

# NORWALK HOUSING AUTHORITY (NHA) 2023 ANNUAL PLAN

10/19/2022

*Norwalk Housing Authority*



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# Norwalk Housing Authority (NHA) 2023 Annual Plan

**NORWALK HOUSING AUTHORITY**

## SECTION B.1 (C) NHA DECONCENTRATION POLICY

It is the policy of NHA to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income developments and lower income tenants into higher income developments. For lower income developments, the process may involve temporarily skipping lower income families on the waiting list in order to offer vacant units to higher income families, as well as temporarily skipping higher income families on the waiting list in order to offer vacant units to lower income families in higher income developments.

The NHA will monitor progress in meeting the extremely low income (ELI) requirement throughout the fiscal year. It should be noted that NHA reserves the right to skip applicants who are not ELI (<30% of the median income for the Stamford-Norwalk SMSA) if and when it is apparent that the agency will not meet the minimum target of 40% [as adjusted by HUD rules] of new admissions being ELI for the agency's fiscal year. NHA may also skip families where a development has been determined to be 'concentrated' in order to either raise or lower the average household income of that development.

NHA will engage in quarterly monitoring of income deconcentration by development and where necessary will implement income skipping measures.

In the HCV program, the PHA has been granted MTW status. Under this status, the PHA is authorized to establish payment standards up to 120% of HUD-published Fair Market Rents (FMRs). The PHA will conduct analysis and establish higher payment standards in areas of higher opportunity and low poverty/minority concentration to promote deconcentration in these areas.

## SECTION B.2 NEW ACTIVITIES PLANNED FOR CURRENT FISCAL YEAR

NHA intends to undertake new activities related to the following in fiscal year (FY) 2023.

### *Hope VI or Choice Neighborhoods*

Following the completion of the Soundview Landing project, the NHA has reallocated CNI program income to complete the following projects:

1. Leroy Downs: improving lighting, installing security cameras, upgrading carpets
2. NHA main office: renovating the ramp, improving lighting, installing security camera, adding signage

The NHA is actively assessing which development(s) may be an appropriate fit for our next CNI and will be looking at securing a planning grant.

## *Mixed Finance Modernization or Development*

NHA is developing 69 new units on a 7.6-acre site, currently vacant, which is owned by NHA and adjacent to the existing Colonial Village. This new construction project, “Colonial Village Phase II,” consists of 18 walk-up buildings, each with 2-6 units that are a mix of one-, two-, and three-bedrooms. There will also be a new 5,400-square-foot community center on-site for property management offices and Learning Center classrooms. NHA is co-developing Colonial Village Phase II with Heritage Housing Inc., a Norwalk affordable housing developer that was selected through a competitive process. The project has secured zoning approval from the City of Norwalk.

The apartments will be available to households earning between 30% and 80% of area median income (AMI). NHA plans to convert 18 of its Housing Choice Vouchers to be Project-Based Vouchers to subsidize the rent of families living in the 30% AMI units. Additional financing sources will include Low Income Housing Tax Credits, a conventional construction/permanent loan, and possibly funds from the State of Connecticut’s Department of Housing. Project financing is estimated to close in early 2023 with construction starting immediately thereafter. The new units are expected to open in 2024.

Pictures of the Colonial Village development may be viewed on the following pages.

NHA may explore additional potential opportunities for mixed finance modernization or development. However, NHA currently has no other planned activities for mixed finance modernization or development in the upcoming fiscal year.



**Pictured: Renderings of Colonial Village Phase II**



## *Section 18 Demolition and/or Disposition*

NHA is exploring the possibility for demolition and/or disposition of the Meadow Gardens public housing development. Initial steps include a Physical Condition Assessment (PCA) of the property by a third-party consultant and meetings with Meadow Gardens residents to get their input. NHA is working with a development consultant from the National Affordable Housing Trust to determine the feasibility of such action and support the HUD demolition/disposition application process. NHA has no other specific planned activities for demolition and/or disposition in the upcoming fiscal year.

## *Conversion of Public Housing to Project-Based Assistance under RAD*

If Meadow Gardens does not qualify for Demolition and/or Disposition, or if NHA and its stakeholders determine that action is not feasible or favorable, then NHA will explore the possibility of converting the Meadow Gardens public housing development to project-based assistance under HUD's Rental Assistance Demonstration Program (RAD). Meadow Gardens consists of 54 units and a Learning Center facility. A RAD conversion could potentially enable NHA to finance substantial rehabilitation and modernization of the property.

Additionally, NHA is exploring the possibility of converting the Leroy Downs public housing development to project-based assistance under RAD. Leroy Downs is across from the South Norwalk Train Station and adjacent to the NHA headquarters and a decommissioned power plant owned by the South Norwalk Electric and Waterworks (SNEW). Planning for conversion has begun with preliminary identification of strategic project goals and community needs, as well as categorization of potential project impediments.

## *Project-Based Vouchers*

NHA plans to use 18 project-based vouchers in Colonial Village Phase II to financially support units that are restricted to households earning 30% of area median income. (See Section: Mixed Finance Modernization or Development).

## *Units with Approved Vacancies for Modernization*

NHA is currently in the process of renovating the 200 multifamily units at Colonial Village. Renovations include a complete renovation, including new roofing adding dormers, new kitchens and bathrooms, including new ranges and refrigerators, new windows and siding, new HVAC systems for heating and air conditioning, direct hot water heaters, and refurbished flooring on individual units. Grounds improvements from the renovation will include new exterior lighting, new fencing and sidewalks, and repaving of existing parking lots. There will also be a total renovation of bungalows for ADA units.

### *Other Capital Grant Programs*

NHA will continue to assess possible developments to use as the basis of a Choice Neighborhoods Initiative (CNI) planning grant in 2022-2023.

## SECTION B.3 PROGRESS REPORT

The following is a report on the progress NHA has made in meeting its mission and goals described in its 5-Year Plan.

### *GOAL 1 - Preserve and Expand the Supply of Assisted Housing*

- NHA applies for additional vouchers when opportunities arise and will continue to add to the supply of affordable housing, whenever possible.
- NHA was awarded 23 vouchers to house homeless veterans. NHA was awarded 10 VASH vouchers in 2015, one VASH voucher in 2017, and 12 VASH vouchers in 2018. No new VASH vouchers were awarded in 2019, 2020, 2021, or 2022.
- In 2018-2019, NHA applied for Mainstream Vouchers and was awarded 19 vouchers to house non-elderly disabled. In 2019, NHA was awarded an additional 27 mainstream vouchers, and an additional 14 in 2020. NHA applied for 75 vouchers in September 2020 in response to HUD's COVID offering, and was awarded an additional 40 vouchers. In 2022, NHA applied for additional Mainstream Vouchers and was awarded 10 vouchers, for a total of 110 Mainstream Vouchers.
- In 2022, NHA was awarded its first Foster Youth to Independence (FYI) Voucher, to house youth aging out of foster care.
- NHA hired a new Director of Grants and Development, for both NHA and NHF, to actively pursue grants. This position's main duties are to develop and implement a successfully strategy to achieve NHA/NHF fund goals.
- NHA has hired a Development Project Manager to help move redevelopment and new construction projects forward more efficiently.

## GOAL 2 - Improve the Quality of NHA Properties & Surrounding Neighborhoods

- NHA Maintenance has progressed on goals to improve the quality of NHA properties.
  - Pursuant to the Plan enacted last year, work assignments continue to be broken into activity instead of location, with staff being assigned to dedicated work crews.
  - In spite of constraints imposed by COVID-19, the PHA's goal was to maintain REAC scores with the goal of continuing improvement trends. REAC inspections took place as scheduled, and scores increased for the majority of NHA properties.
  - Trash and garbage collection, storage, and disposal have been improved through increasing trash site accessibility, monitoring trash pickup, and (Colonial Village) doubling trash pickup schedule.
- Previously, resident families were required to provide refrigerators and stoves in PHA units. NHA now provides refrigerators and stoves in all PHA units upon new tenant move-ins for units where the tenant was previously required to provide these appliances. This practice continued despite supply chain issues. Additionally, NHA's full-time electrician updates stove plugs in the units as needed to meet fire and electrical codes for the new appliances.
- Needs and outcomes are assessed regularly. As a result, NHA has established goals to:
  - Continue to improve trash and garbage collection, storage, and disposal, and introduce composting and additional recycling measures;
  - Continue to identify and complete preventive maintenance actions;
  - Continue increased pest prevention efforts; and
  - Specified unit and grounds improvements at identified developments.
  - See **Attachment B.3(a): Maintenance Goals**
- Capital Fund improvements were completed at NHA developments, which include installation of ADA features in kitchens; kitchen replacements; exterior rehabilitation of existing units; window replacements, new doors and floors; new lighting, upgrading fire alarm systems; and new boilers and hot water heaters installation.
  - See **Attachment B.3(b): Capital Projects Completed.**
- NHA has continued policies and procedures which enable voucher holders to move into better housing and better neighborhoods. Not only has NHA implemented two-tiered payment standards to support these goals (see Goal 3 below), but NHA has been awarded Moving to Work (MTW) Status under the Moving to Work Demonstration Cohort #4, Landlord Incentives. This has enabled NHA to enact initiatives which would increase housing choice for HCV tenants, including establishing higher payment standards, making damage claim payments to participating landlords, and making vacancy payments to participating landlords.
- NHA has utilized its Choice Neighborhoods grant and mixed financial resources and programs to create mixed income developments including conversion of existing NHA developments to help transform neighborhoods.

- NHA Choice Neighborhoods Implementation was utilized to develop Washington Village. *See* **Attachment B.3(c): Washington Village/Soundview Landing Development**
- Choice Neighborhoods Grant successfully completed September 30, 2021.
- NHA continues to preserve affordable housing through partnering with Mutual Housing.
  - *See* **Attachment B.3(d): Mutual Housing/Sound Communities**

### GOAL 3 - Increase Assisted Housing Choices

- In order to increase assisted housing choices, NHA has continued its Homeownership Program for HCV and public housing.
- NHA enacted a two-tiered payment standard for HCV which was approved in 2007. The payment standard permits a higher rent payment in low-poverty census tracts than in high-poverty census tracts.
  - In FY 2019, 43.9% of HCV families moved from low-opportunity zones to higher income opportunity zones.
  - In FY 2020, 43% of HCV families moved from low-opportunity zones to higher income opportunity zones.
  - In FY 2021, 34.3% of HCV families moved from low-opportunity zones to higher income opportunity zones.
    - A total of 365 HCV families with children were assisted by NHA in its principal operating area (Norwalk) in FY 2020-2021.
    - A total of 44 HCV families with children (41%) moved to higher income opportunity zones during FY 2020-2021.
  - In FY 2022, 15% of HCV families with children moved from low-opportunity zones to higher income opportunity zones.
    - A total of 404 HCV families with children were assisted by NHA in its principal operating area (Norwalk) in FY 2021-2022.
    - A total of 66 HCV families with children moved during FY 2021-2022, of which 10 HCV families moved to higher income opportunity zones
- Seeing diminishing returns based on the current two-tier payment standard system, NHA applied for and was selected as a Moving to Work PHA. The NHA is now focusing on enacting landlord incentives especially in higher opportunity areas to attract landlords in those areas to our program to give more options to our Housing Choice Voucher tenants who may wish to move into higher opportunity areas. Initiatives include:
  - 120% payment standards in higher opportunity zones;
  - Vacancy loss payments to landlords between section 8 tenants for up to 1 month's rent; and
  - Payments to landlords for damage caused by Section 8 tenants beyond ordinary wear and tear up to two month's rent, after the security deposit is used up.

## GOAL 4 - Promote Self-Sufficiency of NHA Customers

- NHA has continued self-sufficiency efforts through its Family Self-Sufficiency (FSS) and ROSS Programs.
  - For the fiscal year 2021, based upon the FY2021 low-income limits for the Stamford-Norwalk Metro area, as defined by HUD's Section 3 Final Rule effective November 30, 2020, targeted Section 3 NHA hires worked 5.81% of all new hire hours, and all Section 3 NHA hires worked 88.97% of all new hire hours. In total, of 21 total NHA new hires, 19 new hires (90.48%), were Section 3 hires. For the CNI project, of 88 total new hires, 16 (18.18%) of the new hires were Section 3 residents, and 15.81% of the total project hours were worked by Section 3 hires. In total, 10.43% of all CNI construction dollars was awarded to three CNI Section 3 businesses.
  - From April 2021 through August 2022, 13 people have successfully graduated HUD's Family Self-Sufficiency program totaling \$194,136 in FSS graduation disbursements with an average escrow disbursement of \$14,934. FSS graduate escrow disbursements ranged from a low of \$1,028 to a high of \$58,580 (the highest escrow ever achieved since the start of NHA's FSS program in 2001), with a median disbursement of \$9,158.
  - The NHA conducts numerous activities throughout the year for participants striving to achieve self sufficiency, including: Job Training Referral/Employment Referral and Job Fairs; Health Career Academy; One-on-One Credit Counseling; One-on-One Homeownership Counseling; HUD's First-Time Home Buying Workshop; Health and Wellness Workshops; Health Fairs; Financial Workshops; and Naturalization and Citizenship Information Sessions.
    - See **Attachment B.3(e): FSS and ROSS Progress and Goals**
    - See **Attachment B.3(f): FSS Program Participant Analysis FYE 3/31/22**

Norwalk Housing Foundation (NHF) continued its college scholarship program for NHA students. In total \$225,250 was awarded to 39 participants in the past fiscal year.

- See Goal 5: Promote Education of NHA Participants.
- NHA continued its Homeownership Program for HCV and public housing participants.
- NHA has maintained its outreach to working families for admission to NHA programs and housing through HCV and public housing admission preferences.
- NHA is one of the few housing authorities in Connecticut to earn designation as a HUD EnVision Center in September 2020.
  - Located on the ground floor of SoundView Landing / 30 Day Street, the Norwalk Housing Authority's EnVision Center is a resource center focused on empowering households toward self-sufficiency by providing services to promote economic self-reliance, educational advancement, health and wellness, character and leadership, and more.
  - EnVision Center Staff includes a partnership manager, administrative assistant, three self-sufficiency coordinators, and a Choice Neighborhoods case manager.

- The Choice Neighborhoods case manager was hired in December 2020 and serves former Washington Village households as well as new Soundview Landing households in SoundView Landing replacement public housing units.
- The EnVision Center team partners with many community service providers to offer a wide range of services and supports to residents.
- The Center also provides self-sufficiency programs to assist families in utilizing local community resources to achieve economic independence, connecting residents to services and opportunities for upward mobility.

## GOAL 5 - Promote Education of NHA Participants

- NHA's Learning Centers are committed to providing NHA students with academic support, enrichment programs, school and career guidance, character building opportunities, and educational field trips.
- The Fall 2021 school year saw the NHA Learning Center return to in-person offerings.
- Staff continued to work with students and families as needed to ensure all had the electronic resources and access needed to continue with remote learning.
  - See **Attachment B.3(g): Learnings Centers Outcomes** for NHA Learning Centers Accomplishments.
  - See also **Attachment B.3(h): Learning Centers 5-Year Plan** for more information about Learning Centers' goals and progress in meeting those goals.
- Norwalk Housing Foundation (NHF) has increased donations for college scholarships for NHA students.
  - In FY 2022-2023, approximately \$302,000 in scholarships is being awarded to 50 scholarship recipients.
  - See **Attachment B.3(i): NHA NHF Scholarship Program.**
  - See also **Attachment B.3(j): NHF Scholarship Program Progress.**

## GOAL 6 - Promote Fair Housing and Equal Opportunity

- NHA responded to new tenant issues created by COVID-19 and the related quarantine by coordinating efforts between Senior Services, the City of Norwalk, Community Health Centers, and Food Banks to provide food, masks, information, and services to quarantined individuals and families in the community. Services included well-being checks, free COVID-19 testing, and vaccine clinics.
- NHA's response to the issues created by COVID-19 ensure that impact on regular operations was minimal. NHA continued to work to achieve goals and provide services to low-income families, minimizing the impact of quarantine through offering as wide an array of remote services as possible.
- NHA ensured all NHA students had access to technology and related requirements through Learning Center staff coordinating efforts with the Norwalk Public School system.
- NHA provides information at voucher issuance to all participants on how to file a Fair Housing complaint with handouts.
- The commodities program works to improve the health of low-income elderly persons 60 years of age or older by supplementing their diets with nutritious USDA foods.
- NHA invites the City of Norwalk's Fair Housing and Fair Rent staff to participate in briefings and training.
- NHA's two-tier fair market rent (FMR) payment standards were established to promote renting of units in higher opportunity areas. Higher opportunity neighborhoods are defined by a variety of factors including low unemployment, better performing schools, lower crime and greater availability of quality, affordable housing stock. Children growing up in higher opportunity neighborhoods generally have better opportunities for upward economic mobility, as well as better health outcomes and higher educational attainment.<sup>1</sup> Results of the two-tier payment standards are monitored. See Goal 3 for more information.
- NHA conducts HCV landlord Open Houses to promote and explain the program in conjunction with the Fair Housing and Human Relations and Fair Rent Departments of the City of Norwalk. Sessions include training in Fair Housing regulations.
- NHA routinely provides opportunities for public housing/HCV staff Fair Housing training.
- NHA continued to work with the City of Norwalk to implement recommendations of the City's "Analysis of Impediments" to Fair Housing and posted updates on the NHA website with links to the City's website.
  - See **Attachment B.3(j): Strategies and Activities to Promote Fair Housing and Equal Opportunity**
- NHA monitors income deconcentration, by development, quarterly.

<sup>1</sup> Hartford Foundation for Public Giving <https://www.hfpg.org/what-we-do/our-outcome-areas/higher-opportunity-neighborhoods>

- **See Attachment B.3(k): NHA Quarterly Deconcentration Monitoring.**  
***(September, December reports pending)***

## GOAL 7 – Improve Agency Efficiency and Effectiveness

NHA consistently seeks to improve agency efficiency and effectiveness of operations. Ongoing actions include:

- Continuing to identify new local partners in order to collaborate with more local social service agencies.
- Deepening the existing partnership with the City of Norwalk and the Board of Education, in order to expand upon the existing services and offerings available to tenants.
- NHA applied for and was granted Moving to Work (MTW) agency status and is enacting approved MTW initiatives to enhance agency goals and client services.
- NHA maintained High Performer status under the Section 8 Management and Assessment Program (SEMAP) and achieved voucher utilization of 98%. NHA consistently identifies agency weaknesses to address them in a proactive manner, in order to maintain High Performer status in SEMAP and attain High Performer status in PHAS.
- Having previously completed rebranding of the agency logos and taglines, and redeveloped NHA’s website, NHA continues to focus on raising brand awareness for NHA and NHF through:
  - Increasing community involvement and collaboration;
  - Continuing to identify opportunities to increase the use of social media;
  - NHA’s Executive Director cultivating a direct business relationship with housing reporters, ensuring NHA activities are covered and reported on more frequently.
- Improving communication through maximizing use of electronic newsletters to staff, donors, residents, and other stakeholders.
- With the advent of COVID-19, NHA has successfully introduced the use of virtual and online meetings. As in-person restrictions are lifted, NHA will identify which types of activities benefited most from becoming virtual and may continue to offer online meetings for many events. Currently the NHA offers limited in-person meetings where necessary to assist residents.
- NHA’s Finance Department will continue to maintain zero to minimal audit findings.
- NHA continues to explore utilizing available technology, including housing software systems to improve efficiency, and will be implementing additional online application submissions.
- NHA’s Finance Department continues to move further towards going paperless by encouraging vendors and staff to use electronic means rather than paper. Finance is also continuing to explore using FileVision to further reduce reliance on paper and increase efficiency. The Finance Department is also exploring services for accounts payable such as direct deposits for vendors.
- NHA installed a full-service kiosk which allows residents to call caseworkers, scan email and print documents to make it easier to submit documents and reexaminations to their caseworkers. The kiosk also allows tenants to pay rent at the kiosk to make the rent paying process easier.
- NHA has hired a Development Project Manager to help move redevelopment and new construction projects forward more efficiently.

- NHA hired a licensed electrician to reduce reliance on outside contractors, more quickly respond to electrical problems reported by tenants, and modernize our electrical maintenance and preventative maintenance work.
- NHA hired a licensed plumber to reduce reliance on outside contractors, more quickly respond to plumbing problems reported by tenants, and modernize our plumbing maintenance and preventative maintenance work.
- The NHA continues to partner with Norwalk ACTS to encourage the organizing of tenants into tenant associations to streamline the exchange of information between the NHA and its tenants and to empower tenants to take pride in their developments and give them a sense of responsibility.
- The NHA is working to streamline documents on its internal shared drive, including a new legal folder so that documents can be stored securely in the system, rather than relying on only paper files. Viewing of these files is very limited to protect the privacy of all parties.
- NHA continues to partner with the Family and Children's Agency to provide services to residents in all NHA senior properties.

## ATTACHMENT B.3(A): MAINTENANCE GOALS

Accomplished Maintenance Department goals include:

1. Hired a licensed electrician to reduce reliance on outside contractors to more quickly respond to electrical problems reported by tenants, and to modernize our electrical maintenance and preventative maintenance work.
2. Hired a licensed plumber to reduce reliance on outside contractors, to more quickly respond to plumbing problems reported by tenants, and to modernize our plumbing maintenance and preventative maintenance work.
3. Improved garbage collection, storage, and removal at NHA properties.
  - Colonial Village:
    - Doubled garbage pickup days.
    - Removed railings around trash disposal areas.
    - Regularly rotate full trash cans to increase accessibility.
  - Roodner Court:
    - Switched from using a 10 yd dumpster to a more accessible 8 yd dumpster.
    - Lowered railings in the garbage enclosure area to allow residents to access garbage bins from all sides.
    - Monitored trash pickups to ensure all pickups occur as scheduled.
  - Trialing composting solutions at a designated development to determine if composting is a viable solution in reducing trash compilation.
4. Increased routine and preventive maintenance, including:
  - Cleaned gutters regularly to ensure water does not pond near buildings.
  - Continued ongoing painting of halls and common spaces.
  - Restriped parking lots where needed.
5. Changed pest control services by contracting with an outside pest control firm to ensure more effective pest population controls, including a greater focus on prevention. Established pest issue monitoring systems.
6. Roodner Court improvements:
  - Resolved plumbing issues through jetting the building main sewer line in building 12, and through replacing sewage lines after removing a large tree that was creating problems in building 21.
  - Reviewing options of improving intercoms, including possible intercom upgrades and/or replacements.
7. Increased attention to outlying areas of properties, including cutting down Meadow Gardens overgrowth near fence lines and removing brush from around Colonial Village playground.
8. Continued to improve efficiency, quality, and time on our vacancies, work orders and other maintenance areas.
9. Improved REAC (HUD QC Standards) scores for most complexes.
10. Continued to upgrade the maintenance vehicle fleet.
11. Closed most all emergency work orders within 24 hours.

12. Provided additional staff training.

Future goals include:

1. Roodner Court:
  - a. Upgrade entry panels to increase resident safety and ease staff efforts in programming key fobs (RFP issued).
  - b. Lower and open fences in trash disposal area.
2. Colonial Village:
  - a. Continue cleaning any overgrowth from back fence areas.
3. Seaview:
  - a. Replace HVAC compressors.
4. King Kennedy and Seaview:
  - a. Change out HVAC filters and clean duct work.
5. Leroy Downs Senior Development
  - a. Upgrade transformer.
6. General:
  - a. Conduct Physical Needs Assessment (PNA) of most NHA public housing properties.
  - b. Plant trees around developments to provide shade and privacy. The City of Norwalk will be providing 100 new trees which will be planted on our properties.
  - c. Complete installation of rain gutters at all properties.
  - d. Complete repainting of no parking spaces, regular parking spaces, and handicap parking spaces.
  - e. Continue providing new stoves and refrigerators upon vacant unit turnaround, including updating stove plugs as needed to meet fire and electrical codes for the new appliances.
  - f. Increase quality of vacant unit turnarounds, ensuring all walls are smooth, patches are sanded, and all prep work is complete prior to walls being painted. Focus on ensuring any entry points are well patched to prevent rodents/pests from entering.
  - g. Edge all sidewalks when completing lawn work.
  - h. Track snow removal (shoveling salt application) to ensure grounds are safe for residents. Remove ice and snow from around senior resident cars in development parking lots.
  - i. Perform ongoing preventative maintenance to boilers and other mechanicals.
  - j. Clean out property basements, removing old and abandoned items.

## ATTACHMENT B.3(B): CAPITAL PROJECTS COMPLETED

**Colonial Village:** Built in 1952, is a 200-unit Affordable housing development situated on 25.7 acres of which 7.6 acres are vacant. This property is owned and managed by the Norwalk Housing Authority. The redevelopment plan calls for a multiphase effort that will produce 269 units when completed. The 200 existing units will be rehabilitated and will return with 200 Project-Based Vouchers. The new units will be developed on the vacant land and shall consist of mix -affordable units (69 units). To date the Authority has completed 8 of 14 phases of the Rehabilitation and will continue until early 2023. The new units have obtained zoning approval from the City of Norwalk and the Housing Authority has selected a developer partner (Heritage Group) and work should begin in the spring of 2023.



**Existing Units at Colonial Village**



**New Unit**



**Rehab of existing units – exterior work**





**Interior work**



**Colonial Village – 69 new units on vacant acres**



**Existing site - Bird's eye view looking South**



**Proposed development – Street level looking North**



**Proposed development – Street level looking South**



**Proposed new community center**

**Replacement of kitchens and baths at Chapel Street; kitchen replacement at  
Fairfield and Seaview Apartments**

The NHA has started this work at Chapel Street and will be completed by the end of  
2022 (2021 CFP funds)



## King Kennedy

NHA received a security grant from HUD for installation of cameras, lighting, fencing, and entry doors. All work was completed June 2022.



Norwalk Housing Authority Roof Survey King Kennedy Facility Data T.8-1

King Kennedy Site Plan



## ATTACHMENT B.3(C): WASHINGTON VILLAGE/SOUNDVIEW LANDING DEVELOPMENT

### *GOAL 1—Preserve and Expand Affordable Housing*

#### Strategies

1. Apply for additional rental vouchers when opportunities arise
2. Create new public housing if an opportunity arises
3. Leverage private along with other public funds to create additional housing opportunities

Outcomes Actual and Projected Through 3/31/2023

#### **Soundview Landing**

Soundview Landing is a 273-unit 1-4-bedroom mix-income housing complex in the South Norwalk neighborhood of Norwalk, Connecticut in the block bound by Water Street, Raymond Street, Day Street, and Concord Street. It replaces Washington Village, the oldest public housing development in Connecticut, occupied since 1941. It consists of 5-three and four-story residential structures, and includes a Resource Center for assisted housing residents, a Fitness Center, a Community Room, a Club Room and a rooftop deck. The complex replaced all 136 of the original public housing units and expanded with 137 moderate income and market rate apartments. The complex also includes 39 Supportive Housing units for the chronically homeless. The first construction phase with 80 apartments (40 replacement public housing units) was completed and occupied in the fall of 2018.

The second phase of Soundview Landing, Building C, completed in April 2020 with substantial occupancy achieved by August 2020. Phase II includes 21 Project-Based Vouchers (PBV) and 21 public housing units. Within these 42 project-based vouchers and public housing units, 17 are supportive housing units. Additionally, there are 43 mixed-finance units.

The third and final phase with 108 units broke ground in February 2020 and completed September of 2021 and is substantially occupied. This phase included 26 PBVs and 28 Public Housing units, 22 of which are supportive housing units. Additionally, there are 54 mixed finance units, 31 Low Income Housing Tax Credit (LIHTC) units and 23 market rate units.

The complex has maintained full occupancy since being placed in service. A property management change was made in July 2022 and the transition was seamless.

**Soundview Landing Building D (Southeast Elevation)**



**E – (Northeast Elevation)**



## ATTACHMENT B.3(D): MUTUAL HOUSING / SOUND COMMUNITIES

In 2021 NHA established Sound Communities, an independent entity under NHA which seeks to improve and expand affordable housing in Norwalk. Sound Communities has been contracted by Mutual Housing to manage its property on Arch Street in Norwalk. This collaboration has led to many capital improvements and occupancy procedural improvements. In early 2022 a grant was awarded from CHFA for a new roof on the main building which was complete in Spring 2022 as well as significant maintenance upgrades including exterior electrical work, repair of exterior rot on the annex building and gutter replacement. A grant application will be submitted to CHFA for all new window replacements and new exterior siding for the entire building which we anticipate to begin in Spring 2023.

New resident files were created and the recertification process was completely overhauled to conform with federal guidelines and regulations. All new documentation was created for Sound Communities residents for this purpose. The recertification process brought residents' rent calculations in line with federal standards. In addition, a Tenant Selection Plan and an Affirmative Fair Housing Marketing Plan were drafted in advance of opening a waiting list. Using our community partners, affirmative fair housing marketing materials were circulated to outreach to groups who are historically the least likely to apply. The waiting list was opened in late Spring 2022.

## 6 Arch Street Pictures









## ATTACHMENT B.3(E): FSS PROGRESS AND GOALS

### *Improve Opportunities for NHA Residents*

#### Strategies:

1. Continue and create promotions and opportunities for customers of the NHA to improve their skills and job opportunities.
2. Continue to conduct targeted outreach to families ensure that they are aware of the opportunities offered by the FSS program.
3. Maintain a minimum of 100 FSS Public Housing and HCV participants and a minimum of 30 ROSS participants, provided NHA continues to receive HUD funding for the FSS and ROSS grants.

#### Outcomes Actual and Projected Through 3/31/2022:

1. The Section 3 program is intended to ensure that when employment or contracting opportunities are generated because a certain class of projects or activities (generally contracts of \$100,000 or more) necessitates the employment of additional persons or the awarding of additional contracts for work, preference must be given to low- and very low-income persons or business concerns residing in the community where the project is located. These persons and businesses are classified by HUD either by being public housing persons or owned businesses or low-income persons or owned businesses in the community. The NHA tracks any projects which are covered under the Act.
2. For the fiscal year 2021, based upon the FY2021 low-income limits for the Stamford-Norwalk Metro area, as defined by HUD's Section 3 Final Rule effective November 30, 2020, targeted Section 3 NHA hires worked 5.81% of all new hire hours, and all Section 3 NHA hires worked 88.97% of all new hire hours. In total, of 21 total NHA new hires, 19 new hires (90.48%), were Section 3 hires. In addition, through the Choice Neighborhoods Initiative, of 88 total new hires, 16 (18.18%) of the new hires were Section 3 residents, and 15.81% of the total project hours were worked by Section 3 hires. In total, 10.43% of all CNI construction dollars was awarded to three CNI Section 3 businesses.
3. Family Self Sufficiency Program Goals and Accomplishments for April 1, 2022 through August 31, 20212 (Includes Grants for Section 8 and Federal Public Housing Family Self-Sufficiency, and ROSS Service Coordinator).

Table A2-1: FSS/ROSS Goals and Outcomes

<b>Activities and Outcomes</b>	<b>Grant Goal through 12/31/22</b>	<b>Actual through 8/31/22</b>
Self-sufficiency Participants	130	144
College Enrollments	5	20
Youth Educational Programs	10	11
GED & ESL	3	12
Homeownership Education/Counseling	15	25
Homeownership	0	3
Credit & Financial Counseling	25	29
Childcare Connections	5	16
Employment Counseling	24	50
Employment Obtained	5	22

From April 2021 through August 2022, 13 people have successfully graduated HUD's Family Self-Sufficiency program totaling \$194,136 in FSS graduation disbursements with an average escrow disbursement of \$14,934. FSS graduate escrow disbursements ranged from a low of \$1,028 to a high of \$58,580 (the highest escrow ever achieved since the start of NHA's FSS program in 2001), with a median disbursement of \$9,158.

Major accomplishments were completed by the FSS graduates, including increasing savings, reducing debt, improving their credit scores, and moving successfully toward financial goals.

- One substantially increased retirement savings.
- Three graduates obtained Bachelor's degrees.
- One graduate obtained dual certifications as a Physician's Assistant and C.N.A.
- Nine FSS participants successfully graduated with escrow in five years.
- Three others graduated early after 4 years.
- One FSS S8 participant and one FSS S8 participant each graduated early and purchased homes without subsidized housing.
- One ROSS participant also purchased a home in Waterbury.
- One other FSS S8 participant graduated early from the FSS program after 4 years and ported out to another housing authority.
- Two graduates increased their employment from part-time to full-time.
- Two other graduates received promotions in their field.

## *Summary of Activities*

### COVID Financial and Basic Needs Assistance

Due to the COVID-19 pandemic, many businesses closed to the public in March 2020, including NHA's central office and EnVision Center. This resulted in the EnVision Center team being unable to host in-person, onsite workshops. The team continues to provide case management services and communication by appointment, phone, text, email and ZOOM. It is unlikely that in-person workshops and information sessions will be held at the EnVision Center until sometime in 2023.

The EnVision Center staff has helped numerous households with applying for the COVID Rent and Utility assistance through UniteCT, unemployment benefit applications, food stamps, energy assistance and other financial assistance, as well as helping food-insecure households get access to food pantries, meals and pop-up food distribution sites throughout Norwalk. Twenty-two (22) participants were able to obtain employment and/or promotions through staff assistance with resume development, job searches and referrals.

Staff continue to promote COVID vaccination information, pop-up sites and clinics, and COVID testing locations through NHA monthly newsletters, flyers, texts, and email.

### Service Provider Partnerships and Collaborations

Many families are still recovering from financial loss due to the COVID pandemic and continue to struggle with food insecurity and finances to pay for basic needs. Person to Person on average served 70 NHA households per quarter with food and clothing visits, as well as 21 households per quarter for financial cash assistance. Alliance (formerly ABCD) also provided financial assistance to residents during the pandemic as a result of NHA referrals. Multiple households successfully received financial assistance from UniteCT for utilities and rent.

Throughout the COVID pandemic, NHA partners continue to offer many free virtual workshops and seminars open to all through ZOOM and other platforms. Building Neighborhoods Together (BNT) continues to provide HUD-certified home ownership classes, financial classes and counseling. Fifteen residents completed BNT's HUD-certified home ownership classes, and eighteen residents completed financial fitness classes with BNT.

The Norwalk Library has been a tremendous asset to the community throughout the pandemic, offering free virtual job resources and skills, English and Math help, language study, virtual museum tours, ESL, exercise and more. The library also offers free WIFI both inside and outside the buildings and offers to print or copy documents. The libraries have re-opened to the public including computer usage.

Open Door Shelter's Smilow Life Center and the Goodwill Career Center have been offering career counseling, resume development and job search assistance remotely by appointment. In addition, the Smilow Life Center also offers one-on-one financial coaching and income support for assistance with government benefits and programs eligibility.

NHA actively promotes VITA (Volunteer Income Tax Assistance). Low-income residents earning less than \$56,000 per year can have their income taxes done for free by an IRS-certified volunteer and completed over the phone as a result of the COVID outbreak.

For Summer 2022, for the sixth year in a row, the NHA worked with the Riverbrook Regional YMCA who sponsored 20 NHA public Housing and Section 8 youth between the ages of 7 and 11 to participate in the 6-week Race4Chase Triathlon Camp.

Residents have also been assisted through connections and referrals to NHA's Learning Centers (afterschool and summer programs), Norwalk Housing Foundation (college scholarships), Norwalk Community College's CT Pathways SNAP Employment and Training Program, Building One Community / Stamford (ESL and Employment), SWCAA (Area Agency on Aging – in-home assistance), Family and Children's agency (supportive services), Norwalk Community Health Center (mental health), Connecticut Board of Pardon and Patrol (re-entry), and more.

## ATTACHMENT B.3(F): FSS PROGRAM PARTICIPANT ANALYSIS FYE 3/31/22

<b>Class</b>	<b>Home-ownership (Numbers of families)</b>	<b>Public Housing Family Self-Sufficiency</b>	<b>HCV Family Self Sufficiency</b>
<b>Total Numbers</b>	0	42	49
	(#)	<b>46%</b>	<b>54%</b>
<b>Race:</b>			
White	9	32%	38%
Black	6	68%	59%
Asian	0	0	1%
Other	0	0%	2%
<b>Ethnicity:</b>			
Hispanic	6	32%	35%
<b>Sex:</b>			
Male	1	13%	8%
Female	14	87%	92%
<b>Family Status</b>			
With Children (Under 18)	5	90%	63%
Without Children	10	10%	37%
With one person (>=60)	6	6%	4%
<b>Disabled</b>	27%	7%	18%

## ATTACHMENT B.3(G) – LEARNING CENTER OUTCOMES ACTUAL AND PROJECTED THROUGH MARCH 31ST, 2023



**Image Description:** Group of 45 – 50 children in lime green t-shirts sitting on ground and on supports, smiling, with both arms raised.

### *Education Programs*

The Norwalk Housing Authority Learning Centers (NHALC) are committed to providing NHA students with academic support, enrichment programs, school and career guidance, character building opportunities and educational field trips. NHALC’s provide safe, comfortable environments, as well as qualified, dedicated staff that help empower children to reach their highest potential. The long-term goal of the overall NHALC Program is to support, guide and assist NHA students to launch successfully into adulthood.

The Norwalk Housing Authority Learning Centers are located at the following locations throughout the city of Norwalk, Connecticut:

**Colonial Village Learning Center**, 128 Scribner Avenue

**20 West Learning Center**, 20 West Avenue

**Roodner Court Learning Center**, 261 Ely Avenue

**King Kennedy Learning Center**, 43 Chestnut Street

The NHA Learning Centers are committed to:

- Providing a safe haven and supervision during after-school hours.
- Supporting parents, primarily to provide working parents childcare during the after-school hours.
- Supporting development, including the social and emotional development of the child (providing role models, developing positive self-esteem, promoting strategies for conflict resolution, and promoting respect for diversity).
- Providing enrichment and recreational opportunities; activities that youth would not be exposed to otherwise or activities that are not offered during the school day.
- Providing academic support, including homework assistance, and other activities with the primary aim of improving school outcomes.

The Learning Centers accommodate children with special needs by varying approaches with parent permission. All transportation that is needed for students to participate in NHA enrichment programs or community-based programs is provided by six passenger vans, owned and operated by NHA.

Academic support that the NHALC provides includes homework help, tutoring in reading and math, computer access for research and school projects, and other academic activities. The enrichment support includes Literacy, STEM, Creative Arts, field trips and exposure both within and outside of the learning centers.

All Learning Center staff hold a bachelor's degree and some hold advanced degrees as well. In addition, Learning Centers utilize interns who are current college students working towards their 4-year degree. Our literacy and math staff specialize in these specific areas. NHA Learning Center staff represent NHA by serving on community and state committees, councils and boards: Norwalk ACTS, Norwalk Early Childhood Council, Connecticut Afterschool Network, and National Afterschool Association.

The NHA Learning Centers is year-round program. It serves NHA elementary school students in the afterschool program (September through June) and the summer day program (July and August).

## After School Program (September – June): Student Participation

For the 2021-2022 school year, the Learning Centers had a total of 105 students registered in the four developments for the after-school Learning Center Program.

Fall 2021–Spring 2022 Registration by PHA Community

- King Kennedy Village, 19 (grades K – 5)
- 20 West, 16 (grades K – 5)
- Colonial Village, 42 (grades K – 5)
- Roodner Court, 28 (grades K – 5)

### Accomplishments

In the Fall 2021 school year, the Learning Centers opened fully to all NHA students. NHA no longer offered hybrid or virtual learning. NHA ensured that the Learning Centers separated activities, so students participated only in set groups, not mixing students. This proved to be an effective approach.

**nha** GRADES K-5 Starts August 30th!

## LEARNING CENTER FALL 2021

Monday-Friday enroll @ [www.norwalkha.org](http://www.norwalkha.org)

**Interactive & Engaging Activities**

- ART CLUB
- HOMEWORK HELP
- BRAINIACS
- HEALTHY SNACKS
- TUTORING
- STORY TIME
- FIELD TRIPS
- GAMES
- LIBRARY
- P.E. MARCHING

**LIMITED ENROLLMENT SLOTS!**  
**SIGN UP EARLY!**  
**203.852.1144**

**Colonial Village Learning Center**  
3:45-7pm  
128 Scribner Ave - 203.810.5605

**Roodner Court Learning Center**  
3:45-7pm  
261 Ely Ave - 203.810.5604

**King Kennedy Learning Center**  
3:45-7pm  
43 Chestnut Street - 203.810.5606

**20 West Learning Center**  
3:15-6:30pm  
20 West Ave - 203.810.5607

## 2021 - 2022 School Year Learning Center Schedule

	Monday	Tuesday	Wednesday	Thursday	FUN Friday!
3:15-3:45pm  **20WLC**	-SEL -Center-based Activities -LC Moves	-SEL -Center-based Activities -LC Moves	-SEL -Center-based Activities -LC Moves	-SEL -Center-based Activities -LC Moves	FUN Friday activities!
3:45-4:30pm	-SEL -Center-based Activities -LC Moves	-SEL -Center-based Activities -LC Moves	-SEL -Center-based Activities -LC Moves	-SEL -Center-based Activities -LC Moves	FUN Friday activities!
4:30-5:30pm	Art (RC K-2) (CV K-2) STEM (20W K-2) (KK K-2) LITERACY	Art (RC 3-5) (CV 3-5) STEM (20W 3-5) (KK 3-5) LITERACY	Art (20W K-2) (KK K-2) STEM (RC K-2) (CV K-2) LITERACY	Art (20W K-2) (KK 3-5) STEM (RC K-2) (CV 3-5) LITERACY	4:30-6:00pm Art Club STEM Club
5:30-6:30pm  **20WLC**  Dismissal	-Homework -Reading/Math Works -Tutoring	-Homework -Reading/Math Works -Tutoring	-Homework -Reading/Math Works -Tutoring	-Homework -Reading/Math Works -Tutoring	FUN Friday activities!
6:30-7:00pm	-SEL -Center-based Activities -LC Moves	-SEL -Center-based Activities -LC Moves	-SEL -Center-based Activities -LC Moves	-SEL -Center-based Activities -LC Moves	FUN Friday activities!

## NHA Literacy Program

The NHA Literacy Program is incorporated into four learning centers, King Kennedy, 20 West, Roodner Court, and Colonial Village with specific grade level approaches to literacy.

Four Reading Coaches serve all elementary learning centers with one Literacy Coordinator who oversees the Literacy program. A structured program delivers consistent, fun, engaging and project-based reading and writing instruction across the centers. The developed curriculum is linked to the common core standard with the hopes of providing a soft link between what students are learning at school and what students are experiencing at our centers.

The Literacy Program embraces the concept of creating life-long readers. The belief is that every student served deserves to have a book in their hands. Reading Coaches help students make sense of the book by providing direct instruction in the form of projects, games, phonics-based activities, read-alouds, shared readings, and independent readings of leveled texts.

The commitment to providing staff with quality professional development remains a focal point for NHA. Reading Coaches continue to receive training from Dr. Margie Gillis with the focus being on phonics, vocabulary, comprehension, and fluency.

### STUDENT PICTURES



**Image Descriptions:** 1. Group of staff with student children sharing art creations. 2. Young girl at a desk holding up a Cat in the Hat bag. 3. Staff person at a round table with 6 students; 3 have hands raised. 4. 3 children at a desk, coloring and looking at each other's creations.

## NHA Creative Arts Program

The NHA Creative Arts Program is located at Meadow Gardens Center (49 Meadows Street). Collaboration takes place with arts organizations in and around Norwalk for special arts programming. The program this year includes 3 Art instructors and 1 Arts Coordinator, each holding a bachelor's or master's degree in Fine Arts. Instructors teach studio art and digital art. For art instruction and expression, students have an opportunity to create artwork using a variety of materials. All students participate in art calendar contests as well as outside annual art contests (Picture This, Road Safety, What Home Means to Me, Fire Poster Safety, etc.). Art staff design and plan trips to various museums. Students also learn how to take pictures with point-and-shoot cameras and develop videos that are themed or report-on experiences. Students record current programs within NHA as well as experiences outside of the program. They enter their photographic work into many contests throughout the year. NHA continues to support student's artistic work through exhibiting their artwork in various locations within the community, including the SoNo Collection.

### ARTISTS AND ARTWORK PICTURES



#### Image Descriptions:

Top row, left to right: 1. Standing staff member observing three young artists who are coloring and painting at the table. 2. Three seated young artists color as a seated staff member observes. 3. A staff member stands behind three seated girls. The middle girl is watching the neighbor on her left as she colors.

Middle row, left to right: 1. Staff and young artists are standing or sitting at a long table with artwork in various stages of creation. 2. A young man is standing at a table with an almost completed portrait laying face up as he adds the final touches. 3. A staff member points out details of what appears to be a self-portrait of the young girl sitting at the table and observing.

Bottom row, left to right: 1. A staff person sits at a table with 2 young artists, observing as they work. 2. A group of 4 boys and girls sitting at a table are looking artwork held by a staff member. 3. A young girl in an orange top sits at a table, smiling brightly at the camera with her artwork before her.

## STEM Program

The NHA STEM program is located at 11 Roger Square and includes three math and science instructors and one STEM coordinator. Each instructor is a certified teacher with a specialty in a specific STEM area. NHA STEM is an integrated, interdisciplinary curriculum involving science, technology, engineering, and mathematics. It engages students in tackling real-world issues through exploration, inquiry, and problem-solving experiences. The program regularly requires critical thinking, creativity, effective collaboration, research skills, and communication.

**Math Tutoring** - We focus deeply on the major math skills of each grade so that students can gain strong foundations: solid conceptual understanding, a high degree of procedural skill and fluency, and the ability to apply the math they know to solve problems inside and outside the math classroom. Our engagement with students illustrates these concepts using the Common Core State Standards and NWEA framework.

STEM instructors provide STEM enrichment Monday through Thursday in all Learning Centers. Therefore, STEM education and exposure is given to all LC elementary students, Kindergarten through 5<sup>th</sup> grade. On Fridays, we have STEM Club. This club is specific to students who are personally interested in the sciences. They do more in-depth STEM activities and projects, delving deeper into the sciences. We are cultivating our budding scientists!

In addition to daily STEM enrichment, we engage our students in special programming that include Girls Who Code, Amazing Girls Science, Makerspace with Westport, as well as NASA contests.

### STUDENT PICTURES



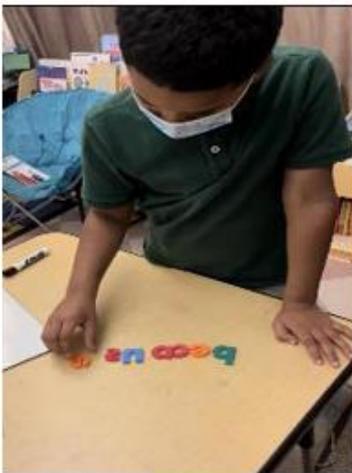
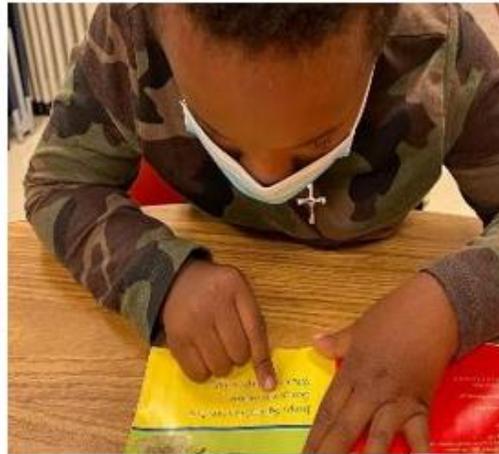
**Image Descriptions.** Left to right: 1. Two young boys sitting at a table; the boy in front (in a blue shirt) is stretching green slime. 2. A young girl is sitting at a table that has 20 black or white squares; she is pointing at a white square near the center. 3. A young boy and two girls are watching a computer screen while seated at a table.

## 1-On-1 Tutoring in Reading and Math

Tutoring at the Learning Centers is tailored to meet the needs of each student. Based on student assessment scores, center formal evaluations, and classroom teacher input/feedback, our teachers develop goals for each student. Students receive one-on-one tutoring twice weekly for 30 minutes each session. Sessions take place both in person with our teachers and on zoom with our virtual tutors.

Lessons are created with the goals in mind and efforts are focused on keeping tutoring sessions as fun and enjoyable as possible while factoring in student learning styles. Our lessons are designed to align with the Common Core State Standards.

### STUDENT PICTURES



**Image Descriptions:** Top Row, left to right: 1. Girl in pink shirt is sitting, reading. 2. Boy in camouflage shirt is reading. Bottom Row, left to right: 1. Boy in green shirt is spelling 'because' with magnetic letters. 2. A girl in yellow shirt and headphones is reading on the computer.

## Social-Emotional Learning (SEL)

Social-Emotional Learning (SEL) is the process through which children and adults acquire and effectively apply the knowledge, attitudes, and skills necessary to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.

SEL is embedded in NHA's strategic plans, staffing, professional learning, and budgets. It guides curriculum and program choices both in direct practice in SEL as well as integrated instruction with reading, math, STEM, and the arts.

There are five core competencies that are taught within our Learning Center program. 1) Self-awareness 2) Self-management 3) Social awareness 4) Relationship skills 5) Responsible decision-making. NHA has an effective SEL program that implements a set of focused, high-quality, researched-based teaching strategies for developing students' SEL skills. The instructional practices include discussion, book/story, vocabulary, writing, drawing, art/creative project, video, song, role-play, game and kinesthetic. Every day each Learning Center provides an opportunity for every student to engage in social-emotional learning.

All Learning Center staff engage in several social-emotional training sessions and acquired learning is incorporated into each centers' daily activities. Each staff follows a specific curriculum to conduct SEL sessions throughout the week. SEL assessments are conducted on each student (K-5<sup>th</sup> grade) in the fall, winter, and spring. This will occur throughout the grant year, at least three (3) times weekly.



**Image description:** Smiling young man in a blue ball cap and a blue and white striped shirt holds up a red certificate of achievement.

## CLASSROOM PICTURES



### Image Descriptions:

Row 1, left to right: 1. Six children and a staff person sit at a table, workbooks open. Children are in various stages of completing pages. 2. A young girl holds her workbook open to face the camera. The lead page reads "We Need Each Other."

Row 2, left to right: 1. A boy and a girl stand outdoors. The boy, in a black in white jacket stands to the left and is handing a yellow and green frisbee to the girl, who is wearing a pink t shirt and has her hand outstretched to receive the frisbee. 2. A girl in a blue shirt is seated at a table with her workbook open before her as she writes.

## Parent/Family Engagement

Understanding that many parents have busy schedules, engaged parent meetings are held three times annually. Parent Engagement also includes outreach by the Parent Engagement Coordinator, development of parent enrichment activities, family night events at each Learning Center, publicizing and linking parents closer to their children. Several family nights are held over the year to support parents in keeping current with their children's progress. These events allow family members to visit their child's learning center and learn how their children spend their time every day after school.

Raising Readers Parent sessions are held three times a year (fall, spring, and summer). Sessions are offered in English, Spanish and Creole. A nationally recognized family literacy program for parents, this class provides opportunities for parents to practice storytelling, reading aloud, and writing in a nurturing environment. Parents take home quality children's books after each session to continue family learning.

Several partners provide activities for both parents and students. Stepping Stones Museum for Children offers free family visits where children and their parents can explore hands-on exhibits together. JAM Studios, Music Theatre of Connecticut, and the Westport School of Music showcase student works that have been created in partner-supervised sessions.

## Early Childhood Program

NHA's Early Childhood Program is located at King Kennedy, 43 Chestnut Street, and provides services to all NHA households with children from birth to 8 years old.

NHA has housing preschoolers in Stepping Stones' ELLI Lab School. It is a high quality, year-round multidisciplinary approach to early childhood education designed to advance the academic, physical, and social-emotional development of children.

Our early childhood parent Coordinator administered the Ages & Stages Questionnaire to families with children ages 0-5 years old. It is a developmental assessment tool that informs parents of where their child is developmentally. It provides information that can indicate whether the child needs intervention early on to decrease any developmental delays.

NHA collaborates with the Norwalk Early Childhood Council to help NHA families with 4 and 5-year-olds with Kindergarten registration. This is a critical resource and service because registration requires a computer, internet, email, and scanning to upload documentation; many of which NHA families do not have.

## Collaborations & Partnering

NHA is an active member, collaborating and partnering with:

- Norwalk ACTS
- Connecticut Afterschool Network
- The National Afterschool Association
- Norwalk Public Schools
- Silvermine Arts Center
- Norwalk Arts Space
- Stepping Stones Museum for Children
- Norwalk Office of Early Childhood
- Norwalk Health Department
- Literacy HOW, Inc.
- H.E.L.P., Inc.
- Velo-CT
- Norwalk Reads
- Music Theatre of Connecticut
- Westport Country Playhouse
- Westport School of Music

## NHA Learning Center Internship Program

The NHA Learning Center Internship Program continued this year with two participating interns. These internship positions are for current college students who, once they graduate, would like to work with children in some capacity. Under the supervision of graduate level staff and certified teachers, interns work with K-5 students in different programs from all the Learning Centers.

Interns create and execute hands-on learning experiences that guide students in meeting proficiency-based learning expectations in reading, math, writing and the creative arts.

## Professional Development

This past year Learning Center staff attended the following conferences, workshops, and trainings:

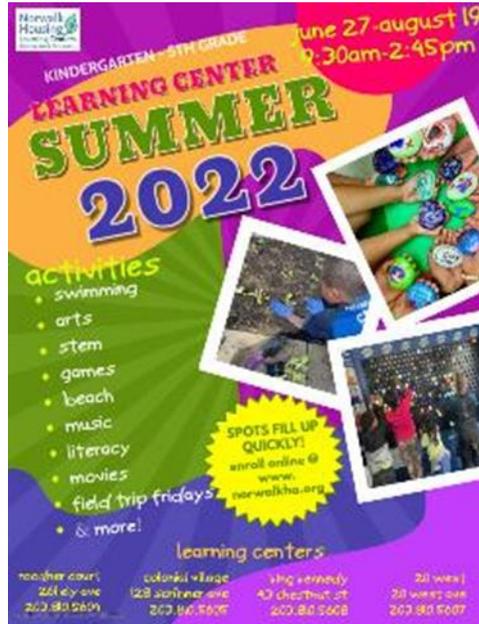
- Mandated Reporter
- Connecticut Afterschool Network Fall Conference
- National Afterschool Association Convention
- Connecticut Afterschool Network Spring Conference
- Social-Emotional Learning
- Children on the Spectrum/Autism
- Behavior Management
- CPR and First Aid certifications

## Summer 2022

As of August 2022, the Learning Centers had 123 students registered in the four developments for the Summer 2022 Learning Center Program.

Summer 2022 Registration by PHA Community

- King Kennedy Village, 21 (grades K – 5)
- 20 West, 24 (grades K – 5)
- Colonial Village, 47 (grades K – 5)
- Roodner Court, 31 (grades K – 5)



A sizeable grant was received from the state which allowed us to enrich our 8-week summer program. Serving elementary students from any low-income family in the community for grades Kindergarten to 5th grade on a first-come, first-served basis, the funding allowed us to provide:

- Breakfasts, lunches and snacks every day to all students.
- More college student interns to join our summer team and work with students.
- Enrichment exposure trips! These trips are costly and the majority of our families would not be able to afford admission to the sites visited. We were able to provide family field trips that enabled parents to attend along with their child and have a wonderful family experience. Trips included exposure in STEM, ART and literacy as well as visits to the zoo, golfing, museums and sporting events.
- One-on-one academic support from certified teachers to students in both math and reading to help prevent the summer slide.

This was an incredibly fun-filled, enriching summer experience!

## ATTACHMENT B.3(H) – LEARNING CENTERS 5-YEAR PLAN

NHA has continued partnerships with local organizations to provide as many opportunities to NHA students as possible. Partnerships we have continued are with:

- Norwalk Public Schools
- Bridgeport Rescue Mission
- Literacy HOW
- Music Theatre of Connecticut
- Norwalk Community College
- Norwalk Grassroots Tennis
- Amazing Girls Science
- Norwalk Reads
- Silvermine Arts Center
- Stepping Stones Museum for Children
- Norwalk Symphony Orchestra

New partners include:

- Family & Children’s Agency
- JAM Studios
- Connecticut Aquatics
- Westport School of Music
- NIA, LLC (for staff professional development)

NHA is an active member of Norwalk ACTS, the Norwalk Collaboration for Student Success (NCYS), the National Afterschool Association and the Connecticut After School Network.

### Goals

- To increase our engagement of parent participation. This will ensure a strong connection between the Learning Centers and the Parent Community.
  - Parent engagement has varied throughout the years. Opportunities for parents to actively be involved in the learning environment for their children are abundant. Throughout the year parents participate in Family Nights, student showcases in the Arts, STEM, theatre, and recreation activities. We also hold specific Parent Night events where parents engage in detailed dialogue about all Learning Center programming, what is being done with students, and what other programs/experiences/opportunities they would like to see for students.

- Community Messengers is a program founded by the Norwalk Early Childhood Council (NECC). Our Early Childhood Parent Coordinator became a Community Messenger three years ago and has even gone beyond that task. In addition to informing parents about services within the Norwalk community, she conducts developmental assessments for our families with children from birth to 5 years old, provides a Raising Readers parent class, and is more involved directly with parents, their children and the schools by attending school meetings with the parents.
- Provide Open-Arms free admission passes for families to Stepping Stones Museum for Children (Interactive Children’s Museum) to help children develop academically in a hands-on challenging and fun way.
  - Every year NHA renews their membership with Stepping Stones Museum for Children to provide free passes to NHA families. We give out 2 passes per day to families. Each pass allows up to 6 people admission to the museum. NHA families take full advantage of the variety of fun activities and programs for children that get young minds learning.
- Sustain and increase NHA reading scores; literacy and effective communication skills are a must for student success and NHA is committed to fostering these skills in NHA students through our learning center programs.
  - Students who consistently attend our Learning Center program (3+ days/week) show increases in their literacy scores. Because learning centers continue to provide tutoring at the end of the day where students left off with learning in the beginning of the day, students have displayed either sustained or increased scores.
- Sustain and increase NHA math testing scores. Mathematical skills are a key component to future success in a number of vocations.
  - Students who consistently attend our Learning Center program (3+ days/week) show increases in their math scores. Daily, students receive math tutoring, as well as additional math support through online educational programs they log into from the public-school website.
- Sustain and increase the number of students who wish to gain a post-secondary education. Through Bridge to College and Career program, make sure the connection between our current middle and high school students and recent scholarship recipients are maintained so that there can be peer influence /modeling for the upcoming youth. In addition, the Learning Centers will help to foster this motivation with college information sessions, college tours and the availability of college brochures/applications located in the new college information space at 20 West.

- NHA high school have had a plethora of opportunities to engage in College and Career programs. Students go on college trips every year, they participate in monthly classes where each class focuses on an aspect of the college the application, freshman year and career goals. We also provide scholarships to students to enroll in pre-college courses at universities throughout the tri-state area. This provides a short-term college experience and college credit before they start their freshman year.
- Expand our community outreach and recruitment efforts to bring in more students from NHA housing communities.
  - We continue to revamp the Learning Center programming to provide new activities, experiences and opportunities for students to engage and learn in a meaningful way. These programs help to market and advertise in a way that attracts parents and students to want to enroll into the NHA Learning Centers.

## ATTACHMENT B.3(I): NHA NHF SCHOLARSHIP PROGRAM

The Norwalk Housing Foundation (NHF) College Scholarship Program helps Norwalk's public housing students of all ages with high school diplomas who attend or want to attend an accredited two-year, four-year, or technical college and graduate programs so that they may be better able to successfully compete for jobs in Fairfield County's highly educated workforce. The Scholarship Program assists resident students while in high school with identifying colleges that are a good match and getting into college, tracks them with regular check-ins so that they are able to overcome challenges and stay in college, and earn a degree.

One hundred percent of NHF Scholarship Program funds go directly to students for college. In 2015, The Scholarship Committee voted to include financial support of Graduate Programs in response to the growing number of professions that now require graduate degrees at the entry levels of employment. This past year seven recipients graduated; four with Bachelors Degrees and three with Graduate Degrees. This academic year of 2022-23 we will be supporting 50 recipients.

One important feature of the program is the support structure we provide to try and make certain that scholarship recipients attend school regularly, perform as well as possible in school and are fully aware of additional avenues of support and financial aid offered through alternate funding streams. We are working closely with Norwalk's three high schools and this year accepted 20 high school seniors into the NHF Scholarship Program. This Fall we will be launching a 4-year comprehensive Pilot Program at Norwalk High School (9th grade-12th grade) to start public housing students in ninth grade on the path to identifying their strengths and interests and so they can intelligently link these personalized dynamics to various programs offered by colleges. The goal will be to inform and prepare students (most of whom are first generation college students) in their first years of high school of the classes they will need to take to achieve their goals of entry into colleges of their choice. The program will also assist them with research into schools so that they may more accurately identify good college matches, select high school classes that best support their college goals and successfully apply to colleges and obtain additional college scholarships as well as the financial support they receive from NHF.

Due to limitations imposed by the COVID-19 crisis and limited volunteers we are implementing the Pilot Program in Norwalk High School and most likely P-Tech High School in 2022-23 and will expand to Brien McMahon High School in 2023-24.

Since 2005 we have had in place a pro-active system of interactive monitoring that assists our recipient college students with specific knowledge about what they will encounter in college and varied strategies to adapt to their new environment, so they can stay on track to graduate. The Director of the Scholarship Program, who has been connected to the Program for 22 years, contacts students regularly for check-ins on both academic and other collegiate student issues. The additional care the scholarship recipients receive creates a bond between the students and the NHF, a connection we hope will carry them through the completion of their degree and beyond.

This became critically important during the 2020-21 academic year when because of COVID-19's impact on schools, families and friends, students faced academic, social and emotional

issues on a scale never before experienced by college students and lost most of their college-based support systems. The NHF Scholarship Program initiated a voluntary survey of its recipients in March of 2022 on the impact of COVID-19 on their education, their lives, their families and their families' financial resources to better understand the post-COVID-19 needs of the recipient-students.

- 65% of the recipient-students responded with the majority (88%) reporting that distance learning had negatively impacted their grades and that they and their families had suffered financial loss.
- 86% reported depression and personal loss of family members or friends.
- 100% felt that the NHF Scholarship Program's support was critical to their ability to both financially stay in college and successfully continue academically.

## Program Highlights

- 100% of scholarship program contributions go directly to fund scholarships.
- Pre-COVID 19, the NHA program had a 75% graduation rate for four-year schools, a 48% graduation rate for two-year schools, and 95% graduate school completion. COVID-19 slowed graduations at 4 year colleges due to the need to repeat distance learning courses, and lowered the graduation rate at 2 year colleges to 45%.
- Since our inception in 1998, the NHF has awarded more than \$1.95 million to 246 college-enrolled students.
- Past recipients have graduated from: American University, American International University (Richmond Program) – London, Fairfield University, All Connecticut State Universities + UCONN + UCONN's School of Medicine, Rochester Institute of Technology, Sacred Heart University, Syracuse University, Quinnipiac University and many other prestigious universities and community colleges.
- Current recipients include students at Howard University and Pratt Institute.
- This past academic year (2021-22) we had 7 graduations: 4 Bachelors & 3 Graduates (2 in England).
- Current recipients will be the largest group to date: 50 recipients (includes 3 graduate students, 21 incoming Freshmen and 26 continuing students).
- Largest public housing authority college scholarship program in New England.
- Recipient of many national and local awards including:
  - ✓ Recognized by Harvard University's Ash Center in its 2015 Top 25 Innovations in American Government Awards
  - ✓ Past winner of National Association of Housing and Redevelopment Officials' National Award of Excellence
  - ✓ June, 2021: Head of NHF Scholarship Program Honored by Norwalk High School
- Pro-Active Scholarship Committee comprised of Business and Community Leaders.
- 2020: Graduation of NHF's first Medical Doctor.
- 2022: 100% of qualified students applied for and received FAFSA.
- 2022: \$300,000 Scholarships Awarded to 50 recipients.

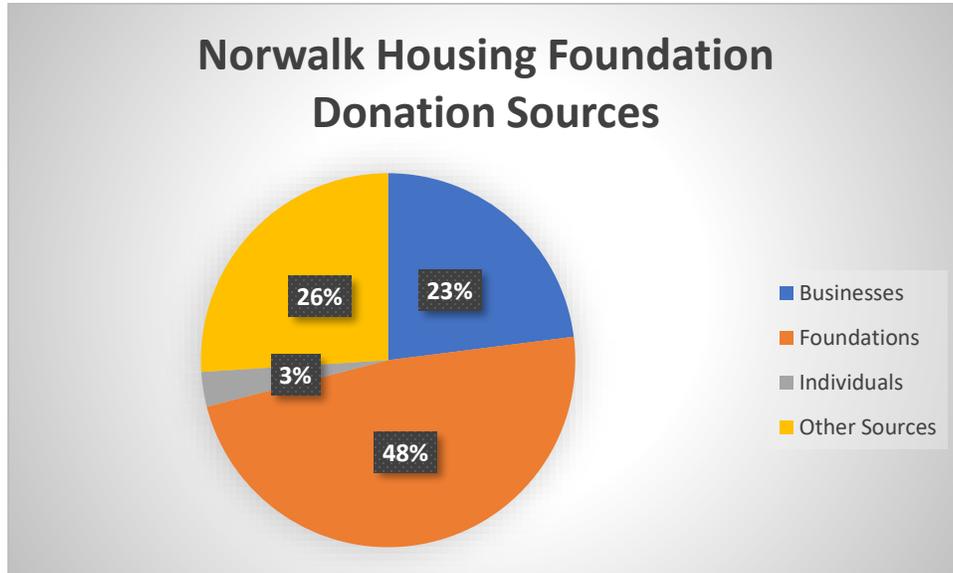
- \$60,000 additional local scholarships awarded to recipients with NHF assistance.
- 2020-22 – Developed strong relationships with Financial Aid Departments at Norwalk Community College and Western Connecticut State University.
- Encouraged one recipient to become an R.A., receiving free room and board.

### *Program Goals*

1. Provide financial support to assist in the costs of college education.
2. Prepare students (most of who are first generation college students) for what they will encounter in college and give them strategies to adapt to college, so they can stay on track to graduate.
3. Start students on a path to college in 9th Grade so that correct classes are taken and natural talents, skills and interests are identified and incorporated into high school course selection and AP and other specially offered classes that will enable students to enter college better prepared academically.
4. Reduce or eliminate student loan debt.
5. Assist high school students in identifying and applying for other financial aid.
  - a. Fall 2022: 100% of NHF FAFSA-qualified students (48 students plus two returning adults) successfully applied for FAFSA and received FAFSA awards totaling over \$275,000.
  - b. Spring 2022: High school seniors successfully identified other funding streams and received over \$60,000 in funding.
6. Establish strong relationships with All Connecticut State University Financial Aid Departments.
7. Assist students in developing strategies to establish strong and positive relationships with professors and guidance counselors.

## ATTACHMENT B.3(J): NHF SCHOLARSHIP PROGRAM PROGRESS

FY22-23, approximately \$400,000 in funds were raised for the Norwalk Housing Foundation from 42 unduplicated donors: Approximately 23% of donations were from businesses, 48% from foundations (including family foundations), 3% from individuals, and 26% from other sources.



## 2022-23 GOALS – ACHIEVEMENTS and IMPACTS POST-COVID

The following are the goals set last year for this fiscal year, some of which were impacted by the COVID-19 crisis which forced distance learning to be implemented, an academic process of teaching that many NHF recipients found difficult as documented in our March 2022 Survey.

### IMMEDIATE GOALS:

1. The NHF raised over \$400,000 beating all previous goals set & are holding over \$100,000 in reserve.
2. Acquire 25 new donors. Put on hold due to COVID-19, this did not happen. We have access to the Grant Writer/Fund-Raiser Norwalk Housing Authority has hired and intend to do strong fundraising outreach into the Fairfield County Community, one of the wealthiest in the nation. We intend to both re-establish and grow our contacts with local organizations including churches, synagogues and other faith and spirituality groups post COVID-19.
3. Increase the percentage of business donations. (This was put on hold due to COVID-19 and loss of our fundraising resource.)
4. Successfully raised the number of additional scholarships and funds individual students apply to from other funding streams. Recipients applied for and received an estimated \$275,000 for college from FAFSA and over \$60,000 from other funding streams.
5. Create a proactive alumnus fundraising program (on hold due to COVID-19).

### LONG TERM GOALS:

Long-term goals will focus on raising brand awareness of both NHA and NHF programs through:

1. Website redevelopment and redesign;
2. Increasing community involvement and collaboration;
3. Increasing use of social media;
4. Increasing positive press articles;
5. Improving communication through use of electronic newsletters to staff, donors, residents, and other stakeholders; and
6. Increasing awareness at all CT State Universities of our Program and developing partnerships that benefit and support our recipients.

## Goal

To increase the earning potential and employment stability that further enable homeownership accessibility of low-income students, NHA works with the private, foundation and community sectors to award scholarships.

## Outcomes

Academic Year End	Awards	Total Amounts	Academic Year Ending	Awards	Total Amounts
2005	13	\$33,000	2014	50	\$165,000
2006	20	\$55,000	2015	38	\$173,350
2007	25	\$72,250	2016	55	\$238,025
2008	32	\$105,100	2017	46	\$215,835
2009	26	\$109,000	2018	47	\$195,450
2010	32	\$124,199	2019	36	\$207,500
2011	34	\$115,250	2020	45	\$221,500
2012	37	\$132,000	2021	49	\$227,500
2013	37	\$183,750	2022	45	\$251,000
			<b>2023</b>	<b>50</b>	<b>\$302,000</b>

### Looking Back: 2022-2023 Scholarship Recipients

- 50 Undergraduate and Graduate NHF Scholarship Recipients for the 2022-2023 academic year are being awarded \$302,000.
- College Demographics for current 2022-23 NHF College Scholarship Recipients (50 Students):
  - ✓ 76% attend four-year institutions (38 students)
  - ✓ 24% attend 2-year community colleges (12) FAFSA/going tuition free!
  - ✓ 8% attend graduate school (4)
  - ✓ 44% are Freshmen (22)
  - ✓ 20% are Sophomores (10)
  - ✓ 16% are Juniors (8)
  - ✓ 12% are Seniors (6)
- Nearly 100% are first generation college students who self-identify as African American or Hispanic.

- Additional demographics:
  - ✓ 64% of recipients are female (32), 36% are male (18).
  - ✓ 100% are minority (many describe themselves as mixed race, so divisions of Black/Hispanic/Caucasian groups are no longer valid).
- 58% of 2022-23 recipients are previous NHF scholarship recipients: students are staying in school and continuing their quest toward a college degree.
- Seven students graduated this past year; four with Bachelor's Degrees and three with Graduate or Post Graduate degrees (two Post-Graduates in England).
- Scholarships range from \$1,000 - \$15,000.



*Thank you to the Norwalk Housing Foundation for your generosity. I feel especially relieved now that my college tuition has been paid in full thanks to your help. I feel prepared to do well in school now that that burden has been lifted off my shoulders. I'll do my best to make everyone proud!*

*Eyesly Mia Zuniga, sophomore at Pratt in Architecture. Age 19.*

Eyesly Mia Zuniga is a sophomore at Pratt Institute studying architecture. Eyesly graduated Norwalk High School with a 4.2 GPA. She is extraordinarily bright and has the talent and intellectual tools to succeed in a field that is predominately 75% male.

**Pictured:** Smiling young Asian-American woman, with glasses and short, touseled dark brown hair, wearing a grey patterned jacket over a white shirt.



**Pictured:** Smiling young Hispanic male, wearing a grey hoodie with a bulldog logo reading 2021-22.

*Hello. My name is Christopher Cruz. I'm a sophomore at Eastern Connecticut State University majoring in communications with concentrations on media writing and production. Aside from wanting to be a writer and producer, I live in public housing in Norwalk Connecticut with my family who are Hispanic and have no way to afford college. I thank Carla Conway and everyone in the NHA scholarship committee for now two consecutive years for helping me chase my dreams to be a writer and for also trusting me to represent them in every way. It has done wonders for my family and I and I'll forever be grateful for the opportunities they have given to me as a first-generation Latino student!*

Chris had to fight to be placed in standard high school classes. As he spoke only Spanish as a child, the school wanted to place him in classes for slower to learn children. He triumphed and is now doing very well in college: 3.15 Grade point average!

Berdjina (Gina) Vertus an amazing sophomore student studying health promotion studies at Western CSU. She faced racism upon her arrival at Western CSU when her assigned roommate refused to room with her because of her race. She overcame that and other challenges and so impressed the Financial Aid office that they offered her as a Sophomore a position as a Resident Assistant (RA) – a rare achievement for a sophomore! Although this means n her room and board are paid for, the meal plan is the cheapest one, so we are helping her with funds for additional food as well as other needs.



**Pictured:** Smiling young African-American woman, with glasses and long braids, wearing a white top.



Raphael Benjamin is a Freshman at Rochester Institute of Technology studying robotics. He had a 4.1 GPA. He took middle school robotics classes and also started building computers while in middle school. His sister, Anaelle Benjamin (a senior at UCONN, Storrs, studying Psychology) is also in our program. Both receive Ambler Scholarships.

**Pictured:** Smiling young African-American male, wearing glasses and a red t-shirt.

Brianna Zarek Lizano-Quesada:  
Communications & Arts Student at  
UCONN, Stamford.



**Pictured:** Smiling young Latina, wearing a red t-shirt.

## **Projections for 2023-2024 Scholarship Recipients**

- NHF will increase the interactive partnership with the Norwalk High School, P-Tech High School and Brian McMahon High School Administrators to identify qualified students who should apply for the NHF Scholarship.
- In order to diversify the age of our applicant pool, NHA will promote recruitment of older NHA residents who may be considering returning to school full time to get their degree or to otherwise continue their education through advertising the program in mailings and the NHA Newsletter.
- Increase the number of scholarship applicants by 10%.
- Increase the number of scholarship recipients by 10%.
- Increase NHA's engagement of middle and high school students (and their parents) (employing Covid-safe procedures) through Collaborations with the High Schools and the NHF Bridge to College and Career Program to help students:
  - ✓ Build their college list.
  - ✓ Research scholarship opportunities.
  - ✓ Revise their personal statement for the college essay.
  - ✓ Prep for the SAT/ACT.
  - ✓ Tour local colleges.
  - ✓ Learn the habits for self-starting and goal planning on assignments – key to college success.
- Increase participation by NCC and Connecticut State School personnel in the early high school engagement process for college goal.

## ATTACHMENT B.3(K): NHA QUARTERLY DECONCENTRATION MONITORING

### *Quarterly Income Averages*

## Quarterly Income Averages

Date of report: **MARCH 2022**

As part of the deconcentration activity required by HUD, Norwalk Housing Authority conducts a new study of income averages at the end of each quarter. The date of this study is **at March 31, 2022**.

The rule requires housing authorities to conduct a deconcentration analysis as part of its agency plan (24 CFR 903) to determine whether the average family income in each covered public housing development falls within an Established Income Range (EIR). The EIR is defined as between 85 percent and 115 percent of the average family income for the entire PHA. For any development where the average income is outside the acceptable range, the housing authority must develop a concrete strategy to meet the goals of deconcentration.

It is the policy of the Norwalk Housing Authority (NHA) to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income developments and lower income tenants into higher income developments.

For lower income developments, the process may involve temporarily skipping lower income families on the waiting list in order to offer vacant units to higher income families, as well as temporarily skipping higher income families on the waiting list in order to offer vacant units to lower income families. (Please see Admissions and Continued Occupancy Policy for details).

The table attached shows the covered developments.

Average income for the covered developments is obtained through Tenant Statistics.

Average income for this study is: \$ 26,212.29

85% of this amount is: \$ 22,280.25

115% of this amount is: \$ 30,143.80

Stamford-Norwalk Median Family Income (MFI) for 04/21 is \$ 151,800.00

30% of the Stamford-Norwalk median income (FY 2021) is \$ 45,540.00.

The average income of each covered development is determined through Tenant Statistics. The table below shows the total of all household income in each development. The average was obtained by dividing the total by the occupied units in that development.

**TABLE 2**

No.	Development Name	Occupied Households	Total Income	Average Income
1	Chapel Street	29	862,019	29,725
2	Meadow Gardens	53	1,675,867	31,620
3	Roodner Court	212	4,935,461	23,280
4	36 Fairfield Avenue	29	727,550	25,088
5	356 Main Avenue	25	908,697	36,348
6	King Kennedy	31	989,750	31,927
7	Seaview/Elmwood	38	831,183	21,873
<b>Total</b>		<b>417</b>	<b>10,930,527</b>	<b>26,212</b>

This income level applies to skipping during the period **April 1, 2022, through June 30, 2022.**

For developments with income averages greater than **\$26,212.29**, applicants may be skipped for those whose incomes are lower, and for developments with income averages that are lower, applicants may be skipped for those whose incomes are higher. Not all developments have vacancies in a given quarter.

The skipping process may apply to those applicants whose average income is less than **\$22,280.20** (85% of the total average income), or higher than **\$30,143.80** (115% of the total average income) for the upcoming quarter, that is the period **04/01/22 through 06/30/22.**

There was one development with average income of less than **\$22,280.25** (85% of the total average income) for the period covered. **(i.e January 1, 2022 through March 31, 2022).**

If a development requires a deconcentration of either low income or high-income families, NHA may skip families on the waiting list in order to satisfy the deconcentration requirement.

The specific skipping strategy that Norwalk Housing Authority adopted is to offer each vacant unit to as many as five applicant families whose income is above the average. If this procedure does not result in one of the families accepting the unit, the unit may be offered to the family at the top of the waiting list.

## Quarterly Income Averages

Date of report: **JUNE 2022**

As part of the deconcentration activity required by HUD, Norwalk Housing Authority conducts a new study of income averages at the end of each quarter. The date of this study is at **June 30, 2022**.

The rule requires housing authorities to conduct a deconcentration analysis as part of its agency plan (24 CFR 903) to determine whether the average family income in each covered public housing development falls within an Established Income Range (EIR). The EIR is defined as between 85 percent and 115 percent of the average family income for the entire PHA. For any development where the average income is outside the acceptable range, the housing authority must develop a concrete strategy to meet the goals of deconcentration.

It is the policy of the Norwalk Housing Authority (NHA) to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income developments and lower income tenants into higher income developments.

For lower income developments, the process may involve temporarily skipping lower income families on the waiting list in order to offer vacant units to higher income families, as well as temporarily skipping higher income families on the waiting list in order to offer vacant units to lower income families. (Please see Admissions and Continued Occupancy Policy for details).

The table attached shows the covered developments.

Average income for the covered developments is obtained through Tenant Statistics.

Average income for this study is: **\$ 26,433.92**

85% of this amount is: **\$ 22,468.90**

115% of this amount is: **\$ 30,399.01**

Stamford-Norwalk Median Family Income (MFI) for 04/22 is \$ 181,900.00

30% of the Stamford-Norwalk median income (FY 2022) is \$ 54,570.00.

The average income of each covered development is determined through Tenant Statistics. The table below shows the total of all household income in each development. The average was obtained by dividing the total by the occupied units in that development.

**TABLE 2**

No.	Development Name	Occupied Households	Total Income	Average Income
1	Chapel Street	29	829,392	28,600
2	Meadow Gardens	54	1,591,195	29,467
3	Roodner Court	212	5,143,096	24,260
4	36 Fairfield Avenue	28	742,678	26,524
5	356 Main Avenue	25	843,118	33,725
6	King Kennedy	31	978,314	31,559
7	Seaview/Elmwood	37	868,718	23,479
<b>Total</b>		<b>416</b>	<b>10,996,511</b>	<b>26,434</b>

This income level applies to skipping during the period **July 1, 2022, through September 30, 2022.**

For developments with income averages greater than **\$26,433.92**, applicants may be skipped for those whose incomes are lower, and for developments with income averages that are lower, applicants may be skipped for those whose incomes are higher. Not all developments have vacancies in a given quarter.

The skipping process may apply to those applicants whose average income is less than **\$22,468.90** (85% of the total average income), or higher than **\$30,399.01** (115% of the total average income) for the upcoming quarter, that is the period **07/01/22 through 09/30/22.**

There was no development with average income of less than **\$22,468.90** (85% of the total average income) for the period covered. **(i.e April 1, 2022 through June 30, 2022).**

If a development requires a deconcentration of either low income or high-income families, NHA may skip families on the waiting list in order to satisfy the deconcentration requirement.

The specific skipping strategy that Norwalk Housing Authority adopted is to offer each vacant unit to as many as five applicant families whose income is above the average. If this procedure does not result in one of the families accepting the unit, the unit may be offered to the family at the top of the waiting list.

**[SPACE HELD FOR SEPTEMBER 30, 2022 REPORT]**

**SPACE HELD FOR DECEMBER 30, 2022 REPORT**

## SECTION C.1 RESIDENT ADVISORY BOARD (RAB) COMMENTS

Included within the following pages is *Section C.1: Resident Advisory Board (RAB) Comments*.

**RAB Meeting: PHA Plan 2023**

**[COMMENTS PENDING]**

**Community Advocates Meeting**

**MEETING PENDING**

**Board Meeting: Annual Plan Coverage**

**PENDING**

## SECTION C.2 CERTIFICATION BY STATE OR LOCAL OFFICIALS

Included within this section is *Form HUD-50077-SL, Certification by State or Local Official*.

**[UPDATED FORM PENDING; PREVIOUS RETAINED FOR  
REFERENCE]**

<b>Certification by State or Local          Official of PHA Plans Consistency          with the Consolidated Plan or          State Consolidated Plan          (All PHAs)</b>	<b>U. S Department of Housing and Urban Development</b> Office of Public and Indian Housing OMB No. 2577-0226 <b>Expires 3/31/2024</b>
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**Certification by State or Local Official of PHA Plans  
 Consistency with the Consolidated Plan or State Consolidated Plan**

I, Harry W. Rilling, the Mayor of Norwalk, CT  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan for fiscal years \_\_\_\_\_ and/or Annual PHA Plan for fiscal year 2022 of the Housing Authority of the City of Norwalk is consistent with the  
*PHA Name*

Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

City of Norwalk, CT  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91 and 24 CFR §§ 903.7(o)(3) and 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

The goals of the PHA Plan 2022-2023 are consistent with the City's current Consolidated Plan as well as several goals in Impediments to Fair Housing through fostering homeownership, housing preservation, housing rehabilitation, energy efficient renovations and housing placement services while providing more opportunities for low income and minority households.

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 Mayor:

Harry W. Rilling

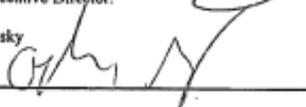
Signature



Name of Executive Director:

Adam Bovilsky

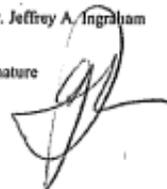
Signature



Name of Board Chairperson:

Rev. Jeffrey A. Ingraham

Signature



Date

12/10/21

Date

11/3/2022

Date

12/10/2021

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 thereunder 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. This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

## SECTION C.3 CIVIL RIGHTS CERTIFICATION / CERTIFICATION OF COMPLIANCE WITH PHA PLANS AND RELATED REGULATIONS

Included within this section is *Form HUD-50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations* and *Form HUD-50077-CR, Civil Rights Certification - Annual Certification and Board Resolution*.

**[UPDATED FORMS PENDING; PREVIOUS RETAINED FOR REFERENCE]**

**Certifications of Compliance with  
PHA Plan and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations  
including PHA Plan Elements that Have Changed**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson 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, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 2022, 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 (24 CFR § 91.2).
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 (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (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.
4. 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.
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 public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include 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 2011-65);

- 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 a 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 a waiting list is consistent with affirmatively furthering fair housing; and
  - 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 903.7(o)(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. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
  11. 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.
  12. 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.
  13. 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.
  14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
  15. 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.
  16. 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.
  17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
  18. 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.
  19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
  20. 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.
  21. 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.
  22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Housing Authority of the City of Norwalk  
PHA Name

CT002  
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2022

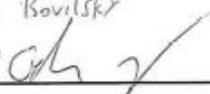
5-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_

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 Executive Director

Adam Bovilsky

Signature



12 / 10 / 2021 Date

Name Board Chairman

Rev. Jeffrey A. Ingraham

Signature



12/10/21 Date

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 thereunder 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. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year 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.

Print or write in this space  
the name of the  
respondent  
the address  
the telephone number  
the date  
the signature  
the title

**Civil Rights Certification  
(Qualified PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 3/31/2024

**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 Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 2022 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency 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 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

Housing Authority of the City of Norwalk  
PHA Name

CT002  
PHA Number/HA Code

I hereby certify that all the statement above, 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 Executive Director: Adam Bovylsky Signature  Date 12/10/2021	Name of Board Chairperson: Rev. Jeffrey A. Ingraham Signature  Date 12/10/21
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The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 *et seq.*, and regulations promulgated thereunder 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. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 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.

## SECTION D.1 AFFIRMATIVELY FURTHERING FAIR HOUSING (AFFH)

### *Strategies*

1. Have staff attend Fair Housing training at least every other year.
2. At joint meeting with the City of Norwalk's Human Relations and Fair Rent Department, the Fair Housing Officer, staff of the Norwalk Housing Authority and some Landlords discussed Fair Housing. The Human Relations and Fair Rent Department and the Fair Housing Officer of the City of Norwalk provided information about Fair Housing and Landlord/Tenant rights for Landlords.
3. Send annual mailing to HCV landlords on Fair Housing and Landlord/Tenant rights if prepared by City of Norwalk's Fair Housing Officer and the Human Relations and Fair Rent Department.
4. Send an annual mailing to all public housing voucher participants if prepared by City of Norwalk's Human Relations and Fair Rent Department and the Fair Housing Officer which may include training invitations.
5. Will add FAQ on Fair Housing and Landlord/Tenant rights to NHA's website if prepared by the Human Relations and Fair Rent Department and Fair Housing Officer.
6. Invite the Fair Housing Officer and Fair Rent Department to participate in group HCV briefings.
7. Review the Analysis of Impediments to Fair Housing for NHA policies and programs.

### *Outcomes Actual and Projected Through 3/31/2022*

Based upon the Norwalk Redevelopment Agency's (NRA) 2010 Analysis of Impediments to Fair Housing, its revised 2015---2020 Analysis of Impediments to Fair Housing and the Language Access Plan adopted by the Norwalk Common Council in March 2013, the Norwalk Housing Authority (NHA) evaluated how it could positively impact and further fair housing in Norwalk.

#### Direct Fair Housing Activities

1. The NHA provides information at Voucher Issuance to all participants on how to file a Fair Housing Complaint with handouts and invites the City of Norwalk's Fair Housing and Fair Rent staff to participate in briefings and training.
2. In 2007 a 2-tier Fair Market Rent payment standards was established to promote renting of units in areas of Norwalk with higher incomes, less unemployment, lower concentration of minority residents and higher homeownership rates outside of census tracts 432, 434, 437, 438, 440, 441, 442, 444 and 445. (For results see Goal 3 above). Results are monitored.
3. Conducts an HCV landlord Open House to promote and explain the program in conjunction with the Fair Housing and Human Relations departments of the City of Norwalk. Sessions include training in Fair Housing regulations.

4. Provides opportunities for LRPB and HCV staff training in Fair Housing, on a regular basis. The last such training was held November, 2021.
5. Quarterly monitoring of income deconcentration by development and where necessary implements income skipping measures.
6. When available, employment opportunities are advertised in accordance with Equal Employment Opportunity.
7. When necessary, opportunities to apply for housing are advertised in accordance with the Affirmative Fair Housing Marketing Plan.
8. Continued to provide translators as necessary.

#### Indirect Fair Housing Activities

1. Construction to completely renovate the existing 200 units on West Cedar Street began in spring of 2021, which will consist of 18 phases to complete.
2. A developer has been selected and negotiations entered into to begin construction on 69 new multi-family units.
3. Promote asset development of public housing and voucher participants by implementing a Family Self Sufficiency Program, which can be used for homeownership. (Since the program began in 1999 there have been 46 new homeowners created). 45% of the Public Housing Participants and 30% of the Section 8 participants are Hispanic and 24.3% of Norwalk's population is Hispanic.
4. The NHA was selected for the MTW program allowing it to offer landlord incentives including 120% payment standards in higher opportunity areas to increase the housing options available to Section 8 residents.
5. To improve public housing quality, maintain implementation schedule for capital fund program.
6. To assist as many families as possible with the high cost of housing, achieved 99% lease up rate for housing choice voucher program as of 10/1/2022. (Current data pending)
7. To help HCV program participants accumulate assets for homeownership or other long-term goals, operated the Housing Choice Voucher Family Self Sufficiency Program since 2005 until present.
8. To help Public Housing residents accumulate assets for homeownership other long-term goals operated a Public Housing Family Self Sufficiency Program since 2006 until present.
9. To assist in these homeownership efforts and to enhance employment, a HUD ROSS grant was sought and received. These services were expanded and transferred to the Choice Neighborhood Program.
10. To increase the earning potential and further homeownership accessibility of low-income students, NHA works with the private and foundation sector to award college scholarships. In FY 2022-2023, approximately \$302,000 in scholarships is being awarded to 50 scholarship recipients.

11. To improve educational performance and earning potential applied for Connecticut After School Grant program for reading program with certified reading teachers and Haskins Laboratory/Literacy HOW staff trainer (since 2007).
12. To increase youth educational outcomes and (permitting adults to work), NHA has operated 4 academically oriented after school and summer centers since 1997.
13. Continue to assist seniors and the disabled at all developments by providing resident services coordinators.
14. The commodities program works to improve the health of low-income elderly persons 60 years of age or older by supplementing their diets with nutritious USDA foods. From April 1, 2021 through March 31, 2022, 780 boxes of food (23,400 pounds) were distributed to Public Housing and Housing Choice Voucher residents.
15. In addition, the NHA also works in assisting the City in its implementation of its recommendations for removing Impediments to Fair Housing.

## *General*

As HUD issued general waivers and guidance in response to COVID-19, NHA reviewed options. Decisions were made based on balancing the needs to ensure that operations continued to run as smoothly as possible with public, client, and staff safety.

Generally, services continued via remote offerings, whether it be virtual webinar, telephone, or other means of communication. As in-person restrictions are lifted, NHA will be carefully reviewing to determine which actions may have benefitted families through being conducted remotely, and depending on effectiveness and client needs, may continue remote offerings as appropriate.

Should NHA change policy post-COVID, written policy will be updated as required. In the interim, no permanent changes have been made to operations.

## ATTACHMENT 1: CAPITAL FUND FIVE-YEAR SUMMARY

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Capital Fund Program - Five-Year Action Plan

Status: Approved      Approval Date: 06/08/2021      Approved By: STAUNTON, JAMES

Part I: Summary		Locality (City/County & State)				
PHA Name : Housing Authority Of The City Of Norwalk		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No: )				
PHA Number: CT002						
A.	Development Number and Name	Work Statement for Year 1 2021	Work Statement for Year 2 2022	Work Statement for Year 3 2023	Work Statement for Year 4 2024	Work Statement for Year 5 2025
	AUTHORITY-WIDE	\$1,088,236.00	\$908,236.00	\$1,084,346.00	\$878,236.00	\$1,034,556.00
	MEADOW GARDENS (CT002000006)	\$233,186.00	\$567,000.00	\$145,500.00		\$385,000.00
	KING KENNEDY HOMES (CT002000007)	\$140,000.00	\$130,944.00	\$126,400.00	\$230,000.00	
	20 WEST AVENUE (CT002000005)	\$214,000.00	\$460,000.00		\$435,344.00	
	IRVING FREESE (CT002000004)	\$390,758.00		\$709,934.00	\$522,600.00	
	SAMUEL ROODNER COURT (CT002000002)					\$496,784.00
	SENIOR COURT (CT002000003)					\$149,840.00

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2021	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$1,088,236.00
ID0008	Operations/Operations (1406)	Operations		\$495,000.00
ID0009	Administration/Administration (1410)-Salaries	Administration		\$206,618.00
ID0010	Fees and Costs/Contract Administration (1480)-Other Fees and Costs	Fees and Costs		\$206,618.00
ID0011	Management Improvements/Management Improvement (1408)-System Improvements	Management Improvements- new software and computers for Mod operations		\$180,000.00
	IRVING FREESE (CT002000004)			\$390,758.00
ID0012	Replace kitchen cabinets, interior hallway stairs and railing (Dwelling Unit-Exterior (1480)-Landings and Railing, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (see routine), Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Plumbing)	Irving Freese - Replace kitchen cabinets, countertops, sinks, lighting, outlets, flooring. Replace interior hallway stairs and railing and paint.		\$390,758.00

Form HUD-50075.2(4/2008)

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2021		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	20 WEST AVENUE (CT002000005)			\$214,000.00
ID0013	Replace doors/trash compactor/common flooring at 20W./Dwelling Unit-Exterior (1480)-Exterior Doors,Non-Dwelling Construction - Mechanical (1480)-Trash Compactor	Replace apartment entry doors. Replace trash compactor		\$214,000.00
	KING KENNEDY HOMES (CT002000007)			\$140,000.00
ID0014	Replace roofs at Fairfield Ave. Apts.(Dwelling Unit-Exterior (1480)-Gutters - Downspouts,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Soffits)	Replace roofs		\$140,000.00
	MEADOW GARDENS (CT002000006)			\$233,186.00
ID0015	Replace Kitchens at Main Ave. Apts.(Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing)	Replace kitchens		\$233,186.00
	Subtotal of Estimated Cost			\$2,066,180.00

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)					
Work Statement for Year		2	2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
	AUTHORITY-WIDE (NAWASD)			\$908,236.00	
ID0016	Operations(Operations (1406))	Operations		\$495,000.00	
ID0019	Administration(Administration (1410)-Salaries)	Administration		\$206,618.00	
ID0022	Fee's and Costs(Contract Administration (1480)-Other Fees and Costs)	Fee's and Costs		\$206,618.00	
	MEADOW GARDENS (CT002000006)			\$567,000.00	
ID0025	Replace Bathrooms at Main Ave. Apts.(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	replace bathroom tub/shower; toilet,flooring, cabinet and lighting exhaust fan, painting		\$260,000.00	
ID0026	Replace exterior siding; windows and exterior doors at Main Ave. Apts.(Dwelling Unit-Exterior (1480)-Decks and Patios,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Gutters - Downspouts,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Soffits)	Remove and replace exterior vinyl siding. Replace exterior entry doors and storm doors and stoops.		\$307,000.00	

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)				
Work Statement for Year		2	2022	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0027	KING KENNEDY HOMES (CT002006007) Replace sidewalks, fencing and landscaping at King Kennedy Apts.(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Landscape)	Remove and replace sidewalks with new concrete walks and landscaping		\$130,944.00
ID0028	20 WEST AVENUE (CT002000005) Replace bathrooms at 20W(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Call-for-Aid Systems,Dwelling Unit-Interior (1480)-Commodore,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers) Subtotal of Estimated Cost	Remove and replace bathrooms : includes new tub/shower, cabinets, toilets, doors, lighting, flooring and painting, showers will be ADA compliance		\$460,000.00
				\$2,066,180.00

Form HUD-50075.2(4/2008)

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		3	2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
	AUTHORITY-WIDE (NAWASD)			\$1,084,346.00	
ID0017	Operations(Operations (1406))	Operations		\$495,000.00	
ID0020	Administration(Administration (1410)-Salaries)	Administration		\$206,618.00	
ID0023	Fee's and Costs(Contract Administration (1480)-Other Fees and Costs)	Fee's and Costs		\$206,618.00	
ID0032	Management Improvements(Management Improvement (1408)-Security Improvements (not police or guard-non-physical),Management Improvement (1408)-System Improvements)	Install security cameras at 20west and new software for operations		\$176,110.00	
	KING KENNEDY HOMES (CT00200007)			\$126,400.00	
ID0029	Remove and replace sidewalks at Ludlow Village(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Remove and replace sidewalks with concrete walkways and steps		\$126,400.00	

Form HUD-50075.2(4/2008)

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		3	2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
ID0030	IRVING FREESE (CT002000004) Replacement of bathrooms at John Shosak(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Call-for-Aid Systems,Dwelling Unit-Interior (1480)-Commods,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Replacement of tub/shower, cabinets, sinks, flooring, toilets, lighting and painting and doors		\$709,934.00	
ID0033	Replace boilers/hot water heaters at Irving Frees and John Shosak(Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System,Non-Dwelling Construction - Mechanical (1480)-Hot Water Heaters)	Replace boilers and Hot water heaters		\$298,434.00	
	MEADOW GARDENS (CT002000006)			\$145,500.00	
ID0031	Replace sidewalks and landscaping work at Meadow Gardens(Non-Dwelling Site Work (1480)-Fencing,Non-Dwelling Site Work (1480)-Landscapc,Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Replace sidewalks with new concrete walkways and landscaping throughout complex- includes new fencing and tree cutting next to buildings		\$145,500.00	
	Subtotal of Estimated Cost			\$2,066,180.00	

Form HI ID-50075 7/4/2008

U.S. Department of Housing and Urban Development  
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Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		2024			
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
	AUTHORITY-WIDE (NAWASD)			\$878,236.00	
ID0018	Operations(Operations (1406))	Operations		\$465,000.00	
ID0021	Administration/Administration (1410)-Salaries)	Administration		\$206,618.00	
ID0024	Fee's and Costs(Contract Administration (1480)-Other Fees and Costs)	Fee's and Costs		\$206,618.00	
	IRVING FREESE (CT002000004)			\$522,600.00	
ID0034	Replace sidewalks and landscaping at Irving Freese(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Landscape)	Replace sidewalks with new concrete walks and landscaping throughout complex		\$247,600.00	
ID0035	Replacement of Windows at Irving Freese(Dwelling Unit-Exterior (1480)-Windows)	Remove and replace windows with new vinyl energy star windows.		\$275,000.00	

Form HUD-50075.2(4/2008)

U.S. Department of Housing and Urban Development  
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Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year 4 2024					
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
	KING KENNEDY HOMES (CT002000007)			\$230,000.00	
ID0036	Replace bathroom at Ludlow Village ( Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Call-for-Aid Systems,Dwelling Unit-Interior (1480)-Commode,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Install new ADA tub/shower, toilets, sinks, cabinets, flooring and lighting and painting.		\$230,000.00	
	20 WEST AVENUE (CT002000005)			\$435,344.00	
ID0037	Replace Bathrooms at 20 west ave. (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Call-for-Aid Systems,Dwelling Unit-Interior (1480)-Commode,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Install new ADA tub/shower, toilets, cabinets,sinks, flooring, lighting and painting		\$435,344.00	
	Subtotal of Estimated Cost			\$2,066,180.00	

Form HUD-50075-2(4/2008)

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
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 02/28/2022

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		5	2025		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
	AUTHORITY-WIDE (NAWASD)			\$1,034,556.00	
ID0038	Administration/Administration (1410)-Salaries)	Administration		\$206,618.00	
ID0039	Fee's and Costs(Contract Administration (1480)-Other Fees and Costs)	Fee's and Costs		\$206,618.00	
ID0040	Operations(Operations (1406))	Operations		\$495,000.00	
ID0042	Vehicles for Operations(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	Purchase maintenance vehicles for operations		\$126,320.00	
	SAMUEL ROODNER COURT (CT002000002)			\$496,784.00	
ID0041	Exterior Interior building work and landscaping at Roodner Court,(Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Fencing,Dwelling Unit-Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Landscape)	Remove and replace exterior fire escapes, exterior doors, sidewalks with new concrete walks and new fencing and landscaping. Renovate 13 buildings interior stairs in common hallways includes new railings, etc.		\$496,784.00	

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Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		5	2025		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
	MEADOW GARDENS (CT002000006)			\$385,000.00	
ID0043	Exterior work at Seaview apts. (Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Fencing,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Parking)	Replace sidewalks, fencing, paving of parking lot and landscaping		\$200,000.00	
ID0044	Repairing parking lots at Main Ave.(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Storm Drainage,Dwelling Unit-Site Work (1480)-Stripping)	Remove and replace parking lots at Main Ave. and install new catch basins.		\$185,000.00	
	SENIOR COURT (CT002000003)			\$149,840.00	
ID0045	Replacement of sidewalks at Senior Court(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Pedestrian paving)	Remove and replace sidewalks with new concrete walks		\$149,840.00	
	Subtotal of Estimated Cost			\$2,066,180.00	

Form HUD-50075.2(4/2008)

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
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Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year	2021
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations(Operations (1406))	\$495,000.00
Administration(Administration (1410)-Salaries)	\$206,618.00
Fees and Costs(Contract Administration (1480)-Other Fees and Costs)	\$206,618.00
Management Improvements(Management Improvement (1408)-System Improvements)	\$180,000.00
Subtotal of Estimated Cost	\$1,088,236.00

Form HUD-50075.2(4/2008)

U.S. Department of Housing and Urban Development  
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Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	Development Number/Name General Description of Major Work Categories	Estimated Cost
2022	Housing Authority Wide	
	Operations(Operations (1406))	\$495,000.00
	Administration/Administration (1410)-Salaries	\$206,618.00
	Fee's and Costs(Contract Administration (1480)-Other Fees and Costs)	\$206,618.00
	Subtotal of Estimated Cost	\$908,236.00

Form HUD-50075-2(4/2008)

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Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		2023	Estimated Cost
Work Statement for Year	Development Number/Name General Description of Major Work Categories		
	Housing Authority Wide		
	Operations(Operations (1406))		\$495,000.00
	Administration(Administration (1410)-Salaries)		\$206,618.00
	Fee's and Coats(Contract Administration (1480)-Other Fees and Coats)		\$206,618.00
	Management Improvements(Management Improvement (1408)-Security Improvements (not police or guard-non-physical),Management Improvement (1408)-System Improvements)		\$176,110.00
	Subtotal of Estimated Cost		\$1,084,346.00

Form HUD-50075.2(4/2008)

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (6)	
Work Statement for Year	2024
Development Number/Name	Estimated Cost
General Description of Major Work Categories	
Housing Authority Wide	
Operations(Operations (1406))	\$465,000.00
Administration(Administration (1410)-Salaries)	\$206,618.00
Fee's and Costs(Contract Administration (1480)-Other Fees and Costs)	\$206,618.00
Subtotal of Estimated Cost	\$878,236.00

Form HUD-50075-2(4/2008)

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	2025	
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Administration(Administration (1410)-Salaries)		\$206,618.00
Fee's and Costs(Contract Administration (1480)-Other Fees and Costs)		\$206,618.00
Operations(Operations (1406))		\$495,000.00
Vehicles for Operations(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)		\$126,320.00
Subtotal of Estimated Cost		\$1,034,556.00

## ATTACHMENT 2: STATEMENT OF SIGNIFICANT AMENDMENT/MODIFICATION TO THE CAPITAL FUND FIVE- YEAR ACTION PLAN

**Statement of Significant Amendment/Modification to the CFP 5-Year Action Plan**

Below is a copy of the signed Significant Amendment/Modification document as included in NHA’s 5-year plan, and 2020 Annual Plan, still effective for the 2022 Annual Plan.

**Statement of Significant Amendment/Modification to the CFP 5-Year Action Plan**

HUD requires that a PHA must set forth the basic criteria that will be used for denoting a significant amendment/modification from its CFP 5-Year Action Plan. The NHA defines the following actions as being a significant amendment or modification.

1. CFP Financing for redevelopment/substantial rehabilitation of a development.
2. CFP Funds (hard costs) to be used for the Development of Mixed - Finance Project.
3. CFP funds to be used for the demolition/disposition of a development.

The significant amendments and modifications will be carried out in accordance with HUD's CFP final rule.

  
\_\_\_\_\_      07/23/2019  
Adam Bovilsky, Executive Director      Date

**Statement of Significant Amendment/Modification to the CFP 5-Year Action Plan**

HUD requires that a PHA must set forth the basic criteria that will be used for denoting a significant amendment/modification from its CFP 5-Year Action Plan. The NHA defines the following actions as being a significant amendment or modification.

1. CFP Financing for redevelopment/substantial rehabilitation of a development.
2. CFP Funds (hard costs) to be used for the Development of Mixed – Finance Project.
3. CFP funds to be used for the demolition/disposition of a development.

The significant amendments and modifications will be carried out in accordance with HUD’s CFP final rule.



05/11/2021

Adam Bovilsky, Executive Director

Date

## ATTACHMENT 3: CAPITAL FUND ANNUAL STATEMENT

Included within the following pages is *Form HUD-50075.1, Annual Statement/Performance and Evaluation Report*.

Updated forms; final signature pending

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274

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

Part I: Summary		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No. Date of CFFP:	FFY of Grant:2023 FFY of Grant Approval:		
PHA Name: Housing Authority Of The City Of Norwalk		CT26P00250123			
Type of Grant					
<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"/> Final Performance and Evaluation Report		Revised Annual Statement (Revision No:     )			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>(1)</sup>	
		Original	Revised <sup>(2)</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$518,000.00			
3	1408 Management Improvement	\$176,110			
4	1410 Administration	\$216,229.00			
5	1480 General Capital Activity	\$1,251,958.00			
6	1492 Moving To Work Demonstration				
7	1501 Collateral Exp / Debt Srvc				
8	1503 RAD-CFP				
9	1504 Rad Investment Activity				
10	1505 RAD-CPT				
11	1509 Preparing for, Preventing and Responding to Coronavirus (1509)				

(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 include here

Form HUD-50075.1

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274

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

<b>Part I: Summary</b>		<b>FFY of Grant:2023</b> <b>FFY of Grant Approval:</b>
<b>PHA Name:</b> Housing Authority Of The City Of Norwalk	<b>Grant Type and Number</b> Capital Fund Program Grant No. Replacement Housing Factor Grant No. Date of CFFP:	CT26P00250123
<b>Type of Grant</b> <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:     ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report		
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Actual Cost <sup>(1)</sup></b>
		<b>Original</b> <b>Revised <sup>(2)</sup></b> <b>Obligated</b> <b>Expended</b>
12	9000 Debt Reserves	
13	9001 Bond Debt Obligation	
14	9002 Loan Debt Obligation	
15	RESERVED	
16	RESERVED	
17	RESERVED	
18a	RESERVED	
18ba	RESERVED	
19	RESERVED	
20	RESERVED	
21	Amount of Annual Grant: (sum of lines 2-20)	\$2,162,297.00

(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 include here

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority Of The City Of Norwalk	<b>Grant Type and Number</b> Capital Fund Program Grant No. CT26P00250123 Replacement Housing Factor Grant No. Date of CFFP:	<b>FFY of Grant:2023</b> <b>FFY of Grant Approval:</b>			
<b>Type of Grant</b>					
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (Revision No:      )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>(1)</sup></b>	
		<b>Original</b>	<b>Revised <sup>(2)</sup></b>	<b>Obligated</b>	<b>Expended</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Activities				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

<b>Signature of Executive Director</b>	<b>Date</b>
<b>Signature of Public Housing Director</b>	<b>Date</b>

(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 include here

Form HUD-50075.1

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  
 2577-0274

Part II: Supporting Pages									
PHA Name: Housing Authority Of The City Of Norwalk		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No. CFPP(Ys/No):			CT26P00250123		Federal FFY of Grant:2023		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work		
				Original	Revised (1)			Funds Obligated	Funds Expended
Not associated with any specific development	Operations (Operations (1406)) Description : Operations	1406		\$518,000.00					
Not associated with any specific development	Administration (Administration (1410)) Description : Administration	1410		\$216,229.00					
Not associated with any specific development	Fee's and Costs (Contract Administration (1480)) Description : Fee's and Costs	1480		\$216,229.00					

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Part II: Supporting Pages						
PHA Name: Housing Authority Of The City Of Norwalk		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No. CFFP(Yes/No):		Federal FFY of Grant:2023		
				CT26P00250123		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Status of Work
				Original	Revised (1)	
		Total Actual Cost (2)				
		Funds Obligated	Funds Expended			
Not associated with any specific development	(Management Improvements) Description : Install security cameras at 20W & new computers and software for MOD and operations	1408		\$176,110.00		
CT002000006 - MEADOW GARDENS	Seaview Apts.-Replace heat pumps. (Dwelling Unit-Exterior (1480))	1480		\$145,500.00		
CT002000007 - KING KENNEDY HOMES	Ludlow Village- Replace sidewalks, fencing and landscaping (Non-Dwelling Site Work (1480))	1480		\$126,400.00		

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

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

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274

Part II: Supporting Pages									
PHA Name: Housing Authority Of The City Of Norwalk		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No. CFPPYs/No):			CT26P00250123		Federal FFY of Grant:2023		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost (2)	Status of Work		
				Original	Revised (1)			Funds Obligated	Funds Expended
CT002000004 - IRVING FREESE	John Shostak- Remove and replace bathrooms : includes new tub/shower, cabinets, toilets, doors, lighting, flooring and painting. showers will be ADA compliance (Dwelling Unit-Interior (1480))  Irving Freese and John Shostak- Replacement of boilers & hot water hea	1480		\$411,500.00					
		1480		\$352,329.00					
	Total:			\$2,162,297.00					

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

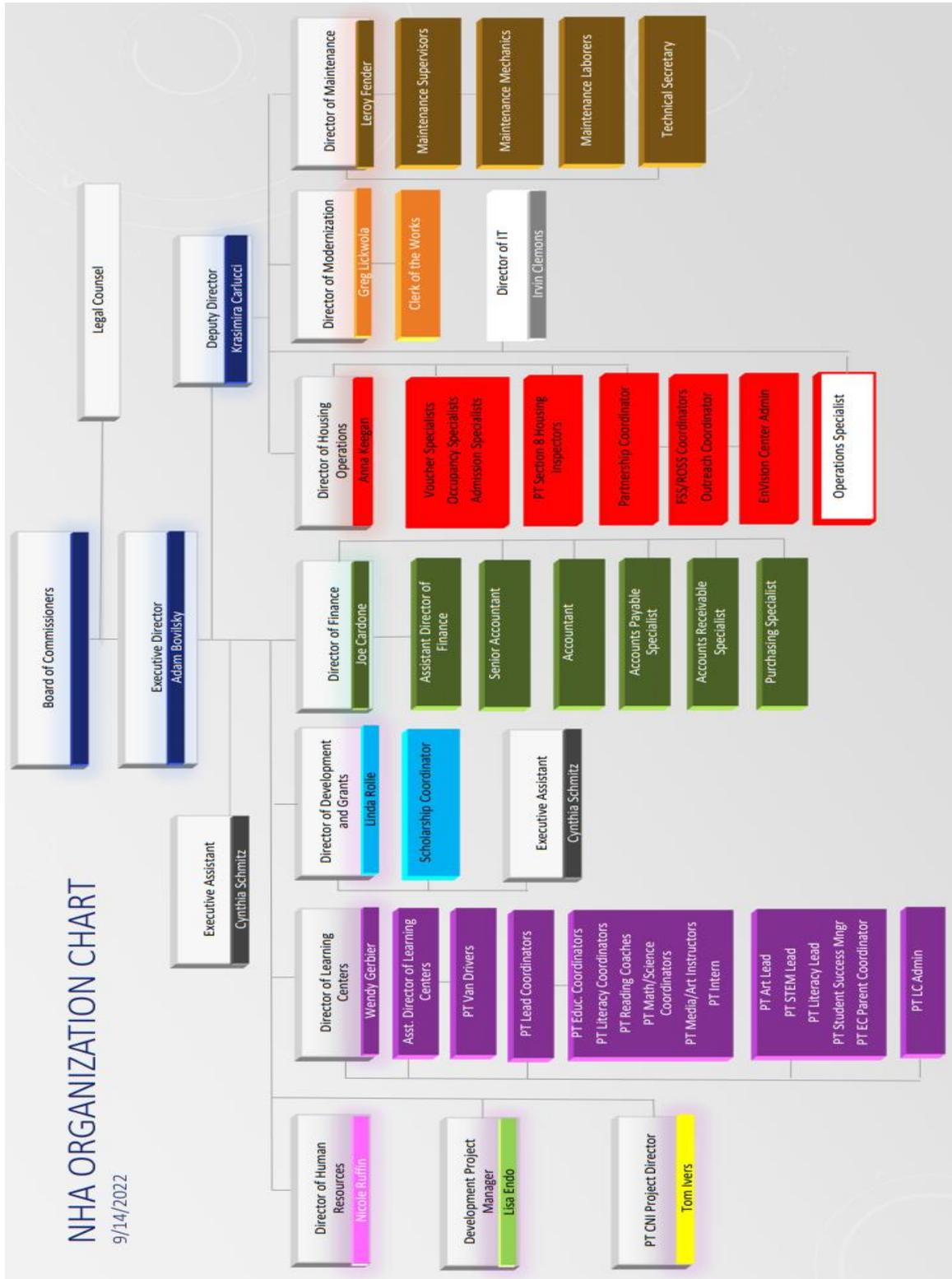
U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274

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

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Housing Authority Of The City Of Norwalk					
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FFY of Grant:  Reasons for Revised Target Dates <sup>(1)</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

(1) Obligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9) of the U.S. Housing Act of 1957, as amended.

## ATTACHMENT 4: NHA ORGANIZATION CHART (SEPTEMBER 2022)



## ATTACHMENT 5: FY 2022 GRANTS

**Norwalk Housing Authority**

**Current Grant Listing**

(a/o 9/2022)

<u>Source</u>	<u>Grant</u>	<u>Purpose</u>	<u>Term</u>	<u>Grant Amount</u>
Federal / HUD	ROSS	Resident Opportunites & Self-Sufficiency Program	6/1/22-5/31/25	\$245,850
HUD	FSS	Family Sufficiency Program	1/1/22-12/31/22	\$170,000
State	CSDE	Funding of Afterschool Programming	7/1/22-06/30/23	\$161,878
CT Judicial Branch	Youth Service Prevention	Social Emotional Learning	1/1/22-6/30/22	\$15,930
State	Child Stabilization	COVID Related Expenses / Learning Centers	06/1/21-12/31/21	\$52,289
State	CSDE	Expand Summer Enrichment Programs / Learning Centers	Summer 2022	\$236,164
State	ARP Enhancement	COVID Recovery Programming / Learning Centers	2023-2024	\$387,137
City of Norwalk	RPA Norwalk Community Recovery Fund	COVID Recovery Programming: Tutoring Program	2022	\$50,000
Ritter Family Fdtn	Student Access Tutoring Program Grant	Enhance student tutoring	2022-2023	\$93,000

## ATTACHMENT 6: RESIDENT ADVISORY BOARD (RAB) MEMBERS LIST

Leathia Preston	Ida Robinson	Daisy Franklin
Clara Welfare	Annette Wiley	Mr. Raymond Dunlap President
Ms. Nadine Delcin	Briggettie Grant	Richard Glica
Ora Scott	Vivian Rice	Brenda Adgerson
Thomasina McClendon, President	Ella Dunlap	Mr. Kevin Haynes
Janice Carter	Migdalia Rivas	Ms. Pamela Moultrie
Jessica Joseph		

## ATTACHMENT 7: HCV PAYMENT STANDARDS (EFFECTIVE 1/1/2022)

## HOUSING CHOICE VOUCHER PAYMENT STANDARDS

**Effective 10/01/2022**

Low and Moderate Census Tracts: 432, 434, 437, 438, 440, 441, 442, 444, 445

With All Utilities Included

0 BEDROOM	1 BEDROOM	2 BEDROOMS	3 BEDROOMS	4 BEDROOMS
\$1,856.00	\$2,275.00	\$2,742.00	\$3,381.00	\$3,684.00

Old payment Standards

0 BEDROOM	1 BEDROOM	2 BEDROOMS	3 BEDROOMS	4 BEDROOMS
\$1,566.00	\$1,945.00	\$2,297.00	\$2,840.00	\$3,148.00

Middle & Upper Census Tracts: 425, 426, 427, 428, 430, 431, 432, 435, 436, 439, 443, 446

0 BEDROOM	1 BEDROOM	2 BEDROOMS	3 BEDROOMS	4 BEDROOMS
\$1,909.00	\$2,339.00	\$2,819.00	\$3,476.00	\$3,787.00

Old Payment Standards

0 BEDROOM	1 BEDROOM	2 BEDROOMS	3 BEDROOMS	4 BEDROOMS
\$1,672.00	\$2,040.00	\$2,453.00	\$3,033.00	\$3,362.00

## ATTACHMENT 8: HCV UTILITY ALLOWANCES

NORWALK HOUSING AUTHORITY				SECTION 8				09/07/22			
UTILITY ALLOWANCES - CONSUMPTIONS											
Section 8 2022											
<u>Detached Single Family</u>											
		1 BR 600		2 BR 850		3 BR 1,000		4 BR 1,200			
Sq. Ft.											
	rate			rate		rate		rate			
<b>Heating</b>											
Natural Gas (ccf)	48 \$ 1.95	\$ 93.60	56 \$ 1.95	\$ 109.20	65 \$ 1.95	\$ 126.75	80 \$ 1.95	\$ 156.00			
Oil (gallons)	35 \$ 3.96	\$ 138.60	40 \$ 3.96	\$ 158.40	47 \$ 3.96	\$ 186.12	58 \$ 3.96	\$ 229.68			
Eversource Electric (kwh)	600 \$ 0.25	\$ 151.20	800 \$ 0.25	\$ 201.60	900 \$ 0.25	\$ 226.80	1,050 \$ 0.25	\$ 264.60			
SNEW Electric (kwh)	600 \$ 0.15	\$ 90.00	800 \$ 0.15	\$ 120.00	900 \$ 0.15	\$ 135.00	1,050 \$ 0.15	\$ 157.50			
TTD Electric (kwh)	600 \$ 0.18	\$ 108.00	800 \$ 0.18	\$ 144.00	900 \$ 0.18	\$ 162.00	1,050 \$ 0.18	\$ 189.00			
<b>Cooking</b>											
Natural Gas (ccf)	6 \$ 1.95	\$ 11.70	8 \$ 1.95	\$ 15.60	10 \$ 1.95	\$ 19.50	12 \$ 1.95	\$ 23.40			
Eversource Electric (kwh)	80 \$ 0.25	\$ 20.16	100 \$ 0.25	\$ 25.20	130 \$ 0.25	\$ 32.76	150 \$ 0.25	\$ 37.80			
SNEW Electric (kwh)	80 \$ 0.15	\$ 12.00	100 \$ 0.15	\$ 15.00	130 \$ 0.15	\$ 19.50	150 \$ 0.15	\$ 22.50			
TTD Electric (kwh)	80 \$ 0.18	\$ 14.40	100 \$ 0.18	\$ 18.00	130 \$ 0.18	\$ 23.40	150 \$ 0.18	\$ 27.00			
<b>Lighting/TV/Refrigerator</b>											
Eversource Electric (kwh)	175 \$ 0.25	\$ 44.10	250 \$ 0.25	\$ 63.00	325 \$ 0.25	\$ 81.90	400 \$ 0.25	\$ 100.80			
SNEW Electric (kwh)	175 \$ 0.15	\$ 26.25	250 \$ 0.15	\$ 37.50	325 \$ 0.15	\$ 48.75	400 \$ 0.15	\$ 60.00			
TTD Electric (kwh)	175 \$ 0.18	\$ 31.50	250 \$ 0.18	\$ 45.00	325 \$ 0.18	\$ 58.50	400 \$ 0.18	\$ 72.00			
<b>Water Heating</b>											
Natural Gas (ccf)	15 \$ 1.95	\$ 29.25	20 \$ 1.95	\$ 39.00	30 \$ 1.95	\$ 58.50	40 \$ 1.95	\$ 78.00			
Oils (gallons)	11 \$ 3.96	\$ 43.56	15 \$ 3.96	\$ 59.40	22 \$ 3.96	\$ 87.12	29 \$ 3.96	\$ 114.84			
Eversource Electric (kwh)	300 \$ 0.25	\$ 75.60	350 \$ 0.25	\$ 88.20	400 \$ 0.25	\$ 100.80	450 \$ 0.25	\$ 113.40			
SNEW Electric (kwh)	300 \$ 0.15	\$ 45.00	350 \$ 0.15	\$ 52.50	400 \$ 0.15	\$ 60.00	450 \$ 0.15	\$ 67.50			
TTD Electric (kwh)	300 \$ 0.18	\$ 54.00	350 \$ 0.18	\$ 63.00	400 \$ 0.18	\$ 72.00	450 \$ 0.18	\$ 81.00			
Separate Gas Heaters (ccf)	12 \$ 1.95	\$ 23.40	16 \$ 1.95	\$ 31.20	24 \$ 1.95	\$ 46.80	32 \$ 1.95	\$ 62.40			
<b>Row Housing and Garden Apartments</b>											
		1 BR 500		2 BR 750		3 BR 925		4 BR 1,050			
Sq. Ft.											
<b>Heating</b>											
Natural Gas (ccf)	40 \$ 1.95	\$ 78.00	50 \$ 1.95	\$ 97.50	60 \$ 1.95	\$ 117.00	70 \$ 1.95	\$ 136.50			
Oil (gallons)	29 \$ 3.96	\$ 114.84	36 \$ 3.96	\$ 142.56	43 \$ 3.96	\$ 170.28	50 \$ 3.96	\$ 198.00			
Eversource Electric (kwh)	500 \$ 0.25	\$ 126.00	675 \$ 0.25	\$ 170.10	775 \$ 0.25	\$ 193.30	950 \$ 0.25	\$ 239.40			
SNEW Electric (kwh)	500 \$ 0.15	\$ 75.00	675 \$ 0.15	\$ 101.25	775 \$ 0.15	\$ 116.25	950 \$ 0.15	\$ 142.50			
TTD Electric (kwh)	500 \$ 0.18	\$ 90.00	675 \$ 0.18	\$ 121.50	775 \$ 0.18	\$ 139.50	950 \$ 0.18	\$ 171.00			
<b>High Rise Apartment-Elevator-Over 3 stories</b>											
		1 BR 425		2 BR 675		3 BR 850		4 BR 925			
Sq. Ft.											
<b>Heating</b>											
Natural Gas (ccf)	35 \$ 1.95	\$ 68.25	45 \$ 1.95	\$ 87.75	55 \$ 1.95	\$ 107.25	60 \$ 1.95	\$ 117.00			
Oil (gallons)	25 \$ 3.96	\$ 99.00	33 \$ 3.96	\$ 130.68	40 \$ 3.96	\$ 158.40	43 \$ 3.96	\$ 170.28			
Eversource Electric (kwh)	400 \$ 0.25	\$ 100.80	550 \$ 0.25	\$ 138.60	700 \$ 0.25	\$ 176.40	850 \$ 0.25	\$ 214.20			
SNEW Electric (kwh)	400 \$ 0.15	\$ 60.00	550 \$ 0.15	\$ 82.50	700 \$ 0.15	\$ 105.00	850 \$ 0.15	\$ 127.50			
TTD Electric (kwh)	400 \$ 0.18	\$ 72.00	550 \$ 0.18	\$ 99.00	700 \$ 0.18	\$ 126.00	850 \$ 0.18	\$ 153.00			
<b>Service Charges</b>											
Eversource Gas		\$ 17.00		\$ 17.00		\$ 17.00		\$ 17.00			
Eversource Electric		\$ 9.62		\$ 9.62		\$ 9.62		\$ 9.62			
SNEW		\$ 9.00		\$ 9.00		\$ 9.00		\$ 9.00			
TTD		\$ 8.00		\$ 8.00		\$ 8.00		\$ 8.00			
Range		\$ 7.00		\$ 7.00		\$ 7.00		\$ 7.00			
Refrigerator		\$ 9.00		\$ 9.00		\$ 9.00		\$ 9.00			
<b>Total Allowance</b>											
	9/7/2022	RATE	serv chg:								
Eversource Gas		1.95	17.00								
Eversource Electric		0.25	9.62								
SNEW		0.15	9.00								
TTD		0.18	8.00								
Heating Oil-Price per U.S. Energy Information Administration as of 8/9/2022 forecasted for 2023 3.96											

## ATTACHMENT 9: SOUNDVIEW LANDING SECTION 8 UTILITY ALLOWANCES

<b>NORWALK HOUSING AUTHORITY-SKYLER LANDING</b>				<b>SECTION 8</b>				<b>09/07/22</b>				
<b>UTILITY ALLOWANCES - CONSUMPTIONS</b>												
<b>Section 8 for 2023</b>												
<b>Detached Single Family</b>												
Sq. Ft.	<u>1 BR</u>			<u>2 BR</u>			<u>3 BR</u>			<u>4 BR</u>		
	600			850			1,000			1,200		
	rate			rate			rate			rate		
<b>Heating</b>												
Natural Gas (ccf)	48	\$ 1.95	\$ 93.60	56	\$ 1.95	\$ 109.20	65	\$ 1.95	\$126.75	80	\$ 1.95	\$156.00
Oil (gallons)	35	\$ 3.96	\$ 138.60	40	\$ 3.96	\$ 158.40	47	\$ 3.96	\$186.12	58	\$ 3.96	\$229.68
Eversource Electric (kwh)	600	\$ 0.25	\$ 151.20	800	\$ 0.25	\$ 201.60	900	\$ 0.25	\$226.80	1,050	\$ 0.25	\$264.60
SNEW Electric (kwh)	600	\$ 0.15	\$ 88.54	800	\$ 0.15	\$ 118.06	900	\$ 0.15	\$132.81	1,050	\$ 0.15	\$154.95
TTD Electric (kwh)	600	\$ 0.18	\$ 108.00	800	\$ 0.18	\$ 144.00	900	\$ 0.18	\$162.00	1,050	\$ 0.18	\$189.00
<b>Cooking</b>												
Natural Gas (ccf)	6	\$ 1.95	\$ 11.70	8	\$ 1.95	\$ 15.60	10	\$ 1.95	\$ 19.50	12	\$ 1.95	\$ 23.40
Eversource Electric (kwh)	80	\$ 0.25	\$ 20.16	100	\$ 0.25	\$ 25.20	130	\$ 0.25	\$ 32.76	150	\$ 0.25	\$ 37.80
SNEW Electric (kwh)	80	\$ 0.15	\$ 11.81	100	\$ 0.15	\$ 14.76	130	\$ 0.15	\$ 19.18	150	\$ 0.15	\$ 22.14
TTD Electric (kwh)	80	\$ 0.18	\$ 14.40	100	\$ 0.18	\$ 18.00	130	\$ 0.18	\$ 23.40	150	\$ 0.18	\$ 27.00
<b>Lighting/TV/Refrigerator</b>												
Eversource Electric (kwh)	175	\$ 0.25	\$ 44.10	250	\$ 0.25	\$ 63.00	325	\$ 0.25	\$ 81.90	400	\$ 0.25	\$100.80
SNEW Electric (kwh)	175	\$ 0.15	\$ 25.82	250	\$ 0.15	\$ 36.89	325	\$ 0.15	\$ 47.96	400	\$ 0.15	\$ 59.03
TTD Electric (kwh)	175	\$ 0.18	\$ 31.50	250	\$ 0.18	\$ 45.00	325	\$ 0.18	\$ 58.50	400	\$ 0.18	\$ 72.00
<b>Water Heating</b>												
Natural Gas (ccf)	15	\$ 1.95	\$ 29.25	20	\$ 1.95	\$ 39.00	30	\$ 1.95	\$ 58.50	40	\$ 1.95	\$ 78.00
Oils (gallons)	11	\$ 3.96	\$ 43.56	15	\$ 3.96	\$ 59.40	22	\$ 3.96	\$ 87.12	29	\$ 3.96	\$114.84
Eversource Electric (kwh)	300	\$ 0.25	\$ 75.60	350	\$ 0.25	\$ 88.20	400	\$ 0.25	\$100.80	450	\$ 0.25	\$113.40
SNEW Electric (kwh)	300	\$ 0.15	\$ 44.27	350	\$ 0.15	\$ 51.65	400	\$ 0.15	\$ 59.03	450	\$ 0.15	\$ 66.41
TTD Electric (kwh)	300	\$ 0.18	\$ 54.00	350	\$ 0.18	\$ 63.00	400	\$ 0.18	\$ 72.00	450	\$ 0.18	\$ 81.00
Separate Gas Heaters (ccf)	12	\$ 1.95	\$ 23.40	16	\$ 1.95	\$ 31.20	24	\$ 1.95	\$ 46.80	32	\$ 1.95	\$ 62.40
<b>Row Housing and Garden Apartments</b>												
Sq. Ft.	<u>1 BR</u>			<u>2 BR</u>			<u>3 BR</u>			<u>4 BR</u>		
	500			750			925			1,050		
<b>Heating</b>												
Natural Gas (ccf)	40	\$ 1.95	\$ 78.00	50	\$ 1.95	\$ 97.50	60	\$ 1.95	\$117.00	70	\$ 1.95	\$136.50
Oil (gallons)	29	\$ 3.96	\$ 114.84	36	\$ 3.96	\$ 142.56	43	\$ 3.96	\$170.28	50	\$ 3.96	\$198.00
Eversource Electric (kwh)	500	\$ 0.25	\$ 126.00	675	\$ 0.25	\$ 170.10	775	\$ 0.25	\$195.30	950	\$ 0.25	\$239.40
SNEW Electric (kwh)	500	\$ 0.15	\$ 73.79	675	\$ 0.15	\$ 99.61	775	\$ 0.15	\$114.37	950	\$ 0.15	\$140.19
TTD Electric (kwh)	500	\$ 0.18	\$ 90.00	675	\$ 0.18	\$ 121.50	775	\$ 0.18	\$139.50	950	\$ 0.18	\$171.00
<b>High Rise Apartment-Elevator-Over 3 stories</b>												
Sq. Ft.	<u>1 BR</u>			<u>2 BR</u>			<u>3 BR</u>			<u>4 BR</u>		
	425			675			850			925		
<b>Heating</b>												
Natural Gas (ccf)	35	\$ 1.95	\$ 68.25	45	\$ 1.95	\$ 87.75	55	\$ 1.95	\$107.25	60	\$ 1.95	\$117.00
Oil (gallons)	25	\$ 3.96	\$ 99.00	33	\$ 3.96	\$ 130.68	40	\$ 3.96	\$158.40	43	\$ 3.96	\$170.28
Eversource Electric (kwh)	400	\$ 0.25	\$ 100.80	550	\$ 0.25	\$ 138.60	700	\$ 0.25	\$176.40	850	\$ 0.25	\$214.20
SNEW Electric (kwh)	400	\$ 0.15	\$ 59.03	550	\$ 0.15	\$ 81.16	700	\$ 0.15	\$103.30	850	\$ 0.15	\$125.43
TTD Electric (kwh)	400	\$ 0.18	\$ 72.00	550	\$ 0.18	\$ 99.00	700	\$ 0.18	\$126.00	850	\$ 0.18	\$153.00
<b>Service Charges</b>												
Eversource Gas		\$ 17.00		\$ 17.00		\$ 17.00		\$ 17.00		\$ 17.00		\$ 17.00
Eversource Electric		\$ 9.62		\$ 9.62		\$ 9.62		\$ 9.62		\$ 9.62		\$ 9.62
SNEW		\$ 9.00		\$ 9.00		\$ 9.00		\$ 9.00		\$ 9.00		\$ 9.00
TTD		\$ 8.00		\$ 8.00		\$ 8.00		\$ 8.00		\$ 8.00		\$ 8.00
Range		\$ 7.00		\$ 7.00		\$ 7.00		\$ 7.00		\$ 7.00		\$ 7.00
Refrigerator		\$ 9.00		\$ 9.00		\$ 9.00		\$ 9.00		\$ 9.00		\$ 9.00
<b>Total Allowance</b>												

	9/7/2022 RATE	serv chg:
Eversource Gas	1.95	17.00
Eversource Electric	0.25	9.62
SNEW	0.15	9.00
TTD	0.18	8.00
Heating Oil-Price per U.S. Energy Information Administration as of 8/9/2022 forecasted for 2023		
	3.96	

<b>2 Bedroom townhouse</b>		
Cooking-electric-SNEW		\$ 14.76
Domestic electric-SNEW		\$ 36.89
Heating-gas-Eversource		\$ 97.50
Hot Water-gas-Eversource		\$ 39.00
Service Charge-SNEW		\$ 9.00
Service Charge-Eversource		\$ 17.00
Cooling	\$88 12 mths	\$ 5.67
<b>Total</b>		<b>\$ 219.82</b>

<b>3 Bedroom townhouse</b>		
Cooking-electric-SNEW		\$ 19.18
Domestic electric-SNEW		\$ 47.96
Heating-gas-Eversource		\$ 117.00
Hot Water-gas-Eversource		\$ 58.50
Service Charge-SNEW		\$ 9.00
Service Charge-Eversource		\$ 17.00
Cooling	\$90.00 12 mths	\$7.50
<b>Total</b>		<b>\$ 276.14</b>

<b>4 Bedroom townhouse</b>		
Cooking-electric-SNEW		\$ 22.14
Domestic electric-SNEW		\$ 59.03
Heating-gas-Eversource		\$ 136.50
Hot Water-gas-Eversource		\$ 78.00
Service Charge-SNEW		\$ 9.00
Service Charge-Eversource		\$ 17.00
Cooling	\$103 12 mths	\$ 8.58
<b>Total</b>		<b>\$ 330.25</b>

<b>1 Bedroom Midrise</b>		
Cooking-electric-SNEW		\$11.81
Domestic Electric-SNEW		\$25.82
Service Charge-SNEW		\$9.00
Cooling	\$46.00 12 mths	\$3.83
<b>Total</b>		<b>\$50.46</b>

<b>2 Bedroom Midrise</b>		
Cooking-Electric-SNEW		\$14.76
Domestic Electric-SNEW		\$36.89
Service Charge-SNEW		\$9.00
Cooling	\$68.00 12 mths	\$5.67
<b>Total</b>		<b>\$66.32</b>

## ATTACHMENT 10: MONTEREY DEVELOPMENT UTILITY ALLOWANCES







## ATTACHMENT 11: 2022 UTILITY ALLOWANCES BY AMP

Proj. Name	AMP #	# of BR	# of Units	UTILITY ALLOWANCES 4/1/2023						
				ccf	\$	kwh	\$	\$	STOVES & REF \$16	ADJUSTED
Roodner Court	2	1 BR	22	0	\$0	280	\$80	\$80	\$16	\$ 96
Eversource		2 BR	79	0	\$0	346	\$97	\$97	\$16	\$ 113
		3 BR	78	0	\$0	405	\$112	\$112	\$16	\$ 128
		4 BR	26	0	\$0	461	\$126	\$126	\$16	\$ 142
		5 BR	13	0	\$0	509	\$138	\$138	\$16	\$ 154
			<b>218</b>							
Senior Court	3	0 BR	20	0	\$0	257	\$74	\$74	\$16	\$ 90
Eversource		1 BR	40	0	\$0	278	\$80	\$80	\$16	\$ 96
			<b>60</b>							
Irving Freese	4	1 BR	59	0	\$0	281	\$80	\$80	\$16	\$ 96
Eversource		2 BR	1	0	\$0	350	\$98	\$98	\$16	\$ 114
			<b>60</b>							
John Shostak	4	1 BR	40	0	\$0	656	\$175	\$175	\$16	\$ 191
Eversource			<b>40</b>							
Leroy Downs	5	0 BR	20	0	\$0	258	\$48	\$48	\$16	\$ 64
SNEW		1 BR	26	0	\$0	268	\$49	\$49	\$16	\$ 65
		2 BR	3	0	\$0	328	\$58	\$58	\$16	\$ 74
			<b>49</b>							
20 West	5	1BR	54						\$16	\$ 16
			<b>54</b>							
Meadow Gardens	6	3 BR	54	70	\$154	317	\$57	\$210	\$16	\$ 226
SNEW & Eversource Gas			<b>54</b>							
Seaview	6	1 BR	11	0	\$0	1010	\$190	\$190	\$16	\$ 206
TTD		2 BR	23	0	\$0	1488	\$276	\$276	\$16	\$ 292
			<b>34</b>							
Elmwood	6	3 BR	4	0	\$0	1920	\$297	\$297	\$16	\$ 313
SNEW			<b>4</b>							
Chapel Street	6	2 BR	18	26	\$68	760	\$201	\$269	\$16	\$ 285
Eversource Elec & Gas		3 BR	11	31	\$78	1085	\$283	\$361	\$16	\$ 377
			<b>29</b>							
Main Avenue	6	3 BR	25	71	\$156	401	\$111	\$266	\$16	\$ 282
Eversource Elec & Gas			<b>25</b>							
Fairfield Avenue	7	0 BR	4	0	\$0	256	\$47	\$47	\$16	\$ 63
SNEW		1 BR	4	0	\$0	286	\$52	\$52	\$16	\$ 68
		2 BR	21	0	\$0	344	\$61	\$61	\$16	\$ 77
			<b>29</b>							
King Kennedy	7	1 BR	2	30	\$76	310	\$56	\$131	\$16	\$ 147
SNEW & Eversource Gas		2 BR	3	38	\$91	409	\$70	\$162	\$16	\$ 178
		3 BR	18	59	\$132	469	\$79	\$212	\$16	\$ 228
		4 BR	8	77	\$167	525	\$88	\$255	\$16	\$ 271
			<b>31</b>							
Ludlow Village	7	0 BR	22	0	\$0	605	\$117	\$117	\$0	\$ 117
TTD		1 BR	8	0	\$0	605	\$117	\$117	\$0	\$ 117
			<b>30</b>							
<b>TOTALS</b>			<b>717</b>							<b>\$ 4,687</b>

	9/1/2022	RATE	serv chg:
Eversource Gas* first 30 Ccf		1.95	17.00
Eversource Gas* over 30 Ccf		1.70 <i>not used here</i>	
Eversource Electric		0.252	9.62
SNEW **		0.15	9.00
TTD		0.18	8.00

## ATTACHMENT 12: 2023 FLAT RENTS

Norwalk Housing Authority		Flat Rent (effective April 1, 2023)					
Flat Rents-2023**		0 BR	1BR	2BR	3BR	4BR	5BR
HUD FMRS (Posted September 1, 2022)							115% of 4 Bdrm
Stamford-Norwalk, CT		1,735	2,127	2,563	3,160	3,443	
Roodner Court-06854	80%		1,702	2,050	2,528	2,754	3,168
Allowance-Utility	Minus		96	113	128	142	154
<b>Flat Rent</b>			<b>1,606</b>	<b>1,937</b>	<b>2,400</b>	<b>2,612</b>	<b>3,014</b>
Senior Court-06851	80%	1,388	1,702				
Allowance-Utility	Minus	90	96				
<b>Flat Rent</b>		<b>1,298</b>	<b>1,606</b>				
Irving Freese-06851	80%		1,702	2,050			
Allowance-Utility	Minus		96	114			
<b>Flat Rent</b>			<b>1,606</b>	<b>1,936</b>			
Leroy Downs-06854	80%	1,388	1,702	2,050			
Allowance-Utility	Minus	64	65	74			
<b>Flat Rent</b>		<b>1,324</b>	<b>1,637</b>	<b>1,976</b>			
John Shostak-06851	80%		1,702				
Allowance-Utility	Minus		191				
<b>Flat Rent</b>			<b>1,511</b>				
20 West Avenue-06854	80%		1,702				
Allowance-Utility	Minus		16				
<b>Flat Rent</b>			<b>1,686</b>				
King Kennedy-06854	80%		1,702	2,050	2,528	2,754	
Allowance-Utility	Minus		147	178	228	271	
<b>Flat Rent</b>			<b>1,555</b>	<b>1,872</b>	<b>2,300</b>	<b>2,483</b>	
Meadow Gardens-06854	80%				2,528		
Allowance-Utility	Minus				226		
<b>Flat Rent</b>					<b>2,302</b>		
Seaview-06855	80%		1,702	2,050			
Allowance-Utility	Minus		206	292			
<b>Flat Rent</b>			<b>1,496</b>	<b>1,758</b>			
Elmwood-06854	80%				2,528		
Allowance-Utility	Minus				313		
<b>Flat Rent</b>					<b>2,215</b>		
Fairfield Avenue-06854	80%	1,388	1,702	2,050			
Allowance-Utility	Minus	63	68	77			
<b>Flat Rent</b>		<b>1,325</b>	<b>1,634</b>	<b>1,973</b>			
Chapel Street-06851	80%			2,050	2,528		
Allowance-Utility	Minus			285	377		
<b>Flat Rent</b>				<b>1,765</b>	<b>2,151</b>		
Main Avenue-06851	80%				2,528		
Allowance-Utility	Minus				282		
<b>Flat Rent</b>					<b>2,246</b>		
Ludlow Village-06855	80%	1,388	1,702				
Allowance-Utility	Minus	117	117				
<b>Flat Rent</b>		<b>1,271</b>	<b>1,585</b>				
			1 BR Midrise	2 BR Midrise	2 BR TwnHse	3 BR TwnHse	4 BR TwnHse
Soundview Landing-06854	80%		2,127	2,563	2,563	3,160	3,443
Allowance-Utility	Minus		50	66	220	276	330
<b>Flat Rent</b>			<b>2,077</b>	<b>2,497</b>	<b>2,343</b>	<b>2,884</b>	<b>3,113</b>

## ATTACHMENT 13: STANDARD MAINTENANCE CHARGES

**ATTACHMENT G: STANDARD MAINTENANCE CHARGES**  
**EFFECTIVE 4/1/2023:**

<b><u>PLUMBING – PL 1000</u></b>	<b><u>PARTS COST</u></b>	<b><u>LABOR COST</u></b>	<b><u>TOTAL COST</u></b>
Replace sink stopper	\$2.19	\$11.65 –1/4 hour	\$13.84
Replace bathtub diverter	\$17.30	\$23.37 –1/2 hour	\$40.67
Replace toilet handle	\$20.98	\$23.37 –1/2 hour	\$44.35
Replace faucet – kitchen	\$57.75	\$46.74 –1 hour	\$104.49
Replace faucet – bathroom	\$50.40	\$93.48 - 2 hours	\$143.88
Replace toilet	\$197.40	\$140.22 - 3 hours	\$337.62
Replace handicapped toilet	\$203.70	\$140.22 - 3 hours	\$343.92
Replace toilet seat	\$34.60	\$23.37– 1/2 hour	\$57.97
Replace handicap toilet seat	\$59.19	\$23.37– 1/2 hour	\$82.56
Replace Bathroom vanity	\$103.95	\$46.74 - 1 hour	\$150.69

**CLEARING OF STOPPAGES**  
**(RESIDENT CAUSED BY FOOD/GREASE/ETC.)**

Monday-Friday		\$92.53	
Saturday & Nights after 4:30 pm		\$138.79	
Sunday		\$185.05	
Mainline Stoppage		No Charge	
Mainline Stoppage due to tenant negligence		Actual Labor & 3 <sup>rd</sup> party cost	

**ELECTRIC – EL2000 WEEKDAYS ONLY**

Replace outlet	\$10.49	\$23.37 – 1/2 hour	\$33.86
Replace switch	\$5.43	\$23.37 – 1/2 hour	\$28.80
Replace light switch cover	\$4.17	\$11.65 – 1/4 hour	\$15.82
Replace hall light fixture	\$36.72	\$23.37 – 1/2 hour	\$60.09
Replace smoke detector	\$28.86	\$11.65 – 1/4 hour	\$40.51
Replace smoke detector battery	\$8.06	\$11.65 – 1/4 hour	\$19.71
Intercom repairs	Actual Cost	Actual Cost	
Replace globe	\$18.90	\$23.37 – 1/2 hour	\$42.27
Replace light bulb	\$6.07	\$11.65 – 1/4 hour	\$17.72
Replace fluorescent light bulb	\$15.72	\$11.65 – 1/4 hour	\$27.37

**CARPENTRY – CA3000**

Wall repair	Actual Cost	Actual Hours @ \$46.74 per hour	
Replace interior door	\$37.80	\$46.74-1 hour	\$84.54
Replace interior door knob	\$ 9.42	\$23.37-1/2 hour	\$32.79
Replace closet door	\$37.80	\$46.74-1 hour	\$84.54
Replace closet rod pole	\$29.38	+Actual Hours @ \$46.74 per hour	
Replace closet storage/shelf system	\$11.36	+Actual Hours @ \$46.74 per hour	

**STANDARD MAINTENANCE CHARGES EFFECTIVE 4/1/23:**

<b><u>PAINT – PA 4000</u></b>	<b><u>PARTS COST</u></b>	<b><u>LABOR COST</u></b>	<b><u>TOTAL COST</u></b>
Repaint due to graffiti/Dark colors		Actual Cost	Actual hours
Paint unit			
Bedrooms			
0	Actual Cost of additional coat(s)		
1	Actual Cost of additional coat(s)		
2	Actual Cost of additional coat(s)		
3	Actual Cost of additional coat(s)		
4	Actual Cost of additional coat(s)		
5	Actual Cost of additional coat(s)		
<b><u>HARDWARE – HW6000</u></b>			
Replace building entry door	Actual Cost of labor & materials		
Replace building entry door closer	Actual Cost of labor & materials		
Replace building entry door - panic bar	Actual Cost of labor & materials		
Replace building entry door lock	Actual Cost of labor & materials		
Replace building entry door knob	Actual Cost of labor & materials		
Replace apt. entry door	Actual Cost of labor & materials		
Replace apt entry door cylinder lock	\$26.25	\$46.74 1 hour	\$72.99
Replace apt. door key	\$10.50	\$11.65 1/4 hour	\$22.15
<b><u>MAILBOXES – MB7000</u></b>			
Replace doors	Actual Cost		
Replace keys	\$10.50	\$11.65 1/4 hour	\$22.15
Replace lock	\$21.00	\$46.74 1 hour	\$67.74
Replace mailbox	Actual Cost		
<b><u>LABOR RATES</u></b>	<b><u>Laborer</u></b>	<b><u>Mechanic</u></b>	<b><u>Supervisor</u></b>
Normal Business Hours (8:00 a.m.-4:30 p.m.)	N/A	\$46.74	\$51.89
4:30 pm.-8:00 a.m. (Mon.-Fri.)	N/A	\$70.11	\$77.84
Saturday	N/A	\$70.11	\$77.84
Sunday and Holidays	N/A	\$93.48	\$103.78
<b><u>LOCK-OUTS</u></b>		<b><u>SET RATE</u></b>	
Day time service call		\$46.26	
Night time service call		\$69.39	

## ATTACHMENT 14: FINANCIAL RESOURCES

<b>Financial Resources Planned Sources and Uses April 1, 2023- March 31, 2024</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants</b>		
a) Public Housing Operating Fund	\$3,938,030	Operations
b) Public Housing Capital Fund	\$1,426,068	Capital Improvemnts
d) Annual Contributions for Section 8 Tenant-Based Assistance+ RAD Units	\$16,634,397	HAP payments
e) Other Federal Grants (list below) FSS and Ross	\$270,640	FSS/Homeownership Coordinators + Ross
f) Community Development Block Grant		Public Housing Improvements
Single Room Occupancy (8 units)	\$111,823	
<b>2. Prior Year Federal Grants (unobligated funds)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
Dwelling Rental Income	\$3,102,114	Operations
<b>4. Other income (list below)</b>		
Interest on General Fund Investments	\$43,114	Operations
Section 8 Administrative Fees	\$1,176,780	Operations
<b>4. Non-federal sources (list below)</b>		
State Multi-Family (278 units)	\$7,333,082	Housing Operations
State of CT DOE	\$166,013	Reading Program
<b>Total Resources</b>	<b>\$34,202,062</b>	

## ATTACHMENT 15: TENANT STATISTICAL REPORTING

**Updates Pending**

Tenant Statistical Reporting  
S8 - Tenant Stats - Standard Summary Rpt  
Summary Statistics I  
Income Table:

ORDER BY PROJECT\_ID ASC; L\_NAME ASC; F\_NAME ASC; M\_INITIAL ASC  
10/15/21 current number of active Section 8 tenants  
cnt: 902  
inc: 19,107,472.00

F:\HMS\REPORTS\stats1.qrp

Summary Statistics I  
Counts and Percentages are based on Record Count & Criteria Chosen

	Count	PCT	Avg Age	Count	PCT
Male:	145	16.0754%	54.58	902	100.0000%
Female:	755	83.7029%	50.03	0	0.0000%
Elderly:	205	22.7273%	70.03	0	0.0000%
Non-Elderly:	697	77.2727%	45.00	0	0.0000%
Disabled:	314	34.8115%	56.73	0	0.0000%
Non-Disabled:	588	65.1885%	47.47	0	0.0000%
FSS:	56	6.2084%	42.75	0	0.0000%
WTW:	4	0.4435%	51.00	0	0.0000%

Race Codes:

W - White:	438	48.5588%
B - Black/African American:	457	50.6652%
N - American Indian/Alaska Native:	1	0.1109%
A - Asian:	4	0.4435%
P - Native Hawaiian/Other Pacific Islander:	4	0.4435%
O - Other:	4	0.4435%
D - Declined:	20	2.2173%

Ethnicity:

Hispanic or Latino:	274	30.3769%
Not Hispanic or Latino:	628	69.6231%
Declined:	0	0.0000%

Part-time Student:

Part-time Student:	1
--------------------	---

Citizenship Code(s)

EC - EL Citizen:	861
EN - EI Noncitizen:	38
IN - Ineligible Noncitizen:	2
PV - Pending Verification:	0
XX - Info Not Required:	0

# of households:

Families w Children:	902
Total Nr Children: (Y-only)	382
# in Family:	707
record cnt:	1980
	902

10/15/21 current number of active Section 8 tenants  
(40 South Main'; 'Disabled Vouchers'; 'FSS Escrow'; 'Family Unification'; 'Homeownership'; 'Incoming Portables'; 'Mainstream (19)'; 'Outgoing Portables'; 'Relocation TPV'; 'Trinity Soundview Landing PBV Phase 2'; 'Trinity Soundview Landing PBV Phase 3'; 'VASH'; 'Voucher Project 002'; 'Voucher Project 003'; 'Voucher Project 004'; 'Voucher Project 005'; 'Voucher Project 006'; 'Voucher Project 007')

12:13:58 PM  
mayala

**S8 - Tenant Stats - Standard Summary Rpt**  
**Summary Statistics I**

F:\HMS\REPORTS\stats1.qpp

Income Table:

ORDER BY: PROJECT\_ID ASC; L\_NAME ASC; F\_NAME ASC; M\_INITIAL ASC

10/15/21 current number of active MV tenants

cnt: 159

inc: 2,918,131.00

**Summary Statistics I**

Counts and Percentages are based on Record Count & Criteria Chosen

	Count	PCT	Avg Age
Male:	25	15.7233%	47.60
Female:	134	84.2767%	47.21
Elderly:	28	17.6101%	68.36
Non-Elderly:	131	82.3899%	42.76
Disabled:	10	6.2893%	61.70
Non-Disabled:	149	93.7107%	46.30
FSS:	0	0.0000%	0.00
WTW:	1	0.6289%	35.00
<b>Race Codes:</b>			
W - White:	81	50.9434%	
B - Black/African American:	78	49.0566%	
N - American Indian/Alaska Native:	0	0.0000%	
A - Asian:	0	0.0000%	
P - Native Hawaiian/Other Pacific Islander:	0	0.0000%	
O - Other:	3	1.8868%	
D - Declined:	2	1.2579%	
<b>Ethnicity:</b>			
Hispanic or Latino:	79	49.6855%	46.37
Not Hispanic or Latino:	80	50.3145%	48.16
Declined:	0	0.0000%	0.00
<b>Part-time Student:</b>	0		

	Count	PCT
H-Head of house:	159	100.0000%
S-Spouse:	0	0.0000%
K-Co head:	0	0.0000%
F-Foster child:	0	0.0000%
Y-Youth:	0	0.0000%
E-FT Student:	0	0.0000%
L-Live in aide:	0	0.0000%
A-Other Adult:	0	0.0000%
U-Unborn child:	0	0.0000%
<b>Portability</b>		
Port-In:	0	
Port-Out:	0	
<b># of Bedrooms</b>		
0 -	0	
1 -	13	
2 -	105	
3 -	26	
4 -	15	
5 -	0	
6 -	0	
7 -	0	
8 -	0	
over 8 -	0	

**Income**  
X-Ext. Low(30% of Median);  
V-Very Low(50% of Median);  
L-Low(80% of Median);  
N-Not Low;

**Income**  
Tier - 1  
Tier - 2  
Tier - 3  
Tier - 4  
Tier - 5  
Non-Low

**Citizenship Code(s)**

EC - EL Citizen:	103
EN - EL Noncitizen:	56
IN - Ineligible Noncitizen:	0
PV - Pending Verification:	0
XX - Info Not Required:	0

# of households:

159

Families w Children:

86

Total Nr Children: (Y-only)

139

# in Family:

373

record cnt:

159

10/15/21 current number of active MV tenants  
(Monterey Village ENH; Monterey Village PB)

Tenant Statistical Reporting  
PH - Tenant Stats - Standard Summary Rpt  
Summary Statistics I

10/19/2021  
3:44:19 PM  
rjames

Income Table:

ORDER BY: PROJECT\_ID ASC; L\_NAME ASC; F\_NAME ASC; M\_INITIAL ASC

cnt:	422				
inc:	10,137,576.00				
Male:	63	Count	14.9289%	PCT	53.25
Female:	359		85.0711%		47.60
Elderly:	81		19.1943%		69.88
Non-Elderly:	341		80.8057%		43.35
Disabled:	59		13.9810%		59.49
Non-Disabled:	363		86.0190%		46.64
FSS:	34		8.0569%		40.68
WTW:	0		0.0000%		0.00
<b>Race Codes:</b>					
W - White:	211		50.0000%		
B - Black/African American:	216		51.1848%		
N - American Indian/Alaska Native:	0		0.0000%		
A - Asian:	0		0.0000%		
P - Native Hawaiian/Other Pacific Islander:	0		0.0000%		
O - Other:	4		0.9479%		
D - Declined:	12		2.8436%		
<b>Ethnicity:</b>					
Hispanic or Latino:	193		45.7346%		48.00
Not Hispanic or Latino:	229		54.2654%		48.81
Declined:	0		0.0000%		0.00
<b>Part-time Student:</b>	7				

Summary Statistics I

Counts and Percentages are based on Record Count & Criteria Chosen

	Count	PCT
H-Head of house:	422	100.0000%
S-Spouse:	0	0.0000%
K-Co head:	0	0.0000%
F-Foster child:	0	0.0000%
Y-Youth:	0	0.0000%
E-FT Student:	0	0.0000%
L-Live in aide:	0	0.0000%
A-Other Adult:	0	0.0000%
U-Unborn child:	0	0.0000%
<b>Portability</b>		
Port-In:	0	
Port-Out:	0	
<b># of Bedrooms</b>		
0 -	5	
1 -	50	
2 -	132	
3 -	188	
4 -	34	
5 -	13	
6 -	0	
7 -	0	
8 -	0	
over 8 -	0	

Income	Income
X-Ext. Low(30% of Median):	
V-Very Low(50% of Median):	
L-Low(80% of Median):	
N-Not Low:	
<b>Income</b>	
Tier - 1	
Tier - 2	
Tier - 3	
Tier - 4	
Tier - 5	
Non-Low	

<b>Citizenship Code(s)</b>	
EC - EL Citizen:	272
EN - EL Noncitizen:	131
IN - Ineligible Noncitizen:	19
PV - Pending Verification:	0
XX - Info Not Required:	0
<b># of households:</b>	422
Families w Children:	245
Total Nr Children: (Y-only)	459
# in Family:	1164
record cnt:	422

(25 Chapel Street,'356 Main Avenue,'36 Fairfield Avenue,'King-Kennedy Homes,'Meadow Gardens','Samuel Roodner Court','Seaview/Elmwood')

Tenant Statistical Reporting  
PH - Tenant Stats - Standard Summary Rpt  
Summary Statistics I

ORDER BY PROJECT\_ID ASC; L\_NAME ASC; F\_NAME ASC; M\_INITIAL ASC

Income Table:

Summary Statistics I			
Counts and Percentages are based on Record Count & Criteria Chosen			
	Count	PCT	Avg_Age
Male:	114	39.1753%	75.14
Female:	177	60.8247%	76.11
Elderly:	282	96.9072%	76.33
Non-Elderly:	9	3.0928%	57.11
Disabled:	49	16.8385%	72.20
Non-Disabled:	242	83.1615%	76.45
FSS:	0	0.0000%	0.00
WTW:	0	0.0000%	0.00
<b>Race Codes:</b>			
W - White:	168	57.7320%	
B - Black/African American:	116	39.8625%	
N - American Indian/Alaska Native:	1	0.3436%	
A - Asian:	7	2.4055%	
P - Native Hawaiian/Other Pacific Islander:	0	0.0000%	
O - Other:	1	0.3436%	
D - Declined:	4	1.3746%	
<b>Ethnicity:</b>			
Hispanic or Latino:	111	38.1443%	74.33
Not Hispanic or Latino:	180	61.8557%	76.59
Declined:	0	0.0000%	0.00
<b>Part-time Student:</b>			
	0		
<b>Citizenship Code(s)</b>			
EC - EL, Citizen:	198		
EN - EL, Noncitizen:	93		
IN - Ineligible Noncitizen:	0		
PV - Pending Verification:	0		
XX - Info Not Required:	0		
<b># of households:</b>			
Families w Children:	291		
Total Nr Children: (Y-only)	0		
# in Family:	332		
record cnt:	291		

	Count	PCT
H-Head of house:	291	100.0000%
S-Spouse:	0	0.0000%
K-Co head:	0	0.0000%
F-Foster child:	0	0.0000%
Y-Youth:	0	0.0000%
E-FT Student:	0	0.0000%
L-Live in aide:	0	0.0000%
A-Other Adult:	0	0.0000%
U-Unborn child:	0	0.0000%
<b>Portability</b>		
Port-In:	0	
Port-Out:	0	
<b># of Bedrooms</b>		
0 -	62	
1 -	225	
2 -	4	
3 -	0	
4 -	0	
5 -	0	
6 -	0	
7 -	0	
8 -	0	
over 8 -	0	
<b>Income</b>		
X-Ext. Low(30% of Median):		
V-Very Low(50% of Median):		
L-Low(80% of Median):		
N-Not Low:		
<b>Income</b>		
Tier - 1		
Tier - 2		
Tier - 3		
Tier - 4		
Tier - 5		
Non-Low		

('20 West Avenue','Irving Freese Apartments','John Shostak Apartments','LeRoy Down Apartments','Ludlow Village - Fed','Senior Court')

## ATTACHMENT 16: FEDERAL BUDGET PHA PLAN 2023

NORWALK HOUSING AUTHORITY									
FEDERAL ASSET MANAGEMENT PROJECTS (AMPS)									
778									
FYE MARCH 31, 2024									
		218	60	100	103	146	90	89	
	COCC	amp 2	amp 3	amp 4	amp 5	amp 6	amp 7	amp 9	
						MEADOW 54		amp 10	
	Central Office	ROODNER COURT	SENIOR COURT	FREESE 60 SHOSTAK 40	DOWNES 49 20 WEST 54	CHAPEL 29 SEAVIEW 38 MAIN 25	LUDLOW 30 FAIRFIELD 29 KING 31	amp 11	AMP TOTAL
								Soundview	
<b>OPERATING RECEIPTS:</b>									
Dwelling Rental		1,070,240	208,531	314,196	321,071	745,936	442,141		3,102,114
Interest Income	1,951	2,056	566	943	971	1,377	849		6,763
Other Income	68,400	96,056	16,111	19,472	16,724	80,873	38,631		267,867
Management Fee	639,237								-
<b>TOTAL OPER. RECEIPTS</b>	<b>709,588</b>	<b>1,168,352</b>	<b>225,208</b>	<b>334,611</b>	<b>338,766</b>	<b>828,186</b>	<b>481,621</b>		<b>3,376,744</b>
<b>OPERATING EXPENSE:</b>									
\$	70.00								
Management Fee		184,951	50,904	84,840	87,385	123,866	76,356	30,934	639,237
<b>ADMINISTRATIVE EXPENSE</b>									
Salaries	364,463								
Benefits	174,942								
Comp Admin Salaries	40,000								
Legal	3,546	31,478	12,264	13,270	12,712	21,842	19,562		111,126
Training	4,295	3,640	1,040	1,248	1,248	3,848	2,704		13,728
Travel	1,526	2,455	338	563	580	1,644	845		6,425
Accounting	800	6,000	1,700	2,800	3,900	3,980	2,500		20,880
Office Supplies and Expenses	55,805	80,335	26,013	41,821	46,823	62,916	38,230		295,938
<b>TOTAL ADMINISTRATIVE</b>	<b>645,378</b>	<b>123,908</b>	<b>41,355</b>	<b>59,502</b>	<b>65,263</b>	<b>94,230</b>	<b>63,840</b>		<b>448,099</b>
<b>TENANT SERVICES</b>									
Salaries		375,478	23,837	39,728	40,920	248,275	116,689		844,927
Comp Tenant Services		17,530	2,156	3,600	3,500	7,700	4,000		38,466
Benefits		187,739	11,918	19,864	20,460	124,138	58,344		422,464
Tenant Services		22,207	12,672	21,097	22,243	16,681	12,405		107,305
<b>TOTAL TENANT SERVICES</b>		<b>602,955</b>	<b>50,583</b>	<b>84,290</b>	<b>87,123</b>	<b>396,794</b>	<b>191,439</b>		<b>1,413,182</b>
<b>UTILITIES</b>									
Water	3,071	112,113	8,362	24,829	22,348	46,497	28,181		242,330
Electricity	20,621	38,270	12,341	46,892	109,508	19,831	68,901		295,742
Gas	5,424	155,209	29,873	51,574	25,254	2,085	1,305		265,299
Fuel							38,325		38,325
Performance contract		3,717	2,065	3,717	826	19,412	11,584		41,302
<b>TOTAL UTILITIES</b>	<b>29,116</b>	<b>309,309</b>	<b>52,641</b>	<b>127,012</b>	<b>157,935</b>	<b>87,825</b>	<b>148,276</b>		<b>882,998</b>
<b>ORDINARY MAINTENANCE</b>									
Labor		403,901	77,673	97,092	102,917	176,707	87,382		945,672
Labor Benefits		197,912	38,060	47,575	50,429	86,586	42,817		463,379
Comp Labor Salaries		40,032	10,081	11,000	15,100	25,700	12,800		114,713
Materials	1,767	91,233	44,044	62,920	75,503	56,628	44,044		374,371
Contract Costs	34,282	200,234	63,638	109,528	115,005	179,136	90,735		758,277
<b>TOTAL MAINTENANCE</b>	<b>36,049</b>	<b>933,312</b>	<b>233,496</b>	<b>328,114</b>	<b>358,955</b>	<b>524,757</b>	<b>277,779</b>		<b>2,656,412</b>
<b>GENERAL EXPENSE</b>									
Insurance	6,109	154,399	35,015	58,348	54,948	115,093	87,947		505,749
PILOT		76,465	15,796	19,090	16,396	67,752	30,543		226,042
Depreciation	2,625	9,598	518	866	3,316	9,124	860		24,302
Collection Loss		10,554	1,250	2,500	4,500	24,000	5,300		48,104
Extraordinary Maint Exp		10,900	6,000	10,000	10,300	10,950	4,500		52,650
Subsidy payments									-
<b>TOTAL GENERAL</b>	<b>8,734</b>	<b>261,916</b>	<b>58,578</b>	<b>90,804</b>	<b>89,459</b>	<b>226,919</b>	<b>129,170</b>	<b>278,407</b>	<b>1,135,254</b>
<b>TOTAL EXPENDITURES</b>	<b>719,276</b>	<b>2,416,351</b>	<b>487,557</b>	<b>774,562</b>	<b>846,121</b>	<b>1,454,390</b>	<b>886,860</b>	<b>309,341</b>	<b>7,175,182</b>
100.00%									
Subsidy		1,384,113	274,853	478,132	551,880	743,271	428,058	329,086	4,189,394
94.00%									
Subsidy		1,301,066	258,362	449,444	518,768	698,675	402,375	309,341	3,938,030
									-
<b>NET RECEIPTS (DEFICIT)</b>	<b>(9,688)</b>	<b>53,068</b>	<b>(3,987)</b>	<b>9,493</b>	<b>11,413</b>	<b>72,470</b>	<b>(2,865)</b>		<b>139,593</b>

## ATTACHMENT 17: PROPOSED CHANGES TO HCV ADMINISTRATIVE PLAN AND PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY PLAN (ACOP)

### *Administrative Plan*

NHA is updating its Administrative Plan. Meaningful changes to policy are as follows:

#### *1. Applying for Assistance*

*Updated policy language to reflect the ability for families to apply online.*

##### Current PHA Policy

Depending upon the length of time that applicants may need to wait to receive assistance, NHA may use a one-or two-step application process.

A one-step process will be used for family unification and homeownership, when it is expected that a family will be issued a NHC within 60 days of the date of application. At application, the family must provide all of the information necessary to establish family eligibility and level of assistance.

A two-step process will be used for all other applications. Under the two-step application process, the PHA initially will require families to provide only the information needed for placement on the waiting list. The family will be required to provide all of the information necessary to establish family eligibility and level of assistance when the family is selected from the waiting list.

Families may obtain preliminary application forms from the NHA's office during normal business hours or access on website electronically. Families may also request – by telephone or by mail – that a form be sent to the family via first class mail.

Completed applications may be returned to NHA in person or electronically during designated business hours within 10 business days form request and a receipt will be given. (Exceptions may be made as a reasonable accommodation for the disabled). Applications must be complete in order to be accepted by the PHA. If an application is incomplete, NHA will notify the family of the additional information required

### Proposed Policy

*Families may apply online* through a PHA-designated website when the waiting list is open.

Families requiring assistance with the application process may contact the PHA via telephone at a designed telephone number. PHA staff will then complete the online application with information as provided by the family.

The PHA initially will require families to provide only the information needed to make an initial assessment of the family's eligibility, and to determine the family's placement on the waiting list. The family will be required to provide all of the information necessary to establish family eligibility and level of assistance when the family is selected from the waiting list.

Applications must be complete in order to be accepted by the PHA for processing. If an application is incomplete, the online system will notify the family of the additional information required.

At time of application, families are notified that placement on the PHA's waiting list is determined by random lottery, and that post-lottery waiting list placement can be determined through accessing a published call-in number.

*Families determined to be chronically homeless* may be referred to the PHA for waiting list placement by the Coordinated Access Network (CAN).

#### 2. *Waiting List Selection Method*

Added language to policy to clarify selection of CAN families:

“Families are then selected by waiting list position. However, one of every four families selected from the waiting list will be those families determined as chronically homeless or referred by the CAN. In the event that no qualifying families remain on the waitlist, the NHA will reopen the section 8 waitlist for the limited purpose of adding families who are referred by the CAN.

#### 3. *Completing the Application Process*

Added language to policy to clarify actions taken for CAN-referred families selected from the waiting list who fail to qualify for criteria that affected the order of selection.

“For families currently on the waitlist, if a family fails to qualify for any criteria that affected the order in which it was selected from the waiting list (e.g. targeted funding, extremely low-income, chronically homeless at time of selection), the family will be returned to its original position on the waiting list, or, in the case of CAN referrals who fail to qualify as homeless, they will be removed from the waiting list.”

4. *Clarification of HUD HQS Requirements*

*Window Screens – Requirement added as follows:*

“Unless air conditioning is present, windows must have window screens on all operating windows. Where present, window screens must be in good condition.”

5. *Streamlined Annual Reexaminations*

*Policy updated to clarify that the PHA will always fully verify all income sources:*

PHA Policy

Third-party verification of all income will be obtained annually regardless of the percentage of family income received from fixed sources.

6. *Changed policy for adding adults to household:*

Current Policy:

Only allows adults to be added to household if they are spouse or cohead, or:

- Adult children returning to the home;
- Adult family members who formerly resided in the family; and
- Children who were under split custody agreements who are now adults and wish to live with the assisted parent.

Proposed policy:

The PHA will not add a new adult to the family if doing so will result in an increase in family unit size (voucher size) unless the family can demonstrate that there are medical needs or other extenuating circumstances, including reasonable accommodation, that should be considered by the PHA. This restriction does not apply for:

- Adult children returning to the home;
- Adult family members who formerly resided in the family;
- Children who were under split custody agreements who are now adults and wish to live with the assisted parent, or
- Minor children, including the minor children of a newly added adult family member.

The PHA will not approve the addition of a new family or household member unless the individual meets the PHA’s eligibility criteria (see Chapter 3) and documentation requirements (See Chapter 7, Part II).

If the PHA determines that an individual does not meet the PHA’s eligibility criteria or documentation requirements, the PHA will notify the family in writing of its decision to deny approval of the new family or household member and the reasons for the denial.

The PHA will make its determination within 10 business days of receiving all information required to verify the individual's eligibility.

7. *Departure of a family member:*

Current Policy:

If a household member ceases to reside in the unit, the family must inform NHA within ten (10) business days. This requirement also applies to a family member who has been considered temporarily absent at the point that the family concludes the individual is permanently absent.

Before removing someone from the family composition, NHA must receive, from the family, the following items:

Photo ID with address such as Driver's License or State ID card. (copy of both sides)

Plus 2 of the following documents:

Previous year's income tax returns

Personal property tax bill on vehicle

Multiple current paystubs

SS or SSI check with address

Utility bill with address

Vehicle registration

For persons age 16 or older, a current police background check.

For school-aged children, proof child is registered in new school, must be attached.

Leases or landlord verifications are not acceptable forms of verification.

All documents must have the same address and be dated prior to the request for documentation or initiation of legal action. If a live-in aide, foster child, or foster adult ceases to reside in the unit, the family must inform NHA within ten (10) business days.

Proposed Policy:

If a household member ceases to reside in the unit, the family must inform the PHA within 10 business days. This requirement also applies to a family member who has been considered temporarily absent at the point that the family concludes the individual is permanently absent.

If an adult member who was formerly a member of the household is reported to be permanently absent, the family must provide evidence to support that the person is no longer a member of the family.

Evidence consists of at least two of the following documents:

- Photo identification with address, such as Driver's License or State ID card
- Current paystubs or benefit award letter
- Utility bill with address
- USPS change of address
- Vehicle registration or insurance

The above requirements may be waived at the PHA's sole discretion on a case-by-case basis for circumstances where the family may be unable to attain required documents, such as a perpetrator of domestic abuse is the departing family member.

8. *Changes in when increased income is counted toward rent*

Current Policy

Families are required to report all changes in income, including new employment within ten (10) business days of the date the change takes effect.

NHA will conduct interim reexaminations for families that qualify for the earned income disallowance (EID), and only when the EID family's share of rent will change as a result of the increase. NHA will conduct an interim reexamination to recalculate the new family share of rent and the new subsidy amount, if there is a new source of income.

Proposed Policy:

Families are required to report all increases in income, including new employment, within 10 business days of the date the change takes effect.

NHA will conduct an interim reexamination if a family member is receiving a new source of income, including returning to work for a previous employer, or the resumption of previously suspended or terminated benefits.

Other than the above, the NHA will conduct interim reexaminations for families that qualify for the earned income disallowance (EID), if the EID family's share of rent will change as a result of the increase.

In all other cases, the NHA will note the information in the tenant file, but will not conduct an interim reexamination. If the income is properly reported and the NHA does not conduct an interim as outlined in this plan, rent increases based on increased income will be effective from the date of the next annual reexamination.

Families are not required to report any other changes in income or expenses.

9. *Special Purpose Vouchers*

Replaced Chapters 19 (VASH), 20 (Mainstream Vouchers), and 21 (Family Unification Program Vouchers), with a new Chapter 19 'Special Purpose Vouchers.' This chapter addresses each of the aforementioned special purpose vouchers, plus the Foster Youth to Independence (FYI) program.

10. *Homeownership:*

Added clarifying language:

The PHA may pay the homeownership assistance payments directly to the family, or at the PHA's discretion, to a lender on behalf of the family. If the assistance payment exceeds the amount due to the lender, the PHA must pay the excess directly to the family.

PHA Policy

The PHA's housing assistance payment will be paid directly to the family. It will be the family's responsibility to make the entire payment to the lender. The family is required to provide proof of payment to the PHA each month, by month's end.

The PHA may make an exception if the family requests the payment to go directly to the lender, and this arrangement is acceptable to the mortgage company. If the assistance payment exceeds the amount due to the lender, the PHA must pay the excess directly to the family.

## ACOP

NHA is updating its ACOP as follows:

### 1. *Final eligibility Determination*

Added clarifying language regarding treatment of a family failing to qualify for criteria that affected waiting list selection:

“ If a family fails to qualify for any criteria that affected the order in which it was selected from the waiting list (e.g. claimed preferences), the family will be returned to the correct position on the waiting list. The PHA will notify the family in writing that it has been returned to the waiting list, and will specify the reasons for it.”

### 2. *Late Fees and Non-Payment*

Added clarifying language regarding PHA actions (in support of existing lease language):

#### “PHA Policy

If the family fails to pay their rent by the tenth day of the month, and the PHA has not agreed to accept payment at a later date, a 30-day Notice to Vacate will be issued to the resident for failure to pay rent, demanding payment in full or the surrender of the premises.

In addition, if the resident fails to make payment by the end of office hours on the tenth day of the month, a late fee of \$20.00 will be charged. Notices of late fees will be in accordance with requirements regarding notices of adverse action. Charges are due and payable 14 calendar days after billing. If the family requests a grievance hearing within the required timeframe, the PHA may not take action for nonpayment of the fee until the conclusion of the grievance process. If the resident can document financial hardship, the late fee may be waived on a case-by-case basis.

When a check is returned for insufficient funds or is written on a closed account, the rent will be considered unpaid and a returned check fee of \$25.00 will be charged to the family. The fee will be due and payable 14 days after billing.”

### 3. *Increased Income*

#### Current Policy:

Families are required to report any increase of \$2,400 or more in annual earned income, including new employment, within 15 days of the date the change takes effect.

The NHA will only conduct interim re-examinations for families which qualify for the earned income disallowance (EID), and only when the EID family's share of rent will change as a result of the increase.

In all other cases, the NHA will note the information in the tenant file, but will not conduct an interim re-examination unless the increase in income would result in a TTP greater than \$60/month for income based rent tenants only. Flat rent based tenants are exempt from any re-examination.

#### Proposed Policy:

Families are required to report all increases in income, including new employment, within 10 business days of the date the change takes effect.

NHA will conduct an interim reexamination if a family member is receiving a new source of income, including returning to work for a previous employer, or the resumption of previously suspended or terminated benefits.

Other than the above, the NHA will conduct interim reexaminations for families that qualify for the earned income disallowance (EID), if the EID family's share of rent will change as a result of the increase.

In all other cases, the NHA will note the information in the tenant file, but will not conduct an interim reexamination. If the income is properly reported and the NHA does not conduct an interim as outlined in this plan, rent increases based on increased income will be effective from the date of the next annual reexamination.

Families are not required to report any other changes in income or expenses.

#### 4. *New Family Members*

##### Current Policy:

Families must request NHA approval to add a new family member, live-in aide (as needed for reasonable accommodation of a disability), foster child, or foster adult. This includes any person not on the lease who is expected to stay in the unit for more than 15 consecutive days, or 30 cumulative days, within a twelve month period and therefore no longer qualifies as a “guest.”

Requests must be made in writing and approved by the NHA prior to the individual moving in the unit.

The NHA will not approve the addition of a new family or household member unless the individual meets the NHA’s eligibility criteria (see Chapter 3).

The NHA reserves the right to not approve the addition of a foster child or foster adult if it will cause a violation of its space standards and there is no other suitable unit which the family can be transferred to.

If the NHA determines an individual meets the NHA’s eligibility criteria as defined in Chapter 3, the PHA will provide written approval to the family. If the approval of a new family member or live-in aide will cause overcrowding according to the NHA space standards, the approval letter will explain that the family will be required to move.

If the NHA determines that an individual does not meet the NHA’s eligibility criteria as defined in Chapter 3, the NHA will notify the family in writing of its decision to deny approval of the new family or household member and the reasons for the denial. See Section 9.C.1 and 2.

The NHA will make its determination within 10 business days of receiving all information required to verify the individual’s eligibility.

##### Proposed Policy:

Families must request PHA approval to add a new family member, live-in aide, foster child, or foster adult. This includes any person not on the lease who is expected to stay in the unit for more than 15 consecutive days or a total of 30 cumulative calendar days during any 12-month period and therefore no longer qualifies as a “guest.” Requests must be made in writing and approved by the PHA prior to the individual moving into the unit.

If adding a person to a household (other than a child by birth, adoption, or court-awarded custody) will require a transfer to a larger size unit (under the transfer policy in Chapter 12), the PHA will approve the addition only if the family can demonstrate that there are medical needs or other extenuating circumstances, including reasonable accommodation, that should be considered by the PHA. This restriction does not apply for:

- Adult children returning to the home;
- Adult family members who formerly resided in the family;
- Children who were under split custody agreements who are now adults and wish to live with the assisted parent, or
- Minor children, including the minor children of a newly added adult family member.

The PHA will not approve the addition of a new family or household member unless the individual meets the PHA's eligibility criteria (see Chapter 3) and documentation requirements (See Chapter 7, Part II).

If the PHA determines that an individual does not meet the PHA's eligibility criteria or documentation requirements, the PHA will notify the family in writing of its decision to deny approval of the new family or household member and the reasons for the denial.

The PHA will make its determination within 10 business days of receiving all information required to verify the individual's eligibility.

5. *Departing Family Members:*

Current Policy:

If a household member ceases to reside in the unit, or the head of household changes due to marriage or divorce, the family must inform the NHA within 10 business days. This requirement also applies to a family member who has been considered temporarily absent at the point that the family concludes the individual is permanently absent.

If a live-in aide, foster child, or foster adult ceases to reside in the unit, the family must inform the NHA within 10 business days.

When the head of household changes, all documents signed by the original head of household must be re-signed by the new head of household. [Also see Section 7.I]

If an adult member who was formerly a member of the household is reported to be permanently absent, the family must provide evidence to support that the person is no longer a member of the family (e.g., documentation of another address at which the person resides such as a lease or utility bill). If no proof can be provided, NHA may accept a notarized statement from the family and may conduct home visits as needed to verify the absence of the adult as reported.

Proposed Policy:

If a household member ceases to reside in the unit, the family must inform the PHA within 10 business days. This requirement also applies to a family member who has been considered

temporarily absent at the point that the family concludes the individual is permanently absent.

If an adult member who was formerly a member of the household is reported to be permanently absent, the family must provide evidence to support that the person is no longer a member of the family.

Evidence consists of at least two of the following documents:

- Photo identification with address, such as Driver's License or State ID card
- Current paystubs or benefit award letter
- Utility bill with address
- USPS change of address
- Vehicle registration or insurance

The above requirements may be waived at the PHA's sole discretion on a case-by-case basis for circumstances where the family may be unable to attain required documents, such as a perpetrator of domestic abuse is the departing family member.

If the head of household wishes to remove any member of the household or a guest without that person's consent they must initiate eviction actions, whether or not that individual is on the lease.

When the head of household changes, all documents signed by the original head of household must be re-signed by the new head of household.

## 6. *Pet Policy*

### Current Policy:

1. Head of Household contacts Occupancy Specialist in order to fill out Pet Application
2. If Pet Application is accepted, pay NHA a Pet Security Deposit and sign Lease Addendum. Such deposit will be \$100 and may be paid over a period of no more than 4 months.

Security Deposit must be paid in full prior to pet moving into unit.

3. The NHA public housing residents, in accordance with 24 CFR Part 960, may own one or more pets, as detailed below, in a public housing dwelling, if the resident maintains each pet:

- a. Responsibly
- b. In accordance with applicable State and local public health, animal control and animal cruelty laws and regulations; and
- c. In accordance with the policies established in PHA Annual Plan for the agency as provided in section 903 of 24 CFR.

4. Pets must be kept inside unit

5. No visiting pets are allowed

6. Extermination services are required for pet owners

7. Reasonable accommodations will be made for animals that assist the handicapped

8. Precautions are taken to prevent pets from disturbing neighbors

9. Designate a person who will be responsible of the pet in case of emergency or illness The following are deemed allowable pets and must be approved by Occupancy Specialists:

- a. Cats that are spayed or neutered and have all veterinarian shots. Relative documentation must be provided at the time of admissions or recertification.
- b. Fish that are kept in a tank no larger than 25 gallons.
- c. Residents who already own a fish tank larger than 25 gallons may keep it provided that they register it with the Housing Authority. There will be a 60- day period for registering fish tanks larger than 25 gallons.
- d. Birds that are no larger than 8 inches long as an adult

5. Because dogs were allowed at Washington Village, there will be one window of opportunity for existing dogs that meet the size requirements to stay. There will be one 60-day period for registering Appendix F Norwalk Housing Authority Pet Policy existing dogs. Dogs that are registered may not be replaced. There is a limit of one dog per household. The

size limit for dogs to be registered is 40 pounds and no higher than 25 inches from the ground to the top of the head when standing. Dogs must not disturb others and must be fenced or leashed with an owner at all times. Owners must clean up after dogs immediately. All other pet rules and regulations must be followed.

There are to be no more than:

- a. One cat per dwelling unit
- b. One fish tank, not exceeding 25 gallons per dwelling unit
- c. Two birds, kept in cage(s) per dwelling unit

NHA will issue a written notice for the pet removal if the pet owner violates a rule governing the owning or keeping of pets. The notice will give to the pet owner 10 calendar days for the pet removal. Failure to comply may result in initiation of procedures to terminate the pet owner's tenancy.

Proposed Policy:

Note: Assistance and support animals are not considered pets and are not subject to the pet policy. Policy around these animals can be found in Part I of this chapter

## **10-II.A. OVERVIEW**

The purpose of a pet policy is to establish clear guidelines for ownership of pets and to ensure that no applicant or resident is discriminated against regarding admission or continued occupancy because of ownership of pets. It also establishes reasonable rules governing the keeping of common household pets. This part contains pet policies that apply to all developments.

## **10-II.B. MANAGEMENT APPROVAL OF PETS**

### **Registration of Pets**

PHAs may require registration of the pet with the PHA [24 CFR 960.707(b)(5)].

#### PHA Policy

Pets must be registered with the PHA before they are brought onto the premises.

Registration includes documentation signed by a licensed veterinarian or state/local authority that the pet has received all inoculations required by state or local law, and that the pet has no communicable disease(s) and is pest-free. This registration must be renewed annually and will be coordinated with the annual reexamination date.

Pets will not be approved to reside in a unit until completion of the registration requirements.

## **Refusal to Register Pets**

### PHA Policy

The PHA will refuse to register a pet if:

The pet is not *a common household pet* as defined in Section 10-II.C. below

Keeping the pet would violate any pet restrictions listed in this policy

The pet owner fails to provide complete pet registration information, or fails to update the registration annually

The applicant has previously been charged with animal cruelty under state or local law; or has been evicted, had to relinquish a pet or been prohibited from future pet ownership due to pet rule violations or a court order

The PHA reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the lease.

If the PHA refuses to register a pet, a written notification will be sent to the pet owner within 10 business days of the PHA's decision. The notice will state the reason for refusing to register the pet and will inform the family of their right to appeal the decision in accordance with the PHA's grievance procedures.

## **Pet Agreement**

### PHA Policy

Residents who have been approved to have a pet must enter into a pet agreement with the PHA, or the approval of the pet will be withdrawn.

The pet agreement is the resident's certification that they have received a copy of the PHA's pet policy and applicable house rules, that they have read the policies and/or rules, understand them, and agree to comply with them.

The resident further certifies by signing the pet agreement that they understand that noncompliance with the PHA's pet policy and applicable house rules may result in the withdrawal of PHA approval of the pet or termination of tenancy.

**10-II.C. STANDARDS FOR PETS [24 CFR 5.318; 960.707(b)]**

PHAs may establish reasonable requirements related to pet ownership including, but not limited to:

- Limitations on the number of animals in a unit, based on unit size
- Prohibitions on types of animals that the PHA classifies as dangerous, provided that such classifications are consistent with applicable state and local law
- Prohibitions on individual animals, based on certain factors, including the size and weight of the animal
- Requiring pet owners to have their pets spayed or neutered

Cat declawing is not a requirement or condition of pet ownership in public housing and HUD encourages PHAs to refrain from engaging in this practice [New PH OCC GB, *Pet Ownership*, p. 9].

PHAs may not require pet owners to have any pet's vocal cords removed.

PHAs may not require pet owners to obtain or carry liability insurance.

**Definition of "Common Household Pet"**

There is no regulatory definition of common household pet for public housing programs, although the regulations for pet ownership in both elderly/disabled and general occupancy developments use the term. The regulations for pet ownership in elderly/disabled developments expressly authorize PHAs to define the term [24 CFR 5.306(2)].

PHA Policy

*Common household pet* means a domesticated animal, such as a cat, bird, or fish that is traditionally recognized as a companion animal and is kept in the home for pleasure rather than commercial purposes.

Dogs are not allowed, other than those that were grandfathered in under previous policies.

The following animals are not considered common household pets:

Reptiles

Rodents

Insects

Arachnids

Wild animals or feral animals

Farmyard animals

Animals used for commercial breeding or raised as food

## **Pet Restrictions**

### PHA Policy

The following animals are not permitted:

Any animal whose adult weight will exceed 25 pounds

Ferrets or other animals whose natural protective mechanisms pose a risk to small children of serious bites or lacerations

Any animal not permitted under state or local law or code

Birds larger than 8 inches long as an adult

## **Number of Pets**

### PHA Policy

Residents may own a maximum of 2 pets.

In the case of fish, residents may keep no more than can be maintained in a safe and healthy manner in a tank holding up to 25 gallons (unless grandfathered in under previous policy). Such a tank or aquarium will be counted as 1 pet.

## **Other Requirements**

### PHA Policy

Cats must be spayed or neutered at the time of registration or, in the case of underage animals, within 30 days of the pet reaching 6 months of age. Exceptions may be made upon veterinary certification that subjecting this particular pet to the procedure would be temporarily or permanently medically unsafe or unnecessary.

Pets must be licensed in accordance with state or local law. Residents must provide proof of licensing at the time of registration and annually, in conjunction with the resident's annual reexamination.

7. *Maintenance and Damage Charges*

Added clarifying language regarding PHA actions and family required actions (in support of existing lease language):

“When applicable, families will be charged for maintenance and/or damages according to the PHA’s current schedule. Work that is not covered in the schedule will be charged based on the actual cost of labor and materials to make needed repairs (including overtime, if applicable).

Notices of maintenance and damage charges will be mailed monthly and will be in accordance with requirements regarding notices of adverse actions. Charges are due and payable 14 calendar days after billing. If the family requests a grievance hearing within the required timeframe, the PHA may not take action for nonpayment of the charges until the conclusion of the grievance process.

Nonpayment of maintenance and damage charges is a violation of the lease and is grounds for eviction.”

8. *Over-Income Limits*

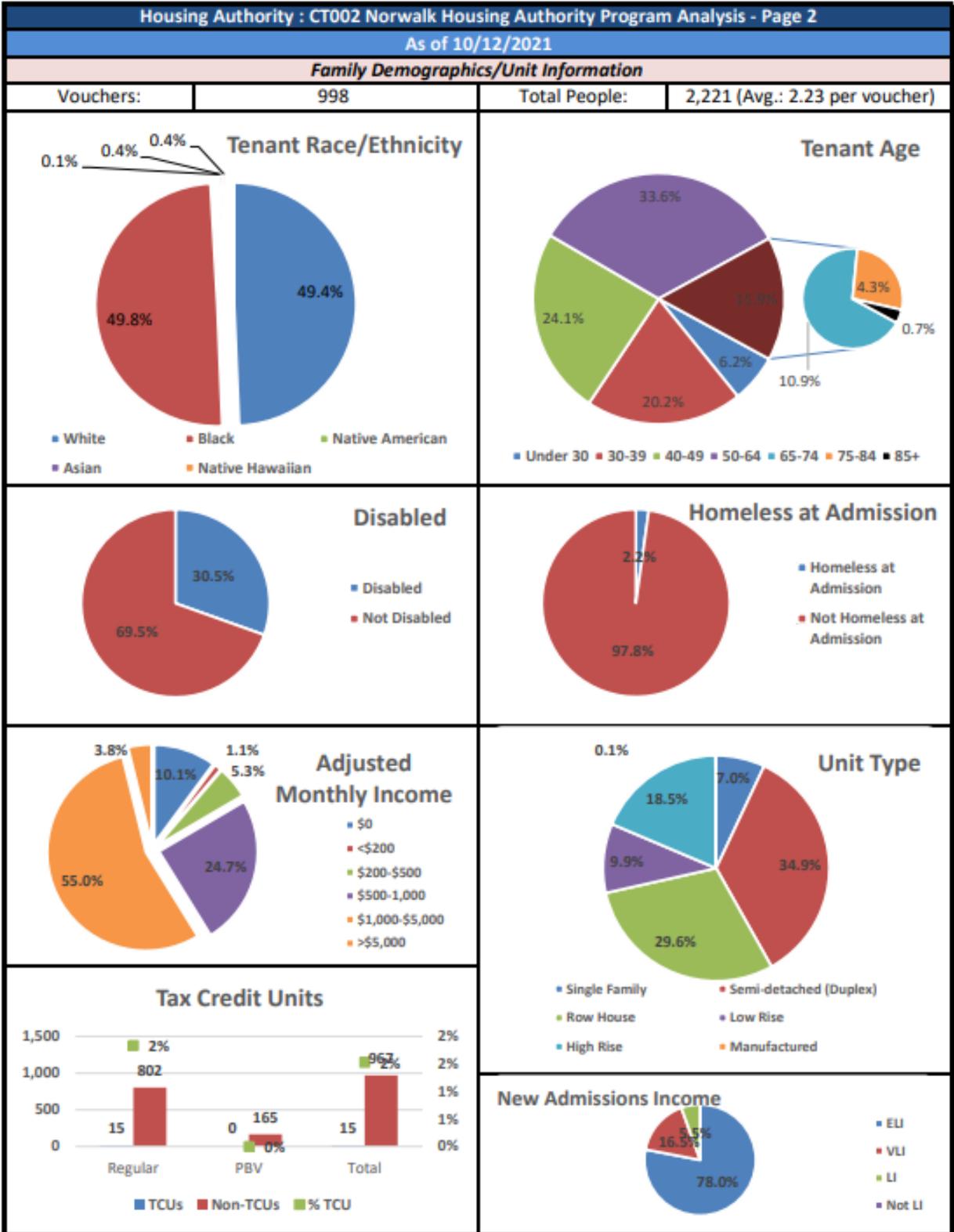
Updated over-income limits in response to HUD requirements.

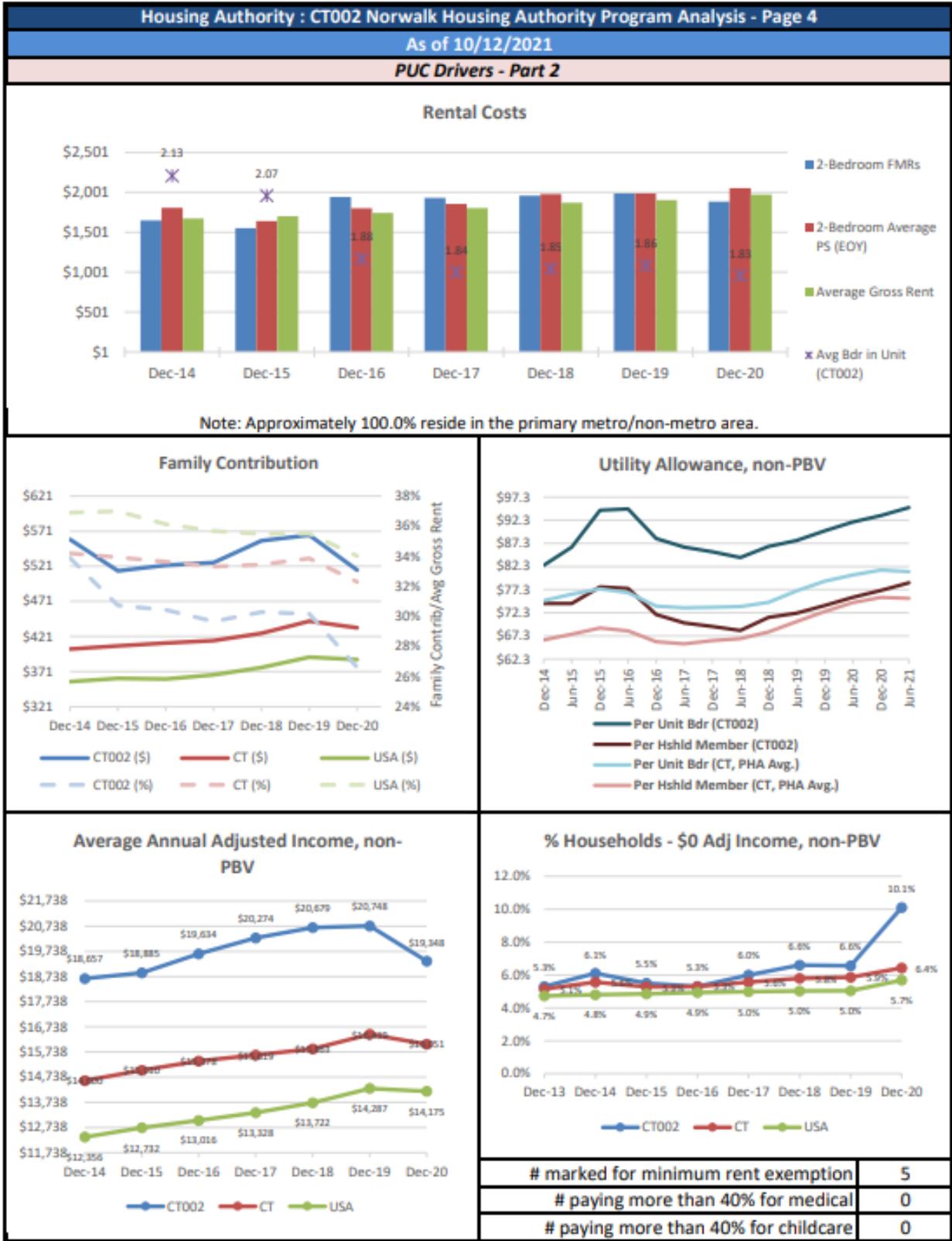
<b>Household Size</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>Over-Income Limit</b>	141,480	161,640	181,800	201,960	218,160	234,360	250,440	266,640

For families larger than 8 persons, the over-income limit will be calculated by multiplying the applicable very-low income limit by 2.4.

## ATTACHMENT 18: HCV PROGRAM ANALYSIS

**Update Pending**





## ATTACHMENT 19: CHILD CARE RATES

**Update pending**

# Norwalk Housing Authority Memorandum

**To:** Adam Bovilsky, Executive Director  
**From:** Kras Carlucci, Deputy Director  
**Date:** October 7, 2021  
**Subject:** 2022 Child Care Allowances for Section 8

Requesting approval of the 2022 Child Care allowance.

The Department of Social Services Care 4 Kids payment formula for unlicensed care takers is one third (1/3) of the State current minimum wage. NHA proposes to cap the rates as follows:

- Full time (40+ hours)           \$ 173.00
- Part time (20+ hours)           \$ 104.00