RESOLUTION # 04-05-2011
DATE 04-20-2011
ITEM # #7

RESOLUTION ADOPTING 2011 FIVE YEAR PLAN OF THE LONG BRANCH HOUSING AUTHORITY (LBHA) IN ACCORDANCE WITH THE QUALITY HOUSING AND RESPONSIBILITY ACT OF 1998 AND APPLICABLE HUD REGULATIONS, SUBJECT TO LEGAL COUNSEL OPINION.

WHEREAS, the Congress, through the Quality Housing and Work Responsibility Act (QHWRA) has instituted a requirement that all Public Housing Authorities develop both one-year and five year strategic plans and further requires that Public Housing and Section 8 Residents and the general public have opportunity to comment on the plans; and

WHEREAS, the Staff of LBHA have developed a plan in accordance with the format and templates developed by HUD; and

WHEREAS, the Five Year Plan includes the demolition and redevelopment of Woodrow Wilson Homes and the demolition and development of the old Gregory School to a Senior Citizen/Handicapped and retail facility and other approved proposals for the development of the LBHA; and

WHEREAS, the goals and objective for the plan were developed in consultation with the Resident Advisory Board of the LBHA, consisting of the Resident Association Officers and other Residents of LBHA and participants in the Section 8 Rent Assistance Program; and

WHEREAS, members of the Board of Commissioners provided a complementary and exclusionary approach to the planning process; and

WHEREAS, the Resident Advisory Board and the Public had the opportunity to review and provide written comment regarding all elements of the plan and the LBHA will consider those comments and provide specific responses to the received, if any; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the LBHA approves the attached Agency Five Year Plan and authorizes the submission to the U.S. Department of Housing and Urban Development, subject to Legal Counsel Opinion.

4/20/11

Tyrone Garrett, Secretary — Date

Daniel Gibson, Chief of Staff for Tyrone Garrett, Secretary

THIS IS TO CERTIFY THAT THIS ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF LONG BRANCH AT MEETING HELD ON

4/20/2011

Absent — Carl Kippings, Chairman

Yvonne Russell-Mann — Yvonne Russell-Mann, Vice-Chairman

Absent — Michael Winnick, Commissioner

Absent — Leonard Goldschein, Commissioner

Carmen Rivera — Carmen Rivera, Commissioner

Donald Covin, Commissioner

Dorthia Johnson — Dorthia Johnson, Commissioner

PHA Certifications of Compliance with PHA Plans and Related Regulations	U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the___ 5-Year and/or_X_ Annual PHA Plan for the PHA fiscal year beginning _2009_____, hereinafter referred to as" the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
   - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
   - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
   - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
   - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
   - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

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

Long Branch Housing Authority
PHA Name

NJ008
PHA Number/HA Code

_____ 5-Year PHA Plan for Fiscal Years 20____ - 20____

__X__ Annual PHA Plan for Fiscal Years 20 09 - 20 10

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

Name of Authorized Official	Title
Carl Jennings	Chairman
Signature: Carl Jennings	Date: 4/7/2011

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: Long Branch Housing Authority PHA Code: NJ008

PHA Type: ☐ Small ☐ High Performing ☒ Standard ☐ HCV (Section 8)

PHA Fiscal Year Beginning: (MM/YYYY): 07-01-2009

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)

Number of PH units: 590 Number of HCV units: 730

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.)

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:

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.

6.0 PHA Plan Update

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

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

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

8.0 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.

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.

8.3 Capital Fund Financing Program (CFFP).

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

5.1 Mission

The Misson Statement of the Long Branch Housing Authority is to provide safe, decent, attractive, accessible and affordable housing for eligible families and to provide Economic Development opportunities to improve the quality of life.

The Long Branch Housing Authority will also establish and maintain partnership with residents and public and private entities to this end.

The Long Branch Housing Authority is committed to operate in a cost efficient, ethical and professional manner.

5.2 Goals and Objectives

Goal: Expand the supply of assisted housing.

- Demolish or dispose of 132 units of obsolete Public Housing at Woodrow Wilson
- Build 150 new units to replace Woodrow Wilson 2011 – 2013
- Build 13 affordable homeownership houses 2011 – 2012
- Provide replacement vouchers for Woodrow Wilson (132)
- Construct 100 Senior & Disabled housing units at the old Gregory School site
- Build retail and office space on 1st floor of the new Senior complex at Gregory School site

Goal: Improve the quality of assisted housing

- Improve Public Housing Management (PHAS score from 93 to 100)
- Increase customer satisfaction – ongoing staff training & resident leadership training
- Quarterly Town Hall meetings for each development with E.D. & staff
- Continue publication of quarterly newsletter
- Maintain open door policy for residents to meet with staff

Strengthen resident organization participation in developing policies and procedures. Ensure resident input in planning all capital and other improvements.

Goal: Increase assisted housing choices

- Provide Voucher mobility counseling: 30 families per year 2010 – 2014
- Conduct outreach efforts to potential voucher landlords: 30 landlords contacted each year 2010 – 2014

Goal: Provide and improve living environment

- Continue to deconcentrate poverty by bringing higher income Public Housing households into lower income developments: Improve by 20%, 5% each year 2010 – 2014
- Continue efforts to promote income mixing in Public Housing by assuring access for lower income families into higher income developments
- Upgrade CCTV in all of the developments with state of the art surveillance capability
- Continue to provide or attract supportive services to improve assistance recipients employability
- Continue to provide or attract supportive services to increase independence for the elderly or families with disabilities. Improve outreach programs through assisted living and other elderly agencies 2010 - 2014

6.0 PHA Plan Update

A. N/A

B. Identify where the plan can be obtained

1. Administration Office, 2 Hope Lane Long Branch NJ
2. Kennedy Towers, 36 Rockwell Ave Long Branch NJ
3. Chester Arthur, 111 Union Ave Long Branch NJ
4. Hobart Manor, James St. Long Branch NJ
5. Woodrow Wilson Homes, 520 High St. Long Branch NJ

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures:**

Eligible for Placement on the Waiting List:

The PHA will send notification of the preliminary eligibility determination within (10) business days of receiving a completed application. If applicable, the notice will also indicate the waiting list preference(s) for which the family appears to qualify.

Placement on the waiting list does not indicate that the family is, in fact eligible for admission. A final determination of eligibility and qualification for preferences will be made when the family is selected from the waiting list.

Applicants will be placed on the waiting list according to PHA preference(s) and the date and time their complete application is received by the PHA.

The PHA will assign families on the waiting list according to the bedroom size for which a family qualifies as established in its occupancy standards (see Chapter 5). Families may request to be placed on the waiting list for a unit smaller than designated by the occupancy guidelines (as long as the unit is not overcrowded according to PHA standards and local codes). However, in these cases, the family must agree not to request a transfer for two years after admission, unless they have a change in family size or composition.

Organization of the Waiting List:

The LBHA's public housing waiting list is organized in such a manner to allow the PHA to accurately identify and select families in the proper order, according to the admissions policies described in the ACOP.

PHA Policy

The waiting list will contain the following information for each applicant listed:

- Name and Social Security number
- Unit size required (number of family members)
- Amount of source of annual income
- Accessibility requirements, if any
- Date and time of application or application number
- Household type i.e.; family, elderly or disabled
- Admission preference, if any
- Race and ethnicity of the head of household

Local Preferences (24 CFR 960.206)

LBHA Policy

1. Veteran
2. Income Targeting
3. Residency
4. Needs
    a. Domestic Violence
    b. Involuntary Displacement
    c. Substandard Housing
    d. Rent Burden
    e. Avoiding Reprisal
    f. Non Suitability of Unit
    g. HUD Disposition

The PHA will maintain one waiting list for each development. Within the list, the PHA will designate subparts to easily identify who should be offered the next available unit (i.e.; mixed populations, general occupancy, unit size, and accessible units).

The PHA will not merge the public housing waiting list with the waiting list for any other program the PHA operates. Each development has its own waiting list.

Opening and Closing the Waiting List:

LBHA Policy

The PHA will close the waiting list when the estimated waiting period for housing applicants on the list reaches (24) months for the most current applicants. Except for the tax credit development this waiting list will remain open regardless the # of applicants. Where the PHA has particular preferences or other criteria that require a specific category of family, the PHA may elect to continue to accept applications from these applicants while closing the waiting list to others.

The PHA will announce by public notice the closing of the waiting list. If the list remains open to certain categories of families, this information will also be announced by public notice.

The LBHA determines whether each of its covered developments fall above, within, or below the established income range (EIR), which is from 85% to 115% of the average family income determined in step 1. However, the upper limit must never be less than the income at which a family would be defined as an extremely low income family (30% of median income).

Depending on Local Circumstances the PHA'S deconcentration policy may include, but is not limited to the following:

- Providing incentives to encourage families to accept units in developments where their income level is needed, including rent incentives, affirmative marketing plans, or added amenities.
- Establishing a preference for admission of working families in developments below the established income range.
- Skipping a family on the waiting list to reach another family in an effort to further the goal of deconcentration.

A family has the sole discretion whether to accept an offer of a unit made under the Housing Authorities deconcentration policy. The LBHA must not take any adverse action toward any eligible family if they refuse an offer to accept a unit to achieve deconcentration.

For developments outside the established income range the Housing Authority will take the following actions to provide for deconcentration of poverty and income mixing.

The LBHA revised the Public Housing waiting list preferences by adding preferences for income targeting tiers.

2. Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned $	Planned Uses
1. Federal Grants (FY 2010 grants)		
a) Public Housing Operating Fund	3,905,00	
b) Public Housing Capital Fund	1,036,000	PH Capital Improvement
c) HOPE VI Revitalization		
d) Hope VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	7,800,000	Voucher Assistance
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
HOPE VI Revitalization	1,500,00	Homeownership
3. Public Housing Dwelling Rental Income	2,300,00	PH Operations
4. Other Income (list below)		
Interest Income	50,000	PH Operations
5. Non-federal sources (list below)		
Non-dwelling rental income	80,000	PH Operations
Total resources	16,671,000	

3. Rent Determination

Public Housing (24 CFR 903.7)

The LBHA uses the traditional 30% calculation of income for rent in all of the developments managed by the Authority. In addition, those developments that are strictly funded by HUD we offer a Flat Rent which is determined by the fair market rents in the local area in which the Authority operates. The Flat Rents are proportional to apartment site. They are fair and rational and are not subject to annual adjustments for the next three years, starting in December 2008. There is a minimum rent of $50.00 which meets the financial hardships affecting minimum rent. (24 CFR 5.630)
In the mixed finance developments there are market rate units for residents that are over the 50% median income limit. These units have a rent based on the fair market value and cannot go below that amount regardless if a person loses income.

Utility allowances are provided to families paying income based rents when the costs of utilities are not included in the rent. Once a year, the PHA must offer families the choice between a Flat Rent and an Income Based Rent. A family can opt to switch from Flat Rent to Income Based rent at any time if they are unable to pay the Flat Rent amount due to financial hardship.

HCV dwelling Units:

The policies of the Long Branch Housing Authority state that the payment standard sets the maximum subsidy payment a family can receive from the PHA each month. Payment standards are based on fair market rents (FMR's) published annually by HUD. FMR's are set at a percentile within the rent distribution of standard quality rental housing units in each FMR area. For most jurisdictions, FMRs are set at the 40th percentile of rent in the market area. The LBHA reviews the appropriateness of the payment standards on an annual basis when the FMR is published. In addition to ensuring the payment standards are always within the "basic range" the PHA will consider the following factors when determining whether an adjustment should be made to the payment standard schedule:

Funding Availability
Rent burden of Participating Families
Quality of Units Selected
Changes in Rent to Owner
Unit Availability
Lease-up time and success rate

Additionally, the PHA's schedule of payment standards is used to calculate housing assistance payments for HCV families. The payment standard for a family is the lower of (1) the payment standard for the family unit size, which is defined as the appropriate number of bedrooms for the family under the PHA's subsidy standards or (2) the payment standard for the size of the dwelling unit rented by the family. If during the term of the HAP contract for a family unit, the owner lowers the rent, the PHA will recalculate the HAP using the lower of the initial payment standard or the gross rent for the unit.

4. Operation and Management

All rules that the LBHA has established for the preventive maintenance of the unit works in concert with management and their Maintenance staff. The Authority has in place three annual inspections that are conducted in each unit, one by the housing inspector and two by the site managers. A manual on the maintenance procedures are given to each resident and are updated on an as needed basis. Any emergency work order must be abated within 24 hours of learning of the problem. Routine works orders must be addressed within 30 days of the report.

All residents that have housekeeping issues must attend an intensive housekeeping class before any other actions are taken if the problem continues. All new residents must take the same class prior to moving in. They must take a quiz and participate in the class before they are awarded a certificate of completion.

Work Order Procedure

Residents must call or come in and place a work order with their site manager (i.e.; repairs, pest control, etc.). Once a work order is placed and/or issued to the site maintenance staff, maintenance has 30 days to complete a routine work order and 24 hours to complete an emergency work order.

While in a unit or at a site, maintenance will also take care of any problems within the unit or at the site that has not been reported on the work order (preventive maintenance).

When placing a work order for pest control the resident must state what type of pest control problem he/she are having (i.e.; roaches, mice, etc.). If a resident states they are having a bedbug problem, they are referred to the site manager who in turn must call an outside contractor to eradicate the problem. All other pest control problems will be taken care of via maintenance, once assigned by the site manager. In addition to pest control work orders taken, a quarterly pest control schedule has been set up for all the Authority's complexes for the prevention of any and all infestation. Any other pest control problems (i.e.: ants, spiders, etc.) must be called in at the time of the problem.

Annually the housing inspector does inspections on all of the PHA units as well as the site manager does a recertification inspection. Once the inspections are done, a report is issued to maintenance man for repair (i.e.: leaky faucets, graffiti, etc.). Once the report is received by maintenance personnel a work order is generated for that unit and/or site to be scheduled for repair.

To ensure the safety of the housing authority staff and residents, the authority will have on staff at all times a licensed boiler operator to take care of any problems that may occur with the heating or hot water boilers. An annual inspection as well as cleaning of all boilers and boiler rooms will be conducted during the spring. Once the boilers have been cleaned and inspected, it must then in turn be inspected again by the Authority's insurance carrier before the boiler can be closed and sealed. The boiler operator will furnish a written log for all boilers within the Authority's complexes.

An emergency plan has been prepared to establish specific procedures to be followed by both staff and residents in the event of an emergency. This plan offers basic guidelines for actions related to various situations and is modified as conditions require.

5. Grievance Procedures

When the PHA makes a decision that has a negative impact on a family, that family is often entitled to appeal the decision. For a resident this is a grievance procedure, for applicants the appeal takes the form of an informal hearing.

PHA Policy

A request for an informal hearing must be made in writing and delivered to the PHA either in person or by first class mail. The appeal must be received by the PHA by the close of business no later than 10 days from the date of the PHA's notification of denial of admission. The PHA must schedule and send notification of the informal hearing within 10 business days of the family's request. The informal hearing will be conducted by a person other than the one who made the decision under review, or a subordinate of that person.

The applicant will be provided an opportunity to present written or oral objections to the decision of the PHA, but the PHA is responsible for making the final decision as to whether admission should be granted or denied.

Informal Settlement of Grievance (24CFR 966.5)

PHA Policy

The LBHA is located in a due process state therefore; the PHA will not offer grievance hearings for lease terminations involving criminal activity that resulted in a felony conviction of a household member or one that threatens the health, safety or right to peaceful enjoyment of the premises of other residents or employees of the PHA, or drug related criminal activity on or off the premises.

For all other grievance requests the resident must submit a written request for a grievance hearing to the PHA within 5 business days of the tenant's receipt of the summary of the informal settlement. If the complainant does not request a hearing, the PHA's disposition of the grievance under the informal settlement process will become final. However, failure to request a hearing does not constitute a waiver by the complainant of the right to contest the PHA's action in disposing of the complaint in an appropriate judicial proceeding.

PHA Policy

The PHA will not waive the escrow requirement for grievances involving rent amounts except where required to do so by regulation, or in cases of extreme and undue hardship to the complainant, which shall be determined at the sole and absolute discretion of LBHA.

The hearing officer will within 10 business days of receiving a written request for a hearing will schedule and send written notice of the hearing to both the complainant and the LBHA.

The tenant may request to reschedule a hearing for good cause, or if it is needed as a reasonable accommodation for a person with disabilities. Good cause is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family.

After a request the LBHA may require documentation of the "good cause" prior to rescheduling the hearing.

6. **Designated Housing for Elderly and Disabled**

None

7. **Community Service and Self-Sufficiency**

1) The LBHA has established a long tern/ongoing relationship with the local Brookdale Community College (BCC), whereby they notify the agency of all free or low cost educational or training program job fairs, and or career skills training programs (i.e. computer, math, communications, etc.) that our residents are able to take advantage of. As soon as LBHA receives these updated programs from BCC, the information is posted on site and distributed to all residents.

   In 2008, LBHA received a literacy grant from the Department of Labor and Work Force Development. Because of our ongoing relationship, LBHA collaborated with Brookdale Community College and our residents received training in communications, (i.e. resume writing, GED and ESL courses), computer skills (windows, excel, internet, spread sheets) work readiness (interviewing, resume writing, and math), which allowed them to enhance their job skills in order to advance on their current job or seek higher paying jobs.

2) Although LBHA's FSS grant recently ended, (2) years ago the agency assisted residents to link up to appropriate city, county, or state agencies to complete necessary credit repairs, establish saving accounts, and attend various workshops which led to them becoming successful first time home owners. To date, no one has lost their home.

3) The majority of our residents fall into one of these categories: employed, attending school, caregiver, senior or disabled. The LBHA does its best to monitor resident's employment opportunities and refer them for community service. In instances where residents are receiving TANF, LBHA counts their involvement as community service because they are required to do job searches to receive their benefits. LBHA when possible has allowed residents to meet community service requirements at some of our office locations and senior buildings.

4) Budgeting classes are offered to resident to strengthen financial responsibility and to help them clear up their credit history.

5) If a family does not meet the welfare requirements and a loss of income occurs there will be no rent adjustment given.

Exempt – In addition to those residents that fall under the following categories:

- 62 Years or older
- Blind or Disable

- Primary Caregiver of a disable person

The LBHA will consider 30 hours per week as the minimum number of hours needed to qualify for a work activity exemption.

The LBHA will provide the family with a copy of the community service policy found in appendix VI of the public occupancy guidebook, at lease up, lease renewal, when a family member is determined to be subject to the community service requirement during the lease term, and at any time upon the family's request.

On an annual basis, at the time of lease renewal, the Housing Authority will notify the family in writing of the family members who are subject to community services requirement and the family members who are exempt. If the family includes non exempt individuals the notice will include a list of agencies in the community that provide volunteer and/or training opportunities, as well as a documentation form on which they may record the activities they perform and the hours contributed. The form will also have a place for a signature by an appropriate official, who will certify to the activities and hours completed.

At least 60 days prior to lease renewal, the PHA will review and verify the exemption status of all adult family members. This verification will only be done on an annual basis unless the family reports a change or the LBHA has reason to believe that an individual's exemption status has changed. For individuals who are exempt because they are 62 years of age and older, verification status will be done only at the initial examination.

Upon completion of the verification process, the LBHA will notify the family of its determination in accordance with the policy.

8. **Safety and Crime Prevention**

Senior Complexes:

The LBHA provides (24) hour security guards at the (2) senior high rise complexes under the Authority's management. Each building is equipped with state of the art closed circuit security cameras which are monitored at the site, the main office by the Director of Security and the Long Branch Police Department. All visitors entering the building must be buzzed in by the resident they are visiting. The resident has the capability of speaking to the visitors by intercom or viewing them on their Television. In addition, every visitor must sign in and present a picture Identification to the security guard before they are allowed to visit the residence. Upon leaving the building, visitors must sign out. In addition, the Housing Authority has a no trespass list that is maintained for undesirable individuals that are not allowed into the building.

Family Complexes:

At each one of the family complexes managed by the LBHA, a state of the art closed circuit camera system has been installed. They are monitored by both the Director of Security for the Authority and the Long Branch Police Department. In addition, the Police Department has assigned a liaison officer to the Housing Authority at the rank of Lieutenant, he is responsible to monitor any criminal activity within the developments and take corrective action. The crime at this Authority has declined over the years and is continually addressed at our meetings with the Police Department.

The Activities conducted by the LBHA to give the youth of the Housing Authority and community and alternative to crime are as follows:

- The annual back to school festival which is held the last weekend in August. The festival is in its nineteenth year. School supplies are given out along with a brand new backpack, guest speakers, rides and games, food, entertainment by local band signing groups and church are provided at no cost to anyone. Over 10,000 Housing Authority and neighborhood youth have been served since its inception in 1991.

- The Long Branch Recreation Department sponsors a youth basketball league that involves several young children from the Housing Authority.

- The LBHA supports the local Pop Warner Football program with funding which allows the Housing Authority youth to participate without paying the registration fee that most families cannot afford.

- The Police Athletic league sponsors a boxing program and because of the efforts of the Liaison officer assigned to the Authority several youth men are participating.

- LBHA provides space at the Woodrow Wilson Recreation for martial arts classes. They are held 3 nights a week for youth of all ages both male and female.

On July 2010 the LBHA's brand new 17,000 square foot state of the art recreation community center opened to the residents of the Housing Authority and the City of Long Branch.

This facility has a basketball court, banquet room, neighborhood network, library, day care for infants, classrooms and meeting rooms. The programs are run by the housing Authority's non-profit, Maestro.

The daycare will allow those residents interested in pursuing either employment, training or educational opportunities a place to leave their children without the economic burden that present exists. This program is operated by Checkmate the local community action program. A stipend is charged based on the individual's ability to pay.

As a result of the design of the new construction of all the family development the crime activities have decreased because the facilities are no longer conducive to providing hiding places. Plus all of the developments are equipped with camera which deters criminal activity.

9. **Pets**

Pets are allowed in the traditional HUD Development at LBHA. However, there are certain restrictions and requirements that govern ownership. No tenant may keep a pet unless agreed to in writing by Management and the resident signs an appropriate Pet Agreement. A security deposit of $50.00 per pet shall be required for all dogs except those exempted under Housing Authority action of March 17, 1992. Those persons 62 years of age or older are also exempted from the security deposit.

Dogs at maturity cannot weight more than 25 lbs. They must be spayed or neutered, proof of same to be supplied. Dogs of a vicious or aggressive disposition will not be permitted. This specifically includes, but not limited to Pit Bulls, Doberman Pinchers, and Rottweiler's. (license required for all dogs). Cats must be spayed or neutered. Birds must be maintained in a cage at all times, noise and odor must be maintained. Fish must be kept in a reasonable size aquarium. Management must approve of installation.

Note: No other kinds of Pets may be kept by tenants on the premises of these developments i.e. Snakes, large.

Exceptions: Animals that are specifically trained to assist, support, or provide service to persons with disabilities. All rules that are code by the city must be obeyed by the resident.

In the mixed financed developments, no pets are allowed with the exception of service animals for persons with disabilities.

10. **Civil Rights Certification**

The LBHA has established a task force consisting of individuals from the community, housing authority residents, police officer and a mayoral designee to address the compliance for the Civil Rights and AFFH Certification. The authority works with the City's office of Community Development and has input into the consolidated plan that is applicable for the City of Long Branch. All concerns that pertain to the impediment to fair housing are addressed and eliminated whenever possible. The task force usually meets semi-annually or if necessary whenever a call meeting is warranted.

11. Fiscal Year Audit

The independent auditor's report performed by Fallow & Larsen LLP certified public accountants for year ended June 30, 2008 – 2007 are:

I. Financial Statement Findings

There were no finding relating to the financial statements which are required to be reported in accordance with government auditing standards accepted in the United States of America.

II. Federal Award Findings and Questioned Costs

There were no findings or questioned costs relating to federal awards.

III. Schedule of Prior Year Federal Audit Findings

None reported.

IV. See attachment I

12. Asset Management

LBHA has instituted its plan to carry out the Asset Management requirements by assigning a Site Manger to each development. A maintenance staff has been assigned to each site and is responsible to perform all maintenance work needed at the site under the direction of the Site Manager. The Site Managers have been trained on how to manage their budgets and waiting lists. They are responsible to place new residents and manage the inventory on the site. No purchases for any of the 6 sites operated by the LBHA are made without the approval or request of the Site Manager. A working preference for new applicants has been established to attract higher rent paying residents. Curb appeal to improve the condition and appearance of the site is also under the direction of the Site Manager.

LBHA incorporated a Management Company, Shore Point, to take advantage of any new business opportunities that might be available. A Marketing program has been instituted to inform the public of the services provided by the Authority. The Authority is constantly on the lookout for business opportunities to pursue.

LBHA will use community workers under our resident initiative program to perform a lot of the rehabilitation and modernization that needs to be done at the non HOPE VI sites. By not going out to bid and doing the work in-house, the Authority will save thousands of dollars for reinvestment.

The Authority is constantly looking for private funding to improve the existing inventory. In the past 3 years of partnership with New Jersey Natural Gas Co. and Penrose Developers, LBHA has demolished and rebuilt three (3) sites. The future plans call for the construction of a new neighborhood network center and thirty-one, (31), affordable homes for purchase. This will be in partnership with the City of Long Branch, State of New Jersey, and private developers.

Phase II Garfield Ct a development consist of 61 town house apartments is scheduled for completion by May 2010. Applications will be accepted beginning on February 1st 2010. Lease Up is scheduled for completion June 2010.

The Woodrow Wilson Housing complex a property consisting of 132 units is slated for demolition within a year. The first phase has begun and a developer will be selected by the end of March 2010. A relocation plan is being developed and construction of the new complex should begin by June 2011.

13. Violence Against Women Act

The LBHA offers workshops on a quarterly basis dealing with domestic violence. These programs are conducted by two outside agencies, Family and Children's Services and Prevention First. They provide information about what alternatives are necessary for prevention and what are the resources available for victims of domestic violence.

LBHA offers Section8 vouchers in situations that warrant them. Also, for applicants preference points are given for victims of domestic violence.

LBHA works closely with the local Board of Education to identify any child that might be a victim of domestic violence. If it is found that a child is being abused this information is forwarded to the police liaison officer assigned to work with the Housing Authority for follow up investigation and follow up action. In addition the Housing works directly with the division of youth and family services (DYFS) to report, prevent and educate residents about child abuse.

If it is discovered that a household has a history of Domestic Violence against women the LBHA has the ability to issue a section 8 voucher and relocate the victim to another area. Also the LBHA provides information regarding restraining order were needed for victims of Domestic Viloence.

The Housing Authority offers classes on a semiannual basis that deals with any Domestic Violence and encouraging the residents to participate.

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

(a) Hope VI or Mixed Finance Modernization of Development

The Long Branch Housing Authority was a recipient in 2006 of a Hope VI Grant (Seaview: NJ39URD 008 105). The Authority has used its $20 million grant allocation to leverage approximately $135 million dollars in redevelopment.

As of February 19, 2010, The LBHA has constructed 238 townhouses using mix financing, as it has throughout its redevelopment effort.

(b) Demolition and/or Disposition

The LBHA is currently awaiting approval to demolish 136 family units at the Woodrow Wilson Homes. They will be replaced with approximately 150 family units. In addition the disposition of Gregory School will allow the Authority to create 100 affordable senior units.

(c) Conversion of Public Housing

N/A

(d) Homeownership

LBHA through its Hope VI Grant, plan to build (31) new affordable for sale or for rent townhouses by the end of 2011. In 2008 LBHA received a homeownership grant which will strengthen the residents' ability to be in first position to purchase and or rent the townhomes built under the HOPE VI Grant. LBHA hired a homeownership Coordinator with strong real estate and banking experience. He has met with residents and is guiding them on the path to begin transitioning themselves into becoming first time homeowners. This is done through meetings with various banks, real estate companies, mortgage companies, counseling/credit repair companies, and individual and or group meetings with residents to provide them with the information needed to get themselves in position if needed, to become first time homeowners; funds to purchase these townhomes will be acquired by using personal savings and taking advantage of the various matching funds from banks, city, and or county grants, which do not have to be paid back as long as the purchaser remains in the home for the specified time to absorb the loan. LBHA Coordinator has enhanced residents ability to succeed at becoming first time and permanent homeowners, because they have a personal contact to assist them before, during and after they purchase their home. They will be given information to attend various workshops and given personal contacts for various financial institutions and or agencies that are willing to work with the LBHA residents to provide them with the services that will allow them to become first time homeowners. By going through the homeownership program, residents will have the information needed to purchase a home in the area or in the State.

(e) Project-based Vouchers

In accordance with the Long a Branch Housing Authority regulations, the Projected-based voucher (PBV) program allows PHAs that already administer a tenant-based voucher program under an annual contributions contract (ACC) with HUD to take up to 20 percent of its voucher program budget authority and attach the funding to specific units rather than using it for tenant-based assistance, the LBHA will utilize the above stated units in accordance with our Administrative Policy. According to HUD, PHAs may only operate a PBV program if doing so is consistent with the PHAs Annual Plan, and the goal of deconcentrating poverty and expanding housing and economic opportunities.

PBV assistance may be attached to existing housing or newly constructed or rehabilitated housing (24 CFR 983.52). If PBV units are already selected for project-based assistance either under an agreement to enter into HAP Contract (Agreement) or a HAP contract, the PHA is not required to reduce the number of these units if the amount of budget the authority is subsequently reduced. However, the PHA is responsible for determining the amount of the budget that the Authority has available for project-based vouchers and ensuring that the amount of assistance that is attached to units is within the amount available under the ACC (24 CFR 983.6)

Much of the tenant-based voucher program regulations also apply to the PBV program.

Through the Veteran Affairs Supporting Housing (VASH) the Section 8 program was able to Place 35 veteran into housing. This was a one shot program and was highly successful.

8.0 Capital Improvements

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report

(a)

(b)

(c)

1.

2.

3.

8.2 Capital Fund Program Five-Year Action Plan

8.3 Capital Fund Financing Program (CFFP)

See Financial Attachments.

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program (CFP/CFPRHF)

Part I: Summary

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P008501-08 Replacement Housing Factor Grant No: Date of CFFP:	Federal FY of Grant: 2008 FFY of Grant Approval:

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☐ Performance and Evaluation Report for Period Ending: 12/30/2010 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-			
2	1406 Operations (may not exceed 20% of line 21)		0	0	0
3	1408 Management Improvements	$ 167,065.00		$ 167,065.00	$ 166,355.41
4	1410 Administration (may not exceed 10% of line 21)	$ 83,533.00		$ 83,533.00	$ 83,533.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$ 51,000.00		$ 51,000.00	$ 41,379.42
8	1440 Site Acquisition				
9	1450 Site Improvement	$ 7,000.00		$ 7,000.00	$ 3,973.82
10	1460 Dwelling Structures	$ 380,000.00		$ 380,000.00	$ 360,741.35
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	$ 110,000.00		$ 110,000.00	$ 99,029.44
13	1475 Non-dwelling Equipment	$ 36,727.39		$ 36,727.39	$ 29,864.21
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities	$ -		$ -	$ -
18a	1501 Collateralization or Debt Service paid by the PHA	$ 269,834.61		$ 269,834.61	$ 269,834.61
18b	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)	$ 1,105,160.00	$ -	$ 1,105,160.00	$ 1,054,711.26
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	-	-	-	-

Signature of Executive Director	Date	Signature of Public Housing Director	Date

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P008501-08 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP004	Mgt impv - tenant svc payroll	1408		$ 40,957.22		$ 40,957.22	$ 40,957.22	
	Mgt impv - tenant svc benefit	1408		$ 7,711.00		$ 7,711.00	$ 7,711.00	
	Mgt impv - Network support	1408		$ 2,725.10		$ 2,725.10	$ 2,725.10	
	Mgt impv - Community Support	1408		$ 5,320.00		$ 5,320.00	$ 5,320.00	
	Mgt impv - grant op exp	1408		$ 17,604.13		$ 17,604.13	$ 16,894.54	
	Admin - payroll	1410		$ 6,595.78		$ 6,595.78	$ 6,595.78	
Woodrow Wilson	Admin - benefits	1410		$ 38,092.27		$ 38,092.27	$ 38,092.27	
Homes	Tax credit redev consultant	1430		$ 40,000.00		$ 40,000.00	$ 39,493.00	
	Site Improvements	1450		$ 2,800.00		$ 2,800.00	$ 966.32	
	Vacant unit turnover	1460		$ 7,000.00		$ 7,000.00	$ 6,110.51	
	Appliances	1460		$ 4,000.00		$ 4,000.00	$ 3,090.00	
	Boiler / Steam line repair	1460		$ 1,000.00		$ 1,000.00	$ 889.00	
	Roof / Gutter repair	1460		$ 1,500.00		$ 1,500.00	$ 1,434.00	
	Improvements & Upgrades	1460		$ 5,500.00		$ 5,500.00	$ 5,382.13	
	Maintenance office upgrade	1470		$ 60,000.00		$ 60,000.00	$ 59,372.12	
	Nondwelling Equipment	1475		$ 28,000.00		$ 28,000.00	$ 23,022.19	
	Collaterization / Debt Service	1501		$ 107,933.84		$ 107,933.84	$ 107,933.84	
	Total:	all		$ 376,739.34	$ -	$ 376,739.34	$ 365,989.02	
AMP006	Mgt impv - tenant svc payroll	1408		$ 12,944.00		$ 12,944.00	$ 12,944.00	
Hobart Manor	Mgt impv - tenant svc benefit	1408		$ 5,697.00		$ 5,697.00	$ 5,697.00	
	Mgt impv - Network support	1408		$ 4,035.35		$ 4,035.35	$ 4,035.35	
	Mgt impv - Community Support	1408		$ 120.00		$ 120.00	$ 120.00	
	Mgt impv - grant op exp	1408		$ 10,202.70		$ 10,202.70	$ 10,202.70	
	Admin - payroll	1410		$ 8,993.00		$ 8,993.00	$ 8,993.00	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: **NJ39P008501-08** Replacement Housing Factor Grant No:	Federal FY of Grant: 2008

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Admin - benefits	1410		$ 3,957.00		$ 3,957.00	$ 3,957.00	
	Fees and Costs - A&E	1430		$ 9,000.00		$ 9,000.00	$ 231.19	
	Site Improvements	1450		$ 1,400.00		$ 1,400.00	$ 975.00	
	Vacant unit turnover	1460		$ 1,000.00		$ 1,000.00	$ 24,452.67	
	Appliances	1460		$ 3,000.00		$ 3,000.00	$ 2,691.65	
	Boiler / Steam line repair	1460		$ 1,000.00		$ 1,000.00	$ 639.30	
	Roof / Gutter repair	1460		$ 1,000.00		$ 1,000.00	$ 130.00	
	Window replacement	1460		$ 136,125.00		$ 136,125.00	$ 136,125.00	
	Maintenance warehouse	1470		$ 10,000.00		$ 10,000.00	$ 5,238.74	
	Nondwelling Equipment	1475		$ 100.00		$ 100.00	$ 100.00	
	Collaterization / Debt Service	1501		$ 53,966.92		$ 53,966.92	$ 53,966.92	
	Total:	all		$ 262,540.97	$ -	$ 262,540.97	$ 270,499.52	
AMP007	Mgt impv - tenant svc payroll	1408		$ 25,890.60		$ 25,890.60	$ 25,890.60	
Chester Arthur	Mgt impv - tenant svc benefit	1408		$ 11,393.00		$ 11,393.00	$ 11,393.00	
	Mgt impv - Network support	1408		$ 2,136.60		$ 2,136.60	$ 2,136.60	
	Mgt impv - Community Support	1408		$ 360.00		$ 360.00	$ 360.00	
	Mgt impv - grant op exp	1408		$ 19,968.30		$ 19,968.30	$ 19,968.30	
	Admin - payroll	1410		$ 17,981.95		$ 17,981.95	$ 17,981.95	
	Admin - benefits	1410		$ 7,913.00		$ 7,913.00	$ 7,913.00	
	Fees and Costs - A&E	1430		$ 2,000.00		$ 2,000.00	$ 1,655.23	
Kennedy Towers	Site Improvements	1450		$ 2,800.00		$ 2,800.00	$ 2,032.50	
	Vacant unit turnover	1460		$ 56,368.32		$ 56,368.32	$ 20,495.88	
	Appliances	1460		$ 10,000.00		$ 10,000.00	$ 7,094.03	
	Boiler / Steam line repair	1460		$ 4,000.00		$ 4,000.00	$ 3,714.50	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P008501-08 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Roof / Gutter repair	1460		$ 1,000.00		$ 1,000.00	$ 986.00	
	Mailbox replc	1460		$ 7,012.41		$ 7,012.41	$ 7,012.41	
	Electric upgrade	1460		$ 5,863.97		$ 5,863.97	$ 5,863.97	
	Office/comm room upgrade	1460		$ 43,511.30		$ 43,511.30	$ 43,511.30	
	Emergency generator	1460		$ 8,590.00		$ 8,590.00	$ 8,590.00	
	emergency call system	1460		$ 78,229.00		$ 78,229.00	$ 78,229.00	
	Compactor maintenance	1460		$ 1,360.00		$ 1,360.00	$ 1,360.00	
	Elevator interior upgrade	1460		$ 2,940.00		$ 2,940.00	$ 2,940.00	
	Maintenance warehouse	1470		$ 40,000.00		$ 40,000.00	$ 34,418.58	
	Nondwelling Equipment	1475		$ 8,627.39		$ 8,627.39	$ 6,742.02	
	Collaterization / Debt Service	1501		$ 107,933.85		$ 107,933.85	$ 107,933.85	
	Total:	all		$ 465,879.69	$ -	$ 465,879.69	$ 418,222.72	
	TOTAL:	all		$ 1,105,160.00	$ -	$ 1,105,160.00	$ 1,054,711.26	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P008501-09 Replacement Housing Factor Grant No:	Federal FY of Grant: 2009

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no: 1)

☐ Performance and Evaluation Report for Period Ending: 12/30/2010 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-			
2	1406 Operations				
3	1408 Management Improvements	$ 153,198.00		$ 153,198.00	$ 35,497.51
4	1410 Administration	$ 76,599.00		$ 76,599.00	$ 26,801.92
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$ 90,000.00			$ -
8	1440 Site Acquisition				
9	1450 Site Improvement	$ 35,442.79			$ -
10	1460 Dwelling Structures	$ 198,938.00		$ 198,938.00	$ 182,524.10
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	$ 170,000.00		$ 50,000.00	$ 20,593.88
13	1475 Nondwelling Equipment	$ 41,810.00			$ -
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	$ -			$ -
19	1501 Collaterization or Debt Service	$ 270,329.21		$ 270,329.21	$ 270,329.21
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	$ 1,036,317.00	$ -	$ 749,064.21	$ 535,746.62
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	-	-	-	-

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: **NJ39P008501-09** Replacement Housing Factor Grant No:	Federal FY of Grant: 2009

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP004	Mgt impv - tenant svc payroll	1408		$ 34,279.00		$ 34,279.00		
	Mgt impv - tenant svc benefit	1408		$ 9,000.00		$ 9,000.00		
	Mgt impv - grant op exp	1408		$ 1,000.00		$ 1,000.00		
	Mgt impv - grant mgt fee	1408		$ 14,000.00		$ 14,000.00	$ 14,000.00	
	Mgt impv - network support	1408		$ 3,000.00		$ 3,000.00		
Woodrow Wilson	Admin - Payroll	1410		$ 21,800.00		$ 21,800.00	$ 7,444.00	
	Admin - Benefits	1410		$ 8,840.00		$ 8,840.00	$ 3,276.00	
Homes	Fees and Costs - A&E	1430		$ 30,000.00				
	Sidewalk repair	1450		$ 14,177.35				
	Vacant unit turnover	1460		$ 316.00		$ 316.00	316	
	Boiler / Steam line repair	1460		$ 307.00		$ 307.00	$ 307.00	
	Maintenance workshops	1470		$ 30,000.00		$ 20,000.00	$ 19,423.92	
	Nondwelling Equipment	1475		$ 21,810.00				
	Collaterization / Debt Service	1501		$ 108,131.68		$ 108,131.68	$ 108,131.68	
	Total:	all		$ 296,661.03	$ -	$ 220,673.68	$ 152,898.60	
AMP006	Mgt impv - tenant svc payroll	1408		$ 14,500.00		$ 14,500.00		
	Mgt impv - tenant svc benefit	1408		$ 7,140.00		$ 7,140.00		
	Mgt impv - grant op exp	1408		$ 500.00		$ 500.00	$ 201.43	
	Mgt impv - grant mgt fee	1408		$ 7,000.00		$ 7,000.00	$ 7,000.00	
	Mgt impv - network support	1408		$ 1,500.00		$ 1,500.00		
Hobart Manor	Admin - Payroll	1410		$ 10,900.00		$ 10,900.00	$ 3,722.00	
	Admin - Benefits	1410		$ 4,420.00		$ 4,420.00	$ 1,638.00	
	Fees and Costs - A&E	1430		$ 20,000.00				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: **NJ39P008501-09** Replacement Housing Factor Grant No:	Federal FY of Grant: 2009

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	site lighting	1450		$ 7,088.48				
	Vacant unit turnover	1460		$ 2,491.00		$ 2,491.00	$ 2,491.10	
	Window Replacement	1460		$ 191,056.00		$ 191,056.00	$ 178,875.00	
	Maintenance warehouse	1475		$ 50,000.00				
	Community room upgrade	1470		$ 25,000.00				
	Collaterization / Debt Service	1501		$ 54,065.84		$ 54,065.84	$ 54,065.84	
	Total:	all		$ 395,661.32	$ -	$ 293,572.84	$ 247,993.37	
AMP007	Mgt impv - tenant svc payroll	1408		$ 34,279.00		$ 34,279.00		
	Mgt impv - tenant svc benefit	1408		$ 9,000.00		$ 9,000.00		
	Mgt impv - grant op exp	1408		$ 1,000.00		$ 1,000.00	$ 296.08	
	Mgt impv - grant mgt fee	1408		$ 14,000.00		$ 14,000.00	$ 14,000.00	
	Mgt impv - network support	1408		$ 3,000.00		$ 3,000.00		
Chester Arthur	Admin - Payroll	1410		$ 21,939.00		$ 21,939.00	$ 7,445.92	
	Admin - Benefits	1410		$ 8,700.00		$ 8,700.00	$ 3,276.00	
	Fees and Costs - A&E	1430		$ 40,000.00				
Kennedy Towers	Site paving	1450		$ 14,176.96				
	Vacant unit turnover	1460		$ 228.00		$ 228.00	$ 228.00	
	Hallway painting	1460		$ 4,540.00		$ 4,540.00	$ 307.00	
	Maintenance warehouse	1470		$ 40,000.00		$ 28,800.00		
	Community room upgrade	1470		$ 25,000.00		$ 1,200.00	$ 1,169.96	
	nondwelling Equipment	1475		$ 20,000.00				
	Collaterization / Debt Service	1501		$ 108,131.69		$ 108,131.69	$ 108,131.69	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: **NJ39P008501-09** Replacement Housing Factor Grant No:				Federal FY of Grant: 2009		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Total:	all		$ 343,994.65	$ -	$ 234,817.69	$ 134,854.65	$ -
	TOTAL:	all		$ 1,036,317.00	$ -	$ 749,064.21	$ 535,746.62	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:

PHA Name: Long Branch Housing Authority

Grant Type and Number: Capital Fund Program Grant No: NJ39S008501-09

Federal FY of Grant: 2009

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no: 2)

☐ Performance and Evaluation Report for Period Ending: 12/30/2010 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-			
2	1406 Operations				
3	1408 Management Improvements	$ 161,699.00		$ 161,699.00	$ 134,855.11
4	1410 Administration	$ 161,699.00		$ 161,699.00	$ 95,554.07
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$ 175,000.00		$ 175,000.00	$ 126,238.07
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	$ 193,496.00		$ 193,496.00	$ 139,657.00
11	1465.1 Dwelling Equipment—Nonexpendable	$ 777,096.00		$ 777,096.00	$ 507,830.38
12	1470 Nondwelling Structures				$ -
13	1475 Nondwelling Equipment	$ 148,000.00		$ 148,000.00	$ 148,016.50
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18a	1501 Collaterization or Debt Service paid by the PHA	$ -			$ -
18ba	9000 Collateralization or Debt Svc via system of direct pymnt				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 – 19)	$ 1,616,990.00	$ -	$ 1,616,990.00	$ 1,152,151.13
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	$ 48,000.00		$ 48,000.00	
24	Amount of Line 20 Related to Security – Hard Costs	$ 441,979.00		$ 441,979.00	
25	Amount of line 20 Related to Energy Conservation Measures	$ 116,273.00		$ 116,273.00	-

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39S008501-09	Federal FY of Grant: 2009

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no: 2)

☐ Performance and Evaluation Report for Period Ending: 12/30/2010 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended

Signature of Executive Director	Date	Signature of Public Housing Director	Date

form HUD-50075.1(4/2008)

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority

Grant Type and Number
Capital Fund Program Grant No: **NJ39S008501-09**
Replacement Housing Factor Grant No:

Federal FY of Grant: 2009

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP004 Woodrow Wilson Homes	Mgt Impv - Tenant services	1408		$ 12,000.00		$ 12,000.00	$ 12,472.80	
	Administration	1410		$ 161,699.00		$ 161,699.00	$ 95,554.07	
	Architect & engineering svc	1430		$ 2,000.00		$ 2,000.00		
	Steam leak repairs	1465		$ 50,282.00		$ 50,282.00	$ 40,231.00	
	Total:	all		$ 225,981.00	$ -	$ 225,981.00	$ 148,257.87	
AMP006 Hobart Manor	Architect & engineering svc	1430		$ 15,000.00		$ 15,000.00	$ 5,280.00	
	Architect - Window rplc	1430		$ 25,000.00		$ 25,000.00	$ 26,050.00	
	Window rplcmnt	1460		$ 12,996.00		$ 12,996.00	$ 12,996.00	
	Total:	all		$ 52,996.00		$ 52,996.00	$ 44,326.00	
AMP007 Chester Arthur Kennedy Towers	Engineer Svc-CCTV upgrade	1430		$ 80,000.00		$ 80,000.00	$ 56,028.07	
	Architect & engineering svc	1430		$ 48,000.00		$ 48,000.00	$ 31,580.00	
	Interior painting	1460		$ 105,000.00		$ 105,000.00	$ 64,111.00	
	Roof Replacement	1460		$ 75,500.00		$ 75,500.00	$ 62,550.00	
	HW boiler/tank replacement	1465		$ 12,995.00		$ 12,995.00	$ 12,995.00	
	Fire alarm control panel	1465		$ 20,000.00		$ 20,000.00		
	Entrance key system upgrade	1465		$ 12,000.00		$ 12,000.00	$ 9,898.00	
	Emergency call system	1465		$ 150,000.00		$ 150,000.00	$ 150,631.00	
	Emergency Generator	1465		$ 20,000.00		$ 20,000.00		
	Community room A/C	1465		$ 15,000.00		$ 15,000.00	$ 14,198.00	
	Bobcat front end loader	1475		$ 21,000.00		$ 21,000.00	$ 21,192.10	
	Vehicles	1475	5	$ 127,000.00		$ 127,000.00	$ 126,824.40	
	Total:	all		$ 686,495.00		$ 686,495.00	$ 550,007.57	
AMP011 Seaview Manor	Mgt Impv - Police patrol	1408		$ 12,000.00		$ 12,000.00	$ 22,070.83	
	Mgt Impv - Tenant services	1408		$ 20,000.00		$ 20,000.00	$ 5,552.26	
	CCTV Security system	1465		$ 136,819.00		$ 136,819.00	$ 67,409.98	
	Total:	all		$ 168,819.00		$ 168,819.00	$ 95,033.07	
AMP012	Mgt Impv - Police patrol	1408		$ 12,000.00		$ 12,000.00		
	Mgt Impv - Tenant services	1408		$ 20,000.00		$ 20,000.00	$ 16,586.76	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39S008501-09 Replacement Housing Factor Grant No:				Federal FY of Grant: 2009		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Presidential Es.	CCTV Security system	1465		$ 65,000.00		$ 65,000.00	$ 44,353.00	
	Total:	all		$ 97,000.00		$ 97,000.00	$ 60,939.76	
AMP013	Mgt Impv - Police patrol	1408		$ 12,000.00		$ 12,000.00		
	Mgt Impv - Tenant services	1408		$ 20,000.00		$ 20,000.00	$ 16,416.78	
	Architect & engineering svc	1430		$ 5,000.00		$ 5,000.00	$ 7,300.00	
Garfield I	Emergency generator system	1465		$ 135,000.00		$ 135,000.00		
				$ 172,000.00		$ 172,000.00	$ 23,716.78	
AMP014	Mgt Impv - Police patrol	1408		$ 12,000.00		$ 12,000.00		
	Mgt Impv - Tenant services	1408		$ 41,699.00		$ 41,699.00	$ 61,755.68	
Garfield II	CCTV Security system	1465		$ 160,000.00		$ 160,000.00	$ 168,114.40	
	Total:	all		$ 213,699.00		$ 213,699.00	$ 229,870.08	
	TOTAL:	all		$ 1,616,990.00	$ -	$ 1,616,990.00	$ 1,152,151.13	

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor, and Capital Fund Financing Program (CFP/CFPRHF)

Part I: Summary

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P008501-10 Replacement Housing Factor Grant No: Date of CFFP:	Federal FY of Grant: 2010 FFY of Grant Approval:

Type of Grant
☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☐ Performance and Evaluation Report for Period Ending: 12/30/2010 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-			
2	1406 Operations (may not exceed 20% of line 21)				
3	1408 Management Improvements	$ 134,850.00		$ 134,850.00	
4	1410 Administration (may not exceed 10% of line 21)	$ 67,425.00		$ 67,425.00	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$ 70,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	$ 120,000.00			
10	1460 Dwelling Structures	$ 206,976.79			
11	1465.1 Dwelling Equipment—Nonexpendable	$ 35,000.00			
12	1470 Non-dwelling Structures				$ -
13	1475 Non-dwelling Equipment	$ 40,000.00			$ -
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities	$ -			$ -
18a	1501 Collateralization or Debt Service paid by the PHA	$ 270,409.21		$ 270,409.21	
18b	9000 Collateralization of 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)	$ 944,661.00	$ -	$ 472,684.21	$ -
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	-	-	-	-

Signature of Executive Director	Date	Signature of Public Housing Director	Date

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: **NJ39P008501-10** Replacement Housing Factor Grant No:	Federal FY of Grant: 2010

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP004	Mgt impv - tenant svc payroll	1408		$ 18,461.00		$ 18,461.00		
	Mgt impv - tenant svc benefit	1408		$ 8,000.00		$ 8,000.00		
Woodrow Wilson	Mgt impv - grant op exp	1408		$ 500.00		$ 500.00		
Homes	Mgt impv - grant mgt fee	1408		$ 14,000.00		$ 14,000.00		
	Mgt impv - network support	1408		$ 3,000.00		$ 3,000.00		
	Fees and Costs - A&E	1430		$ 23,240.00				
	Boiler / Steam line repair	1460		$ 50,000.00				
	Collaterization / Debt Service	1501		$ 108,131.68		$ 108,131.68		
	Total:	all		$ 225,332.68	$ -	$ 152,092.68	$ -	
AMP006	Mgt impv - tenant svc payroll	1408		$ 10,870.00		$ 10,870.00		
	Mgt impv - tenant svc benefit	1408		$ 7,100.00		$ 7,100.00		
	Mgt impv - grant op exp	1408		$ 500.00		$ 500.00		
	Mgt impv - grant mgt fee	1408		$ 7,000.00		$ 7,000.00		
	Mgt impv - network support	1408		$ 1,500.00		$ 1,500.00		
Hobart Manor	Admin - Payroll	1410		$ 22,013.00		$ 22,013.00		
	Admin - Benefits	1410		$ 8,800.00		$ 8,800.00		
	Fees and Costs - A&E	1430		$ 15,540.00				
	Paving / Curb impv	1450		$ 60,000.00				
	Vacant unit turnover	1460		$ 24,120.00				
	dwelling equipments	1465		$ 15,000.00				
	Collaterization / Debt Service	1501		$ 54,145.84		$ 54,145.84		
	Total:	all		$ 226,588.84	$ -	$ 111,928.84	$ -	
AMP007	Mgt impv - tenant svc payroll	1408		$ 32,819.00		$ 32,819.00		
	Mgt impv - tenant svc benefit	1408		$ 13,100.00		$ 13,100.00		
	Mgt impv - grant op exp	1408		$ 1,000.00		$ 1,000.00		

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P008501-10 Replacement Housing Factor Grant No:	Federal FY of Grant: 2010

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Chester Arthur Kennedy Towers	Mgt impv - grant mgt fee	1408		$ 14,000.00		$ 14,000.00		
	Mgt impv - network support	1408		$ 3,000.00		$ 3,000.00		
	Admin - Payroll	1410		$ 26,152.00		$ 26,152.00		
	Admin - Benefits	1410		$ 10,460.00		$ 10,460.00		
	Fees and Costs - A&E	1430		$ 31,220.00				
	Paving / Curb impv	1450		$ 60,000.00				
	Vacant unit turnover	1460		$ 132,856.79				
	dwelling equipments	1465		$ 20,000.00				
	nondwelling Equipment	1475		$ 40,000.00				
	Collaterization / Debt Service	1501		$ 108,131.69		$ 108,131.69		
	Total:	all		$ 492,739.48	$ -	$ 208,662.69	$ -	$ -
	TOTAL:	all		$ 944,661.00	$ -	$ 472,684.21	$ -	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39R008501-10 Replacement Housing Factor Grant No:	Federal FY of Grant: 2010

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no: 1)

☐ Performance and Evaluation Report for Period Ending: 12/30/2010 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-			
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition	$ 522,868.00			
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				$ -
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	$ 522,868.00	$ -	$ -	$ -
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	-	-	-	-

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: **NJ39R008501-10** Replacement Housing Factor Grant No:	Federal FY of Grant: 2010

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP004 Woodrow Wilson Phase I	Demolition	1485		$ 522,868.00				
	Total:	all		$ 522,868.00		$ -	$ -	
							$ -	
							$ -	
	Total:	all		$ -		$ -	$ -	
	TOTAL:	all		$ 522,868.00	$ -	$ -	$ -	

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor, and Capital Fund Financing Program (CFP/CFPRHF)

Part I: Summary

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P008501-11 Replacement Housing Factor Grant No: Date of CFFP:	Federal FY of Grant: 2011 FFY of Grant Approval:

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	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-			
2	1406 Operations (may not exceed 20% of line 21)				
3	1408 Management Improvements	$ 134,850.00			
4	1410 Administration (may not exceed 10% of line 21)	$ 67,425.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$ 15,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	$ 50,000.00			
10	1460 Dwelling Structures	$ 131,976.54			
11	1465.1 Dwelling Equipment—Nonexpendable	$ 10,000.00			
12	1470 Non-dwelling Structures				$ -
13	1475 Non-dwelling Equipment	$ 10,000.00			$ -
14	1485 Demolition	$ 200,000.00			
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	$ 55,000.00			
17	1499 Development Activities				$ -
18a	1501 Collateralization or Debt Service paid by the PHA	$ 269,485.46			
18b	9000 Collateralization of 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)	$ 943,737.00	$ -	$ -	$ -
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	-	-	-	-

Signature of Executive Director	Date	Signature of Public Housing Director	Date

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: **NJ39P008501-11** Replacement Housing Factor Grant No:	Federal FY of Grant: 2011

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP004	Mgt impv - tenant svc payroll	1408		$ 18,461.00				
	Mgt impv - tenant svc benefit	1408		$ 8,000.00				
Woodrow Wilson	Mgt impv - grant op exp	1408		$ 500.00				
Homes	Mgt impv - grant mgt fee	1408		$ 14,000.00				
	Mgt impv - network support	1408		$ 3,000.00				
	Fees and Costs - A&E	1430		$ 5,000.00				
	Boiler / Steam line repair	1460		$ 20,000.00				
	Relocation	1495		$ 55,000.00				
	demolition	1485		$ 200,000.00				
	Collaterization / Debt Service	1501		$ 107,794.20				
	Total:	all		$ 431,755.20	$ -	$ -	$ -	
AMP006	Mgt impv - tenant svc payroll	1408		$ 10,870.00				
	Mgt impv - tenant svc benefit	1408		$ 7,100.00				
	Mgt impv - grant op exp	1408		$ 500.00				
	Mgt impv - grant mgt fee	1408		$ 7,000.00				
	Mgt impv - network support	1408		$ 1,500.00				
Hobart Manor	Admin - Payroll	1410		$ 22,013.00				
	Admin - Benefits	1410		$ 8,800.00				
	Fees and Costs - A&E	1430		$ 5,000.00				
	Paving / Curb impv	1450		$ 20,000.00				
	Vacant unit turnover	1460		$ 20,000.00				
	dwelling equipments	1465		$ 5,000.00				
	Collaterization / Debt Service	1501		$ 53,897.06				
	Total:	all		$ 161,680.06	$ -	$ -	$ -	
AMP007	Mgt impv - tenant svc payroll	1408		$ 32,819.00				
	Mgt impv - tenant svc benefit	1408		$ 13,100.00				
	Mgt impv - grant op exp	1408		$ 1,000.00				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P008501-11 Replacement Housing Factor Grant No:				Federal FY of Grant: 2011		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Chester Arthur Kennedy Towers	Mgt impv - grant mgt fee	1408		$ 14,000.00				
	Mgt impv - network support	1408		$ 3,000.00				
	Admin - Payroll	1410		$ 26,152.00				
	Admin - Benefits	1410		$ 10,460.00				
	Fees and Costs - A&E	1430		$ 5,000.00				
	Paving / Curb impv	1450		$ 30,000.00				
	Vacant unit turnover	1460		$ 35,000.00				
	Roof repair	1460		$ 30,000.00				
	Boiler repair	1460		$ 26,976.54				
	dwelling equipments	1465		$ 5,000.00				
	nondwelling Equipment	1475		$ 10,000.00				
	Collaterization / Debt Service	1501		$ 107,794.20				
	Total:	all		$ 350,301.74	$ -	$ -	$ -	$ -
	TOTAL:	all		$ 943,737.00	$ -	$ -	$ -	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39R008501-11 Replacement Housing Factor Grant No:	Federal FY of Grant: 2011

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no: 1)
☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-			
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	$ 522,868.00			$ -
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	$ 522,868.00	$ -	$ -	$ -
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	-	-	-	-

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: **NJ39R008501-11** Replacement Housing Factor Grant No:	Federal FY of Grant: 2011

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Gregory School redevelopment	development	1499		$ 522,868.00				
	Total:	all		$ 522,868.00		$ -	$ -	
							$ -	
							$ -	
	Total:	all		$ -		$ -	$ -	
	TOTAL:	all		$ 522,868.00	$ -	$ -	$ -	

Part I: Summary

PHA Name/Number Long Branch Housing Authority, NJ008			Locality (City/County & State) Long Branch, Monmouth County, New Jersey		☒Original 5-Year Plan ☐Revision No: 1	
A.	Development Number and Name Long Branch Housing Authority	Work Statement for Year 1 FFY 2011	Work Statement for Year 2 FFY 2012	Work Statement for Year 3 FFY 2013	Work Statement for Year 4 FFY 2014	Work Statement for Year 5 FFY 2015
B.	Physical Improvements Subtotal	Annual Statement	180,000	180,000	140,000	190,000
C.	Management Improvements		80,000	80,000	40,000	40,000
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		50,000	50,000	25,000	25,000
F.	Other					
G.	Operations					
H.	Demolition		200,000			
I.	Development			200,000	50,000	
J.	Capital Fund Financing – Debt Service		135,000	135,000	135,000	135,000
K.	Total CFP Funds		645,000	645,000	390,000	390,000
L.	Total Non-CFP Funds					
M.	Grand Total		645,000	645,000	390,000	390,000

Part I: Summary (Continuation)

PHA Name/Number			Locality (City/county & State)		☐Original 5-Year Plan ☐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				

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2012			Work Statement for Year: 3 FFY 2013		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	AMP 004			AMP 004		
	demolition		200,000	Redevelopment		200,000
	AMP 006			AMP 006		
	Maint Equipment		20,000			
	Concrete site work		30,000	Vacant unit renovation		30,000
	Vacant unit renovation		40,000	Management Impv		30,000
	Façade repair		30,000	Administration		20,000
	Management Impv		30,000	Debt services		45,000
	Administration		20,000			
	Debt services		45,000			
	AMP 007			AMP 007		
	Boiler repair		20,000	AC unit rpclmnt		120,000
	Vacant unit renovation		40,000	Vacant unit renovation		30,000
	Management Impv		50,000	Management Impv		50,000
	Administration		30,000	Administration		30,000
	Debt services		90,000	Debt services		90,000
	Subtotal of Estimated Cost		$645,000	Subtotal of Estimated Cost		645,000

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/20011

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2009	Work Statement for Year 4 FFY 2014			Work Statement for Year: 5 FFY 2015		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	AMP 004			AMP 004		
	Redevelopment		50,000	Redevelopment		
	AMP 006			AMP 006		
	AC unit rplcmnt		50,000	Site works		30,000
	Vacant unit renovation		10,000	Vacant unit renovation		20,000
	Management Impv		20,000	Management Impv		30,000
	Administration		10,000	Administration		20,000
	Debt services		45,000	Debt services		45,000
				Maint equipments		15,000
	AMP 007			AMP 007		
	Site works		25,000	Site works		20,000
	Equipments		5,000	HVAC mpv		20,000
	Vacant unit renovation		50,000	Vacant unit renovation		20,000
	Management Impv		20,000	Management Impv		50,000
	Administration		15,000	Administration		30,000
	Debt services		90,000	Debt services		90,000
	Subtotal of Estimated Cost		$390,000	Subtotal of Estimated Cost		$390,000

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/20011

Part III: Supporting Pages – Management Needs Work Statement(s)

Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY _____		Work Statement for Year: _____ FFY _____	
	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	$

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/20011

Part III: Supporting Pages – Management Needs Work Statement(s)

Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY _____		Work Statement for Year: _____ FFY _____	
	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	$

Financial Resources: Planned Sources and Uses		
Sources	Planned $	Planned Uses
1. Federal Grants (FY 2008 grants)		
a) Public Housing Oprerating Fund	3,273,000	
b) Public Housing captial Fund	943,000	PH Captial Improvement
c) Hope Vi Revitalization		
d) Hope VI Demolition		
e) Annual Contributions for Sec. 8 Tenant-Based Assistanace	7,866,000	Voucher Assitance
f) Public Housing Drug Elimination Program (including any Technical Assistance Funds		
g) Resident Opportunity and Self Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants		
2. Prior Year Federal Grants (unobligated funds only - list below)		
Hope VI Revitalization	1,300,000	Mixed Finance Redevelopment
3. Public Housing Dwelling Rental Income	2,208,996	PH Operations
4. Other Income (listed Below)		
Interest Income	50,000	PH Operations
5. Non-Federal source (listed below)		
Non-dwelling rental income	102,000	PH Operations
Total Resources	15,742,996	

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.

The Housing Needs of the Population served by the LBHA are consistent with the housing needs of the rest of the country. At the present time, the senior and disable waiting list has 385 families on it. Of this total, 50 are disable and receiving social security benefits. With a yearly turn around rate of 20 units in the senior and disable development that computes to a waiting period of 12.5 years before everyone on the list will be served. Unfortunately many on list die or end up in a nursing home before they receive assistance.

The public housing/tax credit list has 1907 families waiting for housing in the family developments with a turnover rate 50 units per year, this computes to a 38 year wait before the last family can be served. About 93% of these families fall below the extremely low income which makes it crucial provide assistance for them. The drastic increase of the number of families on the waiting list is due to the list not being closed after reconstruction.

To maximize the available housing the lease is strictly enforced. Classes on homeownership are offered to the residents that qualify. Training classes are offered so residents can improve their skills get better paying jobs and move out. The local community college and the NJ Dept. of Labor provide training in budgeting, GED, computers, and regular college courses either free or at a reduced cost to housing residents.

The LBHA offers Section 8 vouchers in situations that warrant them. Also, for applicants reference points are given for victims of domestic violence.

9.1 Strategy for Addressing Housing Needs

LBHA Offers first time home ownership classes and as part of our Hope VI program will be building 12 affordable homes to be purchased by Housing Authority residents. To date through the Section 8 and Public Housing FSS Programs residents have purchased a total of 13 homes. At present LBHA is in the 2nd year of a grant to educate residents on the benefit of owning a home, what steps are necessary to master in order to purchase a home, and what funds are available for first time home buyers.

The Long Branch Housing Authority has negotiated a purchase of an abandoned school property (Gregory School) from The City of Long Branch. The LBHA intends to demolish the existing buildings on the property and construct a six-story mixed use facility on the site consisting of 100 hundred units of senior citizen housing with commercial office space and retail stores occupying the ground floor.

The LBHA has selected PennRose Developers as co-developers for Woodrow Wilson Homes. At present the Authority is waiting for final approval from SAC Chicago for demolition. Once it is approved work will begin with the final goal of 150 new townhouse style apartments. For the residents: the will be one to four bedroom in size.

Both the Gregory School and Woodrow Wilson sites will be built using the mix finance model.

There will be a need for a substantial number of section 8 vouchers needed in order to facilitate the relocation of 136 families from the Woodrow Wilson site.

10.0 Additional Information

(a) Progress in Meeting Mission and Goals

The mission of the LBHA is to provide safe, decent, alternative accessible and affordable housing for eligible families and to provide economic development opportunities to improve the quality of life. This mission has been met and surpassed with the complete demolition of Seaview Manor, Grant Court and the Garfield Ct, Phase I & II a total of 210 units built in thirties and forties have been replaced with a 238 modern townhouse affordable unit. These units are equipped with central air conditioning, wall to wall carpet, hook ups for washer and dryer individual heating controls, burglar alarm system, storage bins. A state of the art administration building was completed in December 2008 which provides not only office space for staff, but also a meeting room for residents and outside organizations to provide training..

The goal of securing 50 vouchers over the next 10 years was surpassed when the LBHA was awarded 136 relocation vouchers and was allowed to make them part of the permanent inventory of the authority. The vacancy rate has remained consistent at 1% which is below the projected decrease of 2% each year.

Private funding from the New Jersey Natural Gas Company coupled with the HOPE VI and Tax Credits allowed the LBHA to move forward and meet the goal established in the 5 year plan.

At the present time, the Authority does not foresee any significant amendment from the 5 year plan with the exception of those listed in A.

(b) Significant Amendment and Substantial Deviation/Modification.

1. The Housing Authority is requesting approval from the Newark HUD Office to use operating reserve to pay the bond defeasance.
2. The Long Branch Housing Authority is requesting HUD's approval and support to utilize $2 million dollars of our operating funding to fund the Woodrow Wilson Homes and the Gregory School Senior Housing complex.
3. The Long Branch Housing Authority propose to transfer $500,000 from AMP G reserve account to assist with senior programs that are administered at the Bucky James Community Center AMP 14.

(c) All supporting documentation is attached for your review

11.0 Required Submission for HUD Field Office Review

See Attached

Attachment I

HOUSING AUTHORITY OF THE CITY OF LONG BRANCH

Schedule of Findings and Questioned Cost
Year Ended June 30, 2010

Prior Audit Findings
None reported

Summary of Auditor's Results
Type of auditor's report issued : **Unqualified**

Internal control over financial reporting:
Material weakness identified? **No**
Significant Deficiencies identified that are not considered to be material Weakness? **None reported**
Noncompliance material to financial statements noted? **No**

Federal Awards
Internal control over major programs:
Material weakness identified? **No**
Significant Deficiencies identified that are not considered to be material Weakness? **No**

Type of auditor's report issued on compliance for major programs: **Unqualified**

Any audit findings disclosed that are to be reported in accordance with section 510 (a) of Circular A-133? **No**

The program tested as major programs was:

Name of Federal Program	CFDA#	Expenditures
Low Rent Public Housing	14.850	$ 4,175,465
Public Housing Capital Fund Program	14.872	1,593,178
Formula Capital Fund Stimulus Grant	14.885	745,701
		$ 6,514,344

The threshold used for distinguishing between Type A and B programs was $614,072.

Auditee qualified as low-risk auditee? **Yes**

Attachment II

HOUSING AUTHORITY OF THE CITY OF LONG BRANCH

Garfield Court Administration Building
2 Hope Lane • P.O. Box 337 • Long Branch, NJ 07740

BOARD OF COMMISSIONERS

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Leonard Goldschein, Commissioner

Carmen Rivera, Commissioner

Donald Covin, Commissioner

Dorthia Johnson, Resident Commissioner

Tyrone Garrett, JD, P.H.M.,
Executive Director

March 3, 2011

Mr. Edward DePaula, Director
U.S. Dept. of HUD
Newark Office, Region II
One Newark Center, 13th floor
Newark, NJ 07102-5260

RE: Operating Fund Financing Program

Dear Mr. DePaula:

The Long Branch Housing Authority has been in the forefront of affordable housing development in Monmouth County for the past seven (7) years.

Since 2004, the Long Branch Housing Authority has operated under a strategic Master Development Plan to revitalize the City of Long Branch by providing much needed quality affordable housing. To date, we have demolished 290 units rebuilding 238 and a Community Center.

Section 9 (e) (1) (I) of the 1937 United States Housing Act, does allow Operating Funds to be used to pay the debt service for the cost of financing the construction or modernization of Public Housing units with the approval of the Secretary. By way of this correspondence, we are seeking to enter into the Operating Fund Financing Program (OFFP).

To this end, the Long Branch Housing Authority would like to continue progressive initiatives and to use $2 Million Dollars of our reserve funds to leverage financing to redevelop AMP 4 Woodrow Wilson Homes, our last remaining antiquated family site, and to rehabilitate the Historic Gregory School into an affordable senior citizens complex via Low-Income Housing Tax Credits.

In general, the Low-Income Housing Tax Credits cover 80 percent of the total development costs. The Long Branch Housing Authority is planning to leverage the $2 Million Dollar reserve in the debt market to cover the funding gap. The

The result will be a close out of HOPE VI and the construction of twelve homeownership units.

Your cooperation in this matter is greatly appreciated.

Best regards,

Tyrone Garrett, J.D.
Executive Director

TYG: smm

HOUSING AUTHORITY OF THE CITY OF LONG BRANCH

Garfield Court Administration Building
2 Hope Lane • P.O. Box 337 • Long Branch, NJ 07740

BOARD OF COMMISSIONERS

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Carmen Rivera, Commissioner

Donald Covin, Commissioner

Dorthia Johnson, Resident Commissioner

Tyrone Garrell, JD, P.H.M.,
Executive Director

March 3, 2011

Mr. Edward DePaula, Director
U.S. Dept. of HUD
Newark Office, Region II
One Newark Center, 13th floor
Newark, NJ 07102-5260

RE: Seaview Manor HOPE VI Homeownership Phase Funding.

Dear Mr. DePaula:

The Authority's Seaview Manor Hope VI Program is at its final stage, and as part of the program, all funds must be expended by September 1, 2011.

The Long Branch Housing Authority proposes using $1.3 Million in remaining Seaview Manor Hope VI funds and combine it with the balance of proceeds from the Sale of the Seaview Manor parcel totaling $2 million in order to complete our Public Housing Homeownership phase. The Authority did make an application to the Home Choice Program with New Jersey Housing Mortgage and Finance, but due to budget constraints, our application could not be funded. Thus, we have adopted an alternative strategy.

As this funding is not from the Operating Reserve Account and has consistently been identified throughout our original HOPE VI application and subsequent mixed finance documents submitted with each previous phase, (attached is a summation of the sales proceeds and how these monies have assisted a successful revitalization plan, not only through actual expenditures, but creative leveraging, we believe the request is well within reason and appropriate.

$2 Million leverage would allow us to build 250 affordable housing units. Without the leverage, Woodrow Wilson Homes and the Gregory School projects can only be completed with at least $10 million funding from public sources. In awareness of the current federal budget constraints, the Long Branch Housing Authority is collaborating with private market capital resources to preserve and improve the Low-Income Housing stock without burdening the HUD budget. Therefore, the $2 Million Dollar leverage is a critical element in successfully completing the redevelopment projects.

I. Woodrow Wilson Homes consists of (136) units of distressed housing, sorely in need of demolition and redevelopment. The Authority has submitted an application for the demolition of the complex to the Special Application Center (SAC) in May 2010 and a revised but very comprehensive demolition document is being reviewed and we are confident that approval of our application is forthcoming shortly.

II. There is an acute need for affordable Senior Housing in New Jersey more specifically in Monmouth County. Currently, there are more than eleven-hundred eligible applicants on waiting lists throughout Monmouth County and Long Branch is feeling the pressure. AMPS 6 and AMPS 7 are at capacity so (18) months ago we imitated a plan to co-develop additional housing.

III. On March 5, 2010, the Authority received HUD Approval to purchase the Gregory School, for the purpose of redeveloping the site into a one-hundred unit senior citizens housing complex.

IV. Architectural drawings and engineering survey for the redevelopment of the Gregory School are 75% completed with a copy of the elevations attached.

The Long Branch Housing Authority respectfully request HUD's approval and support to utilize $2 Million dollars of our operating funding to accomplish the goals set-forth above.

If you should have any further questions, observations, or concerns, please do not hesitate to contact my office directly.

Best regards,

Tyrone Garrett, J.D.
Executive Director

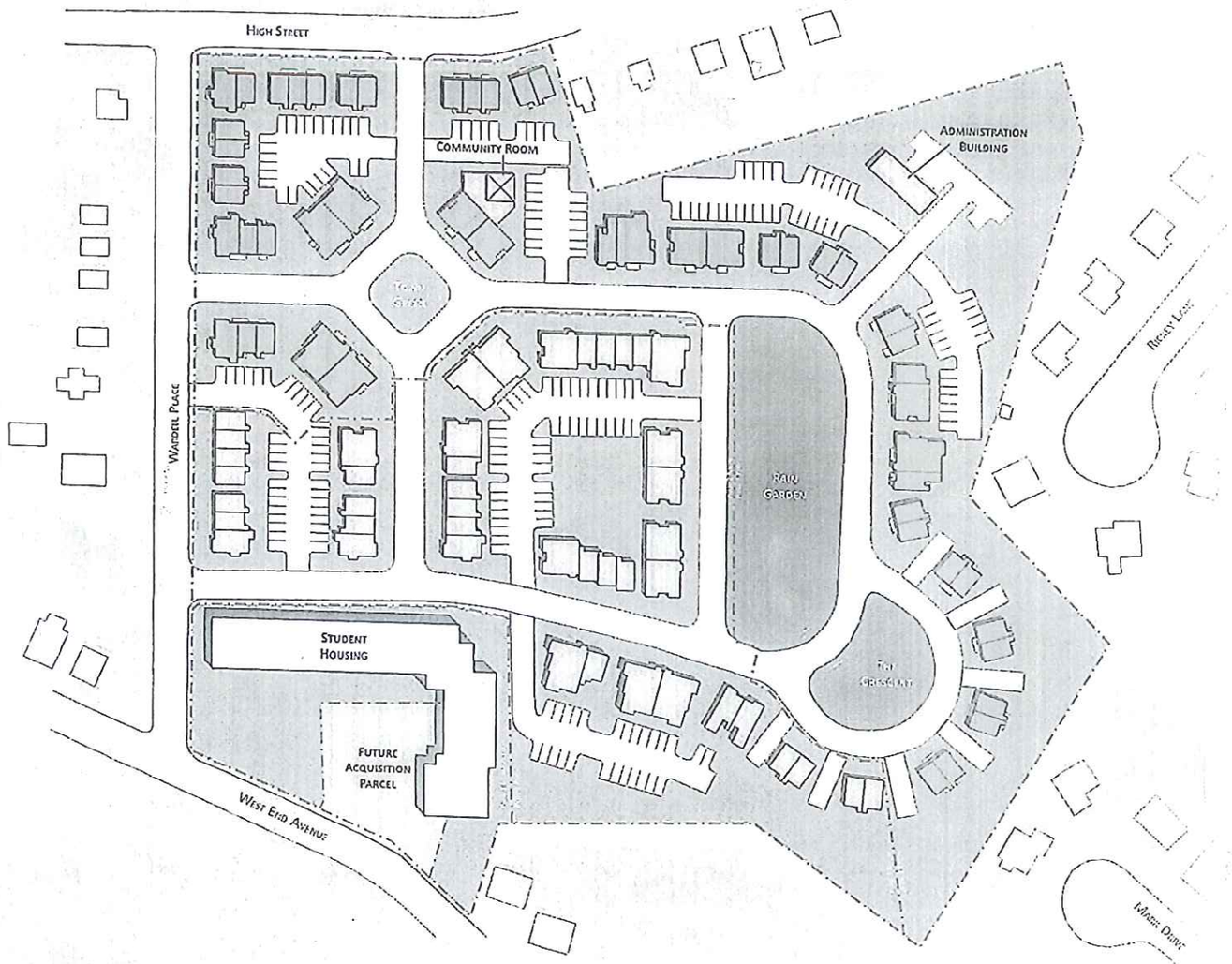
Long Branch Housing Authority
Mixed-Finance Redevelopment Leverage
March 1, 2011

Development Uses

Project	Total Development Cost	Units	Completion Date
Seaview Manor	11,107,699	40	Dec, 2006
Presidential Estates	20,622,229	70	Dec, 2007
Garfield Phase I	24,963,697	67	Dec, 2008
Garfield Phase II	25,012,190	61	Apr, 2009
Homeownership	4,809,135	12	Jun, 2012
Total Uses	86,514,950	250	

Development Sources

Fund	Amount	Leverage Percentage
Seaview Sales Proceeds	2,000,000	2%
HOPE VI Fund	20,000,000	23%
LITCH	45,591,504	53%
Home Fund	750,000	1%
Other sources	18,173,446	21%
Total Sources	86,514,950	100%



Gilbert A. Rosenthal, FAIA
ARCHITECTURE
1700 Market Street
28th Floor
Philadelphia, PA 19103
tel 215.732.5215
fax 215.732.2551

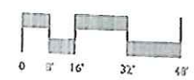
Woodrow Wilson Homes

Penrose Properties, LLC
and Long Branch Housing Authority

February 16th 201

PRELIMINARY

PROPOSED NORTH ELEVATION A



CONIFER REALTY, LLC
Rochester, New York
LONG BRANCH HOUSING AUTHORITY
Long Branch, New Jersey
THE METRO COMPANY
Jersey City, New Jersey

MAESTRO HOMES
REDEVELOPMENT OF FORMER GREGORY SCHOOL SITE
LONG BRANCH, NEW JERSEY

POWERS & COMPANY, INC.
HISTORICAL CONSULTANT
211 North 13th Street, Suite 500
Philadelphia, PA 19107
215-636-0192

BARTON PARTNERS
ARCHITECTS • PLANNERS

PROJECT NUMBER
1B.10200
DATE
02.25.11

PRELIMINARY

PROPOSED NORTH ELEVATION A[1]

0 8' 16' 32' 48'

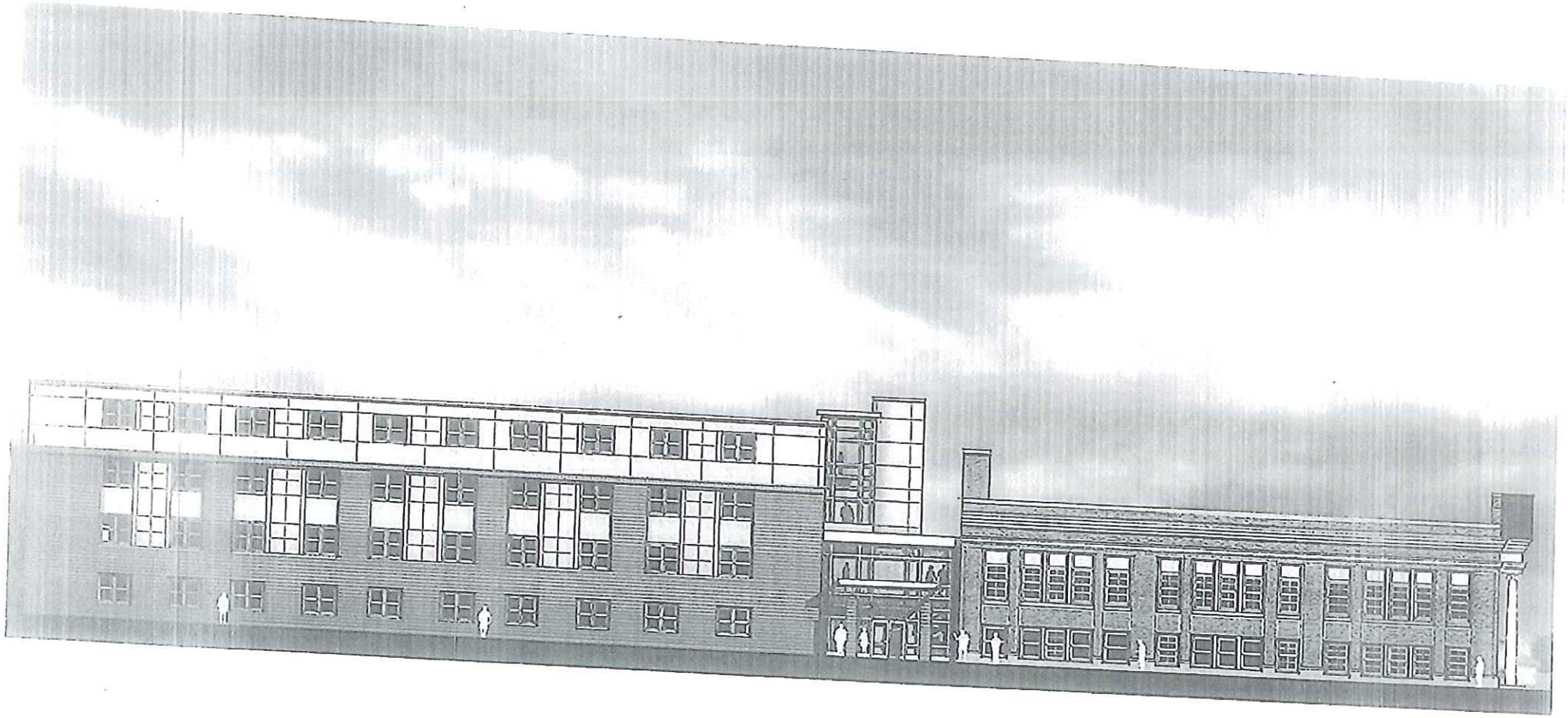
CONIFER REALTY, LLC
ROCHESTER, NEW YORK
LONG BRANCH HOUSING AUTHORITY
LONG BRANCH, NEW JERSEY
THE METRO COMPANY
JERSEY CITY, NEW JERSEY

MAESTRO HOMES
REDEVELOPMENT OF FORMER GREGORY SCHOOL SITE
LONG BRANCH, NEW JERSEY

POWERS & COMPANY, INC.
HISTORICAL CONSULTANT
211 North 13th Street, Suite 500
Philadelphia, PA 19107
215-636-0192

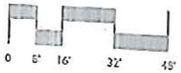
BARTON PARTNERS
ARCHITECTS & PLANNERS

PROJECT NUMBER
15.10200
DATE
02.25.11



PRELIMINARY

PROPOSED NORTH ELEVATION B



CONIFER REALTY, LLC
ROCHESTER, NEW YORK

LONG BRANCH HOUSING AUTHORITY
LONG BRANCH, NEW JERSEY

THE METRO COMPANY
JERSEY CITY, NEW JERSEY

MAESTRO HOMES
REDEVELOPMENT OF FORMER GREGORY SCHOOL SITE
LONG BRANCH, NEW JERSEY

POWERS & COMPANY, INC.
HISTORICAL CONSULTANT
211 North 13th Street, Suite 500
Philadelphia, PA 19107
215-636-0192

BARTON PARTNERS
ARCHITECTS • PLANNERS

PROJECT NUMBER
1B.10200

DATE
02.25.11

HOUSING AUTHORITY OF THE CITY OF LONG BRANCH

Garfield Court Administration Building
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Dorthia Johnson, Resident Commissioner

Tyrone Garrett, JD, P.H.M.,
Executive Director

March 3, 2011

Mr. Edward DePaula, Director
U.S. Dept. of HUD
Newark Office, Region II
One Newark Center, 13th Floor
Newark, NJ 07102-5260

RE: Hobart Manor

Dear Mr. DePaula:

The Long Branch Housing Authority in order to provide a greater range of services to our older residents of Hobart Manor, we propose to transfer $500,000.00 from their AMP 6 Reserve Account to assist with senior programs that are administered at the Bucky James Community Center AMP 14. Hobart Manor does not have a facility to accommodate for the senior aerobics computer training and grand parenting classes.

Due to the separation of complexes, this request is necessary and requires your approval. Your cooperation in this matter is greatly appreciated.

Best regards,

Tyrone Garrett, J.D.
Executive Director

TYG: smm

HOUSING AUTHORITY OF THE CITY OF LONG BRANCH

Garfield Court Administration Building
2 Hope Lane • P.O. Box 337 • Long Branch, NJ 07740

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Dorthia Johnson, Resident Commissioner

Tyrone Garrett, JD, P.H.M.,
Executive Director

March 29, 2011

Ms. Dominique Blom
Deputy Assistant Secretary
Office of Public Housing Investments
U.S. Dept. of HUD
Washington, DC 20410-5000

RE: New Jersey Housing and Mortgage Finance Agency Capital Fund Program Revenue Bonds, 2004 Series A

Dear Assistant Secretary Blom:

The Housing Authority of the City of Long Branch (the "Authority") participated the New Jersey Housing and Mortgage Financing Agency Capital Fund Program Revenue Bonds, 2004 Series A (the "Bonds") and was approved for a bond amount of $6,020,000 utilizing the Capital Fund Financing Proposal ("CFFP") on November 30, 2004.

The Authority was awarded a FY 2005 HOPE VI grant in the amount of $20 million in March, 2006. As a result of the revitalization efforts in connection with its HOPE VI grant, the Authority demolished a total of 291 units, which prompted the Authority to process a bond defeasance of $2,240,000 in December, 2007. HUD and the Authority entered a CFFP amendment on December 21, 2007 to revise the debt service schedule. The principal amount of the bond is reduced to $3,340,000 as of December, 2007.

In January 2011, the Authority finalized its' demolition application to raze 136 units from the Woodrow Wilson Homes. Subsequently, we realized that any demolition approval would be conditioned upon another bond defeasance action in order to keep the CFFP leverage ratio at 33%. The reduction of 136 units out of the total stock of 523 units is 26%. Similarly, the CFFP debt service has to be reduced by about the same percentage. The bond principal amount after the payment of May, 2011 would be $2,785,000. By estimate, the bond defeasance and fee costs would be about $1 million. As of June 30, 2010, the Public Housing Unrestricted Net Assets, or Operating

Reserve, of the Woodrow Wilson Homes project is $3,012,859. The Authority is planning to pay for the bond defeasance from this reserve source.

Section 9(e)(1)(I) of the 1937 Act allows Operating Fund to be used to pay the debt service for the cost of financing the construction or modernization of public housing units with the approval of the Secretary. The Authority is requesting approval from your office to use the operating reserve for the bond defeasance. This does not comport with the established CFFP/OFFP process, as the documented format for such an appeal requires the completion of pre-printed HUD forms that do not apply in these circumstances.

If you should have any further questions, observations, or concerns, please do not hesitate to contact my office directly.

Best regards,

Tyrone Garrett, J.D.
Executive Director

TYG: smm

Cc: Edward DePaula, HUD, Newark
Kevin Gallagher, HUD, DC
Thomas Shelton, HUD, DC

Financial Attachments Capital Improvements

8.1

8.2

8.3

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

Approved by OMB
0348-0046

1. Type of Federal Action:	2. Status of Federal Action:	3. Report Type:
[a] a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	[a] a. bid/offer/application b. initial award c. post-award	[a] a. initial filing b. material change **For Material Change Only:** year _____ quarter _____ date of last report _____

4. Name and Address of Reporting Entity:	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:
[X] Prime [ ] Subawardee Tier _____, *if known*: **Congressional District**, *if known*: 4c	**Congressional District**, *if known*:
6. Federal Department/Agency: U.S. Department of Housing and Urban Development	**7. Federal Program Name/Description:** CFDA Number, *if applicable*: _____
8. Federal Action Number, *if known*: n/a	**9. Award Amount**, *if known*: $ n/a
10. a. Name and Address of Lobbying Registrant (*if individual, last name, first name, MI*): none	**b. Individuals Performing Services** (*including address if different from No. 10a*) (*last name, first name, MI*): none
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.	Signature: Print Name: Tyrone Garrett, J.D. Title: Executive Director Telephone No.: 732-222-3747 Date: _____

Federal Use Only:

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Standard Form LLL (Rev. 7-97)

OMB Approval No. 2577-0157 (Exp. 3/31/2010)

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Housing Authority of the City of Long Branch

Program/Activity Receiving Federal Grant Funding

Public Housing and Section 8

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

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

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

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

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

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

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

Name of Authorized Official	Title
Tyrone Garrett, J.D.	Executive Director
Signature	Date (mm/dd/yyyy)

Previous edition is obsolete

form HUD 50071 (3/98)
ref. Handboooks 7417.1, 7475.13, 7485.1, & 7485.3

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Housing Authority of the City Of Long Branch

Program/Activity Receiving Federal Grant Funding

Public Housing and Section 8

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Name of Authorized Official	Title
Tyrone Garrett, J.D.	Executive Director
Signature	Date
X	

form HUD-50070 (3/98)
ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.

2. Identify the status of the covered Federal action.

3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.

4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.

5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.

6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.

7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."

9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

    (b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).

11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.