

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
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1.0	PHA Information PHA Name: <u>Westbrook Housing Authority</u> PHA Code: <u>ME015</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>01/2012</u>																										
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>83</u> Number of HCV units: <u>805</u>																										
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only																										
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																										
	<table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	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:					
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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. Attachment I																										
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: Attachment II (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. <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> Westbrook Housing 30 Liza Harmon Drive Westbrook, ME 04092 </div> <div style="text-align: center;"> and </div> <div style="text-align: center;"> City of Westbrook 2 York Street Westbrook, ME 04092 </div> </div>																										
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i> Westbrook Housing is researching the conversion of both Riverview Terrace and Larrabee Woods from Public Housing units to HCV units. As an interim step toward this conversion Westbrook Housing will seek to designate the units at Larrabee Woods as Elderly Only, for consistency with the rest of the Larrabee Campus.																										
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 <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing.																										
8.2	Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.																										
8.3	Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.																										

9.0	<p>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. Attachment III</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. Attachment IV</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan. Attachment V</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p style="padding-left: 40px;">i. Substantial Deviation from the 5-Year Plan</p> <p>Substantial deviation from the 5-year Plan may occur when the Board of Commissioners deems it necessary to change the intent of the mission statement or goals of the Five Year Plan.</p> <p style="padding-left: 40px;">ii. Significant Amendment or Modification to the Annual Plan</p> <p>Significant amendments or modifications to the Annual Plan are defined as discretionary changes in the plans or policies of the Housing Authority that fundamentally change the plans of the agency and which require formal approval of the Board of Commissioners</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

Attachment I (5.2)

Agency Goals and Objectives

Goal # 1: Riverview Terrace: To utilize our capital fund program, coupled with some of the extra stimulus money that has been made available, for the continued progress at our oldest public housing community, Riverview Terrace...first occupied in 1974, as we move to make the “tired building” more marketable and accessible. (on-going goal)

Strategies:

- Westbrook Housing is planning to combine six (6) studio units into three (3) one-bedroom apartments, to increase the quality and marketability of the units. As noted above we have done this once with two units into one; in addition to a better quality unit when we are done, the negative result is a lowering of our total portfolio of units from 59 to 56. We will continue to employ this strategy as unit configuration and dollars allow. (We requested some additional funding to make this project happen in 2010; however, the funding was not received. We did use some of our stimulus/capital funding to take two zero bedroom units and combine them to make one handicapped accessible unit, and upgrade the kitchens and bathrooms in 5 additional zero bedroom units so RT now totals 58).
- One of these rehabilitated units was fully handicapped accessible to fulfill our ADA requirements, the rest will be adaptable. (done)
- Many other units will have kitchen and bathroom upgrades. (done)
- Some exterior brickwork repair and the front awning.
- Work on a variety of other ADA compliance issues: handrails, ramps, etc.
- Also, we are going to try to upgrade the electrical system in the common areas. As we are looking to continually make our buildings more “green” and energy efficient, so we are seeking energy saving alternatives whenever feasible and may take advantage of other opportunities for system upgrades if they present themselves.
- To continue to apply for ROSS grant funding to extend the support services that have been offered to residents which allow them to age in place? (We not longer qualify to apply, new regulations)

Goal #2: Larrabee Woods: Through the capital funds program we also need to address many system items at Larrabee Woods (initial occupancy in 1983):

Strategies:

- Electrical work, there is a need to do some GFCI upgrades in bathrooms and kitchens along with other electrical upgrades.

- There are several ADA compliance upgrades in the budget (door knobs, railings, etc.).
- We intend to replace systems as needed with higher energy efficient systems. Window replacement to higher efficiency windows is scheduled.
- We continue to seek alternate uses for the large atrium area.

Goal #3: We will be exploring the opportunity of converting our two public housing buildings (Riverview Terrace and Larrabee Woods) into a Section 8 supported buildings, securing the outright ownership and getting it off the HUD public housing roles. Until that takes place, we want to have Larrabee Woods designated as an “elderly only” building, making it compatible with the rest of the Larrabee campus.

Goal #4: We will continue to seek and apply for additional HCV when they become available.

Goal #5: The HCV tenant based program is looking into options with existing service providers to some housing assistance for special needs groups.

Goal #6: We are currently researching the regionalization of waiting lists for the HCV tenant based programs with our sister cities of Portland and So. Portland.

Goal #7: We will continue to work with our development side, WDC, to bring additional affordable units to our area of operation.

Attachment II

6.0 (a)

Plan Element Changes

HCV – Administrative Plan ~ Changes Made in Administrative Plan 2011

- Changed “a guest can remain in the assisted unit no longer than **60 days.**”
- Added “the family must provide written permission from the Owner/Landlord to add a person to the family. The exception to this policy is the birth of a child.”
- Added “an adult is a person 18 or older”
- Added “a full time student 18-24 will not be considered an adult for purposes of determining voucher size”
- Added 6 current and consecutive pay stubs dated with the last 60 days.”
- “Damages beyond normal wear and tear will be considered damages when the cost to make the repairs is more than the security deposit.”
- Added “a minimum payment of \$10 per month is required”

ACOP (completed or in the pipeline to be updated)

- Changes to deferred disability benefits from the VA (pipeline)
- Changes required for verifications (done)
- Additional citations under Assistance Animals (pipeline)
- Guidance on the use of Up-Front income verifications (UIV) (done)
- Use of HUD EIV system (done)
- Verification of SS and SSI benefits (done)
- Verifying SS numbers (done)
- Update Community Service policy (pipeline)
- Census Bureau added to Temporary, Nonrecurring or Sporadic Income (pipeline)
- VAWA (pipeline)
- LEP (done)

Attachment III

9.0 Housing Needs

The greater Westbrook community continues to have a large unmet need for subsidized housing.

Statement of Housing Needs for Section 8 Tenant Based Housing (HCV)

The Housing Choice Voucher program waiting list has been depleted. We are currently processing the last of the applications that we received in 2006; the last time we took applications for the HCV program. We will probably not need the waiting list until next spring and in the meanwhile we will be reorganizing the process that we will use to take applications. Taking applications based on the date and time of the completed application tends to cause long lines and high anxiety among the applicants so we will be changing the process. About the first of the year we will open the waiting list for about 3 days. We plan to contact local agencies to announce that the waiting list will open then we will have the application available on-line and at the front desk. We will take applications, and enter them into our data base according to one of the following (pending discussions that are underway at this time), either:

- use the software lottery system to select the number of vouchers that we need; or.
- take this opportunity to introduce some preferences; or,
- both

The actual waiting list should be of a size to last for about 24 months; in our case this would be about 200.

We are working on trying to regionalize our HCV tenant based waiting list with sister our communities of Portland and So. Portland. This will hopefully broaden the clients opportunities between the three communities and save them the time and aggravation of trying to catch three different communities when lists are open.

**Statement of Housing Needs for Public Housing
(84 total units for seniors/disabled residents)**

2011 Data	# of Families	% of Families
<u>Waiting List</u>		
<u>Totals</u>	149	100%
ELI	109	73%
VLI	40	27%
LI	0	0%
Elderly Families	42	28%
w/Disabilities	107	72%
White	125	84%
African American	7	0.05%
American Indian	0	0.00%
Asian	1	0.01%
Native Hawaiian	0	0.00%
Hispanic	0	0.00%

*note: 13 applicants with no ethnic category noted = 9%

Section 8 Project Based – Larrabee Village

2011 Data	# of Families	% of Families
<u>Waiting List</u>		
<u>Totals</u>	17	100%
ELI	9	53%
VLI	8	47%
LI	0	0%
Elderly Families	17	100%
w/Disabilities	0	0%
White	17	100%
African American	0	0.00%
American Indian	0	0.00%
Asian	0	0.00%
Native Hawaiian	0	0.00%
Hispanic	0	0.00%

HCV Program: The WH waiting list for Section 8 Tenant Based (HCV) has been closed since 12/06, we will have an opportunity to open it for the first time since 2006. Please note the needs statement above.

The waiting list for project based HCV (elderly only community), is short but keeps flowing. This community, Larrabee Village, is designed for frail seniors and the turnover rate is about 4% per month. Therefore, the wait lists consists of

people who need housing today. So, it also turns over quickly, but, is also added to regularly.

Affordability and Supply

Rents in Cumberland County (Westbrook Housing's jurisdictional area) continue to exceed HUD's published FMRs. Approximately 60% of the population in Cumberland County is unable to afford the average 2-bedroom rent. In 2000 36% of renters paid over 30% of their income for rent.

Seventy-four percent of the homes in Cumberland County are heated fuel oil. The sharp increase in the price of oil coupled with the recent economic downturn has had a significant impact on rents, renters and landlords. A few landlords have stopped renting their properties and others are facing foreclosure.

Quality and Accessibility

The housing stock in Maine is some of the oldest in the nation. Seventy percent of the housing stock in Cumberland County was built prior to 1980 with 29% built prior to 1940, which has a significant impact on the number of handicap accessible units. However, between 2000 and 2008 Cumberland County saw an increase in the development of quality accessible housing units by private developers which has freed up some of the older accessible units for renters with lower incomes.

Size and Location of Units

Westbrook Housing has 83 public housing units located in the City of Westbrook and 805 HCV units located in 20 cities and towns primarily in Cumberland County (of which 150 are project based at Larrabee Village). Within Cumberland County approximately 30% of housing units are renter occupied. Vacancy rates have been approximately 4%. Affordability is the major barrier to finding decent, safe rental housing in Cumberland County.

**Distribution of all Rental Dwellings by # of Bedrooms in
Cumberland County, Maine**

1 Bedroom	2 Bedroom	3 Bedroom	4/5+ Bedroom
37%	41%	16%	6%

Data Sources:
Maine Housing Cumberland County Rental Housing Facts 2008
U.S. Bureau of the Census
National Low Income Housing Coalition

Attachment IV (9.1)

Strategy for Addressing Housing Needs

In general this question has been addressed within most of the other attachments, repeatedly; therefore, the following is an abbreviated summary of exiting text:

- Establish a new waiting list for the HCV tenant based families. Hopefully as a regionalized list with our sister communities, creating a more customer friendly atmosphere for the applicants in this region.
- Continue to research opportunities for getting our two public housing communities off the HUD public rolls through a Section 8 conversion. This allows us to get access to more capital to help to modernize these old and tired properties and bring them back to life.
- Get Larrabee Woods designated as an elderly only community.
- Continue to modernize units at Riverview Terrace as funds allow.
- Continue to seek HCV vouchers, our need outweighs our ability to lease up
- Continue to support our elderly and disabled residents with supportive services.
- Continue to create housing opportunities through our development corporation (WDC) as well as exercise all opportunities that come up for Westbrook Housing.

Again, this is a summary, within all of the other attachments these items have been addressed in more length.

Attachment V (10.0)

2012 Westbrook Housing Goals and Objectives – Status Update

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

A. PHA Goal: **Expand the supply of assisted housing WH will:**

i. **Apply for additional rental vouchers:**

Westbrook Housing did not apply for any new vouchers as there were no new vouchers available that fit our goals during the last 5 years. We applied for some NED funds in 2010/11 but did not receive any units.

ii. **Leverage private or other public funding to create additional housing opportunities:**

Our development arm (WDC – Westbrook Development Corp) developed a family community in 2006, through the use of tax credits; at the same time renovating an adjoining family property that has 8 units of family housing (Section 8 project based).

iii. **Acquire or build units or developments:**

Homeownership opportunities were provided through our development partner (WDC), to include: Homestead Village (18-3 bedroom family condos), and two 1 and 2 bedroom communities: Forest Street School (12 condos) and Riverfront Lofts (44 condos). We also rehabbed an old school in a partnership with Portland Housing Authority, St. Pat's School converting the building (15 affordable condominiums) now called the Landmark at Whitney. It is providing both homeownership and rental opportunities at this time.

Also Westbrook Housing opened in 2011, a three unit work/live space in downtown Westbrook courtesy of stimulus funds. These units provides condo living and a small business front. This project was fully supported and advanced through our partnership with the City of Westbrook. In addition, Westbrook Housing and Westbrook Development Corp formed a limited partnership: Spring Crossing, opening in June of 2011 and providing affordable housing for 34 seniors (55+) through the tax credit program.

B. PHA Goal: **Improve the quality of assisted housing WH will:**

i. Increase customer satisfaction

Westbrook Housing did apply for and received a 3-year ROSS grant for our elderly/disabled residents, so we could guarantee support services through 2010, at which point we will reapply. These services are essential for the continued support of many of our residents. The support allows residents to remain independent for an extended period of time, affordably keeping them from entering the system at a higher more expensive level of care. Unfortunately we do not qualify under the current guidelines to seek an additional ROSS grant; however, we were afforded the opportunity to carry the unspent funding through 2011.

ii. **Renovate or modernize public housing units:**

In an attempt to make some of our less desirable units more marketable and livable, at our oldest public housing community, Riverview Terrace, we combined two 0 bedroom units and made a one (1) bedroom ADA compliant unit. In addition we renovated 5 – 0 bedroom units, modernizing the 37 year old buildings kitchens, replacing carpets and repainting.

C. PHA Goal: **Increase assisted housing choices**

WH will:

Convert public housing to vouchers: (if available for elderly units)

We were unable to accomplish this due to lack of vouchers; however, we remain hopeful that we may accomplish this within the next 5 year plan.

In the interim, we intend to move forward toward the designation of elderly only for Larrabee Woods to correspond the other housing communities on this campus.

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

A. PHA Goal: **Provide an improved living environment**

WH will:

i. **Implement public housing security improvements:**

We did fund security cameras at Riverview Terrace and they have been most helpful in providing additional security for the residents. We have used tapes in several incidences which ended up resulting in positive outcomes (change of behavior, evictions, etc.). Also, we have partnered very successfully with the Westbrook Police Department (with staff changes at the WDP) and a renewed effort for the police to assist us as needed that has been a real positive for our communities.

3) HUD Strategic Goal: **Promote self sufficiency and asset development of families and individuals.**

A. PHA Goal: **Promote self sufficiency and asset development of families and individuals.**

WH will:

i. **Increase the number and percentage of employed persons in assisted families:**

Our current computer system does not track employment, so the FSS coordinator will start keeping track on a monthly basis of such activity. Increased escrows do not necessarily mean the person became employed; however, currently, there are 15 people working (11 with escrows) we have 5 additional escrow accounts with folks that are no longer employed but retain balances. We have added two disabled clients on the program as well.

ii. **Provide or attract supportive services to improve assisted recipients' employability:**

PCC members provide supportive services that improve recipients' employability. This is done by the networking of the new board members and their willingness to assist the recipients in meeting their employment goals.

iii. **Provide or attract supportive services to increase independence for the elderly or families with disabilities:**

At this time there are no disabled recipients on the FSS program. In regards to the elderly/disabled communities, we continue to offer private pay homemaking, a meal site and reduced price services under a grant through the State and one under HUD. We are also able to reduce the cost of services for those not able to pay the full price under the fundraising piece called Senior Dreams.

iv. **Other: Continue efforts to assist residents in moving toward self-sufficiency via the ROSS program, as funds permit:**

In 2008, we were again awarded a grant under the ROSS program to provide reduced priced services at our two public housing sites. The average number of participants is around 14 but at one time a high of 17. Without these services most of these folks would have to move to a higher level of care, this is a very affordable option.

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

A. PHA Goal: Ensure equal opportunity and affirmatively further fair housing.

WH will:

- i. Other: Maintain efforts to assure equal housing opportunity;**
We have appointed an internal officer to monitor and train the staff on compliance in this area.



October 14, 2011

Mr. Howard Schindler,
Division Director
U. S. Department of Housing and Urban Development
Office of Public Housing, New England
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street
Boston, MA 02222-1092

RE: ME015 - Agency 5-Year & Annual Plan Certifications

Dear Mr. Schindler;

Enclosed please find the following documents in support of our 2010 Westbrook Housing 5-Year and Annual Plans:

- o **Form HUD-50077: Certifications of Compliance**
- o **Form HUD 50077cr: Civil Rights Certification**
- o **Form SF-LLL: Disclosure of Lobbying Activities**
- o **Form SF-LLL-A: Disclosure of Lobbying Activities Continuation Sheet**
- o **Form HUD-50070: Certification for a Drug-Free Workplace**
- o **Form HUD-50071: Certification of Payments to Influence Federal Transactions**

The Plan itself (50075, 50075.1, 50075.2 , RAB Comments, Challenge Elements and VAWA statement) will be submitted electronically.

Please contact me if you have any questions.

Sincerely,

John Gallagher
Executive Director

cc. Kara Hubbard



**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 01/2012, 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.

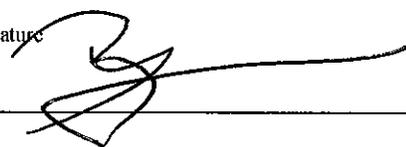
Westbrook Housing Authority
PHA Name

ME015
PHA Number/HA Code

 5-Year PHA Plan for Fiscal Years 20 - 20

 X Annual PHA Plan for Fiscal Years 2012-2013

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 Lewis Emery	Title Chairman
Signature 	Date 10/14/11

Civil Rights Certification

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

Civil Rights Certification

Annual Certification and Board Resolution

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 Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency 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, and will affirmatively further fair housing.

Westbrook Housing Authority

ME015

PHA Name

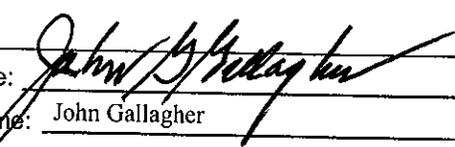
PHA Number/HA Code

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	Lewis Emery	Title	Chairman
Signature		Date	10/14/11

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: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Westbrook Housing Authority 30 Liza Harmon Drive Westbrook, ME 04092 Congressional District, if known: First	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: N/A Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):	
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: John Gallagher Title: Executive Director Telephone No.: 207-854-6805 Date: 10-14-11	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET

Approved by OMB
0348-0046

Reporting Entity: Westbrook Housing ME015 Page 1 of 1

N/A

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Westbrook Housing Authority ME015

Program/Activity Receiving Federal Grant Funding

Public Housing

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

30 Liza Harmon Drive, Westbrook, Cumberland County, Maine 04092

10 Liza Harmon Drive, Westbrook, Cumberland County, Maine 04092

21 Knight Street, Westbrook, Cumberland County, Maine, 04092

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

John Gallagher

Title

Executive Director

Signature

Date

10-14-11

X

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Westbrook Housing Authority ME015

Program/Activity Receiving Federal Grant Funding

Public Housing

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

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

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

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

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

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

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

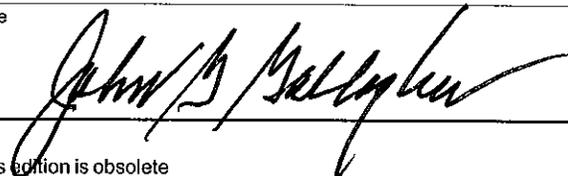
Name of Authorized Official

John Gallagher

Title

Executive Director

Signature



Date (mm/dd/yyyy)

10/14/11

Previous edition is obsolete

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

**Challenged Elements
Westbrook Housing
2012 Annual Plan**

There were no challenges to elements of the agency's 2012 Annual Plan.

Westbrook Housing Resident Advisory Board (RAB) Comments

The public comment period on the proposed 2012 Westbrook Housing's Annual Plan began on August 12, 2011 and ended on September 28, 2011 with a public meeting. There were no attendees at the meeting, nor were there any written and/or verbal conversations regarding the plan with anyone during the comment period.

The Resident Advisory Board met on August 24, 2011 to review the plan, had no concerns or challenges to the plan as presented.

2012 Westbrook Housing ME015 VAWA Statement

Westbrook Housing (WH) is committed to assisting individuals and families who have been victims of domestic violence, dating violence, sexual assault, or stalking by ensuring compliance with all aspects of the Violence Against Women Act.

Goals, Objectives, Policies and Programs

The goals and objectives of Westbrook Housing's policies and procedures as they relate to victims of domestic violence, dating violence, sexual assault, or stalking is to help victims obtain or maintain housing, prevent domestic violence, and enhance survivor safety.

By taking advantage of several regional training opportunities Westbrook Housing has ensured that staff has the knowledge to effectively administer and comply with all provisions of the Violence Against Women Act.

Westbrook Housing staff works closely with the representatives of Westbrook Police Department and Family Crisis Services to support victims of domestic violence, dating violence, sexual assault, or stalking. Family Crisis Services accepts referrals, offers individual counseling, and group prevention programs to Westbrook Housing staff and tenants. Information about the programs and services are posted prominently in the lobby at all WH facilities.

Westbrook Housing also employs a variety of methods to directly assist victims of domestic violence, dating violence, sexual assault, or stalking to maintain their housing including: evicting the perpetrator so the victim and family can remain in their current apartment, and/or transferring the victim to another public housing unit. All residents are informed of all resources available to victims of domestic violence, dating violence, sexual assault, or stalking at the time of their annual recertification.

Westbrook Housing has:

Amended leases/assistance contracts to reflect provisions of Sections 6(l) and 8(d).

- The Housing Choice Voucher program administered through Westbrook Housing adopted the revised Tenancy Addendum (HUD-52641-A) as soon as it was made available in 1/2007.

Amended Housing Assistance Payment contracts (HAPc).

- The Housing Choice Voucher program administered through Westbrook Housing adopted the revised HAPc (HUD-52641) as soon as it was made available in 1/2007.

Amended the Administrative Plan.

- The Administrative Plan has been revised to include language throughout as to how Westbrook Housing will manage the new provisions of the act.

Obtained and disseminates certification form HUD-50066

- Notified tenants of rights and owners and managers of rights and obligations.

- Westbrook Housing has mailed documentation to both Public Housing Tenants and Section 8 participants and owners.
- Westbrook Housing posts information pertaining to VAWA in the lobby of all Westbrook Housing properties.

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

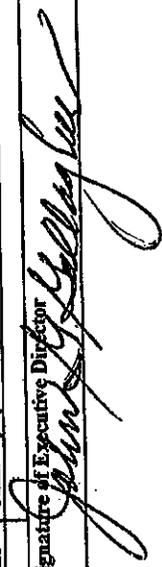
Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

Part 1: Summary		FFY of Grant	
PHA Name: Westbrook Housing Authority		2010	
Grant Type and Number Capital Fund Program Grant No: ME36-P015-501-10 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant Approval:	
Type of Grant	Reserve for Disasters/Emergencies	Revised Annual Statement (revision no:4)	
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision no:4)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Obligated
			Expended
1	Total non-CFF Funds		
2	1406 Operations (may not exceed 20% of line 21) ²	66,997	10,000
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)		
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs		
8	1440 Site Acquisition		
9	1450 Site Improvement	20,000	10,000
10	1460 Dwelling Structures		
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment	20,000	86,997
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities ³		
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant. (sum of lines 2 - 19)	106,997	106,997
21	Amount of line 20 Related to JEP 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		

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

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

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

Part I: Summary		FFY of Grant: 2010	
PHA Name: Westbrook Housing Authority		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No. ME36-P015-501-09 Replacement Housing Factor Grant No. _____		Date of CFFP: _____	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: Line Summary by Development Account	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:5) <input type="checkbox"/> Final Performance and Evaluation Report	Total Estimated Cost	Total Actual Cost
Original	Revised 2	Obligated	Expended
Signature of Executive Director 	Signature of Public Housing Director	Date	Date
		8/22/11	

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

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

Part I: Summary		Grant Type and Number Capital Fund Program Grant No. ME36-P015-501-19 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant 2011 FFY of Grant Approval:		
FHA Name: Westbrook Housing Authority		Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Summary by Development Account		Revised Annual Statement (revision no:2) <input type="checkbox"/> Final Performance and Evaluation Report		
Line	Description	Original	Total Estimated Cost	Revised ²	Obligated	Total Actual Cost ¹
1	Total non-CFF Funds					
2	1406 Operations (may not exceed 20% of line 21) ³	76,6000		58,306		
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement	6,000		6,000		
10	1460 Dwelling Structures	20,000		20,000		
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures	2,400		2,400		
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant. (sum of lines 2 - 19)	105,000		86,706		
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					

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

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

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

Part I: Summary		FFY of Grant: 2011	
PHA Name: Westbrook Housing Authority		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No. ME36-P015-S01-09 Replacement Housing Factor Grant No. _____		Date of CFFP: _____	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: _____		<input checked="" type="checkbox"/> Revised Annual Statement (revision no:2) <input type="checkbox"/> Final Performance and Evaluation Report	
Line Summary by Development Account		Total Estimated Cost	Total Actual Cost
Signature of Executive Director 		Revised ?	Expended
Date 7/28/11		Obligated	Date
Signature of Public Housing Director		Date	

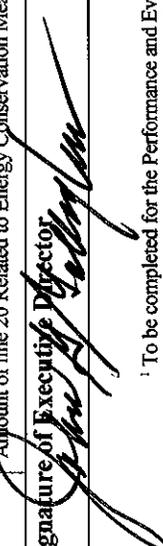
Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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

Part I: Summary		FFY of Grant: 2012	
PHA Name: WESTBROOK HOUSING AUTHORITY		FFY of Grant Approval: 2012	
Grant Type and Number Capital Fund Program Grant No: ME36-P015-501-12 Replacement Housing Factor Grant No: Date of CFFP: 6/13/1972			
Type of Grant	Original	Revised ²	Total Actual Cost ¹
<input checked="" type="checkbox"/> Original Annual Statement and Evaluation Report for Period Ending: Summary by Development Account			Obligated
<input type="checkbox"/> Performance and Evaluation Report for Disasters/Emergencies			Expended
<input type="checkbox"/> Reserve for Disasters/Emergencies			
<input type="checkbox"/> Revised Annual Statement (revision no:4)			
<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Original	Revised ²	Total Actual Cost ¹
1			
2	50,000		
3			
4			
5			
6			
7			
8			
9			
10	25,000		
11			
12			
13	30,000		
14			
15			
16			
17			

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

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

Part I: Summary		FFY of Grant: 2012	
PHA Name: WESTBROOK HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: ME36-P015-501-12 Replacement Housing Factor Grant No: Date of CFFP: 6/13/1972	FFY of Grant Approval: 2012	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no: 4) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost¹
		Original	Obligated Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	105,000	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	Date
			7/31/11

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

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/30/2011

Part I: Summary							
PHA Name/Number		Locality (City/County & State)		Original 5-Year Plan		Revision No:	
A.	Development Number and Name Westbrook Housing ME - 015	Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016	
B.	Physical Improvements Subtotal	Annual Statement (attached)	50,000	46,000	50,000	50,000	
C.	Management Improvements						
D.	PHA-Wide Non-dwelling Structures and Equipment						
E.	Administration						
F.	Other						
G.	Operations		55,000	59,000	55,000	55,000	
H.	Demolition						
I.	Development						
J.	Capital Fund Financing – Debt Service						
K.	Total CFP Funds		105,000	105,000	105,000	105,000	
L.	Total Non-CFP Funds						
M.	Grand Total		105,000	105,000	105,000	105,000	

Capital Fund Program—Five-Year Action Plan

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

Part I: Summary (Continuation)											
PHA Name/Number		Westbrook Housing Authority		Locality (City/county & State)		Westbrook, ME 04092		Original 5-Year Plan		Revision No:	
Development Number and Name		Work Statement for		Work Statement for Year 2		Work Statement for Year 3		Work Statement for Year 4		Work Statement for Year 5	
ME 015		FFY		2013		FFY 2014		FFY 2015		FFY 2016	
		Year 1									
		FFY _2012_____									
		Annual Statement									
		attached									
		HA Wide		105,000		105,000		105,000`		105,000	

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

Work Statement for Year 1 FFY <u>2012</u>	Work Statement for Year <u>2</u> FFY 2013			Work Statement for Year: 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						
	Subtotal of Estimated Cost		\$ 0			\$ 0

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

Work Statement for Year 1 FFY _____ _2012_____	Work Statement for Year 4 FFY 2015			Work Statement for Year: 5 FFY 2016		
	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					
	Subtotal of Estimated Cost		\$ 0	Subtotal of Estimated Cost		\$ 0

