 4. Date this designation approved, submitted, or planned for submission: <u>12/01/09</u> | |
| 5. If approved, will this designation constitute a (select one) | |
| <input checked="" type="checkbox"/> New Designation Plan – Previous plan expired and was not renewed by HUD | |
| <input type="checkbox"/> Revision of a previously-approved Designation Plan? | |
| 6. Number of units affected: 40 | |
| 7. Coverage of action (select one) | |
| <input type="checkbox"/> Part of the development | |
| <input checked="" type="checkbox"/> Total development | |

6.0 903.7(7) Community Service and Self-Sufficiency

(1) Services and programs offered to residents and participants by the Portsmouth Housing Authority are as follows: *N/A*

| Services and Programs | | | | |
|--|----------------|--|---|---|
| Program Name & Description (including location, if appropriate) | Estimated Size | Allocation Method (waiting list/random selection/ specific criteria/other) | Access (development office/PHA main office/ other provider name) | Eligibility (public housing or section 8 participants or both) |
| | | | | |
| | | | | |

(2) Policies or programs for the enhancement of the economic and social self-sufficiency of assisted families.

| Family Self Sufficiency (FSS) Participation | | |
|---|--|--|
| Program | Required Number of Participants (start of FY 2005 Estimate) | Actual Number of Participants (As of: 08/07/09) |
| Public Housing | 0 | 0 |
| Section 8 | 0 | 0 |

Welfare Benefit Reduction:

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

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

(3) PHA will comply with requirements of community service by identifying the number of tenants required to perform community service, the number of tenants granted exemptions, the number of tenants in non-compliance, and the number of tenants terminated/evicted due to non-compliance.

Description of the Community Service Policy

The Portsmouth Housing Authority Community Service Policy is simple and definitive of Section 512 of the Quality and Work Responsibility Act of 1998. The Portsmouth Housing Authority believes that the community service requirement should not be perceived by the resident to be a punitive or demeaning activity, but rather to be a rewarding activity that will benefit both the resident and the community. Community service offers public housing residents and opportunity to contribute to the communities that support them while gaining work experience. The requirement is easy and rewarding and the Housing Authority provides the residents with the name of agencies, the agencies point of contact and all required paper work necessary to accomplish the monthly service.

The Community Service Policy allows the PHA to identify those residents required to participate in the community service requirement. Participants will be required to contribute 8 hours of community service each month or to participate in a self-sufficiency program for 8 hours each month. Identified residents are responsible to determine the appropriateness of the voluntary service within guidelines provided in the policy. Allowed activities that may be included are listed in the policy. Voluntary political activities are prohibited from being considered to meet the Community Service requirement. Participation in self-sufficiency activities that may be included are listed in the policy. A list of exemptions that may be claimed from the requirement is provided in the policy. Family obligations and PHA obligations are addressed in detail. Lease requirements and documentation and non-compliance are all clearly addressed.

Community Service Implementation Report:

- Number of tenants performing community service: 0
- Number of tenants granted exemptions: 40
- Number of tenants in non-compliance: 0
- Number of tenants terminated/evicted due to non-compliance: 0

6.0 903.7(8) Safety and Crime Prevention

The PHA's plan for safety and crime preventions to ensure the safety of the public housing residents is addressed below.

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

1. Description of the need for measures to ensure the safety of public housing residents. *N/A*
2. Information or data used by the PHA to determine the need for PHA actions to improve safety of residents:
 - Resident reports
 - PHA employee reports
 - Police reports

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

1. List of crime prevention activities:
 - Contracting with outside and/or resident organizations for the provision of crime and/or drug-prevention activities
 - Installed security cameras as required by RI Department of Elderly Affairs.

C. Coordination between PHA and the police.

1. Description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities:
 - Police provide crime data to housing authority staff for analysis and action
 - Police regularly meet with the PHA management and residents

6.0 903.7(9) Pets

All residents are permitted to own and keep common domesticated household pets. Common household pet means a domesticated cat, dog, bird, gerbil, hamster, Guinea pig, and fish in aquariums.

Pet owners must agree to abide by the PHA's Pet Ownership Rules.

The PHA does not charge an additional Pet Deposit. The resident's Security Deposit for their unit is used for reasonable expenses directly attributable to the presence of the pet in the development, including but not limited to: the cost of repairs and replacements to from damages, and the fumigation of the pet owner's dwelling unit

Limit of one pet per household.

Limit for birds is two (2).

Pet owner may have only a small cat or a small dog. Limitations: weight not to exceed twenty (20) pounds; height shall not exceed fifteen (15) inches. This does not apply to service animals that assist persons with disabilities.

Pet owner shall license their pet as required by law.

Pet owner must not violate any state or local health or humane laws.

Pet must be spayed or neutered.

Pet must be maintained on leash and kept under control when taken outside the unit.

6.0 903.7(10) Civil Rights Certification

The PHA has examined its programs and proposed programs to identify any impediments to fair housing choices, has addressed those impediments in a reasonable fashion, and is working with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing. The PHA assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

The PHA has taken the following specific actions to Affirmative Further Fair Housing in its public housing and Section 8 assistance programs:

The PHA will not, on the grounds of race, color, creed, sex, religion, age, disability, national origin or familial status:

- Deny a person or family admission to housing or assistance;
- Provide housing which is different than that provided others, except for elderly and/or disabled where accessibility features may be required;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with housing programs;
- Treat a person differently in determining eligibility or other requirements for admission or assistance;
- Deny any person access to the same level of services provided to others;
- Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

The PHA will not intimidate, threaten or take any retaliatory action against any applicant, resident, or participant because of a person's participation in civil rights activities or assertions of civil rights.

HUD Fair Housing Posters are posted at the PHA main administrative office and at each development office.

The PHA will ensure accessibility to offices to afford persons with disabilities the opportunity to apply for admission or assistance to the public housing programs.

The PHA will make sure that all employees of the PHA are familiar with non-discrimination requirements, especially those employees who are involved in the admissions process.

The PHA prominently displays a fair housing poster at each office where applications are taken and at each management office.

The PHA's policies and practices are designed to provide assurance that all persons with disabilities will be provided reasonable accommodations so that they can fully access and utilize the housing programs and related services.

6.0

The PHA will identify and eliminate situations and /or practices that create barriers to equal housing opportunity for all.

The PHA reviews its policies and procedures, at least annually, to assure compliance with all civil rights requirements.

903.7(11) Fiscal Year Audit

The PHA is required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U S.C. 1437c(h)).

The most recent fiscal audit was submitted to HUD.

There were no findings as the result of that audit.

903.7(12) Asset Management ***NOT APPLICABLE***

903.7(13) Violence Against Women Act (VAWA) ***NO CHANGE***

Portsmouth Housing Authority has incorporated in its PHA Plan goals, objectives and procedures applicable provisions of the Violence Against Women and Reauthorization Act of 2005 (VAWA) to support or assist victims of domestic violence, dating violence or stalking.

The PHA goal of providing an improved living environment is being met by the PHA by its effort to implement measures to assist victims of domestic violence in avoiding their abusers and continuing occupancy in public housing. The PHA has added a preference for admission for victims of domestic violence to both the Public Housing and Section 8 programs.

Towards its effort to meet the PHA goal to promote self-sufficiency and asset development of assisted households, the PHA interviews and assesses clients and makes referrals as appropriate to local social service providers who can provide supportive services to assist victims of domestic violence.

In addition, the PHA is amending its policies and procedures to include language and applicable provisions of the VAWA. It is the PHA's intent to maintain compliance with all applicable requirements imposed by VAWA. All public housing residents and Section 8 participants have been notified of the VAWA provisions as required.

The PHA efforts may include:

- Provide and maintain housing opportunities for victims of domestic violence, dating violence or stalking;

6.0

- Create and maintain collaborative partnerships between PHA, victim service providers, law enforcement authorities and other supportive groups to promote the safety and well-being of victims of domestic violence, dating violence or stalking (whether actual or imminent threat) who are assisted by PHA;
- Ensure the physical safety of victims of domestic violence, dating violence or stalking (whether actual or imminent threat) who are assisted by PHA; maintain compliance with all applicable requirements imposed by VAWA.
- Take appropriate action in response to an incident or incidents of domestic violence, dating violence or stalking affecting families or individuals assisted by PHA.
- Train staff on confidentiality issues as required by VAWA.

Section 6.0 b

Identify where the Annual PHA 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.

- Main Administrative Office – 2368 Eat Main Road, Portsmouth, RI 02871

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

a. HOPE VI or Mixed Finance Modernization or Development

The PHA has not received a HOPE VI revitalization grant.

Status of HOPE VI revitalization grant(s). *N/A*

The PHA does not plan to apply for a HOPE VI Revitalization grant in the Plan year.

The PHA will not be engaging in any mixed-finance development activities for public housing in the Plan year.

The PHA will not be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement.

7.0 b. Demolition and/or Disposition

The PHA does not plan to conduct any demolition or disposition activities in the plan Fiscal Year.

Activity Description: *N/A*

c. Conversion of Public Housing

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

The PHA does not have any developments or portions of developments identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act.

Activity Description: *N/A*

d. Homeownership

A. Public Housing

The PHA does not administer any homeownership programs for public housing.

Activity Description: *N/A*

B. Section 8 Tenant Based Assistance ***NO CHANGE***

The PHA does not plan to administer any homeownership programs for section 8.

Program Description: *N/A*

e. Project-based Vouchers

Our agency is currently operating or intends to operate a Section 8 Project Based Voucher Program.

Projected number of unit is five (5).

General location(s) (eligible census tracts or areas within eligible census tracts) is the Town of Portsmouth.

The PHA will partner with local Social Service Agencies providing supportive services to prevent homelessness.

8.0 Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report*, form HUD-50075.1, for each current and open CFP grant and CFFP financing.

Required reports are included as following attachments:

- 2010 Capital Fund Program Annual Statement - attachment ri013a01
- 2009 Performance and Evaluation Report – attachment ri013c01
- 2009 ARRA Performance and Evaluation Report – attachment ri013d01
- 2008 Performance and Evaluation Report - attachment ri013e01

8.2 Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan*, 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.

Required report is included as following attachment:

- FY 2010 Capital Fund Program 5 Year Action Plan - attachment ri013b01

8.3 Capital Fund Financing Program (CFFP). *N/A*

Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

9.0

Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact”.

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|----------------|---------------------------|----------------|-------------------|--------------------|----------|---------------|
| Family Type | Overall (1) | Afford- ability (1) | Supply (2) | Quality | Access- ibility | Size | Loca- tion |
| Income <= 30% of AMI | 247 | 57.5% | Town has | 2.5% of Town's | Housing | data not | available |
| Income >30% but <=50% of AMI | 223 | 68.6% | short fall | housing units are | Housing | data not | available |
| Income >50% but <80% of AMI | 444 | 27.9% | of 532 low & | considered sub- | Housing | data not | available |
| Elderly | 255 | 39.2% | moderate | standard | Housing | data not | available |
| Families with Disabilities | | | income housing | | Housing | data not | available |
| White | 95.82% | | units | | Housing | data not | available |
| Black/African American | 1.17% | | | | Housing | data not | available |
| Native Indian/Alaskan Native | 0.19% | | | | Housing | data not | available |
| Asian | 1.36% | | | | Housing | data not | available |
| Hispanic | 1.45% | | | | Housing | data not | available |

- (1) Above data is drawn from Wikipedia and from HUD’s CHAS data report.
- (2) Data drawn from Town of Portsmouth Consolidated Plan.
- (3) State of Rhode Island Consolidated Plan covers Town of Portsmouth but lacks specificity required to complete the above chart.
- (4) Above data does not contain information from the Public Housing and Section 8 wait lists because such data would be considered duplicate and/or not representative of Portsmouth.

9.0

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

| | # of families | % of total families | Annual Turnover |
|---|---------------|---------------------|-----------------|
| Waiting list total | 36 | | 5 |
| Extremely low income <=30% AMI | 25 | 69% | |
| Very low income (>30% but <=50% AMI) | 11 | 31% | |
| Low income (>50% but <80% AMI) | 0 | 0% | |
| Families with children | 0 | 0% | |
| Elderly families | 23 | 64% | |
| Families with Disabilities | 13 | 36% | |
| White | 33 | 92% | |
| Black/African American | 3 | 8% | |
| American Indian/Alaska Native | 0 | 0% | |
| Asian | 0 | 0% | |
| Native Hawaiian/Other Pacific Islander | 0 | 0% | |

Characteristics by Bedroom Size (Public Housing Only)

| | | | |
|-------|-----|------|--|
| 1BR | 36 | 100% | |
| 2 BR | N/A | N/A | |
| 3 BR | N/A | N/A | |
| 4 BR | N/A | N/A | |
| 5 BR | N/A | N/A | |
| 5+ BR | N/A | N/A | |

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? *N/A*

Does the PHA expect to reopen the list in the PHA Plan year? No Yes *N/A*

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes *N/A*

9.0

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

| | # of families | % of total families | Annual Turnover |
|---|---------------|---------------------|-----------------|
| Waiting list total | 14 | | 3 |
| Extremely low income <=30% AMI | 12 | 86% | |
| Very low income (>30% but <=50% AMI) | 2 | 14% | |
| Low income (>50% but <80% AMI) | 0 | 0% | |
| Families with children | 8 | 57% | |
| Elderly families | 1 | 7% | |
| Families with Disabilities | 3 | 21% | |
| White | 12 | 86% | |
| Black/African American | 2 | 14% | |
| American Indian/Alaska Native | 0 | 0% | |
| Asian | 0 | 0% | |
| Native Hawaiian/Other Pacific Islander | 0 | 0% | |

Characteristics by Bedroom Size (Public Housing Only)

| | | | |
|-------|-----|-----|--|
| 1BR | N/A | N/A | |
| 2 BR | N/A | N/A | |
| 3 BR | N/A | N/A | |
| 4 BR | N/A | N/A | |
| 5 BR | N/A | N/A | |
| 5+ BR | N/A | N/A | |

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? 65

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

9.1

Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

Strategies

Need: Shortage of affordable housing for all eligible populations

PHA shall maximize the number of affordable units available to the PHA within its current resources by:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Implement Project-based Section 8 Program

PHA shall increase the number of affordable housing units by:

- Pursue housing resources other than public housing or Section 8 tenant-based assistance

Need: Specific Family Types: Families at or below 30% of median

PHA shall target available assistance to families at or below 30 % of AMI

- Adopt rent policies to support and encourage work

Need: Specific Family Types: Families at or below 50% of median

PHA shall target available assistance to families at or below 50% of AMI

- Employ admissions preferences aimed at families who are working

Need: Specific Family Types: The Elderly

PHA shall target available assistance to the elderly:

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available

9.1

Need: Specific Family Types: Families with Disabilities

PHA shall target available assistance to Families with Disabilities:

- Apply for special-purpose vouchers targeted to families with disabilities, should they become available

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

PHA shall increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

PHA shall conduct activities to affirmatively further fair housing

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

Reason for Selecting Strategies

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community

10.0

Additional Information. Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals

Goals and Objectives established for 2005 Five Year and Annual Plan and PHA's progress made during 2005-2009.

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

PHA Goal: Expand the supply of assisted housing

Objectives:

Leverage private or other public funds to create additional housing opportunities:

Acquire or build units or developments

Progress Statement: Portsmouth Housing Authority worked with Coastal Housing Corporation, a private nonprofit corporation, to develop additional affordable housing in the community. Coastal Housing obtained a HUD 202 PRAC grant to develop elderly housing on land owned by PHA. That land was sold to Coastal Housing and 18 units of elderly housing were completed with initial occupancy in November 2009.

PHA Goal: Improve the quality of assisted housing

Objectives:

Renovate or modernize public housing units:

Progress Statement: The septic field has been replaced, new roofing on residential buildings, windows were replaced in residential buildings and sidewalks were replaced.

PHA Goal: Increase assisted housing choices

Objectives:

Conduct outreach efforts to potential voucher landlords

Progress Statement: Portsmouth Housing Authority has expanded its pool of landlords accepting Section 8 housing assistance by maintaining good relations with existing landlords and cultivating new landlords willing to accept the program.

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

PHA Goal: Provide an improved living environment

Objectives:

Implement public housing security improvements:

Progress Statement: Security cameras were installed and we are contracting security service.

10.0

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.

Progress Statement: The PHA partnered with Social Service Agencies to provide on-site services.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Progress Statement: Portsmouth Housing Authority employed three retired Rhode Island state social workers with broad experience in policy development and all facets of service – family, children, elderly and disabled. One is Deputy Director, one is the Section 8 HCV Administrator and the third served as Financial Coordinator. While not funded as social workers, they have proven invaluable in assisting clients, particularly in this time of diminishing social service funding and resources. They are able to connect clients with the limited remaining social work resources to ensure service delivery to the PHA community.

10.0

(b) Significant Amendment and Substantial Deviation/Modification

Substantial Deviations from the 5-Year Plan

- Additions or deletions of Strategic Goals
- Any deviation that requires reviews and input by the Resident Advisory Board as well as approval by the Board of Commissioners.

Significant Amendments or Modification to the Annual Plan

- Any change to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency* work items over \$5,000 (items not included in the latest approved PHA Plan Capital Fund Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds (if applicable) under the Capital Fund Program; and
- Any change with regard to demolition or disposition, designation of housing, homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant.

This criterion does not supersede the requirements of OMB Circular No. A-87 (Cost Principal for State, Local, and Indian Tribal Governments) and 25 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements), as well as federal, state, or local regulations or statutes.

Any future issuance of HUD guidelines or additional regulations shall take precedence over the above criterion.

* Emergency – means physical work items of an emergency nature, posing an immediate threat to the health and safety of residents or staff, which must be completed within one year of capital grant funding. Management improvements are not eligible as emergency work.

- (c) PHA’s must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. *N/A*

11.0

Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (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. 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. Provided as attachment ri013f01
- (g) Challenged Elements – No Challenged Elements
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) Provided as attachments ri013a01, ri013c01, ri013d01 and ri013e01.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only) Provided as attachment ri013b01

Attachment: ri013a01

Expires 4/30/2011

| Part I: Summary | | | | | |
|--|--|---|-----------|---|----------|
| PHA Name: Portsmouth Housing Authority | | Grant Type and Number: Capital Fund Program Grant N: RI43P01350110 Replacement Housing Factor Grant No: Date of CFFP: | | FFY of Grant: 2010 FFY of Grant Approval: 2010 | |
| Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: _____) <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____ <input type="checkbox"/> Final Performance and Evaluation Report (for Program Year Ending _____) | | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost ¹ | |
| | | Original | Revised 2 | Obligated | Expended |
| 1 | Total non-Capital Funds | | | | |
| 2 | 1406 Operating Expenses (may not exceed 20% of line 20) 3 | 0.00 | | | |
| 3 | 1408 Management Improvements | 6,500.00 | | | |
| 4 | 1410 Administration (may not exceed 10% of line 20) | 0.00 | | | |
| 5 | 1411 Audit | 0.00 | | | |
| 6 | 1415 Liquidated Damages | 0.00 | | | |
| 7 | 1430 Fees and Costs | 0.00 | | | |
| 8 | 1440 Site Acquisition | 0.00 | | | |
| 9 | 1450 Site Improvement | 5,000.00 | | | |
| 10 | 1460 Dwelling Structures | 35,000.00 | | | |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | 761.00 | | | |
| 12 | 1470 Non-dwelling Structures | 0.00 | | | |
| 13 | 1475 Non-dwelling Equipment | 0.00 | | | |
| 14 | 1485 Demolition | 0.00 | | | |
| 15 | 1492 Moving to Work Demonstration | 0.00 | | | |
| 16 | 1495.1 Relocation Costs | 0.00 | | | |
| 17 | 1499 Development Activities 4 | 0.00 | | | |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | 0.00 | | | |
| 18b | 9000 Collateralization or Debt Service paid Via System of Direct Payment | 0.00 | | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | 0.00 | | | |
| 20 | Amount of Annual Grant (sums of lines 2-19) | 47,261.00 | | | |
| 21 | Amount of line 20 Related to LBP Activities | | | | |
| 22 | Amount of Line 20 Related to Section 504 Compliance | | | | |
| 23 | Amount of Line 20 Related to Security - Soft Costs | | | | |
| 24 | Amount of Line 20 Related to Security - Hard Costs | | | | |
| 25 | Amount of Line 20 Related to Energy Conservation Measures | | | | |
| Signature of Executive Director <i>James E. Willey</i> | | Date <i>10/15/09</i> | | Signature of Public Housing Director | |
| | | | | Date | |

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

Capital Fund Program Five-Year Action Plan

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

Attachment: ri013b01

Expires: 4/30/2011

| Part I: Summary | | | | | | |
|---|--|---|---------------------------------------|---------------------------------------|--|---|
| PHA Name/Number | | Locality (City/County& State) | | | <input checked="" type="checkbox"/> Original | <input type="checkbox"/> Revision No. _____ |
| Portsmouth Housing Authority/RI013 | | Portsmouth/Newport County/Rhode Island | | | | |
| A. | Development Number and Name | Work Statement for Year 1 FFY 2010 | Work Statement for Year 2 FFY 2011 | Work Statement for Year 3 FFY 2012 | Work Statement for Year 4 FFY 2013 | Work Statement for Year 5 FFY 2014 |
| B. | Physical Improvements Subtotal | Annual Statement | 35,000.00 | 19,500.00 | 27,511.00 | 40,761.00 |
| C. | Management Improvements | | 6,500.00 | 6,500.00 | 6,500.00 | 6,500.00 |
| D. | PHA-Wide Non-dwelling Structures and Equipment | | 5,761.00 | 21,261.00 | 13,250.00 | 0.00 |
| E. | Administration | | 0.00 | 0.00 | 0.00 | 0.00 |
| F. | Other | | 0.00 | 0.00 | 0.00 | 0.00 |
| G. | Operations | | 0.00 | 0.00 | 0.00 | 0.00 |
| H. | Demolition | | 0.00 | 0.00 | 0.00 | 0.00 |
| I. | Development | | 0.00 | 0.00 | 0.00 | 0.00 |
| J. | Capital Fund Financing - Debt Service | | 0.00 | 0.00 | 0.00 | 0.00 |
| K. | Total CFP Funds | | 47,261.00 | 47,261.00 | 47,261.00 | 47,261.00 |
| L. | Total Non-CFP Funds | | | | | |
| M. | Grand Total | | | | | |

Capital Fund Program Five-Year Action Plan

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

| Part I: Summary (Continuation) | | | | | | |
|---------------------------------------|-----------------------------|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|---|
| PHA Name/Number | | Locality (City/County& State) | | | <input type="checkbox"/> Original | <input type="checkbox"/> Revision No. _____ |
| A. | Development Number and Name | Work Statement for Year 1 FFY_____ | Work Statement for Year 2 FFY_____ | Work Statement for Year 3 FFY_____ | Work Statement for Year 4 FFY_____ | Work Statement for Year 5 FFY_____ |
| | | Annual Statement | | | | |
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Capital Fund Program Five-Year Action Plan

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

| Part III: Supporting Pages - Management Needs Work Statement(s) | | | | |
|--|---|-----------------|---|-----------------|
| Work Statement for Year 1 FFY <u>2010</u> | Work Statement for Year <u>2</u> FFY <u>2011</u> | | Work Statement for Year <u>3</u> FFY <u>2012</u> | |
| | Development Number/Name General Description of Major Work Items | Estimated Cost | Development Number/Name General Description of Major Work Items | Estimated Cost |
| See | RI013-001 | | RI013-001 | |
| Annual Statement | Quaker Manor | | Quaker Manor | |
| | MANAGEMENT IMPROVEMENTS - 1408 | | MANAGEMENT IMPROVEMENTS - 1408 | |
| | Update policies, update computer systems, provide staff and commissioner training | 6,500.00 | Update policies, update computer systems, provide staff and commissioner training | 6,500.00 |
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| | 2011 Management Needs Estimate | 6,500.00 | 2012 Management Needs Estimate | 6,500.00 |

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

| Part III: Supporting Pages - Management Needs Work Statement(s) | | | | |
|--|---|-----------------|---|-----------------|
| Work Statement for Year 1 FFY <u>2009</u> | Work Statement for Year <u>4</u> FFY <u>2013</u> | | Work Statement for Year <u>5</u> FFY <u>2014</u> | |
| | Development Number/Name General Description of Major Work Items | Estimated Cost | Development Number/Name General Description of Major Work Items | Estimated Cost |
| See | RI013-001 | | RI013-001 | |
| Annual Statement | Quaker Manor | | Quaker Manor | |
| | MANAGEMENT IMPROVEMENTS - 1408 | | MANAGEMENT IMPROVEMENTS - 1408 | |
| | Update policies, update computer systems, provide staff and commissioner training | 6,500.00 | Update policies, update computer systems, provide staff and commissioner training | 6,500.00 |
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| | 2013 Management Needs Estimate | 6,500.00 | 2014 Management Needs Estimate | 6,500.00 |

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: Portsmouth Housing Authority | Grant Type and Number Capital Fund Program Grant No: RI43-P013-50109 Replacement Housing Factor Grant No: Date of CFFP: | FFY of Grant: 2009 FFY of Grant Approval: 2009 |

Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

| Line | Summary by Development Account | Total Estimated Cost | | Total Actual Cost ¹ | |
|------|--|----------------------|----------------------|--------------------------------|----------|
| | | Original | Revised ² | Obligated | Expended |
| 1 | Total non-CFP Funds | 330,052 | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | -0- | | | |
| 3 | 1408 Management Improvements | 10,000 | | | |
| 4 | 1410 Administration (may not exceed 10% of line 21) | -0- | | | |
| 5 | 1411 Audit | -0- | | | |
| 6 | 1415 Liquidated Damages | -0- | | | |
| 7 | 1430 Fees and Costs | 45,000 | | | |
| 8 | 1440 Site Acquisition | -0- | | | |
| 9 | 1450 Site Improvement | 229,025 | | | |
| 10 | 1460 Dwelling Structures | 89,788 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | -0- | | | |
| 12 | 1470 Non-dwelling Structures | -0- | | | |
| 13 | 1475 Non-dwelling Equipment | -0- | | | |
| 14 | 1485 Demolition | -0- | | | |
| 15 | 1492 Moving to Work Demonstration | -0- | | | |
| 16 | 1495.1 Relocation Costs | -0- | | | |
| 17 | 1499 Development Activities ⁴ | -0- | | | |

¹ To be completed for the Performance and Evaluation Report.

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

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

⁴ RHF funds shall be included here.

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

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

| Part I: Summary | | | | | |
|---|--|---|----------------------|--------------------------------|---|
| PHA Name: Portsmouth Housing Authority | | Grant Type and Number Capital Fund Program Grant No: RI43S01350109 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: 06/30/2009 <input type="checkbox"/> Final Performance and Evaluation Report | | | | | |
| Line | Summary by Development Account | Total Estimated Cost | | Total Actual Cost ¹ | |
| | | Original | Revised ² | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | | | | |
| 3 | 1408 Management Improvements | | | | |
| 4 | 1410 Administration (may not exceed 10% of line 21) | | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | | 2,562 | | -0- |
| 10 | 1460 Dwelling Structures | | 30,350 | | -0- |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Non-dwelling Structures | | 3,500 | | -0- |
| 13 | 1475 Non-dwelling Equipment | | 24,000 | 20,076.80 | 20,076.80 |
| 14 | 1485 Demolition | | | | |
| 15 | 1492 Moving to Work Demonstration | | | | |
| 16 | 1495.1 Relocation Costs | | | | |
| 17 | 1499 Development Activities ⁴ | | | | |

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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: Portsmouth Housing Authority | | Grant Type and Number Capital Fund Program Grant No: RI43S01350109 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: 06/30/2009 <input type="checkbox"/> Final Performance and Evaluation Report | | | | | |
| Line | Summary by Development Account | Total Estimated Cost | | Total Actual Cost ¹ | |
| | | Original | Revised ² | Obligated | Expended |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | | | | |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | | | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | | | | |
| 20 | Amount of Annual Grant:: (sum of lines 2 - 19) | 60,412 | | 20,076.80 | 20,076.80 |
| 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 | 16,350 | | -0- | -0- |
| 25 | Amount of line 20 Related to Energy Conservation Measures | | | | |
| Signature of Executive Director <i>James E. Willey</i> | | | Signature of Public Housing Director | | Date |
| | | | | | <i>06/30/2009</i> |

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⁴ RHF funds shall be included here.

| Part I: Summary | | | | | |
|---|--|---|----------------------|--------------------------------|---|
| PHA Name: Portsmouth Housing Authority | | Grant Type and Number Capital Fund Program Grant No: R143-P013-50108 Replacement Housing Factor Grant No: Date of CFFP: | | | FFY of Grant: 2008 FFY of Grant Approval: 2008 |
| Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/2009 <input type="checkbox"/> Final Performance and Evaluation Report | | | | | |
| Line | Summary by Development Account | Total Estimated Cost | | Total Actual Cost ¹ | |
| | | Original | Revised ² | Obligated | Expended |
| 1 | Total non-CFP Funds | -0- | -0- | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | 10,000 | 10,000 | 10,000 | 10,000 |
| 3 | 1408 Management Improvements | -0- | -0- | | |
| 4 | 1410 Administration (may not exceed 10% of line 21) | -0- | -0- | | |
| 5 | 1411 Audit | -0- | -0- | | |
| 6 | 1415 Liquidated Damages | -0- | -0- | | |
| 7 | 1430 Fees and Costs | 10,000 | -0- | | |
| 8 | 1440 Site Acquisition | -0- | -0- | | |
| 9 | 1450 Site Improvement | 27,727 | -0- | | |
| 10 | 1460 Dwelling Structures | -0- | 37,727 | -0- | -0- |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | -0- | -0- | | |
| 12 | 1470 Non-dwelling Structures | -0- | -0- | | |
| 13 | 1475 Non-dwelling Equipment | -0- | -0- | | |
| 14 | 1485 Demolition | -0- | -0- | | |
| 15 | 1492 Moving to Work Demonstration | -0- | -0- | | |
| 16 | 1495.1 Relocation Costs | -0- | -0- | | |
| 17 | 1499 Development Activities ⁴ | -0- | -0- | | |

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⁴ RHF funds shall be included here.

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

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

| Part I: Summary | | | | | |
|---|--|---|---------------------------|---|---|
| PHA Name: Portsmouth Housing Authority | | Grant Type and Number Capital Fund Program Grant No: RI43-P013-50108 Replacement Housing Factor Grant No: Date of CFFP: | | FFY of Grant:2008 FFY of Grant Approval: 2008 | |
| Type of Grant | | | | | |
| <input type="checkbox"/> Original Annual Statement | | <input type="checkbox"/> Reserve for Disasters/Emergencies | | <input type="checkbox"/> Revised Annual Statement (revision no:) | |
| <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/2009 | | | | <input type="checkbox"/> Final Performance and Evaluation Report | |
| Line | Summary by Development Account | Total Estimated Cost | | Total Actual Cost ¹ | |
| | | Original | Revised ² | Obligated | Expended |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | -0- | -0- | | |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | -0- | -0- | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | -0- | -0- | | |
| 20 | Amount of Annual Grant:: (sum of lines 2 - 19) | 47,727 | 47,727 | 10,000 | 10,000 |
| 21 | Amount of line 20 Related to LBP Activities | -0- | -0- | | |
| 22 | Amount of line 20 Related to Section 504 Activities | -0- | -0- | | |
| 23 | Amount of line 20 Related to Security - Soft Costs | -0- | -0- | | |
| 24 | Amount of line 20 Related to Security - Hard Costs | -0- | -0- | | |
| 25 | Amount of line 20 Related to Energy Conservation Measures | -0- | -0- | | |
| Signature of Executive Director <i>James E. Whitley</i> | | | Date 06/30/2009 | | Signature of Public Housing Director |
| | | | | | Date |

¹ To be completed for the Performance and Evaluation Report.

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Attachment: ri013f01
Portsmouth Housing Authority
Resident Advisory Board Consultation process

With respect to the Resident Advisory Board, Quaker Manor is so small that we treat all residents as members of the Resident Advisory Board. A meeting was held on September 17, 2009, to brief the proposed plan to the residents. There were 12 resident attendees. The only comment received was that additional parking is needed. We responded that the Authority is aware of the need and it will be addressed as additional funding becomes available.

A public hearing was duly advertised and held on September 15, 2009. One person from the community attended. That person wanted the Authority (1) to advocate against the dangers of cell phones towers and to designate cell phone-free housing units and (2) to use environmentally sensitive paints in public housing.

Portsmouth Housing Authority presently does not have a resident commissioner. The last resident commissioner moved out of Quaker Manor earlier this year. The Authority has advertised to the residents for a replacement resident commissioner, but no resident has volunteered. Accordingly, HUD has advised that the Authority advertise again each year until such time as a resident steps forward to fill the position.