

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.

**Main Administrative Office, 16 Armistice St., New Britain,
 NBHA local office at 12 Dobek, New Britain
 and Department of Municipal Development, City Hall, New Britain**

6.0 (a) PLAN ELEMENTS – REVISED

**HOUSING AUTHORITY OF THE CITY OF NEW BRITAIN
 16 ARMISTICE STREET * NEW BRITAIN, CT 06053**

MAINTENANCE SERVICE CHARGES

DESCRIPTION	COST	DESCRIPTION	COST
STORM DOORS		SHADES	
Plexi Insert-storm doors	40.00	17" x 36"	10.00
Storm door kit	15.00	37" x 43"	10.00
New screen insert w/ frame	25.00	44" x 54"	10.00
New storm door	160.00	57" x 68"	15.00
New screen insert only	15.00	86 1/2"	34.00
Kick plate	25.00		
		FLUSH TANKS	
WINDOWS		Toilet bowl	100.00
6 1/2" x 19 1/2" glass insulated	70.00	Toilet tank	100.00
19 1/2" x 35" Insulted glass	80.00	Toilet seat	15.00
		Tank cover	25.00
REFRIGERATOR		Complete toilet	200.00
Glass crisper – refrigerator	25.00	Clog: after unclogging, a foreign object found in toilet, sink or tub is the Resident responsible	25.00
Punctured refrigerator – cannot repair	366.00		
		LOCKS	
STOVES		Change locks	75.00
	235.00	Passage locks	15.00
MISC. CHARGES		Open door for resident lockout	15.00
Medicine cabinet	25.00	Open door-overtime hours	40.00
Trash on lawn	25.00		
Smoke alarm	15.00	HEATING	
Light	15.00	Thermostat - broken by resident	25.00
Interior door	50.00	Gas shut-off for Non-payment	15.00
Exterior door	445.00		
Illegal parking on grass	25.00		
Damage to grounds by vehicle	50.00		
Automotive repair-by resident	50.00		
Return calls due to no entry	25.00		
Because of dogs, etc.	25.00		
Floors damage by residents	50.00		
Light fixture	60.00		
Smoke alarm cage	36.00		
Air Conditioner	45.00/mo. Per A/C unit		
Seasonal Excess Electricity	45.00/mo.		

Revised: 4/20/2005
 Reviewed: 5/2007 & 6/2008 Revised 4/2009

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Local Preferences [24 CFR 960.206]

A preference does not guarantee admission to the program. Preferences are used to establish the order of placement on the waiting list. Every applicant must meet the NBHA’s selection criteria as defined in this policy. [24 CFR 960.206(a)].

The NBHA will use the following local preferences:

First: **PREFERENCE FOR** Community Mental Health- Next Step Program

Second: **PREFERENCE FOR WORKING FAMILIES:**

In order to bring higher income families into public housing, the NBHA has a preference for “working” families, where the head, spouse, co head, or sole member is employed at least 20 hours per week. As required by HUD, families where the head, spouse, co head, or sole member is a person age 62 or older, or is a person with disabilities will also be given the benefit of the working preference [24 CFR 960.206(b)(2)].

Third: **PREFERENCE FOR THOSE WHO ARE INVOLUNTARILY DISPLACED OR**

HOMELESS: The NBHA has a preference for admission for persons who are involuntarily displaced or homeless. [24 CFR 960.206(b) (5)]. Families are considered involuntarily displaced if they are or have been required to vacate housing as a result of (i) a disaster that has caused the unit to be uninhabitable; (ii) government action; (iii) action by the housing owner which is beyond the applicant’s ability to control.

Fourth: **PREFERENCE FOR VETERANS:** The NBHA has a preference for veterans. Proper documentation must be provided.

6.0 (a) PLAN ELEMENTS – REVISED

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NBHA has reviewed and updated its Dwelling Lease.

6.0 (a) PLAN ELEMENTS – REVISED

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1. **Eligibility, Selection, and Admissions Policies, including Deconcentration and Wait List Procedures.** [24 CFR Part 903.7 9 (c)]

A. **Public Housing:**

(a) **Eligibility:**

The NBHA verifies eligibility for admission to public housing prior to being offered a unit utilizing non-income (screening) factors such as:

- Criminal or Drug-related activity
- Rental history – to include information regarding disturbance of neighbors, destruction of property, or living or housekeeping habits at prior residences which may adversely affect the health, safety, or welfare of other residents.
- Information from personal references
- Evictions from Public Housing, Indian Housing, Section 23 or any Section 8 Programs.
- Monies owed to other housing Authorities

The NBHA obtains criminal history records from the First Advantage and the New Britain Police Department for both town and state records.

(b) **Selection:**

The NBHA will select and house residents in accordance with the following priorities and preferences, in order listed:

1. Preference for Next-Step Program participants
2. Preference for Working Families
3. Preference for Persons, who are involuntarily displaced or Homeless
4. Preference for Veterans
5. Date and Time of Application

(c) **Admissions Policy:**

Income targeting:

The NBHA may select an extremely low income family (ELI) over a non-ELI family on the waiting list to achieve the 40% admission requirement of extremely low-income families.

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(d) **De-Concentration:**

Admission and Continued Occupancy policies are revised to include the NBHA policy of promoting economic de-concentration of its housing developments by offering low-income families, selected in accordance with applicable preferences and priorities, units in developments where family incomes are highest. Families with higher incomes will be offered units in developments with the lowest average family income.

(e) **Wait-List Procedures:**

The NBHA maintains a central waiting list for all of its developments. The waiting list is maintained in a computerized system and updated annually to keep only interested applicants on file ensuring that the waiting list is current.

The wait list is sub-divided by the following:

- Unit type (Family/Elderly)
- Bedroom Size
- Accessible and adaptable units

B. **Section 8 Program:**

(a) **Eligibility:**

The NBHA verifies eligibility for admission to Section 8 Programs prior to being offered rental assistance utilizing non-income (screening) factors such as:

- Criminal or Drug-related activity
- Evictions from Public Housing, Indian Housing, section 23 or any Section 8 Program
- Monies owed to other housing Authorities

The NBHA obtains criminal history records from the First Advantage and the New Britain Police Department for both town and state records.

(b) **Selection:**

The NBHA will select and house residents in accordance with the following priorities and preferences, in order listed below:

Local preferences:

1. Residency Preference
2. Public Housing Residents who need to move for medical or physical needs of family
3. Homeless Families
4. Single Applicants Elderly/Disabled
5. Date and time of application
(These are updated for FY2010-in annual plan)

(c) **Admissions Policy:**

Income Targeting:

Seventy-five percent (75%) of all new admissions shall be families whose income is below thirty percent (30%) of the area median income. The other twenty-five percent (25%) of admissions will have incomes up to eighty percent (80%) of area median income.

(d) **De-concentration:**

The NBHA objective is to encourage families to move into a broader range of neighborhoods through the provisions of affordable housing. The NBHA provides the following information to Section 8 participants/applicants/landlords.

- Advise families what areas they can lease a unit with tenant based assistance
- Provide a listing service to landlords when they have a vacant unit available for lease
- Use of maps showing areas outside of poverty or minority areas of concentration in which can be listed
- Contact with landlords
- 59% of all NBHA Section 8 families with children reside in low poverty census track in the NBHA's principal operation area at the end of 2008.

(e) **Wait List Procedures:**

The NBHA maintains separate waiting list for the following programs:

- Housing Choice Voucher Program
- Special Admissions of funds are awarded by HUD to targeted families (this is updated for the 2010 annual plan)

The waiting list is maintained in a computerized system and updated annually to keep only interested applicants on file ensuring that the waiting list is current.

2. **Financial Resources:**
 [24 CFR Part 903.7 9 (b)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2007 grants)		
a) Public Housing Operating Fund	3,975,850.00	
b) Public Housing Capital Fund	1,387,971.00	
	1,761,628.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	4,918,120.00	
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)		
3. Public Housing Dwelling Rental Income	2,201,888.00	Offset Operating Expenses
4. Other income (list below)		
Nextel Towers	23,012.00	Offset Operating Expenses
Youghiogheny Communications	21,600.00	Expenses
Headstart Program Rentals	12,600.00	Offset Operating Expenses
4. Non-federal sources (list below)		
Total resources	14,302,699.00	

3.1. **Rent Determination Policies:** [24 CFR Part 903.7 9 (d)]

A. **Public Housing:**

(i) **Income Based Rent Policies:**

a. **Use of discretionary policies**

The NBHA employs discretionary policies for determining income based rent.

b. **Minimum Rent**

The NBHA has established a minimum rent of fifty (\$50.00) dollars

(ii) **Discretionary minimum rent hardship exemption policy:**

The minimum rent requirement may be waived due to certain financial hardships. The request for minimum rent hardship must be made in writing to the NBHA prior to the rent becoming delinquent. The NBHA will verify whether the hardship claimed is temporary or long term. Payment of the minimum is suspended immediately for ninety dates when a hardship is requested on one following conditions:

- a. The family has lost eligibility or is awaiting an eligibility determination to receive federal, state or local assistance, including a family having a non-citizen household member lawfully admitted for permanent residence and who entitled to public benefits but for Title VI of the Personal Responsibility and Work Opportunity Act of 1996
- b. The family income has decreased due to changed circumstances such as loss of employment.
- c. The family would be evicted as a result of imposing the minimum rent requirement
- d. There has been a death in the family; or
- e. There are other hardship situations by the NBHA on a case-by-case basis, i.e. alimony and child support

(iii) **Rent Re-determination:**

Between income re-examinations or at any time the family experiences an income increase, or decrease.

(iv) **Flat Rents:**

The NBHA has set market-based flat rents determined by using Section 8 Fair Market Rent (FMR).

3.2. **Section 8 Tenant-Based Assistance:**

(a) **Payment Standards:**

- The NBHA has set its payment standards to 97% of FMR.
- The payment standards are re-evaluated annually.

(b) **Minimum Rent:**

- The minimum rent has been set at fifty (\$50.00) dollars
- The NBHA has adopted discretionary minimum rent hardship exemption policies

4. **Operations and Management:** [24 CFR part 903.79(e)]

The NBHA is responsible for the maintenance of 804 dwelling units and all non-dwelling facilities and grounds. The NBHA uses both a centralized and decentralized system to provide maintenance services. Maintenance calls are taken at one centralized location and disbursed to appropriate locations. Property Managers/Director of Operations inspects work completed by Maintenance staff. Maintenance tasks include vacancy work orders, work orders generated by resident and by inspection of vacated units and annual inspections, lawn care and routine maintenance.

The following manuals are utilized as they establish rules, standards and the policies of the NBHA that govern maintenance:

- Admissions & Continued occupancy Policy
- Operations and Maintenance Plan

The NBHA has provided training on Pest Management Control to Property Managers, Director of Operations and all Maintenance Staff. Due to the density of the apartments under management and the history of local pest problems, emphasis will be placed on the control of cockroaches, bed bugs, rodents and termites. The NBHA use its Operations and Maintenance Plan to govern pest eradication.

5. **PHA Grievance Procedures:** [24 CFR Part 903.7 9 (f)]

A. **Public Housing:**

The NBHA has established written grievance procedures that adhere to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing. Residents and applicants must submit a request in writing to the office to initiate the grievance.

B. **Section 8 Tenant-Based Assistance:**

The NBHA has established informal review procedures for applicants to the Section 8 Tenant-Based Assistance Program and informal hearing procedures for families assisted by the Section 8 Tenant-Based Assistance Program as found in 24 CFR 982. Applicants or assisted families must contact the NBHA Section 8 Program to initiate the informal review and informal hearing processes.

6. **Designated Housing for Elderly and Disabled Families:** [24 CFR Part 903.7 9 (i)]

The NBHA is reviewing this process and does plan on applying for designation on several of our buildings for occupancy by elderly and disabled families. The buildings have not been determined to date.

7. **Community Service and Self-Sufficiency:** [24 CFR Part 903.7 9 (l)]

A. **NBHA Coordination with the Welfare (TANF) Agency:**

The NBHA maintains a good relationship with local TANF Agency. Coordination efforts between agencies provide:

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)

B. **Service and Programs offered to residents and participants:**

The NBHA will employ to enhance the economic and social self-sufficiency of assisted families in the following areas:

- Public housing admission policies
- Section 8 admissions policies
- Activities targeted to at-risk youth, or seniors
- Preference for working families

The NBHA has a written Section 3 Plan, the Property Managers maintain lists of residents and any skills they may have. Contractors are encouraged to hire NBHA residents should they need additional labor on their jobs.

8. **Safety and Crime Prevention:** [24 CFR Part 903.7 9 (m)]

The NBHA has observed lower-level crime, vandalism and/or graffiti throughout the developments. It has taken measures to educate the residents to empower them to take action through the local police department.

Through compiling resident, employee and police reports the NBHA determines what actions must be taken to ensure the safety of all residents. The following actions are taken in order to address the different needs:

- Installing camera's at front entrance of high-rises
- Meetings with local community police officer for discussions on safety

9. **Pets:** [24 CFR Part 903.7 9 (n)]

The New Britain Housing Authority has a pet policy for families and for elderly/disabled. The policy complies with state and federal regulations concerning the rights of residents to maintain pets in their respective dwelling units. The policy has a required pet deposit.

10. **Civil Rights Certifications:** [24 CFR Part 903. 7 9 (o)]

At least annually the NBHA examines its programs to identify any impediments to fair housing choices within the programs administered. The City of New Britain's Consolidated Plan is reviewed annually to assure that our annual plan is consistent with the City's plan. Based on our program, examination and review of the City's Consolidated Plan, NBHA has recognized the lack of affordable mobility units as well as lack of hearing and vision impaired units for applicants. The Authority recently applied for ARRA competitive capital funds to convert four (4) of our units at Oval Grove to mobile accessible units, while four (4) other units would be converted to hearing and vision impaired units.

The Authority has bilingual staff that provides oral and written information in Spanish. We also have material translated in Polish as we have a large Polish speaking population in our elderly/disabled units.

The NBHA recently updated our Reasonable Accommodation Policy and forms for program participants to ensure fair housing goals are addressed consistently.

Additional Information:

A “Significant Amendment” or “Substantial Deviation/Modification” of the NBHA Annual or Five-Year Plan is defined as follows:

- Any modification or revision of the NBHA goals and objectives;
- Any change in admission policies or organization of the wait list;
- Any change to rent and/or charges;
- Additional of non-emergency work items not included in the current Annual or Five-Year Plan;
- Any change in the use of replacement reserve fund under the Capital Fund;
- Any change with regard to demolition or disposition;
- Any change with regard to designation, homeownership programs or conversion activities.

Note: Changes that are adopted in order to comply with revisions to HUD regulatory requirements will not be considered a significant amendment or substantial deviation/modification.

11. **Fiscal Year Audit:** [24 CFR Part 903.79 (p)]

The NBHA is required to have an audit conducted under section 5(h) (2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437 c(h)) The most recent audit completed was submitted to HUD without findings.

12. **Asset Management:** [24 CFR Part 903.79 (q)]

The NBHA continues to analyze its current public housing units in order to seek out other investment endeavors to maintain decent and affordable housing. Property Managers will continue to inspect their properties and recommend modernization projects to improve their properties. The NBHA is preparing specifications to seek consultants to assist the authority in redeveloping the Mount Pleasant Family Development.

13. **Violence Against Women Act:**

1. The Prudence Crandall Center in New Britain offers services to victims of domestic violence, shelter for women and children. Counseling for men is also provided.
2. NBHA will not terminate a public housing lease or Section 8 Program assistance to victims of actual or threatened domestic violence, dating violence or stalking. Housing Assistance will not be denied to an applicant if the applicant or immediate member of the applicant’s family is the victim of domestic violence, dating violence or stalking.
3. Resident meetings at time include programs on domestic violence. New Residents to our programs receive information concerning the NBHA’s policy on domestic violence, dating violence and stalking.

7.0	<p>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. HOPE VI: The NBHA will apply for Hope VI funds, when made available, possibly not until 201 as preparations need to be made to apply. Plans are to demolish either 188 or 252 units located in MT. Pleasant which may also include Bond St elderly units. Other sources of funds will be considered such as CDGB, Housing Tax Credit, or HOME funds. Further, we will also work to apply for 202 funds for a vacant piece of property the authority received from HUD. We will also apply for conversion funds as a backup in case we do not receive HOPE VI funds.</i></p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>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.</p>
8.2	<p>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.</p>
8.3	<p>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.</p>
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.</p>

9.0 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Location
Income <= 30% of AMI	27.4%	5	4	4	N/A	4	N/A
Income >30% but <=50% of AMI	60.5%	4	3	3	N/A	4	N/A
Income >50% but <80% of AMI	12.1%	3	2	2	N/A	3	N/A
Elderly	15.3%	5	4	3	N/A	N/A	N/A
Families with Disabilities	11%	5	4	3	5	N/A	N/A
Race/Ethnicity (White)	68.3%	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity (Black)	11.7%	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity (Asian Pacific)	3.6%	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity (Native American)	.3%	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity (Other)	16.1%	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity (Hispanic- any Race)	30.5%	N/A	N/A	N/A	N/A	N/A	N/A

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

- Other sources: (list and indicate year of information) CERC Town Profile, 2008

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

.Housing Needs of Families on the Waiting List

Waiting list type: (select one)

Section 8 tenant-based assistance

	# of families	% of total families	Annual Turnover
Waiting list total	106		10%
Extremely low income <=30% AMI	101	95.3	
Very low income (>30% but <=50% AMI)	5	4.7	
Low income (>50% but <80% AMI)	0	0	
Families with children	60	56.6	
Elderly families	26	24.5	
Families with Disabilities	17	16	
Race/ethnicity – White	88	83.0	
Race/ethnicity – Black	18	17.0	
Race/ethnicity- Hispanic	83	78.3	

Characteristics by Bedroom Size (Public Housing Only)

1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

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

HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)? 74

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

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

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list** Waiting list type:

Public Housing

	# of families	% of total families	Annual Turnover
Waiting list total	287		25%
Extremely low income <=30% AMI	272	94.8	
Very low income (>30% but <=50% AMI)	15	5.2	
Low income (>50% but <80% AMI)	0	0	
Families with children	199	69.6	
Elderly families	8	2.8	
Families with Disabilities	21	7.34	
Race/ethnicity – White	251	87.8	
Race/ethnicity -Black	33	11.5	
Race/ethnicity American Indian/ Alaska Native	1	.3	
Race/Ethnicity Multi Racial	1	.4	
Race/Ethnicity Hispanic (any race)	229	80.1	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	0	0	
1 BR	76	26.6	
2 BR	116	40.6	
3 BR	85	29.7	
4 BR	9	3.1	
5 BR	0	0	
5+ BR	0	0	

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

HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)?

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

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

Waiting list type: (select one)

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

If used, identify which development/sub jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	63		20%
Extremely low income <=30% AMI	63	100	
Very low income (>30% but <=50% AMI)	0	0	
Low income (>50% but <80% AMI)	0	0	
Families with children	2	3.2	
Elderly families	23	36.5	
Families with Disabilities	31	49.2	
Race/ethnicity – White	55	87.3	
Race/ethnicity - Black	7	11.1	
Race/ethnicity- Hispanic (any race)	42	66.67	
Race/ethnicity – Asian	1	1.6	
Characteristics by Bedroom Size (Public Housing Only)			
0BR	0	0	
1 BR	63	100	
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

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

HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)?

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

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

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

- NBHA is on the Mayor's taskforce to end homelessness in New Britain
- NBHA continues to seek other housing opportunities for the residents of New Britain
- **NBHA has adopted policies to support and encourage work**
- **NBHA will apply for special purpose vouchers targeted for non-elderly families with disabilities**
- **NBHA will continue to carry out needed modification to public housing based on Section 504.**
- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Apply for additional section 8 units should they become available
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- **Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**
- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations

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.</p> <p>The NBHA has started holding meetings in planning the redevelopment of MT Pleasant and plan to seek a consultant to assist the PHA in this process. We have improved on rent collections, improved our SEMAP scores and PHAS scores. We have out reached to our community partners in seeking support to provide job training and education to our residents. We have outreached to landlords and now on a quarterly basis send out a landlord newsletter. The NBHA is also under an MOA with HUD and we are just about completed all items on the MOA of 2009.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p>
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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, PHA Certifications of Compliance with the PHA Plans and Related Regulations (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, Disclosure of Lobbying Activities (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, Disclosure of Lobbying Activities Continuation Sheet (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, Capital Fund Program Annual Statement/Performance and Evaluation Report (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, Capital Fund Program Five-Year Action Plan (PHAs receiving CFP grants only)</p>
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

11f) 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

**Resident Advisory Board Meeting
Annual Plan
03/17/2009**

Participants: Jean Burby, President, Senior Coalition, Ribicoff Building, Ethel Fuller, Vice President, Oval Grove Resident Council, Lucille Attenello, Ribicoff, Lillian Rodriguez, Graham Building, Rosa Arroyo, Bond Street, Helen Zielinski, Bond Street, Loo Pacacha, NBHA, Attorney, Mary Royce, Executive Director, NBHA, Evelyn Rodriguez, Property Manager, Betty Evans, Property Manager

The following was discussed:

Everyone was introduced to one another, prior to beginning the process.

The NBHA Lease was discussed:

Page IV Term:
Page 2

Page 3, the air conditioners time period (duration April to September 30)

A monthly charge will be assessed for each air conditioner in the unit; during the period of April to September 30 of each year

Payment is the responsibility of tenant

**Resident Advisory Board Meeting
Annual Plan
03/31/2009**

Participants: Jean Burby, President, Senior Coalition, Ribicoff Building, Ethel Fuller, Vice President, Oval Grove Resident Council, Lucille Attenello, Ribicoff, Evelyn Rodriguez, Property Manager, and Betty Evans, Property Manager

The following was discussed:

Maintenance Fee Schedule to ensure it reflects the air conditioner charges

The Authority was going to research other authorities regarding rental

Chapter 7 Changes

Page 2 of 26 to read 7-I.B. Overview of Verification Requirements

The NBHA will verify information through the five(5) methods of verification acceptable (new) but not limited to

Page 5 of 26 Primary Documents we added birth certificate and social security card

Page 7 of 26 we removed age 6 or older in the first sentence for social security

Page 8 of 26 Absence of Adult Member we added family must provide evidence satisfactory to the NBHA

Page 9 of 26 Foster Children we added the word leave

Page 9 of 26 Was going to add scholarship information, too vague

Page 14 of 26 7.III.F. Net Income from rental property, we limited the statement to read The family provide;

2nd paragraph We included the following for the sentence to read: If schedule E was not prepared, the NBHA will require the family members involved in the rental of property to provide the self-certification on income and expenses for the year and may request documentation to support the statement including but not limited to:

Page 19 of 26 Eligible Child, needs to be updated, researching

**Resident Advisory Board Meeting
Annual Plan
04/28/2009**

Participants: Jean Burby, President, Senior Coalition, Ribicoff Building, Ethel Fuller, Vice President, Oval Grove Resident Council, Lucille Attenello, Ribicoff, Loo Pacacha, NBHA, Attorney, Evelyn Rodriguez, Property Manager, and Betty Evans, Property Manager

The following was discussed:

PIH 2001-27 (HA) the implementation of Public Law 106-504 regarding the eligibility of Citizens of the Freely Associated States for federally assisted housing

Authority Attorney review to ensure the current ACOP had the same language necessary as it applied to Chapter 7

Chapter 7 changes

Page 7 or 26; 7-II.B. Social Security Numbers [24 CFR 5.216 and HCV, p. 5-12]

All bullets were removed to have the sentence read; The PHA may also accept other documents as evidence if SSN is provided on the document

**Resident Advisory Board Meeting
Annual Plan
05/12/2009**

Participants: Jean Burby, President, Senior Coalition, Ribicoff Building, Ethel Fuller, Vice President, Oval Grove Resident Council, Loo Pacacha, NBHA, Attorney, Evelyn Rodriguez, Property Manager, and Betty Evans, Property Manager

The following was discussed:

Referred to PIH, Social Security, Maintenance Charges

No additional changes to chapter 7

Chapter 8

Page 2 of 10 Orientation Agenda: we removed the following language

Changed the topics to read, NBHA Grievance Procedures and Maintenance Charges

Page 3 of 10 8.I.D Modification to the lease, we put { } to the first sentence

Page 4 of 10 8.I. E. Security Deposits, last sentence will read, Subject to applicable laws, interest earned on Security Deposit may be refunded to the tenant annually on the move-in anniversary date and after vacating the unit.

Page 5 of 10 First paragraph, 2nd sentence, we remove the word total to read, tenant rent

Chapter 9

Page 3 of 10 1st paragraph, 2nd sentence we added, reported by the Family if at request

Page 7 of 10 2nd paragraph, 2nd sentence unit for more than 15 days

Chapter 10

No changes

**Resident Advisory Board Meeting
Annual Plan
06/23/09**

Participants: Jean Burby, President, Senior Coalition, Ribicoff Building, Ethel Fuller, Vice President, Oval Grove Resident Council, Loo Pacacha, NBHA, Attorney, Evelyn Rodriguez, Property Manager, Betty Evans, Property Manager, and Mary Brody, System Analyst

The following was discussed:

We debated the Social Security rule for illegal aliens, and pro rata, social security language according to 24 CFR Parts 5, 92, and 908

We also reviewed Chapter 7 again to ensure all language is included in ACOP

**Resident Advisory Board Meeting
Annual Plan
07/07/2009**

Participants: Jean Burby, President, Senior Coalition, Ribicoff Building, Ethel Fuller, Vice President, Oval Grove Resident Council, , Loo Pacacha, NBHA, Attorney, and Betty Evans, Property Manager

The following was discussed:

Chapter 13

Page 1 of 16 Termination of Tenants, 2nd sentence, must was removed from the sentence, it now reads, gives less than a 30 days' notice

Page 2 of 16 add the word or on the 2nd line of first sentence between security number or joins the family

Page 4 of 16 Added a bullet to include gun information from the current lease

Page 4 of 16 added language to the 3rd bullet at the top of the page to read Discovery, after admission, of any inaccurate facts or omission of information that would have made the resident ineligible for housing or constitute fraud

We also discussed Bond Street and a/c charges and trying to figure out cost for the 08-09 calendar year for electricity use to hopefully, come up with a better dollar amount for a/c use per season

**Resident Advisory Board Meeting
Annual Plan
07/21/2009**

Participants: Jean Burby, President, Senior Coalition, Ribicoff Building, Ethel Fuller, Vice President, Oval Grove Resident Council, Loo Pacacha, NBHA, Attorney, and Betty Evans, Property Manager

The following was discussed:

Chapter 14

No changes

Chapter 15

No changes

Resident Advisory Board Meeting
SECTION 8 Annual Plan
07/21/2009

Participants: Jean Burby, President, Senior Coalition, Ribicoff Building, Ethel Fuller, Vice President, Oval Grove Resident Council, Joanne White, Section 8 Supervisor, Loo Pacacha, NBHA, Attorney and Betty Evans, Property Manager

The following was discussed:

Chapter 1

No changes

Chapter 2

Page 2 of 12 we change the Authority name to NBHA throughout the paragraph as needed

Page 3 of 12 change spacing in the first paragraph

Page 5 of 12 Joint Custody of Children: 2nd paragraph, the sentence reads the NBHA will require a Copy of the court ordered custody agreement of families who stay.