



<p><b>6.0</b></p>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <ol style="list-style-type: none"> <li><b>1. Eligibility, Selection, Admissions Policies</b> – No changes proposed</li> <li><b>2. Financial Resources</b> – The Portsmouth Housing Authority's financial resources are continuously changing due to the amount of subsidy that is provided by HUD and the changing rental income based upon the families that occupy our units. A listing of Financial Resources is a Supporting Document to the Annual Plan</li> <li><b>3. Rent Determinations</b> – No changes proposed</li> <li><b>4. Operations and Management</b> – The only change to the Operations and Management of the Portsmouth Housing Authority is that the PHA has hired a part-time Staff Attorney and moved away from legal contracted work.)</li> <li><b>5. Grievance Procedures</b> – No changes proposed</li> <li><b>6. Designated Housing for Elderly and Disabled Families</b> – The Portsmouth Housing Authority has determined that there cannot be a Designated Housing Plan at this time. The PHA hired a consultant, The Schiff Group, to study this plan, and it has been determined that at this point in time, the needs of the elderly and the non-elderly disabled population are proportionate. If the PHA anticipates the housing needs of these two populations become disproportionate, a Designated Housing Application will be considered again, and the appropriate application process will be undertaken. <b>Attachment A</b> provides a summary of possible public housing developments that will be involved.</li> <li><b>7. Community Service and Self-Sufficiency</b> – The Portsmouth Housing Authority follows all rules and regulations pertaining to the Community Service requirements proposed by HUD. The PHA does not have a Self-Sufficiency program</li> <li><b>8. Safety and Crime Prevention</b> – The PHA is proposing to add exterior security cameras to the Gosling Meadows family development in order to stop problems with drug trafficking, vandalism and speeding within the development. Portsmouth Housing Authority's Safety Committee Policy is a Supporting Document available for review.</li> <li><b>9. Pets</b> – The Pet Policy has been amended so that dogs of a breed that have aggressive temperaments cannot be allowed at the PHA for use as service dogs.</li> <li><b>10. Civil Rights Certification</b> – No changes</li> <li><b>11. Fiscal Year Audit</b> – There have been no findings in the most recent fiscal audit ending December 31, 2009 and the PHA has adequate funds in reserve.</li> <li><b>12. Asset Management</b> – The PHA has a Maintenance Plan that calls for surveying all assets of the PHA once yearly. The PHA utilizes all of its Capital funds and Stimulus on time and within budgets. The PHA also uses operational funds to keep buildings and units modernized.</li> <li><b>13. Violence Against Women Act (VAWA)</b> – No Changes. The VAWA statement is provided in <b>Attachment B</b>.</li> </ol> <p>(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.</p> <p><b>Copies at central office and at AMP site offices</b></p>
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7.0	<p><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></p> <p><b>HOPE VI – No current plans for a HOPE VI Application</b></p> <p><b>Mixed-Finance Modernization or Development – No current plans for Mixed-Finance Modernization or Development</b></p> <p><b>Demolition and/or Disposition – No current plans for demolition or disposition.</b></p> <p><b>Conversion of Public Housing – No current plans for conversions of the public housing inventory.</b></p> <p><b>Section 8 Homeownership Program – No current plans for a Section 8 Homeownership Program</b></p> <p><b>Public Housing Homeownership Program – No current plans for a Public Housing Homeownership Program</b></p> <p><b>Project-Based Vouchers – PHA has project-based 10 vouchers, and may consider project-basing up to an additional 71 vouchers. (See <u>Attachment C</u>)</b></p> <p><b>Other – PHA may apply for new programs or incremental units if NOFAs are issued by HUD or other appropriate opportunities are presented.</b></p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p><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.</p> <p><b>Attachment D – FY 2011 Capital Fund Program Annual Statement</b>  <b>Attachment E – FY 2010 Capital Fund Program Annual Statement</b>  <b>Attachment F – FY 2009 Capital Fund Program Annual Statement (2009 Formula Budget)</b>  <b>Attachment G – FY 2009 Capital Fund Program Performance and Evaluation Report (2009 Stimulus funding)</b>  <b>Attachment H – FY 2008 Capital Fund Program Performance and Evaluation Report</b></p>
8.2	<p><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.</p> <p><b>Attachment I – Capital Fund Program Five-Year Action Plan</b></p>
8.3	<p><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.</p> <p><b>PHA does not have any current plans on participating in the CFFP</b></p>

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.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI (2000)	963	5	5	5	5	5	5
Income >30% but <=50% of AMI (2000)	527	5	5	5	5	5	5
Income >50% but <80% of AMI(2000)	962	3	3	3	3	3	3
Elderly (2000)	875	5	5	5	5	5	5
Families with Disabilities (2000)	755	5	5	5	5	5	5
African American (2000 estimate)	136	5	5	5	5	5	5
Other Ethnic Groups (2000 estimate)	172	5	5	5	5	5	5

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: FY 2006-2010 Consolidated Plan
- U.S. Census data (2000)

**B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

Housing Needs of Families on the Waiting List – PUBLIC HOUSING			
	# of families	% of total families	Annual Turnover
Waiting list total	230		33
Extremely low income <=30% AMI	192	83.5%	
Very low income (>30% but <=50% AMI)	30	13%	
Low income (>50% but <80% AMI)	8	3.4%	
Families with children	52	22.6%	
Elderly families	58	25.2%	
Families with Disabilities	59	25.7%	
Race/ethnicity - White	162	70.4%	
Race/ethnicity - Black	12	5.2%	
Race/ethnicity - Hispanic	9	3.9%	
Race/ethnicity - Native American	5	2.2%	
Race/ethnicity - Other	46	20%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	34	14.8	
1BR	140	60.9	23
2 BR	29	12.6	5
3 BR	24	10.4	5
4 BR	2	.9	
5 BR	0		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

<b>9.0</b>	<p><b>B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists (Continued)</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th colspan="4" style="text-align: center;">Housing Needs of Families on the Waiting List – SECTION 8</th> </tr> <tr> <th style="width: 35%;"></th> <th style="width: 15%;"># of families</th> <th style="width: 15%;">% of total families</th> <th style="width: 35%;">Annual Turnover</th> </tr> </thead> <tbody> <tr> <td>Waiting list total</td> <td style="text-align: center;">177</td> <td></td> <td style="text-align: center;">38</td> </tr> <tr> <td>Extremely low income &lt;=30% AMI</td> <td style="text-align: center;">145</td> <td style="text-align: center;">81.9%</td> <td></td> </tr> <tr> <td>Very low income (&gt;30% but &lt;=50% AMI)</td> <td style="text-align: center;">31</td> <td style="text-align: center;">17.5%</td> <td></td> </tr> <tr> <td>Low income (&gt;50% but &lt;80% AMI)</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Families with children</td> <td style="text-align: center;">68</td> <td style="text-align: center;">38.4%</td> <td></td> </tr> <tr> <td>Elderly families</td> <td style="text-align: center;">29</td> <td style="text-align: center;">16.4%</td> <td></td> </tr> <tr> <td>Families with Disabilities</td> <td style="text-align: center;">59</td> <td style="text-align: center;">33.3%</td> <td></td> </tr> <tr> <td>Race/ethnicity - White</td> <td style="text-align: center;">137</td> <td style="text-align: center;">77.4%</td> <td></td> </tr> <tr> <td>Race/ethnicity - Black</td> <td style="text-align: center;">8</td> <td style="text-align: center;">4.5%</td> <td></td> </tr> <tr> <td>Race/ethnicity - Hispanic</td> <td style="text-align: center;">16</td> <td style="text-align: center;">9%</td> <td></td> </tr> <tr> <td>Race/ethnicity - Native American</td> <td style="text-align: center;">3</td> <td style="text-align: center;">1.7%</td> <td></td> </tr> <tr> <td>Race/ethnicity - Other</td> <td style="text-align: center;">24</td> <td style="text-align: center;">13.6%</td> <td></td> </tr> </tbody> </table> <p style="margin-top: 10px;">Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes      If yes:  How long has it been closed (# of months)? <b>27 months</b>  Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes  Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p>	Housing Needs of Families on the Waiting List – SECTION 8					# of families	% of total families	Annual Turnover	Waiting list total	177		38	Extremely low income <=30% AMI	145	81.9%		Very low income (>30% but <=50% AMI)	31	17.5%		Low income (>50% but <80% AMI)				Families with children	68	38.4%		Elderly families	29	16.4%		Families with Disabilities	59	33.3%		Race/ethnicity - White	137	77.4%		Race/ethnicity - Black	8	4.5%		Race/ethnicity - Hispanic	16	9%		Race/ethnicity - Native American	3	1.7%		Race/ethnicity - Other	24	13.6%	
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<b>9.1</b>	<p><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></p> <p><b>Portsmouth Housing Authority is seeking to develop additional units of housing using a variety of resources.</b></p> <p><b>Portsmouth Housing Authority will also continue to:</b></p> <ul style="list-style-type: none"> <li>Employ effective maintenance and management policies to minimize the number of public housing units off-line</li> <li>Reduce turnover time for vacated public housing units</li> <li>Reduce time to renovate public housing units</li> <li>Maintain or increase section 8 lease-up rates by establishing payment standards that will increase the ability of families to rent throughout the jurisdiction</li> <li>Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program</li> <li>Participate in the Consolidated Plan development process to ensure coordination with broader community strategies</li> </ul>																																																								

10.0

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

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

The following table reflects the progress we have made to date in achieving the goals and objectives established for fiscal years 2010 - 2014:

<b>GOAL: EXPAND THE SUPPLY OF ASSISTED HOUSING</b>	
<b>Objective</b>	<b>Progress</b>
Apply for additional rental vouchers if they become available	We have not had the opportunity to apply for additional vouchers to date.
Leverage private or other public funds to create additional housing opportunities	We did leverage low income housing tax dollars to create 10 additional units at the Lafayette School which was a historic preservation development. We also are working with a local church in Greenland, NH to possibly create more elderly units.
Acquire or build units or developments	We are negotiating with a local developer to purchase 53 affordable units at the Keefe House that is a project with expiring tax credit units that we wish to keep affordable.

<b>GOAL: IMPROVE THE QUALITY OF ASSISTED HOUSING</b>	
<b>Objective</b>	<b>Progress</b>
Increase customer satisfaction	We have created a Jurisdiction-Wide Resident Council with new members after holding development elections. We have also utilized the Stimulus funds provided by the federal government to improve the sites at four public housing developments; Gosling Meadows, Woodbury Manor, State Street Apartments and Pleasant Street Apartments. We have also utilized program funding to paint all the common hallways at the two high rise apartment buildings at Margeson and Feaster Apartments.
Concentrate on efforts to improve specific management functions: Review PHA operations, implement recommendations in management reviews, improve unit turnover in public housing operations	Unit turnovers have not been a problem as we continuously remain at full occupancy.
Renovate or modernize public housing units	We are constantly renovating our public housing units with the capital funds that are provided each year. We have also applied for low income tax credits to totally modernize a 100-unit HUD 236 development.
Manage the Portsmouth Housing Authority's existing Public Housing and Section Eight Programs in an efficient and effective manner	We are still a High Performer in both the Public Housing Assessment System (PHAS) and the Section 8 Management Assessment Program (SEMAP).
Continue to Qualify as a SEMAP high performer through December 31, 2014	We are in High Performer status.
Continue to Qualify as a PHAS high performer through December 31, 2014	We are in High Performer status.

<b>GOAL: INCREASE ASSISTED HOUSING CHOICES</b>	
<b>Objective</b>	<b>Progress</b>
Provide voucher mobility counseling	Many of our current Section 8 participants are mobile and we continually offer assistance to these families.

10.0

(a) Progress in Meeting Mission and Goals. (Continued from previous page)

<b>GOAL: PROVIDE AN IMPROVED LIVING ENVIRONMENT</b>	
<b>Objective</b>	<b>Progress</b>
Implement public housing security improvements	We have installed increased exterior lighting at Feaster Apartments and Gosling Meadows public housing developments, and we are currently getting bids on exterior surveillance cameras at Gosling Meadows. We have previously installed exterior and interior security cameras at both Margeson and Feaster Apartments.
Designate developments or buildings for particular resident groups (elderly, persons with disabilities) The PHA is considering designating portions of developments for non-elderly disabled only	We have not been successful in developing designated housing due to the equal needs of both populations.
Promote the creation of resident associations at each development	We have a new Jurisdiction-Wide Resident Council after voting.

<b>GOAL: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS</b>	
<b>Objective</b>	<b>Progress</b>
Provide improved social services and educational opportunities for residents	We have implemented full time social services programs with a full time Resident Services Coordinator at Gosling Meadows and Wamesit Place—two family developments. We also have implemented a social services programs with a part-time Resident Services Coordinator at both Margeson and Feaster Apartments—two elderly/disabled developments.

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”

**Portsmouth Housing Authority has adopted the following definition of substantial deviation and significant amendment or modification:**

**A. Substantial Deviation from the 5-year Plan:**

A “Substantial Deviation” from the 5-Year Plan is an overall change in the direction of the Authority pertaining to the Authority’s Goals and Objectives. This includes changing the Authority’s Goals and Objectives.

**B. Significant Amendment or Modification to the Annual Plan:**

A “Significant Amendment or Modification” to the Annual Plan is a change in a policy or policies pertaining to the operation of the Authority. This includes the following:

- Changes to rent or admissions policies or organization of the waiting list.
- Additions of non-emergency work items over \$50,000(items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.

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

<p><b>11.0</b></p>	<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><b><u>See Attachment J</u></b></p> <p>(g) Challenged Elements</p> <p><b><u>See Attachment K</u></b></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>
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## Attachment A

### Portsmouth Housing Authority

#### Annual Agency Plan Fiscal Year 1/01/2011 – 12/31/2011

#### Designation of Public Housing

The Portsmouth Housing Authority hired a consultant, The Schiff Group, to study the feasibility of a Designated Housing Plan. It has been determined that for the interim, the needs of the elderly and the non-elderly disabled population are proportionate. If the PHA anticipates the housing needs of these two populations become disproportionate, a Designated Housing Application will be considered again, and the appropriate application process will be undertaken.

**If that is the case, PHA will plan to apply for designation of three developments in the Fiscal year that begins January 1, 2011. PHA's anticipated Activity Description is provided in the tables that follow:**

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Woodbury Manor, State Street and Pleasant Street</b> 1b. Development (project) number: <b>NH-004-2</b>
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" 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 <b>planned</b> for submission: <b><u>(06/01/2011)</u></b>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: <b>60</b> 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development ( <b>20 units Elderly Families only; 40 units Families with disabilities only</b> )

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Feaster Apartments</b> 1b. Development (project) number: <b>NH-004-3</b>
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 <b>planned</b> for submission: <b>(06/01/2011)</b>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
7. Number of units affected: <b>100</b> 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Margeson Apartments</b> 1b. Development (project) number: <b>NH-004-6</b>
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 <b>planned</b> for submission: <b>(06/01/2011)</b>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
8. Number of units affected: <b>137</b> 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

**\*\* Designation type and number of units described above may be altered slightly following analysis of PHA's waiting lists, current occupancy patterns, housing needs in the jurisdiction, alternate housing resources in the jurisdiction, etc.**

**Attachment B**

**Portsmouth Housing Authority  
Annual Agency Plan**

**Fiscal Year 1/1/2011 – 12/31/2011**

**Violence Against Women Act (VAWA) Report**

**A goal of the Portsmouth Housing Authority is to fully comply with the Violence Against Women Act (VAWA). It is our objective to work with others to prevent offenses covered by VAWA to the degree we can.**

**The Portsmouth Housing Authority provides or offers the following activities, services, or programs, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking.**

Portsmouth Housing Authority refers clients to the following groups for assistance:

New Hampshire Coalition Against Domestic & Sexual Violence, Concord, NH  
Portsmouth Police Department, Portsmouth, NH  
Legal Advice & Referral Center (LARC), Concord, NH  
Jaden's Ladder, Rye, NH

**The Portsmouth Housing Authority provides or offers the following activities, services, or programs that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing.**

As client referrals are received from domestic violence advocacy groups, apparently eligible clients are placed on our waiting lists. For persons already living in a Housing Authority or Housing Choice Voucher unit who become victims as described, and/or those who cannot be immediately assisted, these are referred to:

City of Portsmouth Welfare Department, Portsmouth, NH  
New Hampshire Housing & Finance Authority, Manchester, NH  
Legal Advice & Referral Center (LARC), Concord, NH  
Jaden's Ladder, Rye, NH

**The Portsmouth Housing Authority provides or offers the following activities, services, or programs to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.**

Portsmouth Housing Authority refers clients to the following groups for assistance:

New Hampshire Coalition Against Domestic & Sexual Violence, Concord, NH  
Legal Advice & Referral Center (LARC), Concord, NH  
Jaden's Ladder, Rye, NH

**The Portsmouth Housing Authority has the following procedures in place to assure applicants and residents are aware of their rights under the Violence Against Women Act:**

All residents and Section 8 participants have been notified of their rights and responsibilities under the Violence Against Women Act.

The orientation for new residents and participants includes information on their rights and responsibilities under the Violence Against Women Act.

The Admissions & Continued Occupancy Policy (ACOP), Public Housing Dwelling Lease, and Section 8 Administrative Plan have been revised to include screening and termination language related to the Violence Against Women Act

**Attachment C**

**Portsmouth Housing Authority**

**Annual Agency Plan  
Fiscal Year 1/01/2011 – 12/31/2011**

**Intent to Use Project-Based Assistance**

Yes  No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If the answer is “no,” go to the next component. If yes, answer the following questions.

1.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- low utilization rate for vouchers due to lack of suitable rental units
- access to neighborhoods outside of high poverty areas
- other (describe below:)

**To provide vouchers to be used in the City of Portsmouth and adjoining communities for new tax credit developments**

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

**PHA has project-based 10 units at Lafayette School Senior Housing under the LIHTC program in the City of Portsmouth**

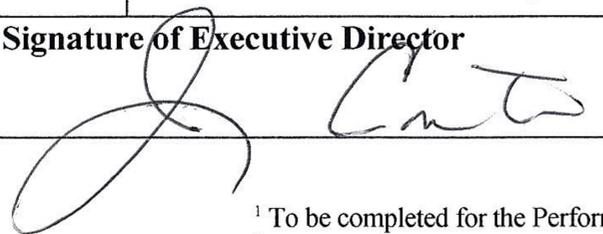
**Up to an additional 71 units may be project-based within the City of Portsmouth and adjoining communities**

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>						
<b>PHA Name:</b>  Portsmouth Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NH36 P004 501-11 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant: 2011</b> <b>FFY of Grant Approval: 2011</b>	
<b>Type of Grant</b> <input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:                    )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>						
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>		100,000			
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)		64,000			
5	1411 Audit					
6	1415 Liquidated Damages		50,000			
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures		427,515			
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>					
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)		<b>\$641,515</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 I: Summary</b>					
<b>PHA Name:</b>  Portsmouth Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NH36 P004 501-11 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2011</b> <b>FFY of Grant Approval: 2011</b>	
<b>Type of Grant</b>					
<input checked="" type="checkbox"/> <b>Original Annual Statement</b>		<input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b>		<input type="checkbox"/> <b>Revised Annual Statement (revision no:     )</b>	
<input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b>		<input type="checkbox"/> <b>Final Performance and Evaluation Report</b>			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
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> 			<b>Date 09/15/2010</b>		<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:  <b>Portsmouth Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: NH36 P004 501-11 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2011</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>	
	<b>Operations</b>	<b>1406</b>						
AMP 1	PH Operating Costs		LS	100,000				
	<b>Subtotal</b>			<b>100,000</b>				
	<b>Administration</b>	<b>1410</b>						
COCC	Management Fee		LS	64,000				
	<b>Subtotal</b>			<b>64,000</b>				
	<b>Fees and Costs</b>	<b>1430</b>						
AMP 1	Architectural/Engineering Costs		LS	50,000				
	<b>Subtotal</b>			<b>50,000</b>				
	<b>Dwelling Structures</b>	<b>1460</b>						
AMP 1	Remove and Replace Tile Floors			427,515				
	<b>Subtotal</b>			<b>427,515</b>				
	<b>Total Grant</b>			<b>\$641,515</b>				

<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.



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

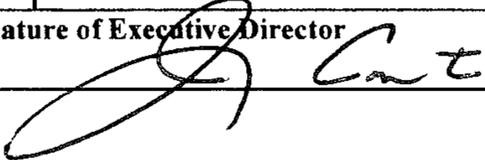
U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary					
PHA Name: Portsmouth Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36POO4501-10 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>	100,000			
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	64,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	44,990			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable	427,515			
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>				
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)	636,505			
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				

<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.

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

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

<b>Part I: Summary</b>					
PHA Name: Portsmouth Housing Authority		Grant Type and Number Capital Fund Program Grant No. NH36 P004 501-10 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
Signature of Executive Director 		Date 06-17-2010	Signature of Public Housing Director		Date

Part II: Supporting Pages								
PHA Name:		Grant Type and Number			CFPP (Yes/ No):		Federal FFY of Grant:	
		Capital Fund Program Grant No:						
		Replacement Housing Factor Grant No:						
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>	
	OPERATIONS	1406						
AMP 1	PH Operating Costs		LS	54,000				
AMP 2	PHA Operating Costs			46,000				
	Subtotal 1406			100,000				
	ADMINISTRATION	1410						
COCC	Management Fee		LS	64,000				
	Subtotal 1410			64,000				
	FEES AND COSTS	1430						
NH004-6 (AMP 2)	Architectural/Engineering Services		LS	44,990				
	Subtotal 1430			44,990				
	NON-DWELLING EQUIPMENT	1475	2					
NH004-6 (AMP 2)	Replace Elevator			427,515				
	Subtotal 1475			427,515				
	TOTAL GRANT			636,505				

<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.

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>						
<b>PHA Name:</b> Portsmouth Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>NH36 P004 501-09</b> 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: 6/30/2010 <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>	100,000		100,000	100,000	
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)	54,835				
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	40,000				
8	1440 Site Acquisition					
9	1450 Site Improvement	317,863		35,000		
10	1460 Dwelling Structures	128,817				
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>					
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)	<b>\$641,515</b>		<b>\$135,000</b>	<b>\$100,000</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.

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>					
<b>PHA Name:</b> Portsmouth Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NH36 P004 501-09 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: 6/30/2010		<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
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>Joseph N. Contino</i>		<b>Date</b> 10-15-10		<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.





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>		
<b>PHA Name:</b> Portsmouth Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>NH36 S004 501-09</b> Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2009-S</b> <b>FFY of Grant Approval: 2009-S</b>

**Type of Grant**  
 Original Annual Statement       Reserve for Disasters/Emergencies       Revised Annual Statement (revision no:    )  
 Performance and Evaluation Report for Period Ending: 6/30/2010       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)	\$25,000		\$25,000	-0-
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$66,000		\$66,000	\$64,454
8	1440 Site Acquisition				
9	1450 Site Improvement	\$652,785		\$652,785	\$477,510
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
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>				
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)	<b>\$763,785</b>		<b>\$763,785</b>	<b>\$561,964</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.

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>					
<b>PHA Name:</b> Portsmouth Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NH36 S004 501-10 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:</b> 2009-S <b>FFY of Grant Approval:</b> 2009-S	
<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: 6/30/2010		<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
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>Joseph W. Content</i>		<b>Date</b> 10-15-10		<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.





**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 Name/Number <b>Portsmouth Housing Authority - NH 004</b>		Locality (City/county & State) <b>City of Portsmouth, NH</b>			<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name Portsmouth Housing Authority-NH 004	Work Statement for Year 1 FFY 2011	Work Statement for Year 2 FFY Grant: 2012 PHA FY: 1/01/2012 – 12/31/2012	Work Statement for Year 3 FFY Grant: 2013 PHA FY: 1/01/2013 – 12/31/2013	Work Statement for Year 4 FFY Grant: 2014 PHA FY: 1/01/2014 – 12/31/2014	Work Statement for Year 5 FFY Grant: 2015 PHA FY: 1/01/2015 – 12/31/2015
B.	Physical Improvements Subtotal	Annual Statement	427,515	427,515	427,515	427,515
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		64,000	64,000	64,000	64,000
F.	Other		50,000	50,000	50,000	50,000
G.	Operations		100,000	100,000	100,000	100,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		<b>641,515</b>	<b>641,515</b>	<b>641,515</b>	<b>641,515</b>
L.	Total Non-CFP Funds					
M.	Grand Total		641,515	641,515	641,515	641,515

<b>Part I: Summary (Continuation)</b>						
PHA Name/Number <b>Portsmouth Housing Authority - NH 004</b>		Locality (City/county & State) <b>City of Portsmouth, NH</b>			<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A	Development Number and Name Portsmouth Housing Authority NH 004	Work Statement for Year 1 FFY 2011	Work Statement for Year 2 FFY Grant: 2012 PHA FY: 1/01/2012 – 12/31/2012	Work Statement for Year 3 FFY Grant: 2013 PHA FY: 1/01/2013 – 12/31/2013	Work Statement for Year 4 FFY Grant: 2014 PHA FY: 1/01/2014 – 12/31/2014	Work Statement for Year 5 FFY Grant: 2015 PHA FY: 1/01/2015 – 12/31/2015
		Annual Statement				
	<b>Central Office Cost Center</b>		<b>64,000</b>	<b>64,000</b>	<b>64,000</b>	<b>64,000</b>
	<b>AMP 1: NH004000001</b>					
	NH 004-1 Gosling Meadows		<b>427,515</b>	<b>427,515</b>		
	NH 004-2-Woodbury, State and Pleasant					
	AMP 1 Operations		100,000	100,000		
	Other		50,000	50,000		
	<b>Subtotal AMP 1</b>		<b>577,515</b>	<b>577,515</b>		
	<b>AMP 2: NH004000002</b>					
	NH004-3:Feaster Apts.				427,515	427,515
	NH004-6:Margeson Apts.					
	AMP 2: Operations				100,000	100,000
	Other				50,000	50,000
	<b>Subtotal AMP 2</b>				<b>577,515</b>	<b>577,515</b>
	<b>Grand Total</b>		<b>641,515</b>	<b>641,515</b>	<b>641,515</b>	<b>641,515</b>

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2011	Work Statement for Year 2			Work Statement for Year 3		
	FFY Grant: 2012 PHA FY: 1/01/2012 – 12/31/2012			FFY Grant: 2013 PHA FY: 1/01/2013 – 12/31/2013		
See	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
Annual Statement	<b><u>Operations - 1406</u></b>			<b><u>Operations - 1406</u></b>		
	PH Operating Costs-AMP 1	LS	100,000	PH Operating Costs-AMP 1	LS	100,000
	<b>Subtotal-1406</b>		<b>100,000</b>	<b>Subtotal-1406</b>		<b>100,000</b>
	<b><u>Administration - 1410</u></b>			<b><u>Administration - 1410</u></b>		
	Management Fee – COCC	LS	64,000	Management Fee – COCC	LS	64,000
	<b>Subtotal 1410</b>		<b>64,000</b>	<b>Subtotal 1410</b>		<b>64,000</b>
	<b><u>Fees and Costs - 1430</u></b>			<b><u>Fees and Costs - 1430</u></b>		
	Architectural/Engineer NH 4-1, Gosling Meadows-AMP 1	LS	50,000	Architectural/Engineer NH 4-2, Woodbury Manor, State and Pleasant -AMP 1	LS	50,000
	<b>Subtotal 1430</b>		<b>50,000</b>	<b>Subtotal 1430</b>		<b>50,000</b>
	<b><u>Dwelling Structures - 1460</u></b>			<b><u>Dwelling Structures - 1460</u></b>		
	Replace all Exterior Porches, ramps, exterior doors NH 4-1, Gosling Meadows-AMP 1	124	427,515	Replace Exterior Roofs, siding & Trim Work NH-4-2, Woodbury, State & Pleasant	44	427,515
	<b>Subtotal 1460</b>		<b>427,515</b>	<b>Subtotal 1460</b>		<b>427,515</b>
	<b>Subtotal of Estimated Cost</b>		<b>\$641,515</b>	<b>Subtotal of Estimated Cost</b>		<b>\$641,515</b>



<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY 2011	Work Statement for Year 2		Work Statement for Year 3	
	FFY Grant: 2012 PHA FY: 1/01/2012 – 12/31/2012		FFY Grant: 2013 PHA FY: 1/01/2013 – 12/31/2013	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual				
Statement				
	Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$

**Although there may be Management Needs, physical improvements of our housing inventory take precedence for our residents due to limited CFP funds.**

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY 2011	Work Statement for Year 4		Work Statement for Year 5	
	FFY Grant: 2014 PHA FY: 1/01/2014 – 12/31/2014		FFY Grant: 2015 PHA FY: 1/01/2015 – 12/31/2015	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual				
Statement				
	Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$

**Although there may be Management Needs, physical improvements of our housing inventory take precedence for our residents due to limited CFP funds.**

## **Attachment J**

### **Portsmouth Housing Authority**

#### **Annual Agency Plan Fiscal Year January 1, 2011**

#### **Comments of the Resident Advisory Board**

A meeting of the Resident Advisory Board convened at 12:00 P.M. on September 30, 2010, at Margeson Apartments. Six Resident Advisory Board members attended: Raymond Thurber, Shirley Corley, Bonny Sennett, Lucille Froehling, Ollegra Sterling, and Patricia Dean-Flynn. Three RAB members were unable to attend: one due to illness and one due to work commitment. Portsmouth Housing Authority representatives attended: Joseph N. Couture (Executive Director), James M. Sheehan (Chief Financial Officer), M. Lee Roneker (Manager Public Housing-Family 4-1 and Senior 4-2), Dee Pafford (Manager Public Housing-Senior 4-3 and 4-6), Carol A. Murphy (Manager Managed/Owned Properties), Allan Bishop (Facilities Manager), Emmanouella Vendouri (Resident Services Coordinator), Judith Bunnell (Senior Services Coordinator-part time), Charles Bradley (Resident Commissioner, Portsmouth Housing Authority Board of Commissioners), and Rhonda Schwarz (Administrative Assistant).

Mr. Couture welcomed everyone and each person introduced himself or herself. Mr. Couture then read the Purpose of the Resident Council:

"The Jurisdiction –Wide Resident Council may advise the Board of Commissioners and Executive Director in all areas of housing operations, including but not limited to occupancy, general management, maintenance, security, resident training, resident employment, social services, and modernization priorities."

Mr. Couture stated that the Council included a representative from each property and that he would like to meet quarterly. Mr. Couture explained that today he would review with the Council the 2011 Annual Plan.

Mr. Couture reported that Portsmouth Housing Authority has 421 Public Housing units and 406 Housing Choice Voucher units.

Mr. Couture read the Mission, Goals and Objectives, and asked if anyone had any questions or comments so far.

Mr. Couture reviewed the following changes to PHA Plan Update:

6.0 Item 9. Pets – The Pet Policy has been amended so that dogs of a breed that have aggressive temperaments cannot be allowed at the PHA for use as service dogs.

Mr. Couture stated that everything else remains pretty much the same: A twenty-pound weight limit except for German Sheppard Seeing Eye dogs.

7.0 Project-Based Vouchers – PHA has project-based 10 vouchers, and may consider project-basing up to an additional 171 vouchers.

Mr. Couture explained the difference between Housing Choice Vouchers (HCV) and Project-Based Vouchers (PBV), e.g. HCV can be taken anywhere whereas PBV are assigned to units and not individuals and that when someone moves from a Project-Based Voucher unit they can receive a Housing Choice Voucher. Further explained Mr. Couture the 10 units at Lafayette School were project-based units. Mr. Couture noted closure of

the Section 8 Waiting List with 185 families on it and that PHA is trying to find new ways to obtain vouchers and that HUD has not come out with any new ways to obtain vouchers.

During review of Goals set last year along with progress, Mr. Couture explained efforts to develop a Designated Housing Plan explaining that PHA could not do because needs in Portsmouth are equal re disabled under age 62 and seniors—62 and over.

#### Capital Fund Program—Five-Year Action Plan:

Mr. Couture indicated that in addition to \$641,515 to improve properties, PHA received funds through the American Recover Act (ARA) to improve properties. ARA funds are being utilized to make improvements to 4-1, 4-2, and 4-6; also doing work on roads, sidewalks, and parking areas.

In addition, Mr. Couture reported on plans to replace windows at Atlantic Heights and rehab of Wamesit Place noting a lot of activity this year.

Mrs. Froehling inquired about replacement of the roof of Atlantic Heights with Mr. Couture explaining that there is not enough money available to do both the windows and roof and that we are awaiting communication with owner partner of said property.

Mr. Couture reported plans to replace boilers at 4-6 with high efficiency boilers, replacement of tiles at 4-1 in 2011; replacement of exterior porches, ramps, and steps at 4-1 in 2012; replace exterior roofs, siding and wood trim at 4-2 in 2013; replace all apartment floors at 4-3 in 2014; and replace all apartment floors at 4-6 in 2015.

Mr. Couture asked if anyone had any questions or comments relevant to the Annual Plan or 5-Year Action Plan. There were no questions or comments.

Mr. Couture asked if there were other needs that anyone would like address.

Ms. Sennott commented on the windows at 4-3 stating that even when locked there was a draft and noted that they did not seem to fit properly.

Mr. Couture asked Ms. Pafford (Property Manager) if the windows could be resealed to which Ms. Pafford reported that a contractor looked at the windows and stated and said that they were not the right size, lacked insulation, and that the flashing is incorrect.

Mr. Couture asked Mr. Bishop (Facilities Manager) if there were any grants to handle the cost of addressing this issue. Mr. Bishop stated that he had contacted Public Service of New Hampshire (PSNH) and that there were no grants available to cover the window issue at 4-3.

Ms. Pafford advised that anyone having an issue with windows should contact her office.

Discussion ensued regarding floors at 4-3 and other improvements with Ms. Pafford stating that most of the floors were replaced due to apartment turnover, carpet removed, steel doors replaced

Mrs. Froehling inquired as to how often carpets were replaced to which Mr. Couture advised that carpeting usually is not replaced until a unit is vacated.

Mrs. Murphy (Property Manager-Managed Properties) stated that the carpets were inspected annually and that it is sometimes hard to judge when there is a lot of furniture covering the carpet.

Mr. Thurber noted that some windows at 4-2 need caulking with Mrs. Roneker (Property Manager) advising that anyone requiring caulking should contact her office.

Mrs. Froehling asked who would replace windows at Atlantic Heights to which Mr. Couture explained that PHA would have to go out for bid.

Mr. Couture brought up the subject of bedbugs. Discussion ensued re use of bedbug dogs; control; and treatment re spraying or baking.

Ms. Pafford explained that it takes eight hours to "bake" a unit. Cost of baking: \$1,100 for a 1-bedroom unit; the bake truck costs \$900 per day and maintenance staff have to carry furniture to the truck.

Discussion continued of some methods contributing to the spread bedbugs: Furniture—new and used if delivery trucks are not treated. Free tables where people put out items they no longer want or need. Failure to report bedbugs or to inquire about bugs they cannot identify.

Mr. Couture commented on a report that indicated that 60% of Baltimore Housing Authority properties have either bedbugs, roaches, or mice. Mr. Couture advised that last year PHA spent \$60,000 towards bedbug control.

Other issues discussed were as follows:

Maintenance work orders, cost of electricity, rotation of maintenance staff, lighting in some hallways, brighter colors in hallways, and security concerns re plans to install outside security cameras.

Social Service: Nutrition briefings, Angel Food Program, Sylvan Learning Center and tutoring the youth, services provided by Families First—birth through adult; working with Seacoast Mental Health Center; UNH Coop conducting family nights; meetings with Mall security re youth from Gosling Meadows; Crossroads Homeless Shelter; fundraising and grants to fund Youth Programs.

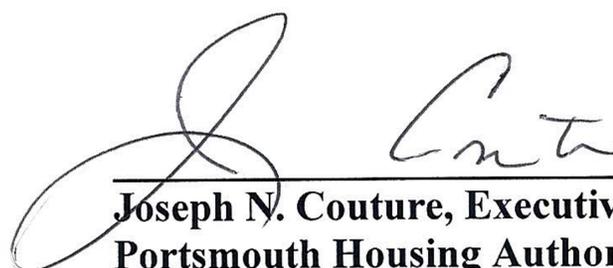
Mrs. Sterling commented on the use of psychology to communicate with children and how youth have their own language and noted that sometimes the youth need a little quiet time in addition to all the activities being made available.

Mr. Couture asked if there were any other questions or comments.

Mr. Thurber inquired about refund of pet deposits to which Mrs. Pafford advised that the Fiscal Department is doing the refunds one development at a time.

Mr. Couture asked if there were any other questions of comments and there were none. Mr. Couture advised that he hoped to meet again at the end of December.

The Meeting adjourned at 1:17 P.M.



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**Joseph N. Couture, Executive Director**  
**Portsmouth Housing Authority**  
**October 13, 2010**

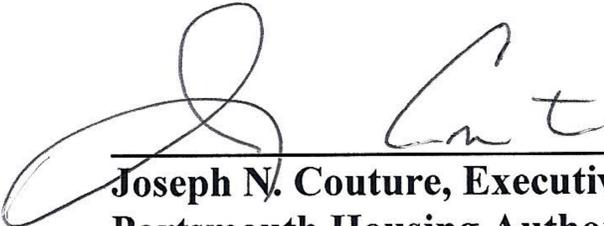
**Attachment K**

**Portsmouth Housing Authority**

**Annual Agency Plan  
Fiscal Year January 1, 2011**

**Challenged Elements**

There were no challenged elements to the Housing Authority's Annual Agency Plan.



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**Joseph N. Couture, Executive Director  
Portsmouth Housing Authority  
October 13, 2010**