

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

PHA Plan Agency Identification

PHA Name: Worcester Housing Authority

PHA Number: MA012

PHA Fiscal Year Beginning: 04/2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA

- PHA development management offices
 Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The PHA's mission is:
The mission of the Worcester Housing Authority ("WHA") is to provide decent, safe, sanitary and affordable housing for low-income people; economic and educational opportunities to promote and sustain an environment in which families can achieve self-sufficiency and improve their quality of life. The WHA will operate in a non-discriminatory, efficient, ethical and fiscally responsible manner, ensuring that all Fair Housing laws are observed. The WHA will accomplish its mission by being a creative organization committed to excellence in public service and working in partnership with its residents and the community at large.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

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

PHA Goal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments
- Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score)
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

PHA Goal: Provide an improved living environment

Objectives:

Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

Implement public housing security improvements:

Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

Other: (list below)

- The WHA has previously submitted and received approval by HUD an Elderly Designated Housing Plan. The WHA will continue to offer elderly residents incentives to transfer from non-elderly designated sites to elderly designated sites.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

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

- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)
 - The WHA will apply for grants and other sources of funding to assist in the promotion of family self-sufficiency

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)
 - The WHA will advertise the opening of any closed waiting list to appropriate community and social service organizations.

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2000

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

- Standard Plan**
- Streamlined Plan:**
- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**
- Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The preparation of the Worcester Housing Authority's ("WHA") Agency Plan is in compliance with the parameters and requirements set forth in the Quality Housing and Work Responsibility Act of 1998.

The WHA Agency Plan provides a blueprint of goals and objectives mutually established by the WHA Resident Advisory Board and the WHA administration. These goals and objectives will allow the WHA to expand services to its resident population, provide a variety of housing options for its applicants while continuing to operate in a fiscally responsible manner.

The WHA provides over 3,000 units of safe, affordable public housing in twenty-three different developments and 2,000 Section 8 vouchers and certificates in neighborhoods throughout the City. The need for decent, safe and affordable housing is growing. This is evidenced by the analysis of the WHA's waiting lists and the information provided in the City of Worcester's Consolidated Plan. The WHA is addressing this need by actively working its waiting list, creating admission preferences and in the securing of additional housing vouchers; providing added housing opportunities to its applicants.

The WHA offers its resident and applicants housing and rent payment options that suit their individual needs. Four developments are designated as senior-only, providing

residents and applicants with neighbors and a community that shares similar interests. Other developments are designated for family living with services and opportunities available to create a more enjoyable living environment. As residents and applicants transition into the workforce, the WHA has developed and implemented rent determination options and income disregards that will aid families as they work towards economic independence.

As operating budgets continue to be cut, the WHA is faced with the challenge of maintaining its present level of services and also providing additional services to its residents with fewer resources. The WHA has been and will continue to be aggressive in its approach in securing additional financing through its grant application processes. The successes of the WHA's aggressiveness in securing grant money is evidenced in its successful Public Housing Drug Elimination Program, Economic Development and Self Sufficiency and its Social Service Coordinators in Public Housing grants. These grants have provided the WHA with the opportunity to offer its residents a variety of services that will lead to better and more productive lives.

The WHA has been and will continue to be successful in its securing of capital improvement funds through the Comprehensive Grant Program. The WHA evaluates its present and projected needs through its annual needs assessment conducted by its Modernization and New Development staff. These funds allow the WHA to upgrade its existing housing stock through exterior and interior renovations, upgrading mechanical systems and also with necessary management improvement funds.

The advent of the new millennium presents a host of challenges for the housing industry. The WHA gladly meets these challenges and will provide its residents and applicants with the opportunities to create better lives for themselves and their families.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment’s name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2000 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
N/A	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents	Annual Plan: Rent Determination
	<input type="checkbox"/> check here if included in the public housing A & O Policy	

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.79 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	6756	5	4	5	N/A		N/A
Income >30% but <=50% of AMI	3893	5	4	5	N/A		N/A
Income >50% but <80% of AMI	3260	5	4	5	N/A		N/A
Elderly	4270	5	3	5	N/A		N/A

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Families with Disabilities	unknown	5	5	4	N/A		N/A
Hispanic*	63.1%	5	4	5	N/A		N/A
Black*	50.8%	5	4	5	N/A		N/A
Race/Ethnicity							
Race/Ethnicity							

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

Consolidated Plan of the Jurisdiction/s
Indicate year:

U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset

American Housing Survey data
Indicate year:

Other housing market study
Indicate year:

Other sources: (list and indicate year of information)

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

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List	
Waiting list type: (select one)	
<input type="checkbox"/>	Section 8 tenant-based assistance
<input type="checkbox"/>	Public Housing

Housing Needs of Families on the Waiting List

Combined Section 8 and Public Housing

Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	1439		571
Extremely low income <=30% AMI	1115	77.48	
Very low income (>30% but <=50% AMI)	265	18.42	
Low income (>50% but <80% AMI)	58	4.03	
Families with children	851	59.14	
Elderly families	145	10.07	
Families with Disabilities	443	30.79	
White	541	37.59	
Black	160	11.13	
Hispanic	657	45.66	
Native American	14	.97	
Other	67	4.65	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	605	55.6	308
2 BR	267	24.55	88
3 BR	143	13.14	56
4 BR	54	4.97	22
5 BR	19	1.74	1
5+ BR	N/A	N/A	N/A

Is the waiting list closed (select one)? No Yes [The Waiting List for 2BR](#)

Housing Needs of Families on the Waiting List

Public Housing is currently closed. All Section 8 bedroom size Waiting Lists, with the exception of the 2BR Waiting List, are currently closed.

If yes:

How long has it been closed (# of months)?

2BR Federal Public Housing List closed 1 month

Section 8 Waiting List (except 2br) closed for 16 months

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

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

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

The WHA's strategy with regard to its public housing inventory is to maintain a 97% occupancy rate agency wide and to monitor the opening and closing of the waiting lists to ensure that an applicant's waiting time does not exceed six months.

Additionally, the WHA plans to continue to convert studio units into one-bedroom units in its elderly/disabled developments to assist in the marketability of the developments. Currently the WHA has an abundance of wheelchair accessible units, however, does not have enough applicants for these units on the waiting list, therefore the WHA plans to broaden its outreach efforts to the disabled community to attract these applicants.

Applicants to the WHA's rental assistance programs have reported difficulty in identifying units for lease up. Therefore, the WHA's plans to increase its outreach efforts to landlords in the City to promote the benefits of the programs in order to encourage greater participation and offer additional rental opportunities in the community.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

Employ effective maintenance and management policies to minimize the number of public housing units off-line

- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.

- Other: (list below)
Administer Section 8 MOD Rehab and Project based assistance programs.
Administer State Alternative Housing Voucher Program
Administer Massachusetts Rental Voucher "Mod Rehab" Program
State Public Housing Programs

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly

Apply for special-purpose vouchers targeted to the elderly, should they become available

Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

Seek designation of public housing for families with disabilities

Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

Apply for special-purpose vouchers targeted to families with disabilities, should they become available

Affirmatively market to local non-profit agencies that assist families with disabilities

Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

Market the section 8 program to owners outside of areas of poverty /minority concentrations

Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community

- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	4,805,987	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
b) Public Housing Capital Fund	4,842,711	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	9,648,092	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	253,947	
g) Resident Opportunity and Self-Sufficiency Grants	426,393	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
1996 SCPH Extension	165,735	
2. Prior Year Federal Grants (unobligated funds only) (list below)	1,151,267	Mordernization
CGB 1998		
3. Public Housing Dwelling Rental Income	5,017,510*	PH Operations
*This figure will be reduced by approximately \$500,000 on a PFS amendment.		
4. Other income (list below)		
Rooftop Leases	109,926	PH Operations
Washer/Dryer		PH Operations
4. Non-federal sources (list below)		
Public Housing Interest Income	62,000	PH Operation
Section 8 Interest Income	14,000	PH Operations
Total resources	26,521,905	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

When families are within a certain number of being offered a unit: (state number)

When families are within a certain time of being offered a unit: (30 Days)

Other: At time of application

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

Criminal or Drug-related activity

Rental history

Housekeeping

Other (Landlord References)

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list

below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

Working families and those unable to work because of age or disability

Veterans and veterans' families

Residents who live and/or work in the jurisdiction

Those enrolled currently in educational, training, or upward mobility programs

Households that contribute to meeting income goals (broad range of incomes)

Households that contribute to meeting income requirements (targeting)

Those previously enrolled in educational, training, or upward mobility programs

Victims of reprisals or hate crimes

Other preference(s) (list below)

The WHA will give preference to an applicant who is otherwise eligible for assistance and who, at the time he/she is seeking housing assistance, is involuntarily displaced, living in substandard housing, is paying more than 50% of family income for rent, and/or has been on a waiting list for six months up to the limit established by regulation. The WHA will also give a preference to households in which at least one adult member of the family is a wage earner from employment for at least thirty (30) hours per week for a minimum of twelve consecutive work weeks.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time - Date and Time is a priority within the equally weighed federal preference

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden

Other preferences (select all that apply)

Working families and those unable to work because of age or disability

- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs

Victims of reprisals or hate crimes

Other preference(s) (list below)
 The WHA will give preference to an applicant who is otherwise eligible for assistance and who, at the time he/she is seeking housing assistance, is involuntarily displaced, living in substandard housing, is paying more than 50% of family income for rent, and/or has been on a waiting list for six months up to the limit established by regulation. The WHA will also give a preference to households in which at least one adult member of the family is a wage earner from employment for at least thirty (30) hours per week for a minimum of twelve consecutive work weeks.

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy

- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA’s analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

Adoption of site-based waiting lists
If selected, list targeted developments below:

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)
 Other preferences(s) (list below)
The WHA will give preference to an applicant who is otherwise eligible for assistance and who, at the time he/she is seeking housing assistance, is involuntarily displaced, living in substandard housing, is paying more than 50% of family income for rent, and/or has been on a waiting list for six months up to the limit established by regulation. The WHA will also give a preference to households in which at least one adult member of the family is a wage earner from employment for at least thirty (30) hours per week for a minimum of twelve consecutive work weeks.

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
 Actions to improve the marketability of certain developments
 Adoption or adjustment of ceiling rents for certain developments
 Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
 Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

- List (any applicable) developments below:
Murray Avenue Apartments MA012-09
Webster Square Tower West MA012-13
Pleasant Tower Apartments MA012-05

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:
The WHA's current unit offer system assures access for lower income families to all developments

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other (list below)

- Who violate any family obligations under the program as set forth in 24 CFR 982.551
- Evicted from Public Housing
- Termination of assistance under the certificate/voucher program for any family member
- Committed drug-related criminal activity or violent crime activity (24 CFR 982.553)
- Evicted from housing under the 1937 Act for drug related criminal activity during a five year period from the date of the eviction

- Committed fraud, bribery or any other corrupt or criminal act in connection with any federal housing program
- Currently owe rent or other amounts to the WHA or to another housing authority in connection with Section 8 or public housing assistance under the Housing Act of 1937
- Violation of any other provisions of 24 CFR 982.552.

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
- Other (describe below)
- Income eligibility
 - Previous rental history from subsidized housing

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- Section 8 in Support of Designated Housing Program

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

- The WHA has adopted a 120 Day period to search for a unit in its Section 8 Administrative Plan.

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families

- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
 - The WHA will give preference to an applicant who is otherwise eligible for assistance and who, at the time he/she is seeking housing assistance, is involuntarily displaced, living in substandard housing, is paying more than 50% of family income for rent, and/or has been on a waiting list for six months up to the limit established by regulation.
 - *24CFR5.410 d(2)iv(A) For an HA's Section 8 Certificate/Voucher Program operated under 24CFR part 982, ten percent of annual waiting list admissions.*

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

- 1 Date and Time - Date and Time is a priority within the equally weighed federal preference

Former Federal preferences:

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence

- 2 Substandard housing
- 2 Homelessness
- 2 High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- 1 Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- 1 Those enrolled currently in educational, training, or upward mobility programs
- 1 Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- 1 Those previously enrolled in educational, training, or upward mobility programs
- 1 Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- X Date and time of application - Date and Time is a priority within the equally weighed federal preference
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- N/A This preference has previously been reviewed and approved by HUD
- N/A The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program

administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
 Briefing sessions and written materials
 Other (list below)

- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
 Other (list below)
· Direct mailing to jurisdictional social service agencies

4. PHA Rent Determination Policies

[24 CFR Part 903.79 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
 \$1-\$25
 \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)
(select one)

Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)
 - The WHA is exercising its option of not establishing flat rent program for the next 3 year period.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

The WHA originally adopted a voucher payment standard for each unit size, based on the affordability of units within its jurisdiction. This standard was established at a level of 110% of the published Section 8 fair market rents at the time of adoption. The WHA has reviewed and will continue to review the voucher payment standard to ensure that it is sufficient so that families may continue to afford to lease units with assistance under the housing voucher program. The voucher payment standard will be increased or decreased as necessary and appropriate to comply with HUD's regulations as to the minimum and maximum standard and to provide families with the opportunity to lease affordable units. At no time will the WHA's voucher payment standard exceed the most recently revised fair market rent or HUD approved community-wide exception.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard?
(select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.79 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

The WHA is exempt from Component 5 based upon its designation as a high performing PHA

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		

Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

The WHA is exempt from Component 6 based upon its designation as a high performing PHA

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

2. Which PHA office should residents or applicants to public housing contact to

initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
- PHA development management offices
- Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

3. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.79 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

**Component 7
Capital Fund Program Annual Statement
Parts I, II, and II**

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (10/1999)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	445,000
4	1410 Administration	484,271
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	219,840
8	1440 Site Acquisition	
9	1450 Site Improvement	425,000
10	1460 Dwelling Structures	2,678,600
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	350,000
13	1475 Nondwelling Equipment	230,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	10,000
18	1498 Mod Used for Development	

19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	4,842,711
21	Amount of line 20 Related to LBP Activities	20,000
22	Amount of line 20 Related to Section 504 Compliance	275,000
23	Amount of line 20 Related to Security	280,000
24	Amount of line 20 Related to Energy Conservation Measures	365,000

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name: Lincoln Park Tower	
1b. Development (project) number: 12-8	
2. Designation type:	
Occupancy by only the elderly	<input checked="" type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input checked="" type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (12/10/96)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Submitted, pending approval	

6. Number of units affected: 199

7. Coverage of action (select one)

Part of the development

Total development

Designation of Public Housing Activity Description	
1a. Development name:	Webster Square Tower - West
1b. Development (project) number:	12-13
2. Designation type:	
Occupancy by only the elderly	<input checked="" type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input checked="" type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(12/10/96)
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Submitted, pending approval	
6. Number of units affected:	215
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

Designation of Public Housing Activity Description	
1a. Development name:	Webster Square Tower - East
1b. Development (project) number:	12-15
2. Designation type:	
Occupancy by only the elderly	<input checked="" type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	

<p>Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
<p>4. Date this designation approved, submitted, or planned for submission: (12/10/96)</p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Submitted, pending approval</p>
<p>6. Number of units affected: 252</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>

Designation of Public Housing Activity Description
<p>1a. Development name: Elm Park Tower Apartments</p> <p>1b. Development (project) number: 12-18</p>
<p>2. Designation type:</p> <p>Occupancy by only the elderly <input checked="" type="checkbox"/></p> <p>Occupancy by families with disabilities <input type="checkbox"/></p> <p>Occupancy by only elderly families and families with disabilities <input type="checkbox"/></p>
<p>3. Application status (select one)</p> <p>Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
<p>4. Date this designation approved, submitted, or planned for submission: (12/10/96)</p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Submitted, pending approval</p>

<p>6. Number of units affected: 195</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>
--

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD

FY 1996 HUD Appropriations Act

1. Yes **No:** Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- Yes **No:** Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	

4. Status of Conversion Plan (select the statement that best describes the current status)

Conversion Plan in development

Conversion Plan submitted to HUD on: (DD/MM/YYYY)

Conversion Plan approved by HUD on: (DD/MM/YYYY)

Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

Units addressed in a pending or approved demolition application (date submitted or approved: _____)

Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)

Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)

Requirements no longer applicable: vacancy rates are less than 10 percent

Requirements no longer applicable: site now has less than 300 units

Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes **No:** Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable

program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/>	HOPE I
<input type="checkbox"/>	5(h)
<input type="checkbox"/>	Turnkey III
<input type="checkbox"/>	Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	
<input type="checkbox"/>	Approved; included in the PHA’s Homeownership Plan/Program
<input type="checkbox"/>	Submitted, pending approval
<input type="checkbox"/>	Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	
<input type="checkbox"/>	Part of the development
<input type="checkbox"/>	Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to

component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
 26 - 50 participants
 51 to 100 participants
 more than 100 participants

b. PHA-established eligibility criteria

- Yes No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

The WHA is exempt from Component 12 based upon its designation as a high performing PHA

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA

- Preference/eligibility for public housing homeownership option participation

- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

Yes No: **Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)**

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Economic Development and Self-Sufficiency (EDSS). Provides residents with opportunities in employment, training and education	500	Recruitment, referrals, resident initiative	EDSS Office 141-143 Tacoma St. Worcester, MA	Public Housing
GED and ESL classes	20/class	Waiting List	EDSS Office	Public Housing
Construction Trades Apprenticeship Program	14	Job counseling/needs assessment	EDSS Office and local union halls	Public Housing

“Step-Up” Landscaping Program “Step-Up” Apartment Prep Program	15 15	Waiting List, referrals	Facilities Management 69 Tacoma St. Worcester, MA	Public Housing
SSCPH-Social Service Coordinators in Public Housing-provides a variety of services and referrals for residents in elderly/disabled housing	Client numbers vary	Referrals and PHA assessment	All WHA elderly/disabled developments	All Public Housing tenants in elderly/disabled housing developments
Transitional Housing Program Families provided an apartment and array of supportive services, job related education (GED), etc. as they transition from welfare to work	20 families	Referrals-Families receiving public assistance and are homeless	143 Tacoma St. Worcester, MA	
Full Employment Program Families are eligible to establish a savings account and the employer receives reimbursement for a portion of the employees wages	Unlimited	Referrals from Dept. of Transitional Assistance		Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size? If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from

welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments

- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design

- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)

2. Yes No: Was the most recent fiscal audit submitted to HUD?

3. Yes No: Were there any findings as the result of that audit?

4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?_____

5. Yes No: Have responses to any unresolved findings been submitted to HUD? [Responses incorporated in final HUD submitted audit report](#)
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.
High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

4. Yes No: Has the PHA included descriptions of asset management activities in the optional Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

Attached at Attachment (File name)

Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments

List changes below:

- The Resident Advisory Board (RAB) was strongly opposed to a \$0.00 minimum rent requirement for tenants participating in the WHA’s federal public housing program as originally proposed by the WHA. The RAB felt that unless a hardship exemption was necessary, a \$50.00 minimum rent requirement would be an incentive for a household to find employment.

Other: (list below)

- Currently the WHA hires a private licensed contractor to perform exterminations in its family developments. Since the inception of the program, reports of cockroach infestation are virtually non-existent. The RAB requests that they be notified of any changes in the administration of this contract and program.
- RAB strongly opposed to the admittance of cats and dogs to family developments as described in proposed Pet Policy

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)
 - The resident member of the WHA Board of Commissioner's is appointed by the City Manager of the City of Worcester, MA.

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)
 - A tenant in a building owned and/or operated by or on behalf of the WHA. (MGL 121B Section 5)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)
 - This is an appointed position. No election takes place.

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (City of Worcester)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: [\(10/1999\)](#)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	445,000
4	1410 Administration	484,271
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	219,840
8	1440 Site Acquisition	
9	1450 Site Improvement	425,000
10	1460 Dwelling Structures	2,678,600
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	350,000
13	1475 Nondwelling Equipment	230,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	10,000
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	4,842,711
21	Amount of line 20 Related to LBP Activities	20,000
22	Amount of line 20 Related to Section 504 Compliance	275,000
23	Amount of line 20 Related to Security	280,000
24	Amount of line 20 Related to Energy Conservation Measures	365,000

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA Wide Management Improvements	Computer Software & Training	1408	50,000
	Resident Computer Training	1408	5,000
	Assistant Step-Up Prog. Coord.(2)(2 years)	1408	150,000
	Step-Up Prog. Instructor (2 years)	1408	125,000
	HQS Inspections and Lead Paint Testing	1408	45,000
	Telecommunication Analysis	1408	20,000
	Outreach Coordinator	1408	<u>50,000</u>
PHA Wide Admin	Administration	1410	484,271
PHA Wide A/E Fees	Security System Improvements	1430	30,000
	Site Improvements	1430	27,000
	Maintenance Facility-Space Study	1430	18,000
	12-5 Boiler Room	1430	45,000
	12-9 Trash Compactor	1430	14,000
	12-12 Elevator Modernization	1430	45,000
	12-16/17 Bathroom Modernization	1430	15,840
	12-18 H/C Conversion	1430	<u>25,000</u>
		Total 1430	
PHA Wide	Site Improvements – Step-Up	1450	250,000
PHA Wide	12-1 Apartment Prep.-Step-Up	1460	253,600
PHA Wide Non-Dwelling Equipment	Computer Hardware	1475	75,000
	Front End Loader	1475	80,000
	Modernization Vehicles (3)	1475	<u>75,000</u>
		Total 1475	
PHA Wide	Relocation	1495.1	10,000
Total	PHA Wide Activity		1,892,711

Development Number/Name	Work Categories	Number	Cost
12-1 Great Brook Valley Gardens	Re-wiring Phase II	1460	600,000
	Preventative Maintenance Step-Up	1460	100,000
	Security Systems Improvements	1460	<u>100,000</u>
	Total		800,000
12-2 Addison Apts.	Site Improvements	1450	25,000
12-5 Pleasant Tower	Boiler Room Renovations	1460	320,000
12-6 Wellington Apts.	Security System Improvements	1470	25,000
12-8 Lincoln Park	Community Room Air Conditioning	1460	50,000
12-9 Murray Ave.	Trash Compactor	1460	100,000
	Community Room Air Conditioning	1470	<u>50,000</u>
	Total		150,000
12-12 Belmont Tower	Elevator Modernization	1460	240,000
12-13 Webster Square Tower-East	Studio Conversion	1460	200,000
	Renovate 0 Bedroom Kitchens	1460	150,000
	Community Room Air Conditioning	1470	50,000
	Security Systems Improvements	1470	<u>50,000</u>
	Total		450,000
12-15 Webster Square Tower-West	Site Improvements	1450	150,000
	Community Room Air Conditioning	1470	50,000
	Security Systems Improvements	1470	<u>50,000</u>
	Total		250,000
12-16 North and Providence Streets	Bathroom Renovations	1460	290,000
12-17 Southwest Gardens	Bathtub Surrounds	1460	75,000
12-18 Elm Park Tower	H/C Unit Conversions	1460	250,000
	Security Systems Improvements	1470	<u>25,000</u>
	Total		275,000

Table Library

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
---	--	---

Computer Software & Training	9/30/01	12/31/02
Resident Computer Training	9/30/01	12/31/02
Asst. Step-Up Prog. Coordinators	9/30/01	12/31/02
Step-Up Program Instructor	9/30/01	12/31/02
HQS Inspections & Lead Paint Test	9/30/01	12/31/02
Telecommunications Analysis	9/30/01	12/31/02
Outreach Coordinator	9/30/01	12/31/02
Modernization Administration	9/30/01	12/31/02
1430 A/E Fees PHA Wide	9/30/01	12/31/02
1450 Site Improvements Step-Up	9/30/01	12/31/02
1460 PHA Wide Apt. Prep. Step	9/30/01	12/31/02
MA 12-1 Great Brook Valley	9/30/01	12/31/02
MA 12-2 Addison Apartments	9/30/01	12/31/02
MA 12-5 Pleasant Tower	9/30/01	12/31/02
MA 12-6 Wellington Apartments	9/30/01	12/31/02
MA 12-8 Lincoln Park Tower	9/30/01	12/31/02
MA 12-9 Murray Ave. Apartments	9/30/01	12/31/02
MA 12-12 Belmont Tower	9/30/01	12/31/02
MA 12-13 Webster Square-West	9/30/01	12/31/02
MA 12-15 Webster Square-East	9/30/01	12/31/02
MA 12-16 North & Providence	9/30/01	12/31/02
MA 12-17 Southwest Gardens	9/30/01	12/31/02
MA 12-18 Elm Park Tower	9/30/01	12/31/02
1475 Non Dwelling Equipment	9/30/01	12/31/02
1495.1 Relocation	9/30/01	12/31/02

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$ 474,100

B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R x

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

Police patrols and HUD's Operation Safe Home will promote resident safety through strict law enforcement. Prevention programs will include educational enrichment; college scholarships and career planning. Increased recreational programs and employment training will enhance the ability of youth to resist illegal drugs.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Great Brook Valley & Curtis Apartments	919	3300

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months _____ **12 Months** _____ **18** x **24 Months** _____ **Other** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$375,000	MA06DEP0120195	0	None	Complete
FY 1996	\$542,250	MA06DEP0120196	0	None	Complete
FY 1997	\$560,560	MA06DEP0120197	0	None	Complete
FY1998	\$560,560	MA06DEP0120198	\$90,000	None	6/01/00
FY 1999	\$622,651	MA06DEP0120199	\$622,651	None	

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

Police patrols and HUD Operation Safe Home will promote resident safety and remove illegal drug dealers. Youth will participate in drug prevention activities including educational enrichment; computer equipped homework center; career planning and part-time employment. Summer and school year recreation, character development programs will be provided in cooperation with Boys and Girls Club; Boy Scouts and local colleges.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY <u>2000</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$165,935
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$308,165
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	

TOTAL PHDEP FUNDING	\$474,100
----------------------------	-----------

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 – Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 165,935		
Goal(s)	Increase resident safety						
Objectives	Reduce drug related crime						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. foot & bike patrols			10/00	10/01	165,935	100,000 WHA	Reduce drug sales by 10%
2. surveillance			10/00	10/01	0	0	Increase drug arrests by 100%
3. operation safe home			6/01	10/01	0	0	Increase resident perception of safety by 10%

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$		
Goal(s) Assist youth achieve their full potential free from drugs & related crime							
Objectives Increase ability of youth to resist illegal drugs							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. enroll students in academic enrichment program "New Star"	125	Youth-school age-grades K-12	10/00	6/01	12,418	2,428 WHA	Reduce course failure rate by 5%
2. operate computer equipped homework center	35 per day	Youth-school age gr. 4-12	10/00	6/01	12,418	2,428 WHA	Improve grade performance by 5%
3. identify students at risk of dropping out of school	30	Youth grades 8-12	10/00	6/01	8,418	2,428 WHA	Reduce school dropout rate by 6%
4. offer drug information/education seminars called KidPro	35	Youth grades 6-12	10/00	6/01	4,918	2,428 WHA	Reduce illegal drug use by 10%
5. ASTEP- after school training/employment program	25	Youth 14-18 yrs. of age	10/00	10/01	67,418	2,428 WHA	Introduce youth to world of work and assist with career

6. hold career planning seminar	100	Youth 12 yrs. – 18 yrs.	5/01	6/01	5,418	2,428 WHA	10% increase of youth with career plan
7. conduct college visit program	20	Middle & high school youth	4&5/01	7/01	3,418	2,428 WHA	Increase post high school attendance by 10%
8. announce scholarship vocational training funds	25	High school & young adults	4/01	5/01	12,418	2,428 WHA	Increase college / vocational trng. by 10%
9. increase summer and year round recreation programs	500	Youth age 8 yrs. – 18 yrs.	6/01	9/01	152,418	2,428 WHA	Decrease vandalism by 10%; increase leisure time activity by 15%
10. visit youth correctional facility	20	Youth age 10 – 18	4/01	4/01	3,218	2,428 WHA	Introduce 20 teens to prison
11. increase leadership-problem solving ability of youth through planning and implementation of programs	50	Youth age 12 yrs. – 18 yrs.	10/01	10/02	8,418	2,428 WHA	Increase decision making by youth 10%
12. promote family stability through cooperative programs with faith community	150	Families & youth in community	10/01	10/02	8,418	2,428 WHA	Increase family stability for 20 families
13. observe religious holy days & seasonal holidays, i.e. Easter; Mother's Day; Valentine's Day	200	Families & youth	10/01	10/02	5,418	2,428 WHA	Increase observance of religious & holiday events by 10%
14. honor high school graduates with celebration	40	Graduates & families	5/01	5/02	3,431	2,436 WHA	Increase high school graduation rate by 5%

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							

2.							
3.							

9190 - Other Program Costs						Total PHDEP Funds: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activity 1		Activity 1	
9120				
9130				
9140				
9150				
9160	Activities 5, 2, 9		Activities 5, 2, 9	
9170				
9180				
9190				
TOTAL		\$		\$

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

Worcester Housing Authority
Fiscal Budget
3/31/2000

05/30/00

Description	Programs A/C							1999	Prior Yrs	
		12-1 ETAL	Sect. 8 Prog	4001	689-C4	MRVP	Resident Services	FED MOD	Totals	Budget
<i>Sources of Funding</i>										
Rental Income	3110	4,925,813		1,835,184	74,321				6,835,318	6,626,982
Interest on Invest.	3610	62,221	14,000	35,000	5,000	10,000			126,221	164,180
Other Income/Audit	3690	134,263	3,110	12,886	200				150,459	175,312
Admin Fee Earned			1,069,566			116,700	170,993	520,656	1,877,915	2,040,125
Subsidy Calculation		5,075,284		1,847,936					6,923,220	6,998,990
Unfunded		(380,646)							(380,646)	0
Total Funds Available		9,816,935	1,086,676	3,731,006	79,521	126,700	170,993	520,656	15,532,487	16,005,589
<i>Expenses</i>										
ADMINISTRATIVE SALARIES	4110	1,694,582	585,779	518,901	20,180	91,985	170,993	384,102	3,466,522	3,278,203
LEGAL EXPENSE	4130	9,000	3,500	3,000	250	600			16,350	27,250
COMPENSATION to BOARD	4140			23,787					23,787	22,047
TRAVEL	4150	20,773	14,968	6,829	310	2,120			45,000	43,500
ACCOUNTING FEES	4170	17,004	19,152	7,332	2,904	3,780			50,172	43,920
AUDIT COSTS	4171	2,695	3,110	1,410	560	725			8,500	15,323
ADMINISTRATIVE OTHER	4190	336,904	115,693	79,353	3,091	9,143			544,184	449,805
Total Admin Exp.	4100's	2,080,958	742,202	640,612	27,295	108,353	170,993	384,102	4,154,515	3,880,048
RESIDENT SERVICES	4200's	9,644		2,658					12,302	17,302
MAINTENANCE LABOR	4410	1,500,775		540,988	7,843				2,049,606	1,955,071
MAINTENANCE MATERIALS	4420	470,300		265,325	4,375				740,000	652,500
MAINTENANCE CONTRACTUAL	4430	979,561		288,000	4,650				1,272,211	1,242,421
PROTECTIVE SERVICES	4480	310,000		40,000					350,000	388,000
Total Maintenance	4400's	3,260,636	0	1,134,313	16,868	0	0	0	4,411,817	4,237,992
INSURANCE	4510	285,281	44,896	61,345	2,146	4,672	0	11,183	409,523	465,206
PILOT	4520			3,358	2,624				5,982	5,820
EMPLOYEE BENEFITS	4540	1,142,047	272,289	376,112	9,795	33,302	0	125,371	1,958,916	1,530,970
COLLECTION LOSSES	4570	50,000							50,000	40,000
OTHER GENERAL EXPENSES	4590		55,000						55,000	40,000
Total General	4500's	1,477,328	372,185	440,815	14,565	37,974	0	136,554	2,479,421	2,081,996
PROV. FOR OPER. RESERVE	4790			33,369	20,793				54,162	104,356
E OCD DIRECTED COSTS	4800			118,677					118,677	0
		0	0	152,046	20,793	0		0	172,839	104,356
TOTAL Non-utility Exp.		6,828,566	1,114,387	2,370,444	79,521	146,327	170,993	520,656	11,230,894	10,321,694
<i>Utilities</i>										
WATER	4310	681,643		445,880					1,127,523	1,150,171
ELECTRICITY	4320	1,343,963		277,839					1,621,802	1,737,813
GAS	4330	932,833		636,843					1,569,676	1,414,645
FUEL	4340	0		0					0	33,961
UTIL LABOR	4350								0	37,502
ENERGY CONSERVATION	4360								0	0
OTHER	4390								0	0
Total Utilities		2,958,439	0	1,360,562	0	0	0	0	4,319,001	4,374,092
Total Routine Expenses		9,787,005	1,114,387	3,731,006	79,521	146,327	170,993	520,656	15,549,895	14,695,786
Net Surplus (Deficit)										
before Non-Routine Expenses		29,930	(27,711)	(0)	0	(19,627)	0	0	(17,408)	1,309,803
<i>Resident Services</i>										
EXTRA-ORDINARY MAINT. 4610/ RANGES & REFRIGERATOR	6510	117,050	91,000	73,200	10,000		219,533		510,783	602,100
BETTERMENTS AND ADDIT.	7520	80,000		43,374					123,374	42,000
COLLECTION LOSSES	7540	217,800							217,800	264,237
CASUALTY LOSSES	6580	60,000		30,000					90,000	14,831
		20,000							20,000	0
							(219,533) Grant Income		0	0
Total Non-routine Expenses		494,850	91,000	146,574	10,000	0	0	0	961,957	923,168
Net Surplus (Deficit)										
After Non-Routine Expenses		(464,920)	(118,711)	(146,574)	(10,000)	(19,627)	0	0	(979,365)	386,635
<i>RESERVE LEVELS</i>										
Max Reserves		4,893,503	1,114,387	1,865,503	39,761	146,327			8,059,480	
Minimum Reserves		1,957,401	278,597	746,201	20,000	36,582			3,038,781	
Balance 3/31/99 - Estimated		4,123,364	277,525	574,640	160,833	19,627			5,155,989	

Provision for Reserve			33,369	20,793		54,162
Project Net Income(Deficit) FY 00	29,930	(27,711)	(0)	0	(19,627)	(17,408)
Budgeted Non-Routine Exp FY 00	(494,850)	(91,000)	(146,574)	(10,000)	0	(742,424)
Project Balance 3/31/00	<u>3,658,444</u>	<u>158,814</u>	<u>461,435</u>	<u>171,626</u>	<u>0</u>	<u>4,450,319</u>
Reserves available above Minimum	1,701,043	(119,783)	(284,766)	151,626	(36,582)	1,411,538
Percentage of Max	74.76%	14.25%	24.74%	431.65%	0.00%	

Change

208,336
(37,959)
(24,853)
(162,210)
(75,770)
(380,646)
(473,102)

188,319
(10,900)
1,740
1,500
6,252
(6,823)
94,379
274,467

(5,000)

94,535
87,500
29,790
(38,000)
173,825

(55,683)
162
427,946
10,000
15,000
397,425

50,194
(118,677)
(68,483)

772,234

22,648
116,011
(155,031)
33,961
37,502
0
0
55,091

827,325

(1,327,211)

91,317
(81,374)
46,437
(75,169)
(20,000)

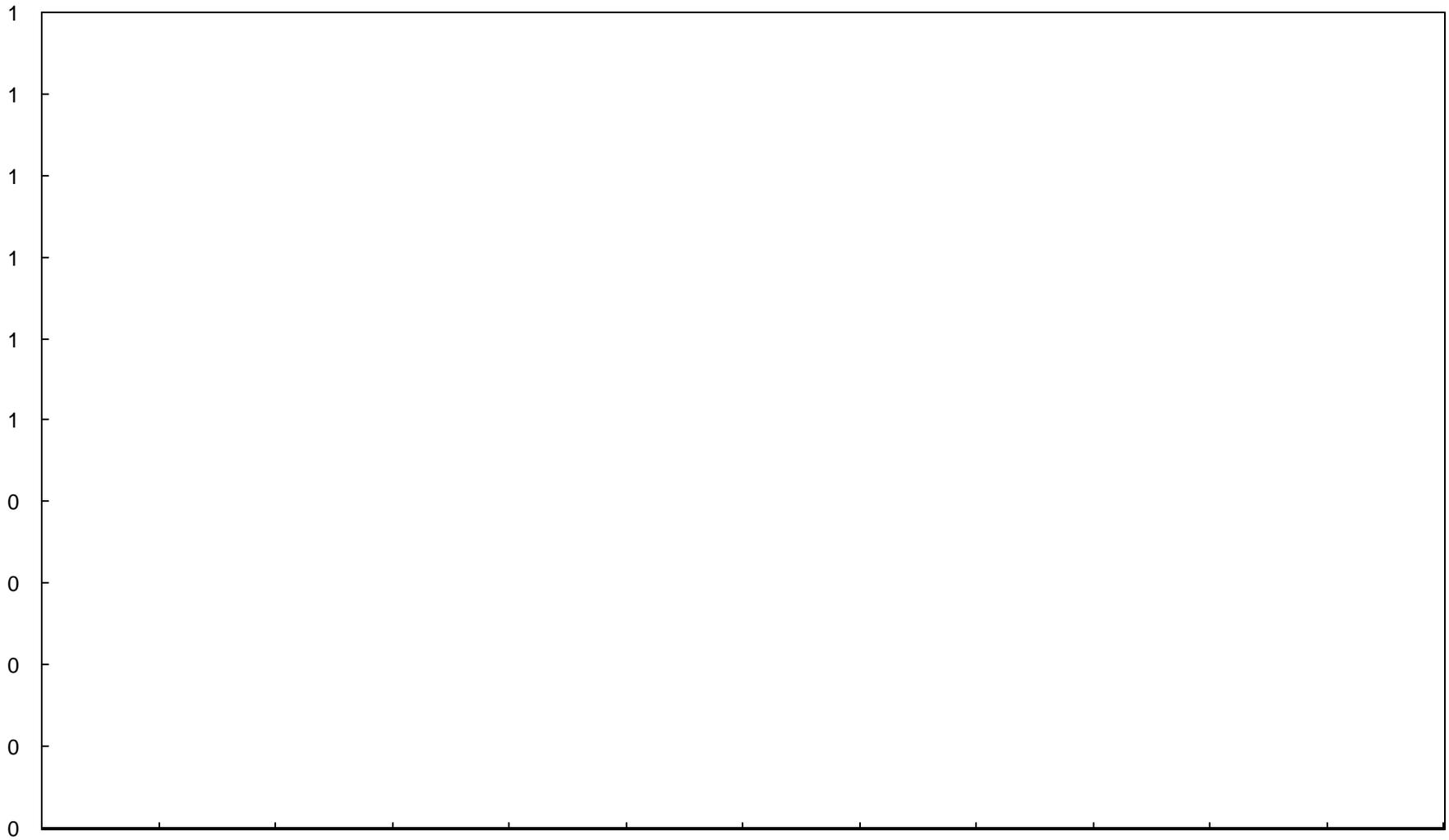
0
(38,789)

(1,366,000)

Worcester Housing Authority
Standard Monthly Accruals
FY 2000

		<u>200</u>	<u>667</u>	<u>705</u>	<u>689</u>
Water/Sewer	4310	31,017	3,690	2,449	0
Electricity	4320	17,006	6,118	0	0
Gas	4330	44,418	6,304	2,348	0
PILOT	4520	280	0	0	219
Operating Reserve	4790	2,781	0	0	1,733
Total		<u>95,501</u>	<u>16,113</u>	<u>4,797</u>	<u>1,951</u>

WORCESTER HOUSING AUTHORITY
WHERE DO WE SPEND OUR MONEY?



Five-Year Plan
Part I: Summary
 Comprehensive Grant Program (CGP)

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

OMB Approval No.2577-0157 (Exp. 7/31/98)

HA Name:	Locality: (City/County & State)	
Worcester Housing Authority	Worcester, MA 01605	
		<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No:

A. Development Number/Name	Work Statement for Year 1	Work Statement for Year 3	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
	FFY: 99	FFY: 2000	FFY: 2001	FFY: 2002	FFY: '02
MA 12-Great Brook Valley Gardens	See Annual Statement	968,301	578,301	1,163,301	1,043,301
MA 12-2 Addison Apartments		0	0	0	50,000
MA 12-3/7 Mill Pond/Mill Pond Extension		15,000	0	25,000	100,000
MA 12-4 Mayside Apartments		15,000	10,000	0	50,000
MA 12-5 Pleasant Tower		60,000	50,000	50,000	50,000
MA 12-6 Wellington Apartments		520,000	479,000	236,000	110,000
MA 12-6 Wellington Apartments		225,000	560,000	500,000	300,000
MA 12-8 Lincoln Park Tower		50,000	15,000	250,000	180,000
MA 12-9 Murray Avenue Apartments		0	0	0	0
HA-Wide Contingency @X%					
B. Physical Improvements Sub		3,918,301	3,993,301	3,943,301	3,863,301
C. Management Improvements		325,000	250,000	200,000	280,000
D. HA-Wide Nondwelling Structures & Equipment		75,000	75,000	75,000	75,000
E. Administration		424,410	424,410	424,410	424,410

F. Other (Fees & Costs and Relocation)		100,00	100,000	200,000	200,000
G. Operations		0	0	0	0
H. Demolition		0	0	0	0
I. Replacement Reserve		0	0	0	0
J. Mod Used for Development		0	0	0	0
K. Total CGP Funds		4,842,711	4,842,711	4,842,711	4,842,711
L. Total Non-CGP Funds		0	0	0	0
M. Grand Total		4,842,711	4,842,711	4,842,711	4,842,711

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date:

X

Five-Year Plan
Part I: Summary (Continuation)

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

OMB Approval No.2577-0157 (Exp. 7/31/98)

Comprehensive Grant Program (CGP)

HA Name: Worcester Housing Authority	Locality: (City/County & State) Worcester, MA 01	0	<input type="checkbox"/> Original	<input type="checkbox"/> Revision No:
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A. Development Number/Name	Work Statement for Year 1 FFY: 99	Work Statement for Year 3 FFY: 2000	Work Statement for Year 3 FFY: 2001	Work Statement for Year 4 FFY: 2002	Work Statement for Year 5 FFY: '02
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MA 12-11 Hooper Street Apartments	See	25,000	15,000	0	200,000
MA 12-12 Belmont Tower		600,000	750,000	100,00	200,000
MA 12-13 Webster Square Tower		230,000	350,000	0	750,000
MA 12-15 Webster Square Tower East		280,000	362,000	589,000	265,000
MA 12-16 North & Providence Streets		0	0	0	0
MA 12-17 Southwest Gardens		0	150,000	300,000	0
MA 12-18 Elm Park Tower		330,000	395,000	300,000	215,000
		Annual			
	Statement				

Five-Year Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

OMB Approval No.2577-0157 (Exp. 7/31/98)

Work Statement for Year 1 FFY 1999	Work Statement for Year 2 FFY 2000			Work Statement for Year 3 FFY 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	HA-Wide Physical Improvements HA-WIDE Site: Step-Up Site Improvements	Total Site:	250,000	HA-Wide Physical Improvements HA-WIDE Site: Step-Up Site Improvements	Total Site:	209,000
	ON-DEMAND Mechanical and Electrical:			ON-DEMAND Mechanical and Electrical:		
Annual Statement			250,000			209,000
		Total M&E:	0		Total M&E:	0
	ON-DEMAND Building Exterior: Expand Maintenance Building		250,000	ON-DEMAND Building Exterior: None		0
		Total B&E:	250,000		Total B&E:	0
	ON-DEMAND Dwelling Units: None		0	ON-DEMAND Dwelling Units: None		0
	Total DUs:	0		Total DUs:	0	
	HA-WIDE Dwelling Equipment None		0	HA-WIDE Dwelling Equipment None		0

	HA-WIDE Interior Common Areas: None	Total D.E.:	0	HA-WIDE Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	HA-WIDE Site-Wide Facilities:			HA-WIDE Site-Wide Facilities:		0
		Total SWFs:	0		Total SWFs:	0
	HA-WIDE Nondwelling Equipment Mechanized Lawn & Site Equipment (50,000) Sweeper (50,000)		100,000	HA-WIDE Nondwelling Equipment Cherry Picker (40,000) Radio Equipment (30,000)		70,000
		Total NDE:	100,000		Total NDE:	70,000
	Subtotal of Estimated Cost		600,000	Subtotal of Estimated Cost		279,000
					form HUD-52834 (10/96)	

Five-Year Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

OMB Approval No.2577-0157 (Exp. 7/31/98)

Work Statement for Year 1 FFY 1999	Work Statement for Year 4 FFY 2002			Work Statement for Year 5 FFY 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

See	HA-Wide Physical Improvements HA-WIDE Site: Step-Up Site Improvements	Total Site:	250,000	HA-Wide Physical Improvements HA-WIDE Site: Step-Up Site Improvements	Total Site:	250,000
	ON-DEMAND Mechanical and Electrical: Electric Security System			ON-DEMAND Mechanical and Electrical: Electronic Security system		
Annual Statement			250,000			250,000
		Total M&E:	100,000		Total M&E:	100,000
	ON-DEMAND Building Exterior: None		100,000	ON-DEMAND Building Exterior: None		100,000
		Total B&E:	0		Total B&E:	0
	ON-DEMAND Units: None		0	ON-DEMAND Units: None		0
		Total DUs:	0		Total DUs:	0
	HA-WIDE Dwelling Equipment None		0	HA-WIDE Dwelling Equipment None		0
		Total D.E.:	0		Total D.E.:	0
	HA-WIDE Interior Common Areas: None		0	HA-WIDE Interior Common Areas: None		0
		Total ICAs:	0		Total ICAs:	0
	HA-WIDE Site-Wide Facilities:		0	HA-WIDE Site-Wide Facilities:		0
		Total SWFs:	0		Total SWFs:	0
HA-WIDE Nondwelling Equipment Mechanized Lawn & Site Equipment		80,000	HA-WIDE Nondwelling Equipment None		0	
	Total NDE:	80,000		Total NDE:	0	
	Subtotal of Estimated Cost		430,000	Subtotal of Estimated Cost		350,000
						form HUD-52834 (10/96)

Five-Year Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

OMB Approval No.2577-0157 (Exp. 7/31/98)

Work Statement for Year 1 FFY 1999	Work Statement for Year 2 FFY 2000			Work Statement for Year 3 FFY 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-1 Great Brook Valley Gardens Site: Site Renovations Recreational playgrounds, sports field, etc.	Total Site:	80,000	MA 12-1 Great Brook Valley Site: Site Improvements	Total Site:	20,000
	Mechanical and Electrical Electrical Rewiring Video Security System		50,000	Mechanical and Electrical Electrical Rewiring:		
Annual Statement	Building Exterior: Roof Shingle Replacement Phase I Roof Shingle maintenance & preventative maintenance training & work Dwelling Units: Bathroom Plumbing & Shower Valves Dwelling Equipment None	Total M&E: Total B&E: 559 Total DUs:	130,00	Building Exterior: Step-Up Bldg. Maint. & Prev. Maint. Training & Work Roof Shingle Replacement Phase II Dwelling Units: Floor Tile Installation Phase I Dwelling Equipment None	Total M&E: Total B&E: Total DUs:	20,000
			438,301			438,301
			50,000			438,301
			488,301			50,000
			50,000			50,000
			150,000			50,000
200,000	100,000					
150,000	20,000					
150,000	20,000					
0	0					

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None		0	Nondwelling Equipment None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		968,301	Subtotal of Estimated Cost		578,301
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-1 Great Brook Valley Gardens Site: Site Renovations (100,000) Recreational playgrounds (70,000)	Total Site:	170,000	MA 12-1 Great Brook Valley Gardens Site: Site Improvements	Total Site:	200,000
	Mechanical and Electrical Electrical Re-wiring			Mechanical and Electrical Electrical Rewiring:		
Annual Statement			170,000			200,000
			500,000			500,000
		Total M&E:	500,000		Total M&E:	500,000
	Building Exterior: Apartment Doors & Screens		53,301	Building Exterior: Security Screens Second Floor		93,301
	Concrete Repairs		40,000	Roof Shingle Replacement Phase IV		100,000
	Roof Shingle Replacement Phase III	Total B&E:	50,000		Total B&E:	193,301
Dwelling Units: Floor Tile Installation Phase II		143,301	Dwelling Units: Floor Tile Installation Phase III		150,000	
Create new 2-Bedroom HC units (10)	Total DUs:	250,000		Total DUs:	150,000	
Dwelling Equipment None		350,000				
			0	Dwelling Equipment None		0

	Interior Common Areas:	Total D.E.:	0	Interior Common Areas:	Total D.E.:	0
	None		0	None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:		0	Site-Wide Facilities:		0
	None	Total SWFs:	0	None	Total SWFs:	0
			0			0
	Nondwelling Equipment		0	Nondwelling Equipment		0
	None	Total NDE:	0	None	Total NDE:	0
	Subtotal of Estimated Cost		1,163,301	Subtotal of Estimated Cost		1,043,301
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-2 Addison Apartments Site:	Total Site:	0	MA 12-1 Addison Apartments Site: None	Total Site:	0
	Mechanical and Electrical			Mechanical and Electrical None		
Annual Statement		Total M&E:	0		Total M&E:	0
			0			0
	Building Exterior:	Total B&E:	0	Building Exterior: None	Total B&E:	0
			0			0
	Dwelling Units: None	Total DUs:	0	Dwelling Units: None	Total DUs:	0
			0			0
Dwelling Equipment None		Dwelling Equipment None	0		0	

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None		0	Nondwelling Equipment None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

See	MA 12-2 Addison Apartments Site:			MA 12-1 Addison Apartments Site:		
	Mechanical and Electrical None	Total Site:	0	Mechanical and Electrical None	Total Site:	0
Annual Statement			0			0
		Total M&E:	0		Total M&E:	0
	Building Exterior: None		0	Building Exterior: None		0
		Total B&E:	0		Total B&E:	0
	Dwelling Units: None		0	Dwelling Units: None		0
		Total DUs:	0		Total DUs:	0
	Dwelling Equipment None		0	Dwelling Equipment New Appliances		50,000
		Total D.E.:	0		Total D.E.:	50,000
	Interior Common Areas: None		0	Interior Common Areas: None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None		0	Site-Wide Facilities: None		0
	Total SWFs:	0		Total SWFs:	0	
Nondwelling Equipment None		0	Nondwelling Equipment None		0	
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		50,000

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-3/7 Mill Pond/Mill Pond Extension Site:	Total Site:	0	MA 12-3/7 Mill Pond/Mill Pond Extension Site:	Total Site:	0
	Mechanical and Electrical Card access system for Community Room			Mechanical and Electrical None		
Annual Statement	Building Exterior: None Dwelling Units: None Dwelling Equipment None	Total M&E: Total B&E: Total DUs:	0	Building Exterior: None Dwelling Units: None Dwelling Equipment None	Total M&E: Total B&E: Total DUs:	0
			15,000			0
			15,000			0
			0			0
			0			0
			0			0

	Interior Common Areas:	Total D.E.:	0	Interior Common Areas:	Total D.E.:	0
	None		0	None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:			Site-Wide Facilities:		
	None			None		0
		Total SWFs:	0		Total SWFs:	0
Nondwelling Equipment				Nondwelling Equipment		
None				None		0
		Total NDE:	0		Total NDE:	0
	Subtotal of Estimated Cost		15,000	Subtotal of Estimated Cost		0
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-3/7 Mill Pond/Mill Pond Extension Site: None	Total Site:	0	MA 12-3/7 Mill Pond/Mill Pond Extension Site: None	Total Site:	0
	Mechanical and Electrical Security Video System			Mechanical and Electrical None		
Annual Statement			0			0
			25,000			0
		Total M&E:	25,000		Total M&E:	0
	Building Exterior: None		0	Building Exterior: None		0
		Total B&E:	0		Total B&E:	0
	Dwelling Units: None		0	Dwelling Units: None		0
	Total DUs:	0		Total DUs:	0	
	Dwelling Equipment None		0	Dwelling Equipment None		0

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: Upgrade Common Halls and Stairs	Total D.E.:	0
			0			100,000
		Total ICAs:	0		Total ICAs:	100,000
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None		0	Nondwelling Equipment None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		25,000	Subtotal of Estimated Cost		100,000
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-4 Mayside Apartments Site: None	Total Site:	0	MA 12-4 Mayside Apartments Site: None	Total Site:	0
	Mechanical and Electrical HVAC upgrade for Community Room			Mechanical and Electrical Access card system for Community Room		
Annual Statement			0			0
		Total M&E:	15,000		Total M&E:	10,000
			15,000			10,000
	Building Exterior: None	Total B&E:	0	Building Exterior: None	Total B&E:	0
			0			0
	Dwelling Units: None	Total DUs:	0	Dwelling Units: None	Total DUs:	0
		0			0	
	Dwelling Equipment None		0	Dwelling Equipment None		0

	Interior Common Areas:	Total D.E.:	0	Interior Common Areas:	Total D.E.:	0
	None		0	None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:			Site-Wide Facilities:		
	None			None		0
		Total SWFs:	0		Total SWFs:	0
Nondwelling Equipment				Nondwelling Equipment		
None				None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		15,000	Subtotal of Estimated Cost		10,000
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-4 Mayside Apartments Site: None	Total Site:	0	MA 12-4 Mayside Apartments Site: None	Total Site:	0
	Mechanical and Electrical None			Mechanical and Electrical Electronic Security System		
Annual Statement		Total M&E:	0		Total M&E:	0
			0			50,000
	Building Exterior: None	Total B&E:	0	Building Exterior: None	Total B&E:	0
			0			0
	Dwelling Units: None	Total DUs:	0	Dwelling Units: None	Total DUs:	0
			0			0
Dwelling Equipment None		0	Dwelling Equipment None		0	

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None	Total NDE:	0	Nondwelling Equipment None	Total NDE:	0
			0			0
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		50,000
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-5 Pleasant Tower Site: None	Total Site:	0	MA 12-5 Pleasant Tower Site: None	Total Site:	0
	Mechanical and Electrical Elevator Mordernization			Mechanical and Electrical Security Video System		
Annual Statement			0			0
		Total M&E:	60,000		Total M&E:	50,000
			60,000			50,000
	Building Exterior: None	Total B&E:	0	Building Exterior: None	Total B&E:	0
			0			0
Dwelling Units: None	Total DUs:	0	Dwelling Units: None	Total DUs:	0	
		0			0	
Dwelling Equipment None			0	Dwelling Equipment None		0
			0			0

	Interior Common Areas:	Total D.E.:	0	Interior Common Areas:	Total D.E.:	0
	None		0	None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:			Site-Wide Facilities:		
	None			None		0
		Total SWFs:	0		Total SWFs:	0
Nondwelling Equipment				Nondwelling Equipment		
None			0	None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		60,000	Subtotal of Estimated Cost		50,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-5 Pleasant Tower Site: None	Total Site:	0	MA 12-5 Pleasant Tower Site: None	Total Site:	0
	Mechanical and Electrical None			Mechanical and Electrical None		
Annual Statement		Total M&E:	0		Total M&E:	0
			0			0
	Building Exterior: Roof Replacement (Partial)	Total B&E:	50,000	Building Exterior: None	Total B&E:	0
			50,000			0
	Dwelling Units: None	Total DUs:	0	Dwelling Units: None	Total DUs:	0
			0			0
Dwelling Equipment None		0	Dwelling Equipment None		0	

		Total D.E.:	0		Total D.E.:	0
	Interior Common Areas:			Interior Common Areas:		
	None		0	Handrail in hallways		50,000
		Total ICAs:	0		Total ICAs:	50,000
	Site-Wide Facilities:			Site-Wide Facilities:		
	None		0	None		0
	Total SWFs:		0	Total SWFs:		0
Nondwelling Equipment				Nondwelling Equipment		
None			0	None		0
	Total NDE:		0	Total NDE:		0
	Subtotal of Estimated Cost		50,000	Subtotal of Estimated Cost		50,000
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-6 Wellington Apartments Site: None	Total Site:	0	MA 12-5 Wellington Apartments Site: None	Total Site:	0
	Mechanical and Electrical Elevator Modernization			Mechanical and Electrical Security Video System Plumbing Riser Valves & Run-outs		
Annual Statement			0			0
			220,000			40,000
		Total M&E:	220,000		Total M&E:	49,000
	Building Exterior: Windows		300,000	Building Exterior: Masonry Improvements		190,000
		Total B&E:	300,000		Total B&E:	190,000
	Dwelling Units: None		0	Dwelling Units: Kitchen Cabinets		200,000
	Total DUs:	0		Total DUs:	200,000	
Dwelling Equipment None			0	Dwelling Equipment None		0

	Interior Common Areas:	Total D.E.:	0	Interior Common Areas:	Total D.E.:	0
	None		0	None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:			Site-Wide Facilities:		
	None			None		0
		Total SWFs:	0		Total SWFs:	0
Nondwelling Equipment				Nondwelling Equipment		
None				None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		520,000	Subtotal of Estimated Cost		479,000
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-6 Wellington Apartments Site: None	Total Site:	0	MA 12-5 Wellington Apartments Site: None	Total Site:	0
	Mechanical and Electrical Zone Valves			Mechanical and Electrical None		
Annual Statement	Building Exterior: Masonry Improvements	Total M&E:	0	Building Exterior: None	Total M&E:	0
			46,000			0
	Dwelling Units: None	Total B&E:	46,000	Dwelling Units: New Appliances	Total B&E:	0
			190,000			0
	Dwelling Equipment None	Total DUs:	0	Dwelling Equipment None	Total DUs:	110,000
			0			110,000
		0			0	

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None	Total NDE:	0	Nondwelling Equipment None	Total NDE:	0
	Subtotal of Estimated Cost		236,000	Subtotal of Estimated Cost		110,000
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-8 Lincoln Park Tower Site: Site Improvements	Total Site:	100,000	MA 12-8 Lincoln Park Tower Site: None	Total Site:	0
	Mechanical and Electrical Riser Valves			Mechanical and Electrical Elevator Upgrades		
Annual Statement			100,000			0
		Total M&E:	25,000		Total M&E:	260,000
			25,000			260,000
	Building Exterior: None	Total B&E:	0	Building Exterior: Replace Sliders and Windows	Total B&E:	200,000
			0			200,000
	Dwelling Units: Studio Conversions	Total DUs:	100,000	Dwelling Units: Studio Conversion	Total DUs:	100,000
		100,000			100,000	
Dwelling Equipment None			0	Dwelling Equipment None		0

	Interior Common Areas:	Total D.E.:	0	Interior Common Areas:	Total D.E.:	0
	None		0	None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:			Site-Wide Facilities:		
	None			None		0
		Total SWFs:	0		Total SWFs:	0
Nondwelling Equipment				Nondwelling Equipment		
None				None		0
		Total NDE:	0		Total NDE:	0
	Subtotal of Estimated Cost		225,000	Subtotal of Estimated Cost		560,000
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-8 Lincoln Park Tower Site: None	Total Site:	0	MA 12-8 Lincoln Park Tower Site: None	Total Site:	0
	Mechanical and Electrical Electric Heat Conversion			Mechanical and Electrical Security Video System		
Annual Statement			0			0
		Total M&E:	500,000		Total M&E:	50,000
			500,000			50,000
	Building Exterior: None	Total B&E:	0	Building Exterior: None	Total B&E:	0
			0			0
Dwelling Units: None	Total DUs:	0	Dwelling Units: Apartment Entry Door Closes	Total DUs:	50,000	
		0			50,000	
Dwelling Equipment None			0	Dwelling Equipment New Appliances		200,000
			0			

		Total D.E.:	0		Total D.E.:	200,000
	Interior Common Areas:			Interior Common Areas:		
	None		0	None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:			Site-Wide Facilities:		
	None		0	None		0
	Total SWFs:	0		Total SWFs:	0	
Nondwelling Equipment				Nondwelling Equipment		
None		0		None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		500,000	Subtotal of Estimated Cost		300,000
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-9 Murray Avenue Apartments Site: None	Total Site:	0	MA 12-9 Murray Avenue Apartments Site: None	Total Site:	0
	Mechanical and Electrical Security Video System			Mechanical and Electrical Expand Card Access System		
Annual Statement			0			0
		Total M&E:	50,000		Total M&E:	15,000
			50,000			15,000
	Building Exterior: None	Total B&E:	0	Building Exterior: None	Total B&E:	0
			0			0
	Dwelling Units: None	Total DUs:	0	Dwelling Units: None	Total DUs:	0
		0			0	
	Dwelling Equipment None		0	Dwelling Equipment None		0

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None	Total NDE:	0	Nondwelling Equipment None	Total NDE:	0
			0			0
	Subtotal of Estimated Cost		50,000	Subtotal of Estimated Cost		15,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-9 Murray Avenue Apartments Site: None	Total Site:	0	MA 12-9 Murray Avenue Apartments Site: Site Improvements	Total Site:	25,000
	Mechanical and Electrical None			Mechanical and Electrical Heating System Balancing		
Annual Statement		Total M&E:	0		Total M&E:	25,000
			0			25,000
	Building Exterior: Windows	Total B&E:	250,000	Building Exterior: None	Total B&E:	0
			250,000			0
	Dwelling Units: None	Total DUs:	0	Dwelling Units: None	Total DUs:	0
			0			0
Dwelling Equipment None		0	Dwelling Equipment New Appliances		105,000	

	Interior Common Areas:	Total D.E.:	0	Interior Common Areas:	Total D.E.:	105,000
	None		0	New Mailbox Center		25,000
		Total ICAs:	0		Total ICAs:	25,000
	Site-Wide Facilities:			Site-Wide Facilities:		
	None	Total SWFs:	0	None	Total SWFs:	0
	Nondwelling Equipment			Nondwelling Equipment		
	None	Total NDE:	0	None	Total NDE:	0
	Subtotal of Estimated Cost		250,000	Subtotal of Estimated Cost		180,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-11 Hooper Street Apartments Site: None	Total Site:	0	MA 12-11 Hooper Street Apartments Site: None	Total Site:	0
	Mechanical and Electrical Security Video System			Mechanical and Electrical Security Video System		
Annual Statement			0			0
		Total M&E:	25,000		Total M&E:	15,000
			25,000			15,000
	Building Exterior: None	Total B&E:	0	Building Exterior: None	Total B&E:	0
			0			0
	Dwelling Units: None	Total DUs:	0	Dwelling Units: None	Total DUs:	0
		0			0	
	Dwelling Equipment None		0	Dwelling Equipment None		0

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None	Total NDE:	0	Nondwelling Equipment None	Total NDE:	0
	Subtotal of Estimated Cost		25,000	Subtotal of Estimated Cost		15,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-11 Hooper Street Apartments Site: None	Total Site:	0	MA 12-11 Hooper Street Apartments Site: None	Total Site:	0
	Mechanical and Electrical None			Mechanical and Electrical Electrical Upgrades		
Annual Statement		Total M&E:	0		Total M&E:	0
			0			200,000
		Total B&E:	0		Total B&E:	200,000
	Building Exterior: None		0	Building Exterior: None		0
		Total DUs:	0		Total DUs:	0
	Dwelling Units: None		0	Dwelling Units: None		0
Dwelling Equipment None		0	Dwelling Equipment None		0	

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None	Total NDE:	0	Nondwelling Equipment None	Total NDE:	0
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		200,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-12 Belmont Tower Site: None	Total Site:	0	MA 12-12 Belmont Tower Site: Site Work & Parking Expansion	Total Site:	250,000
	Mechanical and Electrical None			Mechanical and Electrical None		
Annual Statement			0			250,000
			500,000			0
		Total M&E:	500,000		Total M&E:	0
	Building Exterior: None		0	Building Exterior: None		0
		Total B&E:	0		Total B&E:	0
	Dwelling Units: Kitchen Modernization		100,000	Dwelling Units: Electric Gas Heat Conversion		500,000
	Total DUs:	100,000		Total DUs:	500,000	
Dwelling Equipment None		0	Dwelling Equipment None		0	

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None	Total NDE:	0	Nondwelling Equipment None	Total NDE:	0
			0			0
	Subtotal of Estimated Cost		600,000	Subtotal of Estimated Cost		750,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-12 Belmont Tower Site: None	Total Site:	0	MA 12-12 Belmont Tower Site: None	Total Site:	0
	Mechanical and Electrical None			Mechanical and Electrical None		
Annual Statement			0			0
			0			0
		Total M&E:	0		Total M&E:	0
	Building Exterior: None		0	Building Exterior: None		0
		Total B&E:	0		Total B&E:	0
	Dwelling Units: Kitchen Modernization		100,000	Dwelling Units: None		0
	Total DUs:	100,000		Total DUs:	0	
	Dwelling Equipment None		0	Dwelling Equipment None		0

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: Common Hall Modernization	Total D.E.:	0
			0			200,000
		Total ICAs:	0		Total ICAs:	200,000
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None			Nondwelling Equipment None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		100,000	Subtotal of Estimated Cost		200,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-13 Webster Square Tower West Site: None	Total Site:	0	MA 12-13 Webster Square Tower West Site: Site Improvements	Total Site:	250,000
	Mechanical and Electrical Elevator Modernization			Mechanical and Electrical Electric to Gas Heat Conversion		
Annual Statement		Total M&E:	0		Total M&E:	250,000
			230,000			100,000
		230,000		100,000		
	Building Exterior: None	Total B&E:	0	Building Exterior: None	Total B&E:	0
			0			0
	Dwelling Units: None	Total DUs:	0	Dwelling Units: None	Total DUs:	0
	0			0		
Dwelling Equipment None			0	Dwelling Equipment None		0

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None		0	Nondwelling Equipment None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		230,000	Subtotal of Estimated Cost		350,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-13 Webster Square Tower West Site: None	Total Site:	0	MA 12-13 Webster Square Tower West Site: None	Total Site:	0
	Mechanical and Electrical None			Mechanical and Electrical None		
Annual Statement			0			0
			0			0
		Total M&E:	0		Total M&E:	0
	Building Exterior: None		0	Building Exterior: None		0
		Total B&E:	0		Total B&E:	0
	Dwelling Units: None		0	Dwelling Units: Bathroom Modernization		750,000
	Total DUs:	0		Total DUs:	750,000	
	Dwelling Equipment None		0	Dwelling Equipment None		0

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None	Total NDE:	0	Nondwelling Equipment None	Total NDE:	0
						0
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		750,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost		
See	MA 12-15 Webster Square Tower East Site: None	Total Site:	0	MA 12-15 Webster Square Tower East Site: Site Improvements	Total Site:	250,000		
	Mechanical and Electrical Riser Valves			Mechanical and Electrical New Zone Valves				
Annual Statement	Building Exterior: Masonry Renovations	Total M&E:	0	Building Exterior: None	Total M&E:	250,000		
			20,000			112,000		
			20,000			112,000		
			Total B&E:			160,000	Total B&E:	0
						160,000		0
			Dwelling Units: Handicap Unit Conversion (2 - 1 Bedroom)			Total DUs:	100,000	Dwelling Units: None
100,000	0							
Dwelling Equipment None		Dwelling Equipment None	0		0			

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None	Total NDE:	0	Nondwelling Equipment None	Total NDE:	0
	Subtotal of Estimated Cost		280,000	Subtotal of Estimated Cost		362,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-15 Webster Square Tower East Site: None	Total Site:	0	MA 12-15 Webster Square Tower East Site: None	Total Site:	0
	Mechanical and Electrical None			Mechanical and Electrical None		
Annual Statement			0			0
			0			0
		Total M&E:	0		Total M&E:	0
	Building Exterior: None		0	Building Exterior: None		0
		Total B&E:	0		Total B&E:	0
	Dwelling Units: Kitchen Modernization (289,000) Bathroom & Mechanical Upgrade (300,000)		589,000	Dwelling Units: None		0
	Total DUs:	589,000		Total DUs:	0	
Dwelling Equipment None		0	Dwelling Equipment New Appliances		250,000	

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: Community Room Modernization	Total D.E.:	250,000
			0			15,000
		Total ICAs:	0		Total ICAs:	15,000
	Site-Wide Facilities: None		0	Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None		0	Nondwelling Equipment None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		589,000	Subtotal of Estimated Cost		265,000
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-16 North & Providence Street Site: None	Total Site:	0	MA 12-16 North & Providence Street Site: None	Total Site:	0
	Mechanical and Electrical None			Mechanical and Electrical None		
Annual Statement		Total M&E:	0		Total M&E:	0
			0			0
	Building Exterior: None	Total B&E:	0	Building Exterior: None	Total B&E:	0
			0			0
	Dwelling Units: None	Total DUs:	0	Dwelling Units: None	Total DUs:	0
			0			0
Dwelling Equipment None		0	Dwelling Equipment None		0	

	Interior Common Areas:	Total D.E.:	0	Interior Common Areas:	Total D.E.:	0
	None		0	None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:			Site-Wide Facilities:		
	None			None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment			Nondwelling Equipment		
	None		0	None		0
		Total NDE:	0		Total NDE:	0
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-16 North & Providence Street Site: None	Total Site:	0	MA 12-16 North & Providence Street Site: None	Total Site:	0
	Mechanical and Electrical None			Mechanical and Electrical None		
Annual Statement		Total M&E:	0		Total M&E:	0
			0			0
	Building Exterior: None	Total B&E:	0	Building Exterior: None	Total B&E:	0
			0			0
	Dwelling Units:	Total DUs:	0	Dwelling Units: None	Total DUs:	0
	0			0		
Dwelling Equipment None		Dwelling Equipment None	0			0

	Interior Common Areas:	Total D.E.:	0	Interior Common Areas:	Total D.E.:	0
	None		0	None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:			Site-Wide Facilities:		
	None			None		0
		Total SWFs:	0		Total SWFs:	0
Nondwelling Equipment				Nondwelling Equipment		
None			0	None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-17 Southwest Gardens Site: None	Total Site:	0	MA 12-17 Southwest Gardens Site: None	Total Site:	0
	Mechanical and Electrical None			Mechanical and Electrical None		
Annual Statement			0			0
		Total M&E:	0		Total M&E:	0
	Building Exterior: None	Total B&E:	0	Building Exterior: None	Total B&E:	0
	Dwelling Units: None	Total DUs:	0	Dwelling Units: Bathroom Modernizaton	Total DUs:	150,000
	Dwelling Equipment None		0	Dwelling Equipment None		0

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None	Total NDE:	0	Nondwelling Equipment None	Total NDE:	0
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		150,000
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-17 Southwest Gardens Site: None	Total Site:	0	MA 12-17 Southwest Gardens Site: None	Total Site:	0
	Mechanical and Electrical None			Mechanical and Electrical None		
Annual Statement			0			0
			0			0
		Total M&E:	0		Total M&E:	0
	Building Exterior: None		0	Building Exterior: None		0
		Total B&E:	0		Total B&E:	0
	Dwelling Units: Bathroom Modernization		300,000	Dwelling Units: None		0
	Total DUs:	300,000		Total DUs:	0	
	Dwelling Equipment None		0	Dwelling Equipment None		0

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: None	Total D.E.:	0
			0			0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities: None			Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None		0	Nondwelling Equipment None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		300,000	Subtotal of Estimated Cost		0
					form HUD-52834 (10/96)	

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-18 Elm Park Tower Site: None	Total Site:	0	MA 12-18 Elm Park Tower Site: None	Total Site:	0
	Mechanical and Electrical Elevator Modernizatoin			Mechanical and Electrical None		
Annual Statement			0			0
		Total M&E:	130,000		Total M&E:	0
			130,000			0
	Building Exterior: None	Total B&E:	0	Building Exterior: New Windows	Total B&E:	295,000
			0			295,000
	Dwelling Units: Handicap Unit Conversions (4 - 1 Bedroom Units)	Total DUs:	200,000	Dwelling Units: New Carpeting	Total DUs:	100,000
		200,000			100,000	
Dwelling Equipment None			0	Dwelling Equipment None		0

	Interior Common Areas:	Total D.E.:	0	Interior Common Areas:	Total D.E.:	0
	None		0	None		0
		Total ICAs:	0		Total ICAs:	0
	Site-Wide Facilities:			Site-Wide Facilities:		
	None			None		0
		Total SWFs:	0		Total SWFs:	0
Nondwelling Equipment				Nondwelling Equipment		
None				None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		330,000	Subtotal of Estimated Cost		395,000
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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See	MA 12-18 Elm Park Tower Site: Site Improvement	Total Site:	200,000	MA 12-18 Elm Park Tower Site: None	Total Site:	0
	Mechanical and Electrical Electric to Gas Heat Conversion/HVAC Upgrade			Mechanical and Electrical None		
Annual Statement			200,000			0
			100,000			0
		Total M&E:	100,000		Total M&E:	0
	Building Exterior: None		0	Building Exterior: None		0
		Total B&E:	0		Total B&E:	0
	Dwelling Units: None		0	Dwelling Units: None		0
	Total DUs:	0		Total DUs:	0	
	Dwelling Equipment None		0	Dwelling Equipment New Appliances		200,000

	Interior Common Areas: None	Total D.E.:	0	Interior Common Areas: Mailbox Replacement	Total D.E.:	200,000
			0			15,000
		Total ICAs:	0		Total ICAs:	15,000
	Site-Wide Facilities: None		0	Site-Wide Facilities: None		0
		Total SWFs:	0		Total SWFs:	0
	Nondwelling Equipment None		0	Nondwelling Equipment None		0
	Total NDE:	0		Total NDE:	0	
	Subtotal of Estimated Cost		300,000	Subtotal of Estimated Cost		215,000
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NO. 2000-3041-8

INDEPENDENT STATE AUDITOR'S REPORT
ON THE ACTIVITIES OF THE
WORCESTER HOUSING AUTHORITY
APRIL 1, 1998 TO MARCH 31, 1999

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a. <u>Improvement Needed in the Monitoring of Contract Costs under the Public Housing Drug Elimination Program (PHDEP)</u> : Our prior review of the Authority's PHDEP program noted that the Authority's procedures did not provide for reconciliation of the monthly payroll invoices to the corresponding attendance records or other detailed supporting documentation. Based on our tests covering a one-month period, we noted a variance of 455.5 hours between the monthly invoice and the supporting attendance records. Our follow-up review revealed that the Authority has resolved this issue by implementing procedures requiring detailed documentation for all invoices presented for payment. We also noted that the Authority does not make such payments until proper reconciliations have been performed.	7
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<u>Improvements Needed in the Authority's Internal Controls over Financial Reporting</u> : Our review noted that the Authority lacks adequate accounting control procedures. As a result, the financial statements submitted to both the Department of Housing and Urban Development and the Department of Housing and Community Development contained instances of variances.	9

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JOSEPH DeNUCCI
AUDITOR

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2000-3041-8

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INDEPENDENT AUDITOR'S REPORT

Joseph P. Carlson, Chairperson
Worcester Housing Authority
40 Belmont Street
Worcester, Massachusetts 01605

We have audited the Worcester Housing Authority's financial statements as of and for the fiscal year ended March 31, 1999, as listed in the Table of Contents. These financial statements are the responsibility of the Authority's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in the Notes to Financial Statements, No. 2, the Authority's records are maintained on bases of accounting prescribed by the Commonwealth's Department of Housing and Community

Development (DHCD) and the U.S. Department of Housing and Urban Development (HUD), which are comprehensive bases of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Worcester Housing Authority as of March 31, 1999, and the results of its operations for the fiscal year then ended, in conformity with the bases of accounting prescribed by DHCD and HUD.

In accordance with Government Auditing Standards, we have also issued a report dated December 1, 1999 on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

Our audit was performed for the purpose of forming an opinion on the financial statements of the Worcester Housing Authority, taken as a whole. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and is not a required part of the financial statements. The information in the schedule has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

December 1, 1999

A. JOSEPH DeNUCCI
Auditor of the Commonwealth



STEPHEN DeNUCCI
AUDITOR

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2000-3041-8

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REPORT ON COMPLIANCE AND ON INTERNAL CONTROL
OVER FINANCIAL REPORTING BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

Joseph P. Carlson, Chairperson
Worcester Housing Authority
40 Belmont Street
Worcester, Massachusetts 01605

We have audited the Worcester Housing Authority's financial statements as of and for the fiscal year ended March 31, 1999, and have issued our report thereon dated December 1, 1999. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Worcester Housing Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control over Financial Reporting

In planning and performing our audit, we considered the Worcester Housing Authority's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the information of the Worcester Housing Authority's Board of Commissioners, management, the Commonwealth's Department of Housing and Community Development, the U.S. Department of Housing and Urban Development, and other federal audit agencies. However, this report is a matter of public record, and its distribution is not limited.

December 1, 1999

A. JOSEPH DeNUCCI
Auditor of the Commonwealth



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2000-3041-8

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REPORT ON COMPLIANCE WITH SPECIFIC REQUIREMENTS APPLICABLE TO
STATE-AIDED FINANCIAL ASSISTANCE PROGRAMS

Joseph P. Carlson, Chairperson
Worcester Housing Authority
40 Belmont Street
Worcester, Massachusetts 01605

We have audited the Worcester Housing Authority's financial statements as of and for the fiscal year ended March 31, 1999 and have issued our report thereon dated December 1, 1999.

We have also audited the Authority's compliance with the requirements governing types of services, eligibility, reporting, and special tests and provisions that are applicable to its state-aided financial assistance programs, which are identified in the Supplementary Information section of this report, for the fiscal year ended March 31, 1999. The management of the Worcester Housing Authority is responsible for the Authority's compliance with those requirements. Our responsibility is to express an opinion on compliance with those requirements based on our audit.

We conducted our audit of compliance with those requirements in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether material noncompliance with the requirements referred to above occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the Worcester Housing Authority complied, in all material respects, with the requirements governing types of services, eligibility, reporting, and special tests and provisions that are applicable to its state-aided financial assistance programs for the fiscal year ended March 31, 1999.

This report is intended for the information of the Worcester Housing Authority's Board of Commissioners, management, the Commonwealth's Department of Housing and Community Development, the U.S. Department of Housing and Urban Development, and other federal audit agencies. However, this report is a matter of public record, and its distribution is not limited.

December 1, 1999

A. JOSEPH DeNUCCI
Auditor of the Commonwealth

AUDIT RESULTS

1. Status of Prior Audit Results

Our prior audit report of the Worcester Housing Authority (No. 99-3012-8), which covered the period April 1, 1997 to March 31, 1998, disclosed the following reportable conditions and expressed unqualified opinions:

a. Improvement Needed in the Monitoring of Contract Costs under the Public Housing Drug Elimination Program (PHDEP)

Our prior review of the Authority's federal PHDEP Program identified inadequate control procedures over payments made to the Worcester Police Department (WPD). We noted that the Authority entered into a contract with the WPD to help implement a comprehensive anti-drug campaign at the Great Brook Valley public housing development. The contract required the Authority to pay the WPD on a monthly basis for regular and overtime patrol services, and to provide detailed supporting documentation to verify the hours provided for such services. However, no attempt was made to reconcile the detailed documentation to the April 1997 monthly invoice that we examined for our review. We attempted to reconcile the available detailed documentation (WPD daily logs) to that monthly invoice, which totaled \$19,263. Based upon our attempted reconciliation, the total hours noted on the invoice exceeded by 455.5 hours the hours supported on the WPD daily logs. Based on this variance between the hours reported on the invoice and the hours reported on the daily log, unsupported payments of \$8,740 were questioned.

We recommended that the Authority establish adequate procedures to ensure that, prior to the payment process, the hours claimed on the WPD invoices are reconciled to the hours noted on the WPD daily logs or other detailed supporting documents. Additionally, we recommended that the Authority review and reconcile all fiscal year 1998 payments to determine the extent to which similar variances may have occurred and, if necessary, seek repayment from the WPD.

Our follow-up review disclosed that the Authority has implemented procedures, effective April 1, 1999, which require the WPD to provide detailed backup documentation for all payment invoices. Our review further noted that the Authority does not issue payments until a reconciliation is performed. In addition, the Authority obtained and reviewed

detailed supporting documentation from the WPD for our sample month of April 1997. Based upon their review, it was determined that the Authority was not overbilled, but rather more hours of patrol service had been provided than were actually billed per the monthly invoice. While the Authority did not review the entire 1998 fiscal year, the month of September 1997 was also reconciled, which indicated that the WPD once again provided more hours of patrol service than were actually billed. We reviewed these reconciliations and concur.

b. Inventory Control Improvements

Our prior review of the Authority's inventory control procedures revealed that improvements were needed, as follows:

Inadequate Controls over Property and Equipment: Our prior review revealed that the controls maintained by the Authority in its furniture and equipment inventory were not in full compliance with the Department of Housing and Community Development (DHCD) regulations, which require that all equipment should be tagged with an assigned asset number and an equipment inventory should be taken once a year. Contrary to those requirements, we found that the Authority had not conducted a physical count of its inventory of equipment for at least two years; items on the inventory list, although assigned inventory tag numbers, did not contain the actual identification tags; several pieces of office furniture were listed as one item on the inventory list; and no cost value was assigned to certain items that were on the Authority's inventory list.

Our prior audit recommended that the Authority ensure that all equipment is properly tagged with an assigned asset number, assign a value to all equipment in accordance with DHCD regulations and the Authority's Capitalization Policy, conduct an annual physical inventory of all property and equipment, and reconcile the physical inventory of property and equipment to the appropriate general ledger account.

Our follow-up review revealed that the Authority is currently in the process of conducting both a physical inventory and an extensive review of the Authority's control procedures over its property and equipment. The Authority indicated that by February 2000 the inventory should be in place.

Materials and Supply Inventory Valuations: Our prior review of the Authority's materials and supply inventory as of March 31, 1998 indicated that a \$30,041 variance existed between the storeroom inventory valuation and the value listed on the Authority's general ledger, and that nine of 12 material and supply items contained discrepancies.

We recommended that the Authority conduct a physical inventory of all materials and supplies, reconcile this physical inventory of materials and supplies to the appropriate general ledger account, and resolve the cited variance of \$30,041.

Our follow-up review revealed that, although variances still exist as of March 31, 1999, the Authority is currently in the process of conducting a physical inventory and will adjust its records upon completion.

2. Current Audit Results

Our current audit, which covered the period April 1, 1998 to March 31, 1999, disclosed the following reportable condition and expressed unqualified opinions:

Improvements Needed in the Authority's Internal Controls over Financial Reporting

We identified reporting differences on the Authority's March 31, 1999 financial statements as submitted to both DHCD and the Department of Housing and Urban Development (HUD), versus the Authority's general ledgers. Because the Authority lacks adequate control procedures to ensure that balances on the Authority's ledgers are accurately reported on the appropriate financial statement, the following differences resulted:

a. State Financial Reporting – (DHCD): During the fiscal year ended March 31, 1999, the Commonwealth (DHCD) closed out three state-aided development programs (705-3 at \$35,126, 667-5 at \$19,541, and 689-4 at \$9,951). Closing processes require the development cost to be transferred to the appropriate management general ledgers. However, the Authority did not record the \$9,951 on the 689 Program management general ledger and did not include the 705-3 Program development costs of \$35,126 on the balance sheet submitted to DHCD. In addition, due to a duplicate recording on the management books of the 400 Program, the balance sheet was inflated by \$2,620,754, representing the final development cost of the 667-4 Program.

When these differences were brought to the attention of the Authority, amended balance sheets for the 400 and 689 programs were immediately submitted to DHCD.

b. Federal Financial Reporting (HUD): The Authority's federal Section 8 Moderate Rehabilitation (Mod. Rehab) Program B-1112K-01 was essentially closed out as of March 31, 1999. During fiscal year 1999, all units under the Annual Contributions Contract had expired. The Authority indicated that it did not prepare and submit financial statements for this program, contrary to HUD reporting requirements, because it was unaware that reporting requirements existed for expired Mod.Rehab programs. We provided the Authority with HUD's PIH Notice 99-14 (HA) regarding the financial management requirements for the Section 8 Mod.Rehab programs that had expired (closed out). At our request, the Authority prepared financial statements for the fiscal year ended March 31, 1999 for the program. The Authority is in the process of complying with HUD's closing requirements as detailed in the Notice 99-14 (HA).

In addition, we noted that six of the Section 8 interprogram receivables and payables did not agree because the Authority did not reconcile its interprogram balances. The differences ranged from \$25,090 to (\$175,089), with the total net variance of all six programs being \$13,897.

We brought this matter to the attention of Authority personnel, who indicated that procedures would be established and followed prior to the fiscal year 2000 close-out.

Recommendation: The Authority should establish adequate accounting control procedures over these areas by ensuring that procedures are established to reconcile the ledgers to the financial statements, and ensure at fiscal year-end that all inter-program payables and receivables are in agreement.

Auditee's Response:

The [Worcester Housing Authority] WHA will develop internal reconciliation procedures, reconciling all ledgers and financial statements. This reconciliation will be done at least quarterly, which should minimize any discrepancies. The WHA is currently involved in an Authority wide software conversion. The new software will facilitate the reconciliation process.

FINANCIAL STATEMENTS

Statement No. I

Revolving Fund

Balance Sheet

March 31, 1999

Assets					
Cash					\$ 500,638
Accounts Receivable					854,332
Deferred Charges					<u>120,357</u>
Total Assets					<u>\$ 1,475,327</u>
Liabilities and Advances					
Accounts Payable					\$ 733,685
Advances					737,500
Deferred Credits					4,142
030000000000 Total Liabilities and Advances					<u>\$ 1,475,327</u>

The accompanying notes are an integral part of these financial statements.

Statement No. IIState-Aided Programs in ManagementBalance Sheets

March 31, 1999

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				Family and Elderly Housing Program 400	Special Needs Housing Program 689	Mass. Rental Voucher Program
<u>Assets</u>						
Cash				\$ 1,171,495	\$ 127,633	\$ 234,058
Accounts Receivable				235,077	-	29,925
Advances				206,000	1,500	-
Investments				11,235	-	73,060
Debt Service				1,151	-	-
Debt Service Trust				(16,884)	-	-
Deferred Charges				199,593	96	8,255
Development Cost				19,713,819	1,635,397	-
Less: Development Cost Liquidation				(7,513,000)	-	-
Inventory of Furniture and Equipment				605,618	2,769	79,649
Development Cost Inventory				(60,965)	(995)	-
Completed Modernization Costs				<u>12,447,997</u>	<u>70,435</u>	<u>-</u>
Total Assets				<u>\$ 27,001,136</u>	<u>\$ 1,836,835</u>	<u>\$ 424,947</u>
<u>Liabilities and Surplus</u>						
Liabilities:						
Accounts Payable				\$ 1,118,874	\$ (31,604)	\$ 183,383
Accrued Liabilities				101,269	-	-
Deferred Credits				<u>33,416</u>	<u>-</u>	<u>142,288</u>
Total Liabilities				\$ 1,253,559	\$ (31,604)	\$ 325,671
Grants Issued				11,700,819	1,635,397	-
Cumulative DHCD Modernization Contributions				12,425,737	70,435	-
Surplus				<u>1,621,021</u>	<u>162,607</u>	<u>99,276</u>
Total Liabilities and Surplus				<u>\$ 27,001,136</u>	<u>\$ 1,836,335</u>	<u>\$ 424,947</u>

The accompanying notes are an integral part of these financial statements.

Statement No. IIIState-Aided Programs in ManagementOperating Statements

Fiscal Year Ended March 31, 1999

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		Family and Elderly Housing Program 400	Special Needs Housing Program 689	Mass. Rental Voucher Program
Operating Receipts:				
Shelter Rent	\$	1,795,376	\$ 74,166	-
Interest on Investments		43,165	5,690	\$ 14,024
Other Operating Receipts		35,841	170	-
Administrative Fee		-	-	117,000
Total Operating Receipts	\$	<u>1,874,382</u>	<u>\$ 80,026</u>	<u>\$ 131,024</u>
Operating Expenditures:				
Administrative	\$	650,794	\$ 30,695	\$ 106,083
Tenant Organization		29,617	-	-
Maintenance		1,074,387	7,099	-
General		412,587	13,027	29,974
Provision for Operating Reserve		21,147	15,636	-
DHCD-Directed Costs		110,903	-	-
Utilities		<u>1,327,575</u>	<u>-</u>	<u>-</u>
Total Operating Expenditures	\$	<u>3,627,010</u>	<u>\$ 66,457</u>	<u>\$ 136,057</u>
Income/(Deficit) before Subsidy Earned	\$	(1,752,628)	\$ 13,569	\$ (5,033)
Operating Subsidy Earned		1,753,956	-	-
Income/(Deficit) before Nonroutine Expenditures	\$	1,328	\$ 13,569	\$ (5,033)
Nonroutine Expenditures		<u>107,963</u>	<u>582</u>	<u>109</u>
Net Income/(Deficit)	\$	<u>(106,635)</u>	<u>\$ 12,987</u>	<u>\$ (5,142)</u>
<u>Year-End Settlement of Mass. Rental Voucher Program</u>				
Total Landlord Payments				\$ 1,505,841
Total Partial Payments Received from DHCD for Fiscal Year				1,497,470
Underpayment Due Authority				<u>\$ 8,371</u>

The accompanying notes are an integral part of these financial statements.

Statement No. IVState-Aided Programs in ManagementAnalysis of Surplus

Fiscal Year Ended March 31, 1999

	Family and Elderly Housing <u>Program 400</u>	Special Needs Housing <u>Program 689</u>	Mass. Rental <u>Voucher Program</u>
<u>Valuation of Fixed Assets</u>			
Balance March 31, 1998	\$ 527,339	\$ 1,216	\$ 79,649
Adjustment to Inventory	(17,651)	-	-
Purchase of Fixed Assets	56,938	558	-
Disposal of Equipment	(39,624)	-	-
Balance March 31, 1999	<u>\$ 527,002</u>	<u>\$ 1,774</u>	<u>\$ 79,649</u>
<u>Unamortized Bond Premium</u>			
Balance March 31, 1998	\$ 1,727	-	-
Balance March 31, 1999	<u>\$ 1,727</u>	<u>-</u>	<u>-</u>
<u>Gifts and Donations</u>			
Balance March 31, 1998	\$ 500,000	-	-
Adjustment	<u>17,651</u>	<u>-</u>	<u>-</u>
Balance March 31, 1999	<u>\$ 517,651</u>	<u>-</u>	<u>-</u>
<u>Operating Reserve</u>			
Balance March 31, 1998	\$ 660,129	\$ 132,210	\$ 25,669
Adjustment	-	-	(900)
Net Income/(Deficit)	(106,635)	12,987	(5,142)
Provision for Operating Reserve	<u>21,147</u>	<u>15,636</u>	<u>-</u>
Balance March 31, 1999	<u>\$ 574,641</u>	<u>\$ 160,833</u>	<u>\$ 19,627</u>
Total Surplus	<u>\$ 1,621,021</u>	<u>\$ 162,607</u>	<u>\$ 99,276</u>

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The accompanying notes are an integral part of these financial statements.

Statement No. VFederally Aided ProgramsBalance Sheets

March 31, 1999

f03000000000

	<u>Annual Contributions Contract</u>							
	<u>NY-353</u>	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
	<u>Section 8</u>							
<u>Assets</u>	<u>Public Housing</u>	<u>Existing</u>	<u>Voucher</u>	<u>Moderate Rehabilitation</u>				
Cash	\$ 2,594,177	\$ 275,580	\$ 1,380,243	-	-	-	-	-
Accounts Receivable	214,109	281,957	(121,042)	\$ 67,680	\$ 98,430	\$ 136,625	\$ 233,898	\$ 160,911
Advances	500,000	30,000	-	-	-	-	-	-
Investments	5,287	3,706	-	155	178	127	197	-
Debt Amortization Funds	2,801,182	-	-	-	-	-	-	-
Deferred Charges	424,265	7,660	-	-	-	-	-	-
Land, Structures, and Equipment	102,845,445	128,134	2,022	299	500	459	500	-
Total Assets	\$ 109,384,465	\$ 727,037	\$ 1,261,223	\$ 68,134	\$ 99,108	\$ 137,211	\$ 234,595	\$ 160,911
<u>Liabilities and Surplus</u>								
<u>Liabilities:</u>								
Accounts Payable	\$ (891,018)	\$ 574,949	\$ 1,192,543	\$ 26,921	\$ 61,957	\$ 101,657	\$ 189,569	\$ 136,602
Accrued Liabilities	4,615,925	-	-	-	-	-	-	-
Deferred Credits	714,498	-	-	-	-	-	-	-
Fixed Liabilities	16,780,062	-	-	-	-	-	-	-
Total Liabilities	\$ 21,219,467	\$ 574,949	\$ 1,192,543	\$ 26,921	\$ 61,957	\$ 101,657	\$ 189,569	\$ 136,602
Surplus	88,164,998	152,088	68,680	41,213	37,151	35,554	45,026	24,309
Total Liabilities and Surplus	\$ 109,384,465	\$ 727,037	\$ 1,261,223	\$ 68,134	\$ 99,108	\$ 137,211	\$ 234,595	\$ 160,911

The accompanying notes are an integral part of these financial statements.

Statement No. VI

Federally Aided Programs

Statements of Income and Expenses

Fiscal Year Ended March 31, 1999

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	Annual Contributions Contract							
	<u>NY-353</u>	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
	Section 8							
	Public Housing	Existing	Voucher	Moderate Rehabilitation				
Operating Income:								
Dwelling Rental	\$ 4,668,433	-	-	-	-	-	-	-
Interest on General Fund Investments	43,263	\$ 4,626	\$ 2,778	\$ 4,209	\$ 594	\$ 653	\$ 1,380	\$ 589
Interest on Operating Reserve Investments	-	10,459	15,330	-	3,746	3,720	4,754	2,619
Other Income	<u>145,239</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Operating Income	<u>\$ 4,856,935</u>	<u>\$ 15,085</u>	<u>\$ 18,108</u>	<u>\$ 4,209</u>	<u>\$ 4,340</u>	<u>\$ 4,373</u>	<u>\$ 6,134</u>	<u>\$ 3,208</u>
Operating Expenses:								
Administration	\$ 1,948,354	\$ 860,405	\$ 230,826	-	-	\$ 19,907	\$ 35,389	\$ 27,604
Tenant Services	5,671	-	-	-	-	-	-	-
Utilities	2,940,774	-	-	-	-	-	-	-
Ordinary Maintenance and Operation	2,834,229	-	-	-	-	-	-	-
Protective Services	308,685	-	-	-	-	-	-	-
General Expenses	1,368,555	-	-	-	-	-	-	-
Nonroutine Expenses	8,606	-	-	-	-	-	-	-
Audit Costs	-	2,971	790	-	-	72	129	100
Housing Assistance Payments	<u>-</u>	<u>5,935,956</u>	<u>1,489,310</u>	<u>-</u>	<u>\$ 1,712</u>	<u>163,872</u>	<u>249,465</u>	<u>229,168</u>
Total Operating Expenses	<u>\$ 9,414,874</u>	<u>\$ 6,799,332</u>	<u>\$ 1,720,926</u>	<u>-</u>	<u>\$ 1,712</u>	<u>\$ 183,851</u>	<u>\$ 284,983</u>	<u>\$ 256,872</u>

Statement No. VI (Continued)

Federally Aided Programs

Statements of Income and Expenses

Fiscal Year Ended March 31, 1999

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	<u>Annual Contributions Contract</u>							
	<u>NY-353</u>	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112-K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
				<u>Section 8</u>				
<u>Public Housing</u>	<u>Existing</u>	<u>Voucher</u>	<u>Moderate Rehabilitation</u>					
Net Operating Income/(Loss)	\$ (4,557,939)	\$ (6,784,247)	\$ (1,702,818)	\$ 4,209	\$ 2,628	\$ (179,478)	\$ (278,849)	\$ (253,664)
Other (Charges)/Credits:	-	-	-	-	-	-	-	-
Interest on Notes and Bonds Payable	(952,124)	-	-	-	-	-	-	-
Disposal of Equipment	(211,764)	-	-	-	-	-	-	-
Prior Year Adjustments Affecting Receipts	14,920	(14,944)	(297)	(490)	(490)	(490)	(490)	-
Prior Year Adjustment Not Affecting Receipts	-	(23,193)	-	-	-	-	-	-
Net Income/(Loss)	<u>\$ (5,706,907)</u>	<u>\$ (6,822,384)</u>	<u>\$ (1,703,115)</u>	<u>\$ 3,719</u>	<u>\$ 2,138</u>	<u>\$ (179,968)</u>	<u>\$ (279,339)</u>	<u>\$ (253,664)</u>

The accompanying notes are an integral part of these financial statements.

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Statement No. VIIFederally Aided ProgramsAnalysis of Surplus

Fiscal Year Ended March 31, 1999

	Annual Contributions Contract							
	<u>NY-353</u>	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-05</u>
	Section 8							
	<u>Public Housing</u>	<u>Existing</u>	<u>Voucher</u>	<u>Moderate Rehabilitation</u>				
<u>Unreserved Surplus</u>								
Balance March 31, 1998	\$ (110,790,383)	\$ (80,647,204)	\$ (14,162,554)	\$ (3,500,967)	\$ (3,620,183)	\$ (3,359,904)	\$ (3,783,900)	\$ (5,000,000)
HUD Adjustment	-	81,852	111,906	(14,412)	(119,317)	-	(208,667)	-
Adjusted Balance March 31, 1998	\$ (110,790,383)	\$ (80,565,352)	\$ (14,050,648)	\$ (3,515,379)	\$ (3,739,500)	\$ (3,359,904)	\$ (3,992,567)	\$ (5,000,000)
Net Income/(Loss)	(5,706,907)	(6,822,384)	(1,703,115)	3,719	2,138	(179,968)	(279,339)	(2,000,000)
Provision for Operating Reserve	(376,380)	115,849	7,730	-	(3,256)	(1,940)	(2,148)	-
Provision for Project Account	-	(1,127,854)	288,026	-	1,118	181,908	24,879	(1,000,000)
Balance March 31, 1999	\$ (116,873,670)	\$ (88,399,741)	\$ (15,458,007)	\$ (3,511,660)	\$ (3,739,500)	\$ (3,359,904)	\$ (4,249,175)	\$ (5,000,000)
<u>Operating Reserve</u>								
Balance March 31, 1998	\$ 3,746,984	\$ 134,524	\$ 205,917	\$ 61,069	\$ 56,886	\$ 53,862	\$ 68,895	\$ -
HUD Adjustment	-	5,280	185	160	(2,393)	242	258	-
Provision for Operating Reserve	376,380	(115,849)	(7,730)	3,719	3,256	1,940	2,148	-
Cash Withdrawals	-	-	(131,714)	(23,707)	(21,098)	(20,949)	(26,774)	(1,000,000)
Balance March 31, 1999	\$ 4,123,364	\$ 23,955	\$ 66,658	\$ 41,241	\$ 36,651	\$ 35,095	\$ 44,527	\$ -
<u>Project Account Unfunded</u>								
Balance March 31, 1998	-	\$ 1,702,292	\$ 1,104,782	\$ 224,752	\$ 171,704	\$ 270,905	\$ 189,694	\$ 2,600,000
HUD Adjustment	-	(87,383)	(112,091)	10,533	121,710	(242)	208,409	-
Adjusted Balance March 31, 1998	-	\$ 1,614,909	\$ 992,691	\$ 235,285	\$ 293,414	\$ 270,663	\$ 398,103	\$ 2,600,000
Provision for Project Account	-	1,127,854	(288,026)	-	(1,118)	(181,908)	(24,879)	1,000,000
Balance March 31, 1999	-	\$ 2,742,763	\$ 704,665	\$ 235,285	\$ 292,296	\$ 88,755	\$ 373,224	\$ 2,600,000

Statement No. VII (Continued)

Federally Aided Programs

Analysis of Surplus

Fiscal Year Ended March 31, 1999

	Annual Contributions Contract							
	<u>NY-353</u>	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
	Public Housing	Existing	Voucher	Moderate Rehabilitation	Moderate <u>Rehabilitation</u>	Moderate <u>Rehabilitation</u>	Moderate <u>Rehabilitation</u>	Moderate <u>Rehabilitation</u>
<u>Section 8</u>								
<u>Cumulative Annual Contributions</u>								
Balance March 31, 1998	\$ 139,659,119	\$ 79,070,416	\$ 13,059,794	\$ 3,276,187	\$ 3,448,979	\$ 3,089,458	\$ 3,594,705	\$ 2,387,642
HUD Adjustment	-	5,530	185	160	(2,393)	242	258	202
Adjusted Balance March 31, 1998	\$ 139,659,119	\$ 79,075,946	\$ 13,059,979	\$ 3,276,347	\$ 3,446,586	\$ 3,089,700	\$ 3,594,963	\$ 2,387,844
HUD Debt Service For Year (Net)	1,537,726	-	-	-	-	-	-	-
Accruing Annual Contributions	-	6,709,165	1,695,385	-	1,118	181,908	281,487	254,632
Operating Subsidy	5,125,607	-	-	-	-	-	-	-
Balance March 31, 1999	\$ 146,322,452	\$ 85,785,111	\$ 14,755,364	\$ 3,276,347	\$ 3,447,704	\$ 3,271,608	\$ 3,876,450	\$ 2,642,476
<u>Cumulative Modernization Grants</u>								
Balance March 31, 1998	\$ 49,421,207	-	-	-	-	-	-	-
PHDEP Funds Received	805,687	-	-	-	-	-	-	-
Modernization Funds Received	4,319,858	-	-	-	-	-	-	-
Balance March 31, 1999	\$ 54,546,752	-	-	-	-	-	-	-
<u>Cumulative Donations</u>								
Balance March 31, 1998	\$ 46,100	-	-	-	-	-	-	-
Balance March 31, 1999	\$ 46,100	-	-	-	-	-	-	-
ffff030000000000 Total Surplus	\$ 88,164,998	\$ 152,088	\$ 68,680	\$ 41,213	\$ 37,151	\$ 35,554	\$ 45,026	\$ 24,309

The accompanying notes are an integral part of these financial statements.

Statement No. VIIIFederally Aided ProgramsComputation of Residual Receipts and
Accruing Annual Contributions

Fiscal Year Ended March 31, 1999

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Public Housing

Annual Contributions
Contract NY-353

Computation of Residual Receipts

Operating Receipts:

Operating Income	\$ 4,856,935
Operating Subsidy	5,125,607
Prior Years Adjustment	14,920
Gain on Disposition of Nonexpendable Equipment	<u>4,277</u>
Total Operating Receipts	<u>\$ 10,001,739</u>

Operating Expenses:

Operating Expenses	\$ 9,414,874
Capital Expenditures	<u>210,485</u>
Total Operating Expenses	\$ 9,625,359

Residual Receipts per Audit	\$ 376,380
Provision for Operating Reserve	<u>376,380</u>
Residual Receipts per Authority	<u>-</u>

Computation of Accruing Annual Contributions

Fixed Annual Contributions	<u>\$ 1,537,726</u>
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The accompanying notes are an integral
part of these financial statements.

Statement No. IXFederally Aided ProgramsComputation of Annual Contributions Earned and
Project Account – Operating Reserve Changes

Fiscal Year Ended March 31, 1999

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	Annual Contributions Contract						
	B-1112	B-1112V	B-1112K-01	B-1112K-02	B-1112K-03	B-1112K-04	B-1112K-07
	Section 8						
	Existing	Voucher	Moderate Rehabilitation	Moderate Rehabilitation	Moderate Rehabilitation	Moderate Rehabilitation	Moderate Rehabilitation
Maximum Annual Contributions Available							
Maximum Annual Contributions Commitment	\$ 7,837,019	\$ 1,407,359	-	-	-	\$ 256,608	\$ 451,296
Project Account at Beginning of Year (Adjusted)	1,614,909	992,691	\$ 235,285	\$ 293,414	\$ 270,663	398,103	2,614,008
Total Annual Contributions Available	<u>\$ 9,451,928</u>	<u>\$ 2,400,050</u>	<u>\$ 235,285</u>	<u>\$ 293,414</u>	<u>\$ 270,663</u>	<u>\$ 654,711</u>	<u>\$ 3,065,304</u>
<u>Annual Contributions Required</u>							
Housing Assistance Payments	\$ 5,935,956	\$ 1,489,310	-	\$ 1,712	\$ 163,872	\$ 249,465	\$ 229,168
Administrative Fees Earned	774,864	208,063	-	-	18,617	33,273	25,953
Audit Costs	2,971	790	-	-	72	129	100
Total Funds Required	\$ 6,713,791	\$ 1,698,163	-	\$ 1,712	\$ 182,561	\$ 282,867	\$ 255,221
Less: Project Receipts Other than Annual Contributions	<u>4,626</u>	<u>2,778</u>	<u>\$ 4,209</u>	<u>594</u>	<u>653</u>	<u>1,380</u>	<u>589</u>
Total Annual Contributions Required	<u>\$ 6,709,165</u>	<u>\$ 1,695,385</u>	<u>\$ 4,209</u>	<u>\$ 1,118</u>	<u>\$ 181,908</u>	<u>\$ 281,487</u>	<u>\$ 254,632</u>
Project Account Change							
Provision for Project Account	\$ 1,127,854	\$ (288,026)	-	\$ (1,118)	\$ (181,908)	\$ (24,879)	\$ 196,664
<u>Annual Contributions Earned</u>							
Lesser of Contributions Available or Contributions Required	<u>\$ 6,709,165</u>	<u>\$ 1,695,385</u>	<u>-</u>	<u>\$ 1,118</u>	<u>\$ 181,908</u>	<u>\$ 281,487</u>	<u>\$ 254,632</u>

Statement No. IX (Continued)Federally Aided ProgramsComputation of Annual Contributions Earned and
Project Account – Operating Reserve Changes

Fiscal Year Ended March 31, 1999

	<u>Annual Contributions Contract</u>						
	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
	<u>Section 8</u>						
<u>Existing</u>	<u>Voucher</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>
<u>Operating Reserve Change</u>							
Operating Income	\$ 15,085	\$ 18,108	\$ 4,209	\$ 4,340	\$ 4,373	\$ 6,134	\$ 3,208
Annual Contributions Earned	6,709,165	1,695,385	-	1,118	181,908	281,487	254,632
Prior Year Adjustments	<u>(14,944)</u>	<u>(297)</u>	<u>(490)</u>	<u>(490)</u>	<u>(490)</u>	<u>(490)</u>	<u>-</u>
Total Operating Receipts	<u>\$ 6,709,306</u>	<u>\$ 1,713,196</u>	<u>\$ 3,719</u>	<u>\$ 4,968</u>	<u>\$ 185,791</u>	<u>\$ 287,131</u>	<u>\$ 257,840</u>
<u>Operating Expenses</u>							
Operating Expenses	\$ 6,799,332	\$ 1,720,926	-	\$ 1,712	\$ 183,851	\$ 284,983	\$ 256,872
Capital Expenditures	25,823	-	-	-	-	-	-
Total Operating Expenses	<u>\$ 6,825,155</u>	<u>\$ 1,720,926</u>	<u>-</u>	<u>\$ 1,712</u>	<u>\$ 183,851</u>	<u>\$ 284,983</u>	<u>\$ 256,872</u>
Provision for Operating Reserve	<u>\$ (115,849)</u>	<u>\$ (7,730)</u>	<u>\$ 3,719</u>	<u>\$ 3,256</u>	<u>\$ 1,940</u>	<u>\$ 2,148</u>	<u>\$ 968</u>

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The accompanying notes are an integral
part of these financial statements .

Statement No. X

Federally Aided Programs

Authority's Statement and Certification of
Actual Modernization Costs

March 31, 1999

				Annual Contributions			
				<u>Contract NY 353</u>			
				Comprehensive Grant Number			
				MA06-P012-704			
Funds Approved							<u>\$ 4,916,500</u>
Funds Expended							4,916,500
Excess of Funds Approved							<u>-</u>
Funds Advanced							<u>\$ 4,916,500</u>
Funds Expended							<u>4,916,500</u>
Excess of Funds Advanced							<u>-</u>
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The distribution of costs as shown on the Final Statement of Modernization Costs, which accompanied the Actual Modernization Cost Certificate submitted to HUD for approval, is in agreement with the Authority's records.

The accompanying notes are an integral part of these financial statements.

Statement No. XI

Federally Aided Programs

Public Housing Drug Elimination Program

Final Close-Out Document for Fiscal Year 1996

March 31, 1999

						Program	
						<u>MA06DEP0120196</u>	
						\$ 542,250	
						<u>542,250</u>	
						<u>-</u>	
						\$ 542,250	
						542,250	
						<u>-</u>	

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The accompanying notes are an integral part of these financial statements.

Statement No. XII

State-Aided Programs in Development

Balance Sheets

March 31, 1999

	<u>Special Needs Housing Program</u>			<u>Family Housing</u>
<u>Assets</u>	<u>689-1</u>	<u>689-4</u>	<u>689-6</u>	<u>705-2</u>
Investments	-	\$ 575	\$ 157	\$ 436
Development Costs (Net)	\$ 303,460	593,609	44,277	2,299,505
Contracts - Uncompleted	-	-	26,300	59,851
Contract Awards (Contra)	-	-	(26,300)	(59,851)
Total Assets	\$ 303,460	\$ 594,184	\$ 44,434	\$ 2,299,941
<u>Liabilities and Grants</u>				
Accounts Payable	\$ 6,088	\$ 5,705	-	\$ 30,000
Grants Issued	297,372	588,472	\$ 44,434	2,269,941
Other Funding	-	7	-	-
Total Liabilities and Grants	\$ 303,460	\$ 594,184	\$ 44,434	\$ 2,299,941

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The accompanying notes are an integral part of these financial statements.

Statement No. XIIIState-Aided Programs in DevelopmentStatements of Development Costs

March 31, 1999

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	Special Needs Housing Program			Family Housing
	689-1	689-4	689-6	705-2
Administration	\$ 6,357	\$ 20,282	\$ 3,452	\$ 11,903
Architectual and Engineering Fees	74,995	76,875	39,426	181,206
Site Acquisition	-	325	-	24,109
Site Development	2,100	2,968	15,433	13,460
Contruction Costs	<u>466,803</u>	<u>512,338</u>	<u>-</u>	<u>2,136,752</u>
Total Development Costs	\$ 550,255	\$ 612,788	\$ 58,311	\$ 2,367,430
Less:				
Interest Income	19,866	18,743	14,034	61,930
Other Income	<u>226,929</u>	<u>436</u>	<u>-</u>	<u>5,995</u>
Development Costs (Net)	<u>\$ 303,460</u>	<u>\$ 593,609</u>	<u>\$ 44,277</u>	<u>\$ 2,299,505</u>

The accompanying notes are an integral part of these financial statements.

Statement No. XIV

State-Aided Program in Modernization

Balance Sheet

March 31, 1999

Assets						
						Housing Program 400
Cash						\$ 1,752
Modernization Costs (Net):						
<u>Work Plan Number</u>						
1007						39,366
1010						470,815
1011						85,345
1015						603,915
1016						97,560
1018						94
1019						1,400
Contracts - Uncompleted						556,033
Contract Awards (Contra)						(556,033)
Total Assets						<u>\$ 1,300,247</u>
<u>Liabilities and Grants</u>						
Accounts Payable						\$ 16,811
Contact Retentions						20,765
Grants Issued						<u>1,262,671</u>
Total Liabilities and Grants						<u>\$ 1,300,247</u>

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The accompanying notes are an integral part of these financial statements.

Statement No. XVState-Aided Program in ModernizationStatements of Modernization Costs

March 31, 1999

	Work Plan Number							
	1007	1010	1011	1015	1016	1018	1019	
Administration	\$ 135	\$ 602	\$ 613	\$ 719	\$ 15,699	\$ 94	-	
Architectural and Engineering Fees	-	52,544	7,226	88,877	77,072	-	-	
Site Acquisition	-	-	-	-	-	-	-	
Site Development	-	1,788	-	-	2,539	-	-	
Construction Costs	<u>39,231</u>	<u>415,881</u>	<u>78,201</u>	<u>515,284</u>	<u>2,250</u>	<u>-</u>	<u>\$ 1,400</u>	
Total Modernization Costs	\$ 39,366	\$ 470,815	\$ 86,040	\$ 604,880	\$ 97,560	\$ 94	\$ 1,400	
Less:								
Interest Income	<u>-</u>	<u>-</u>	<u>695</u>	<u>965</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Modernization Costs (Net)	<u>\$ 39,366</u>	<u>\$ 470,815</u>	<u>\$ 85,345</u>	<u>\$ 603,915</u>	<u>\$ 97,560</u>	<u>\$ 94</u>	<u>\$ 1,400</u>	

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The accompanying notes are an integral part of these financial statements.

Statement No. XVI

Other State Grant

Transitional Housing Program

Balance Sheet

March 31, 1999

Cash						\$ 5,476
Accounts Receivable						2,922
Program Costs:						
Salaries				\$ 166,657		
Fringe Benefits				49,424		
Services				118,055		
Furnishings/Equipment				22,692		
Other Operating Costs				4,721		
Property Leasing				<u>51,903</u>		<u>413,452</u>
Total Assets						<u>\$ 421,850</u>
Liabilities and Grants						
Accounts Payable						\$ 18,363
Grants						<u>403,487</u>
Total Liabilities and Grants						<u>\$ 421,850</u>

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The accompanying notes are an integral part of these financial statements.

Statement No. XVII

Other Federal Grant

Service Coordinator – Public Housing

Balance Sheet

March 31, 1999

<u>Assets</u>					
<u>Program Costs:</u>					
Salaries					\$ 562,806
Travel					7,431
Other					2,172
Supplies					15,969
Equipment					15,266
Total Assets					<u>\$ 603,644</u>
<u>Grants</u>					
Grants					<u>\$ 603,644</u>
Total Grants					<u>\$ 603,644</u>

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The accompanying notes are an integral part of these financial statements.

Statement No. XVIII

Other Federal Grant

Economic Development and Supportive Services

Balance Sheet

March 31, 1999

<u>Assets</u>						
Program Costs:						
Salaries						\$ 26,946
Supportive Services						148,711
Administrative						181,295
Permanent Property						30,605
Economic Development Activities						18,791
Other						20,761
Total Assets						\$ 427,109
<u>Liabilities and Grants</u>						
Accounts Payable						\$ 1,877
Grants						425,232
Total Liabilities and Grants						\$ 427,109

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The accompanying notes are an integral part of these financial statements.

NOTES TO FINANCIAL STATEMENTS

1. Reporting Entity

The Worcester Housing Authority is authorized by and operates under the provisions of Chapter 121B of the Massachusetts General Laws, as amended. The Authority operates and administers low-rent housing programs, which are funded/assisted by the Commonwealth's Department of Housing and Community Development (DHCD) and the U.S. Department of Housing and Urban Development (HUD). The Authority is governed by five members. (See Organization section of this report.)

All operations and programs for which the Authority has oversight responsibility are included in the Financial Statements section of this report. Oversight responsibility is derived from a number of criteria, including financial interdependency, selection of governing authority, designation of management, ability to influence operations, and accountability for financial matters.

1. Significant Accounting Policies

a. State-Aided Programs: The Worcester Housing Authority prepares its financial statements for its state-aided programs on the basis of accounting prescribed by DHCD. Under this method of accounting, the Authority's operations are not considered to be self-sustaining, and, therefore, its financial statements do not show provisions for depreciation of structures and equipment. Capital facilities are financed either by grants from the Commonwealth or by debt, which the Commonwealth guarantees and subsidizes. The Authority also receives from the Commonwealth additional subsidies that are applied to operating deficits.

b. Federally Aided Programs: Financial statements for federally aided housing assistance programs are prepared on the basis of accounting prescribed by HUD. Under this method of accounting, the Authority's operations are not considered to be self-sustaining, and, therefore, its financial statements do not show provisions for depreciation of structures and equipment. Materials and supplies are expensed to operations or capitalized, as applicable.

c.

1. Pension Plan Obligations

Authority employees participate in the Commonwealth of Massachusetts Contributory Retirement System established under Chapter 32 of the General Laws of Massachusetts. The Authority's annual share of its retirement plan contributions is recognized as an expense in the fiscal year the contribution is made.

4. Comprehensive Grant Program (CGP)

At the request of the Authority, we closed out Comprehensive Grant Number MA06-P012-704 as of March 31, 1999. The Authority's funds expended as shown in Statement No. X totaled \$4,916,500, of which \$4,922,161, according to the Authority's ledgers, was expended through March 31, 1999. Subsequent reclassification entries of \$5,661 reduced the ledger costs prior to close out to \$4,916,500.

5. Incorrect Administrative Fee Calculation

The Authority miscalculated the administrative fee allowed by the U.S. Department of Housing and Urban Development for administering its federal Section 8 programs, as follows:

	<u>Existing</u>
Authority's Calculation	\$774,865
Allowable per HUD	<u>772,841</u>
(Under)	<u>\$ 2,024</u>

6. Housing Program 400

As of March 31, 1999, the Authority's consolidated financial statements for the Housing Program 400 overstated its Completed Modernization Costs by \$22,260, as follows:

Completed Modernization Costs	\$12,447,997
Less: Cumulative DHCD Modernization Contributions	<u>12,425,737</u>
Variance	<u>\$ 22,260</u>

As of March 31, 1999, the Authority's consolidated financial statements for the Housing Program 400 were not in agreement for the valuation of fixed assets. The net cost of furniture and equipment inventory as reflected on Statement No. II is \$544,653. The valuation of fixed assets as reflected on Statement No. IV is \$527,002, a difference of \$17,651.

7. Family Self Sufficiency (FSS)

The Authority, as of March 31, 1999, did not participate in the FSS program.

8. Full Employment Program: During the fiscal year ended March 31, 1999, the Authority received \$27,737 from the Commonwealth's Department of Transitional Assistance for its participation in the Full Employment Program (FEP). The Authority is under agreement with the Department of Transitional Assistance to hire FEP recipients who are unable to make an immediate transition directly into unsubsidized employment. For its participation, the Authority is reimbursed \$2.50 per hour for each FEP worker during the first nine months of employment. During the other three months of employment, the Authority is reimbursed at \$1.50 per hour. The Authority used the \$27,737 of receipts to offset salary costs in the federal public housing program.

9. Litigation

The Authority is a party in a number of pending lawsuits. However, the probable outcome of these lawsuits is not expected to have a material impact on the financial statements that we reviewed during our audit.

SUPPLEMENTARY SCHEDULE
Schedule of Expenditures of Federal Awards

Fiscal Year Ended March 31, 1999

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Department of Housing and Urban Development	Federal CFDA Number ¹	Annual Contributions Contract	Federal Assistance Received	Expenditures
<u>Section 8 Cluster:</u>				
Section 8 Moderate Rehabilitation Program	14.856	B-1112K-01 B-1112K-02 B-1112K-03 B-1112K-04 B-1112K-07	\$ 4,968 185,791 287,131 257,840	\$ 1,712 183,851 284,983 256,872
			\$ 735,730	\$ 727,418
Section 8 Rental Certificate Program	14.857	B-1112	6,709,306	6,825,155
Section 8 Rental Voucher Program	14.855	B-1112V	1,713,196	1,720,926
Total Section 8 Cluster			\$ 9,158,232	\$ 9,273,499
Public Housing	14.850	NY-353	5,125,607	9,625,359
Public Housing - Comprehensive Grant Program	14.859	NY-353	4,319,858	4,238,108
Public Housing Drug Elimination Program	14.854	-	805,687	766,822
Service Coordinator for Public Housing Agencies Grant	14.850	MA06ESCO12 00195	400,244	344,642
Economic Development and Supportive Services Grant	14.850	MA06EDCO12 0196	\$ 378,118	\$ 340,247
			\$ 20,187,746	\$ 24,588,677
¹ Refer to Catalog of Federal Domestic Assistance				



STEPHEN DeNUCCI
AUDITOR

TEL. (617) 727-6200

2000-3041-8

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REPORT ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO EACH MAJOR FEDERAL PROGRAM
AND INTERNAL CONTROL OVER COMPLIANCE
IN ACCORDANCE WITH OMB CIRCULAR A-133

Joseph P. Carlson, Chairperson
Worcester Housing Authority
40 Belmont Street
Worcester, Massachusetts 01605

Compliance

We have audited the compliance of the Worcester Housing Authority with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement and the provisions of the Public and Indian Housing Compliance Supplement dated June 1995, that are applicable to each of its major federal programs for the fiscal year ended March 31, 1999. The Worcester Housing Authority's major federal programs are identified in the Summary of Audit Results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the Worcester Housing Authority's management. Our responsibility is to express an opinion on the Worcester Housing Authority's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations; and the provisions of the Public and Indian Housing Compliance Supplement dated June 1995. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of

compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Worcester Housing Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Worcester Housing Authority's compliance with those requirements.

In our opinion, the Worcester Housing Authority complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the fiscal year ended March 31, 1999.

Internal Control over Compliance

The management of the Worcester Housing Authority is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Authority's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts, and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended for the information of the Worcester Housing Authority's Board of Commissioners, management, the Commonwealth's Department of Housing and Community Development, the U.S. Department of Housing and Urban Development, and other federal audit agencies. However, this report is a matter of public record, and its distribution is not limited.

December 1, 1999

A. JOSEPH DeNUCCI
Auditor of the Commonwealth

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Fiscal Year Ended March 31, 1999

SUMMARY OF AUDIT RESULTS

1. The auditor's report expresses an unqualified opinion of the financial statements of the Worcester Housing Authority.
2. The audit disclosed no instances of noncompliance material to the financial statements.
3. The audit disclosed instances of noncompliance not material to the financial statements.
4. The auditor's report on compliance for its major programs expresses an unqualified opinion.
5. The Authority administered the following major programs:

Public Housing	CFDA No. 14.850
Public Housing Drug Elimination Program	CFDA No. 14.854
Section 8 Rental Voucher Program	CFDA No. 14.855
Section 8 Moderate Rehabilitation	CFDA No. 14.856
Section 8 Rental Certificate Program	CFDA No. 14.857
Public Housing - Comprehensive Grant Program	CFDA No. 14.859
Service Coordinator Public Housing	CFDA No. 14.850
Economic Development and Supportive Services	CFDA No. 14.850
6. The threshold used to distinguish Type A and Type B programs was \$300,000.
7. The Authority was determined to be a low-risk auditee.

SUPPLEMENTARY INFORMATION

1. Audit Review

At the conclusion of our audit, we reviewed the results of our audit with Ruth E. Carlson, Executive Director of the Worcester Housing Authority.

2. State-Aided Housing Programs

The Authority currently operates the following state-aided housing programs:

Program	Type	Number of Units	
		Available	Occupied
400	Family and Elderly Housing	886	811
689	Special Needs Housing	40	40
MRVP	Massachusetts Rental Voucher	<u>489</u>	<u>395</u>
fff030000000000		<u>1,415</u>	<u>1,246</u>

3. Federally Aided Housing Programs

The Authority currently administers the following federally aided housing programs:

Program	Type	Number of
		Units
Section 8	Rental Assistance	1,608
Public Housing	Low-Income and Elderly Housing	<u>2,169</u>
fff030000000000		<u>3,777</u>

ORGANIZATION

March 31, 1999

The Worcester Housing Authority is authorized by and operates under the provisions of Chapter 121B of the Massachusetts General Laws, as amended, which is known as the Housing and Urban Renewal Law. Ruth E. Carlson is the Executive Director.

The Authority's administrative office is located at 40 Belmont Street, Worcester. As of March 31, 1999, the Authority was organized as follows:

		Members		
<u>Name</u>		<u>Title</u>		<u>Term Expires</u>
Joseph P. Carlson 42 Benedict Road Worcester		Chairperson		November 2000
Julia M. Senckowski 2 Lafayette Street Worcester		Vice-Chairperson and Tenant Representative		November 2000
Paul J. Giorgio 11 Monadnock Road Worcester		Treasurer		November 2003
Constance A. Morrison 485 Hamilton Street Worcester		Member and State Appointee		November 2001
James P. Lennon 61 Havelock Road Worcester		Member		November 1999

01ffff030000000000

Department of Housing and Urban Development	Federal CFDA Number ¹	Annual Contributions Contract	Federal Assistance Received	Expenditures
<u>Section 8 Cluster:</u>				
Section 8 Moderate Rehabilitation Program	14.856	B-1112K-01 B-1112K-02 B-1112K-03 B-1112K-04 B-1112K-07	\$ 4,968 185,791 287,131 257,840	\$ 1,712 183,851 284,983 256,872
			<u>\$ 735,730</u>	<u>\$ 727,418</u>
Section 8 Rental Certificate Program	14.857	B-1112	6,709,306	6,825,155
Section 8 Rental Voucher Program	14.855	B-1112V	<u>1,713,196</u>	<u>1,720,926</u>
Total Section 8 Cluster			\$ 9,158,232	\$ 9,273,499
Public Housing	14.850	NY-353	5,125,607	9,625,359
Public Housing - Comprehensive Grant Program	14.859	NY-353	4,319,858	4,238,108
Public Housing Drug Elimination Program	14.854	-	805,687	766,822
Service Coordinator for Public Housing Agencies Grant	14.850	MA06ESCO12 00195	400,244	344,642
Economic Development and Supportive Services Grant	14.850	MA06EDCO12 0196	<u>\$ 378,118</u>	<u>\$ 340,247</u>
			<u>\$ 20,187,746</u>	<u>\$ 24,588,677</u>

¹ Refer to Catalog of Federal Domestic Assistance

<u>Program</u>	<u>Type</u>	<u>Number of Units</u>
Section 8	Rental Assistance	1,608
Public Housing	Low-Income and Elderly Housing	<u>2,169</u>
		<u>3,777</u>

Members

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Joseph P. Carlson 42 Benedict Road Worcester	Chairperson	November 2000
Julia M. Senckowski 2 Lafayette Street Worcester	Vice-Chairperson and Tenant Representative	November 2000
Paul J. Giorgio 11 Monadnock Road Worcester	Treasurer	November 2003
Constance A. Morrison 485 Hamilton Street Worcester	Member and State Appointee	November 2001
James P. Lennon 61 Havelock Road Worcester	Member	November 1999

<u>Program</u>	<u>Type</u>	<u>Number of Units</u>	
		<u>Available</u>	<u>Occupied</u>
400	Family and Elderly Housing	886	811
689	Special Needs Housing	40	40
MRVP	Massachusetts Rental Voucher	<u>489</u>	<u>395</u>
		<u>1,415</u>	<u>1,246</u>

	Work Plan Number						
	<u>1007</u>	<u>1010</u>	<u>1011</u>	<u>1015</u>	<u>1016</u>	<u>1018</u>	<u>1019</u>
Administration	\$ 135	\$ 602	\$ 613	\$ 719	\$ 15,699	\$ 94	-
Architectural and Engineering Fees	-	52,544	7,226	88,877	77,072	-	-
Site Acquisition	-	-	-	-	-	-	-
Site Development	-	1,788	-	-	2,539	-	-
Construction Costs	<u>39,231</u>	<u>415,881</u>	<u>78,201</u>	<u>515,284</u>	<u>2,250</u>	<u>-</u>	<u>\$ 1,400</u>
Total Modernization Costs	\$ 39,366	\$ 470,815	\$ 86,040	\$ 604,880	\$ 97,560	\$ 94	\$ 1,400
Less:							
Interest Income	<u>-</u>	<u>-</u>	<u>695</u>	<u>965</u>	<u>-</u>	<u>-</u>	<u>-</u>
Modernization Costs (Net)	<u>\$ 39,366</u>	<u>\$ 470,815</u>	<u>\$ 85,345</u>	<u>\$ 603,915</u>	<u>\$ 97,560</u>	<u>\$ 94</u>	<u>\$ 1,400</u>

Assets

	<u>Housing Program 400</u>
Cash	\$ 1,752
Modernization Costs (Net):	
<u>Work Plan Number</u>	
1007	39,366
1010	470,815
1011	85,345
1015	603,915
1016	97,560
1018	94
1019	1,400
Contracts - Uncompleted	556,033
Contract Awards (Contra)	<u>(556,033)</u>
Total Assets	<u>\$ 1,300,247</u>

Liabilities and Grants

Accounts Payable	\$ 16,811
Contact Retentions	20,765
Grants Issued	<u>1,262,671</u>
Total Liabilities and Grants	<u>\$ 1,300,247</u>

	Special Needs Housing Program			Family Housing
	689-1	689-4	689-6	705-2
Administration	\$ 6,357	\$ 20,282	\$ 3,452	\$ 11,903
Architectual and Engineering Fees	74,995	76,875	39,426	181,206
Site Acquisition	-	325	-	24,109
Site Development	2,100	2,968	15,433	13,460
Contruction Costs	<u>466,803</u>	<u>512,338</u>	<u>-</u>	<u>2,136,752</u>
Total Development Costs	\$ 550,255	\$ 612,788	\$ 58,311	\$ 2,367,430
Less:				
Interest Income	19,866	18,743	14,034	61,930
Other Income	<u>226,929</u>	<u>436</u>	<u>-</u>	<u>5,995</u>
Development Costs (Net)	<u>\$ 303,460</u>	<u>\$ 593,609</u>	<u>\$ 44,277</u>	<u>\$ 2,299,505</u>

<u>Assets</u>	<u>Special Needs Housing Program</u>			<u>Family Housing</u>
	<u>689-1</u>	<u>689-4</u>	<u>689-6</u>	<u>705-2</u>
Investments	-	\$ 575	\$ 157	\$ 436
Development Costs (Net)	\$ 303,460	593,609	44,277	2,299,505
Contracts - Uncompleted	-	-	26,300	59,851
Contract Awards (Contra)	-	-	(26,300)	(59,851)
Total Assets	<u>\$ 303,460</u>	<u>\$ 594,184</u>	<u>\$ 44,434</u>	<u>\$ 2,299,941</u>
 <u>Liabilities and Grants</u>				
Accounts Payable	\$ 6,088	\$ 5,705	-	\$ 30,000
Grants Issued	297,372	588,472	\$ 44,434	2,269,941
Other Funding	-	7	-	-
Total Liabilities and Grants	<u>\$ 303,460</u>	<u>\$ 594,184</u>	<u>\$ 44,434</u>	<u>\$ 2,299,941</u>

Program
MA06DEP0120195

Funds Approved	\$ 375,000
Funds Expended	375,000
Excess of Funds Approved	<u>-</u>
Funds Advanced	\$ 375,000
Funds Expended	375,000
Excess of Funds Advanced	<u>-</u>

Program
MA06DEP0120196

Funds Approved	\$ 542,250
Funds Expended	<u>542,250</u>
Excess of Funds Approved	<u><u>-</u></u>
Funds Advanced	\$ 542,250
Funds Expended	<u>542,250</u>
Excess of Funds Advanced	<u><u>-</u></u>

Annual Contributions
Contract NY 353

Comprehensive Grant Number
MA01-P012-703

Funds Approved	\$	5,165,788
Funds Expended		<u>5,165,788</u>
Excess of Funds Approved		<u><u>-</u></u>
Funds Advanced	\$	5,165,788
Funds Expended		<u>5,165,788</u>
Excess of Funds Advanced		<u><u>-</u></u>

The distribution of costs as shown on the Financial Statement of Actual Modernization Costs of the Comprehensive Grant, which accompanied the Actual Modernization Cost Certificate submitted to HUD for approval, is in agreement with the Authority's records (Note 4b).

Annual Contributions
Contract NY 353

Comprehensive Grant Number
MA06-P012-704

Funds Approved	<u>\$ 4,916,500</u>
Funds Expended	<u>4,916,500</u>
Excess of Funds Approved	<u>-</u>
Funds Advanced	<u>\$ 4,916,500</u>
Funds Expended	<u>4,916,500</u>
Excess of Funds Advanced	<u>-</u>

Annual Contributions Contract

	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
	Section 8						
	<u>Existing</u>	<u>Voucher</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>
<u>Operating Reserve Change</u>							
Operating Income	\$ 15,085	\$ 18,108	\$ 4,209	\$ 4,340	\$ 4,373	\$ 6,134	\$ 3,208
Annual Contributions Earned	6,709,165	1,695,385	-	1,118	181,908	281,487	254,632
Prior Year Adjustments	<u>(14,944)</u>	<u>(297)</u>	<u>(490)</u>	<u>(490)</u>	<u>(490)</u>	<u>(490)</u>	<u>-</u>
Total Operating Receipts	<u>\$ 6,709,306</u>	<u>\$ 1,713,196</u>	<u>\$ 3,719</u>	<u>\$ 4,968</u>	<u>\$ 185,791</u>	<u>\$ 287,131</u>	<u>\$ 257,840</u>
<u>Operating Expenses</u>							
Operating Expenses	\$ 6,799,332	\$ 1,720,926	-	\$ 1,712	\$ 183,851	\$ 284,983	\$ 256,872
Capital Expenditures	<u>25,823</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Operating Expenses	<u>\$ 6,825,155</u>	<u>\$ 1,720,926</u>	<u>-</u>	<u>\$ 1,712</u>	<u>\$ 183,851</u>	<u>\$ 284,983</u>	<u>\$ 256,872</u>
Provision for Operating Reserve	<u>\$ (115,849)</u>	<u>\$ (7,730)</u>	<u>\$ 3,719</u>	<u>\$ 3,256</u>	<u>\$ 1,940</u>	<u>\$ 2,148</u>	<u>\$ 968</u>

	Annual Contributions Contract						
	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
	Section 8						
	<u>Existing</u>	<u>Voucher</u>	<u>Moderate Rehabilitation</u>				
<u>Maximum Annual Contributions Available</u>							
Maximum Annual Contributions Commitment	\$ 7,837,019	\$ 1,407,359	-	-	-	\$ 256,608	\$ 451,296
Project Account at Beginning of Year (Adjusted)	<u>1,614,909</u>	<u>992,691</u>	<u>\$ 235,285</u>	<u>\$ 293,414</u>	<u>\$ 270,663</u>	<u>398,103</u>	<u>2,614,008</u>
Total Annual Contributions Available	<u>\$ 9,451,928</u>	<u>\$ 2,400,050</u>	<u>\$ 235,285</u>	<u>\$ 293,414</u>	<u>\$ 270,663</u>	<u>\$ 654,711</u>	<u>\$ 3,065,304</u>
<u>Annual Contributions Required</u>							
Housing Assistance Payments	\$ 5,935,956	\$ 1,489,310	-	\$ 1,712	\$ 163,872	\$ 249,465	\$ 229,168
Administrative Fees Earned	774,864	208,063	-	-	18,617	33,273	25,953
Audit Costs	<u>2,971</u>	<u>790</u>	<u>-</u>	<u>-</u>	<u>72</u>	<u>129</u>	<u>100</u>
Total Funds Required	\$ 6,713,791	\$ 1,698,163	-	\$ 1,712	\$ 182,561	\$ 282,867	\$ 255,221
Less: Project Receipts Other than Annual Contributions	<u>4,626</u>	<u>2,778</u>	<u>\$ 4,209</u>	<u>594</u>	<u>653</u>	<u>1,380</u>	<u>589</u>
Total Annual Contributions Required	<u>\$ 6,709,165</u>	<u>\$ 1,695,385</u>	<u>\$ 4,209</u>	<u>\$ 1,118</u>	<u>\$ 181,908</u>	<u>\$ 281,487</u>	<u>\$ 254,632</u>
<u>Project Account Change</u>							
Provision for Project Account	<u>\$ 1,127,854</u>	<u>\$ (288,026)</u>	<u>-</u>	<u>\$ (1,118)</u>	<u>\$ (181,908)</u>	<u>\$ (24,879)</u>	<u>\$ 196,664</u>
<u>Annual Contributions Earned</u>							
Lesser of Contributions Available or Contributions Required	<u>\$ 6,709,165</u>	<u>\$ 1,695,385</u>	<u>-</u>	<u>\$ 1,118</u>	<u>\$ 181,908</u>	<u>\$ 281,487</u>	<u>\$ 254,632</u>

Public Housing

Annual Contributions
Contract NY-353

Computation of Residual Receipts

Operating Receipts:

Operating Income	\$ 4,856,935
Operating Subsidy	5,125,607
Prior Years Adjustment	14,920
Gain on Disposition of Nonexpendable Equipment	<u>4,277</u>

Total Operating Receipts \$ 10,001,739

Operating Expenses:

Operating Expenses	\$ 9,414,874
Capital Expenditures	<u>210,485</u>

Total Operating Expenses \$ 9,625,359

Residual Receipts per Audit \$ 376,380

Provision for Operating Reserve 376,380

Residual Receipts per Authority -

Computation of Accruing Annual Contributions

Fixed Annual Contributions \$ 1,537,726

ons

3

Annual Contributions Contract

	<u>NY-353</u>	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
	Section 8							
	<u>Public Housing</u>	<u>Existing</u>	<u>Voucher</u>	<u>Moderate Rehabilitation</u>				
<u>Cumulative Annual Contributions</u>								
Balance March 31, 1998	\$139,659,119	\$79,070,416	\$13,059,794	\$3,276,187	#####	\$3,089,458	\$3,594,705	\$2,387,642
HUD Adjustment	-	5,530	185	160	(2,393)	242	258	202
Adjusted Balance March 31, 1998	\$139,659,119	\$79,075,946	\$13,059,979	\$3,276,347	#####	\$3,089,700	\$3,594,963	\$2,387,844
HUD Debt Service For Year (Net)	1,537,726	-	-	-	-	-	-	-
Accruing Annual Contributions	-	6,709,165	1,695,385	-	1,118	181,908	281,487	254,632
Operating Subsidy	5,125,607	-	-	-	-	-	-	-
Balance March 31, 1999	<u>\$146,322,452</u>	<u>\$85,785,111</u>	<u>\$14,755,364</u>	<u>\$3,276,347</u>	<u>#####</u>	<u>\$3,271,608</u>	<u>\$3,876,450</u>	<u>\$2,642,476</u>
<u>Cumulative Modernization Grants</u>								
Balance March 31, 1998	\$ 49,421,207	-	-	-	-	-	-	-
PHDEP Funds Received	805,687	-	-	-	-	-	-	-
Modernization Funds Received	4,319,858	-	-	-	-	-	-	-
Balance March 31, 1999	<u>\$ 54,546,752</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Cumulative Donations</u>								
Balance March 31, 1998	\$ 46,100	-	-	-	-	-	-	-
Balance March 31, 1999	\$ 46,100	-	-	-	-	-	-	-
Total Surplus	<u>\$ 88,164,998</u>	<u>\$ 152,088</u>	<u>\$ 68,680</u>	<u>\$ 41,213</u>	<u>\$ 37,151</u>	<u>\$ 35,554</u>	<u>\$ 45,026</u>	<u>\$ 24,309</u>

Annual Contributions Contract

	<u>NY-353</u>	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
	Section 8							
	<u>Public Housing</u>	<u>Existing</u>	<u>Voucher</u>	<u>Moderate Rehabilitation</u>				
<u>Unreserved Surplus</u>								
Balance March 31, 1998	\$ (110,790,383)	\$ (80,647,204)	\$ (14,162,554)	\$ (3,500,967)	\$ (3,620,183)	\$ (3,359,904)	\$ (3,783,900)	\$ (5,001,825)
HUD Adjustment	-	81,852	111,906	(14,412)	(119,317)	-	(208,667)	(27)
Adjusted Balance March 31, 1998	\$ (110,790,383)	\$ (80,565,352)	\$ (14,050,648)	\$ (3,515,379)	\$ (3,739,500)	\$ (3,359,904)	\$ (3,992,567)	\$ (5,001,852)
Net Income/(Loss)	(5,706,907)	(6,822,384)	(1,703,115)	3,719	2,138	(179,968)	(279,339)	(253,664)
Provision for Operating Reserve	(376,380)	115,849	7,730	-	(3,256)	(1,940)	(2,148)	(968)
Provision for Project Account	-	(1,127,854)	288,026	-	1,118	181,908	24,879	(196,664)
Balance March 31, 1999	\$ (116,873,670)	\$ (88,399,741)	\$ (15,458,007)	\$ (3,511,660)	\$ (3,739,500)	\$ (3,359,904)	\$ (4,249,175)	\$ (5,453,148)
<u>Operating Reserve</u>								
Balance March 31, 1998	\$ 3,746,984	\$ 134,524	\$ 205,917	\$ 61,069	\$ 56,886	\$ 53,862	\$ 68,895	\$ 37,886
HUD Adjustment	-	5,280	185	160	(2,393)	242	258	202
Provision for Operating Reserve	376,380	(115,849)	(7,730)	3,719	3,256	1,940	2,148	968
Cash Withdrawals	-	-	(131,714)	(23,707)	(21,098)	(20,949)	(26,774)	(14,747)
Balance March 31, 1999	\$ 4,123,364	\$ 23,955	\$ 66,658	\$ 41,241	\$ 36,651	\$ 35,095	\$ 44,527	\$ 24,309
<u>Project Account Unfunded</u>								
Balance March 31, 1998	-	\$ 1,702,292	\$ 1,104,782	\$ 224,752	\$ 171,704	\$ 270,905	\$ 189,694	\$ 2,614,183
HUD Adjustment	-	(87,383)	(112,091)	10,533	121,710	(242)	208,409	(175)
Adjusted Balance March 31, 1998	-	\$ 1,614,909	\$ 992,691	\$ 235,285	\$ 293,414	\$ 270,663	\$ 398,103	\$ 2,614,008
Provision for Project Account	-	1,127,854	(288,026)	-	(1,118)	(181,908)	(24,879)	196,664
Balance March 31, 1999	-	\$ 2,742,763	\$ 704,665	\$ 235,285	\$ 292,296	\$ 88,755	\$ 373,224	\$ 2,810,672

	Annual Contributions Contract							
	<u>NY-353</u>	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112-K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
		Section 8						
	<u>Public</u>			<u>Moderate</u>	<u>Moderate</u>	<u>Moderate</u>	<u>Moderate</u>	<u>Moderate</u>
	<u>Housing</u>	<u>Existing</u>	<u>Voucher</u>	<u>Rehabilitation</u>	<u>Rehabilitation</u>	<u>Rehabilitation</u>	<u>Rehabilitation</u>	<u>Rehabilitation</u>
Net Operating Income/(Loss)	\$ (4,557,939)	\$ (6,784,247)	\$ (1,702,818)	\$ 4,209	\$ 2,628	\$ (179,478)	\$ (278,849)	\$ (253,664)
Other (Charges)/Credits:	-	-	-	-	-	-	-	-
Interest on Notes and Bonds Payable	(952,124)	-	-	-	-	-	-	-
Disposal of Equipment	(211,764)	-	-	-	-	-	-	-
Prior Year Adjustments Affecting Receipts	14,920	(14,944)	(297)	(490)	(490)	(490)	(490)	-
Prior Year Adjustment Not Affecting Receipts	-	(23,193)	-	-	-	-	-	-
Net Income/(Loss)	<u>\$ (5,706,907)</u>	<u>\$ (6,822,384)</u>	<u>\$ (1,703,115)</u>	<u>\$ 3,719</u>	<u>\$ 2,138</u>	<u>\$ (179,968)</u>	<u>\$ (279,339)</u>	<u>\$ (253,664)</u>

	Annual Contributions Contract						
	<u>NY-353</u>	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>
	Section 8						
	<u>Public Housing</u>	<u>Existing</u>	<u>Voucher</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>	<u>Moderate Rehabilitation</u>
Operating Income:							
Dwelling Rental	\$ 4,668,433	-	-	-	-	-	-
Interest on General Fund Investments	43,263	\$ 4,626	\$ 2,778	\$ 4,209	\$ 594	\$ 653	\$ 1,380
Interest on Operating Reserve Investments	-	10,459	15,330	-	3,746	3,720	4,754
Other Income	145,239	-	-	-	-	-	-
Total Operating Income	<u>\$ 4,856,935</u>	<u>\$ 15,085</u>	<u>\$ 18,108</u>	<u>\$ 4,209</u>	<u>\$ 4,340</u>	<u>\$ 4,373</u>	<u>\$ 6,134</u>
Operating Expenses:							
Administration	\$ 1,948,354	\$ 860,405	\$ 230,826	-	-	\$ 19,907	\$ 35,389
Tenant Services	5,671	-	-	-	-	-	-
Utilities	2,940,774	-	-	-	-	-	-
Ordinary Maintenance and Operation	2,834,229	-	-	-	-	-	-
Protective Services	308,685	-	-	-	-	-	-
General Expenses	1,368,555	-	-	-	-	-	-
Nonroutine Expenses	8,606	-	-	-	-	-	-
Audit Costs	-	2,971	790	-	-	72	129
Housing Assistance Payments	-	5,935,956	1,489,310	-	\$ 1,712	163,872	249,465
Total Operating Expenses	<u>\$ 9,414,874</u>	<u>\$ 6,799,332</u>	<u>\$ 1,720,926</u>	<u>-</u>	<u>\$ 1,712</u>	<u>\$ 183,851</u>	<u>\$ 284,983</u>

B-1112K-07

Moderate
Rehabilitation

-
\$ 589
2,619

-
\$ 3,208

\$ 27,604

-

-

-

-

-

-

100

229,168

\$ 256,872

Annual Contributions Contract

	<u>NY-353</u>	<u>B-1112</u>	<u>B-1112V</u>	<u>B-1112K-01</u>	<u>B-1112K-02</u>	<u>B-1112K-03</u>	<u>B-1112K-04</u>	<u>B-1112K-07</u>
	Section 8							
<u>Assets</u>	<u>Public Housing</u>	<u>Existing</u>	<u>Voucher</u>	<u>Moderate Rehabilitation</u>				
Cash	\$ 2,594,177	\$ 275,580	\$ 1,380,243	-	-	-	-	-
Accounts Receivable	214,109	281,957	(121,042)	\$ 67,680	\$ 98,430	\$ 136,625	\$ 233,898	\$ 160,911
Advances	500,000	30,000	-	-	-	-	-	-
Investments	5,287	3,706	-	155	178	127	197	-
Debt Amortization Funds	2,801,182	-	-	-	-	-	-	-
Deferred Charges	424,265	7,660	-	-	-	-	-	-
Land, Structures, and Equipment	<u>102,845,445</u>	<u>128,134</u>	<u>2,022</u>	<u>299</u>	<u>500</u>	<u>459</u>	<u>500</u>	<u>-</u>
Total Assets	<u>\$ 109,384,465</u>	<u>\$ 727,037</u>	<u>\$ 1,261,223</u>	<u>\$ 68,134</u>	<u>\$ 99,108</u>	<u>\$ 137,211</u>	<u>\$ 234,595</u>	<u>\$ 160,911</u>
<u>Liabilities and Surplus</u>								
Liabilities:								
Accounts Payable	\$ (891,018)	\$ 574,949	\$ 1,192,543	\$ 26,921	\$ 61,957	\$ 101,657	\$ 189,569	\$ 136,602
Accrued Liabilities	4,615,925	-	-	-	-	-	-	-
Deferred Credits	714,498	-	-	-	-	-	-	-
Fixed Liabilities	<u>16,780,062</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Liabilities	\$ 21,219,467	\$ 574,949	\$ 1,192,543	\$ 26,921	\$ 61,957	\$ 101,657	\$ 189,569	\$ 136,602
Surplus	<u>88,164,998</u>	<u>152,088</u>	<u>68,680</u>	<u>41,213</u>	<u>37,151</u>	<u>35,554</u>	<u>45,026</u>	<u>24,309</u>
Total Liabilities and Surplus	<u>\$ 109,384,465</u>	<u>\$ 727,037</u>	<u>\$ 1,261,223</u>	<u>\$ 68,134</u>	<u>\$ 99,108</u>	<u>\$ 137,211</u>	<u>\$ 234,595</u>	<u>\$ 160,911</u>

	Family and Elderly Housing <u>Program 400</u>	Special Needs Housing <u>Program 689</u>	Mass. Rental Voucher Program
<u>Valuation of Fixed Assets</u>			
Balance March 31, 1998	\$ 527,339	\$ 1,216	\$ 79,649
Adjustment to Inventory	(17,651)	-	-
Purchase of Fixed Assets	56,938	558	-
Disposal of Equipment	<u>(39,624)</u>	<u>-</u>	<u>-</u>
Balance March 31, 1999	<u>\$ 527,002</u>	<u>\$ 1,774</u>	<u>\$ 79,649</u>
<u>Unamortized Bond Premium</u>			
Balance March 31, 1998	<u>\$ 1,727</u>	<u>-</u>	<u>-</u>
Balance March 31, 1999	<u>\$ 1,727</u>	<u>-</u>	<u>-</u>
<u>Gifts and Donations</u>			
Balance March 31, 1998	\$ 500,000	-	-
Adjustment	<u>17,651</u>	<u>-</u>	<u>-</u>
Balance March 31, 1999	<u>\$ 517,651</u>	<u>-</u>	<u>-</u>
<u>Operating Reserve</u>			
Balance March 31, 1998	\$ 660,129	\$ 132,210	\$ 25,669
Adjustment	-	-	(900)
Net Income/(Deficit)	(106,635)	12,987	(5,142)
Provision for Operating Reserve	<u>21,147</u>	<u>15,636</u>	<u>-</u>
Balance March 31, 1999	<u>\$ 574,641</u>	<u>\$ 160,833</u>	<u>\$ 19,627</u>
Total Surplus	<u>\$ 1,621,021</u>	<u>\$ 162,607</u>	<u>\$ 99,276</u>

Statement No. III

State-Aided Programs in Management

Operating Statements

Fiscal Year Ended March 31, 1998

	Family and Elderly Housing Program 400	Special Needs Housing Program 689	Mass. Rental Voucher Program
Operating Receipts:			
Shelter Rent	\$ 1,795,376	\$ 74,166	-
Interest on Investments	43,165	5,690	\$ 14,024
Other Operating Receipts	35,841	170	-
Administrative Fee	-	-	117,000
Total Operating Receipts	<u>\$ 1,874,382</u>	<u>\$ 80,026</u>	<u>\$ 131,024</u>
Operating Expenditures:			
Administrative	\$ 650,794	\$ 30,695	\$ 106,083
Tenant Organization	29,617	-	-
Maintenance	1,074,387	7,099	-
General	412,587	13,027	29,974
Provision for Operating Reserve	21,147	15,636	-
DHCD-Directed Costs	110,903	-	-
Utilities	1,327,575	-	-
Total Operating Expenditures	<u>\$ 3,627,010</u>	<u>\$ 66,457</u>	<u>\$ 136,057</u>
Income/(Deficit) before Subsidy Earned	\$ (1,752,628)	\$ 13,569	\$ (5,033)
Operating Subsidy Earned	<u>1,753,956</u>	<u>-</u>	<u>-</u>
Income/(Deficit) before Nonroutine Expenditures	\$ 1,328	\$ 13,569	\$ (5,033)
Nonroutine Expenditures	<u>107,963</u>	<u>582</u>	<u>109</u>
Net Income/(Deficit)	<u>\$ (106,635)</u>	<u>\$ 12,987</u>	<u>\$ (5,142)</u>

Year-End Settlement of Mass. Rental Voucher Program

Total Landlord Payments	\$ 1,505,841
Total Partial Payments Received from DHCD for Fiscal Year	<u>1,497,470</u>
Underpayment Due Authority	<u>\$ 8,371</u>

<u>Assets</u>	<u>Family and Elderly Housing Program 400</u>	<u>Special Needs Housing Program 689</u>	<u>Mass. Rental Voucher Program</u>
Cash	\$ 1,171,495	\$ 127,633	\$ 234,058
Accounts Receivable	235,077	-	29,925
Advances	206,000	1,500	-
Investments	11,235	-	73,060
Debt Service	1,151	-	-
Debt Service Trust	(16,884)	-	-
Deferred Charges	199,593	96	8,255
Development Cost	19,713,819	1,635,397	-
Less: Development Cost Liquidation	(7,513,000)	-	-
Inventory of Furniture and Equipment	605,618	2,769	79,649
Development Cost Inventory	(60,965)	(995)	-
Completed Modernization Costs	<u>12,447,997</u>	<u>70,435</u>	<u>-</u>
Total Assets	<u>\$ 27,001,136</u>	<u>\$ 1,836,835</u>	<u>\$ 424,947</u>

Liabilities and Surplus

Liabilities:

Accounts Payable	\$ 1,118,874	\$ (31,604)	\$ 183,383
Accrued Liabilities	101,269	-	-
Deferred Credits	<u>33,416</u>	<u>-</u>	<u>142,288</u>
Total Liabilities	\$ 1,253,559	\$ (31,604)	\$ 325,671
Grants Issued	11,700,819	1,635,397	-
Cumulative DHCD Modernization Contributions	12,425,737	70,435	-
Surplus	<u>1,621,021</u>	<u>162,607</u>	<u>99,276</u>
Total Liabilities and Surplus	<u>\$ 27,001,136</u>	<u>\$ 1,836,335</u>	<u>\$ 424,947</u>

Assets

Cash	\$ 500,638
Accounts Receivable	854,332
Deferred Charges	<u>120,357</u>
Total Assets	<u>\$ 1,475,327</u>

Liabilities and Advances

Accounts Payable	\$ 733,685
Advances	737,500
Deferred Credits	<u>4,142</u>
Total Liabilities and Advances	<u>\$ 1,475,327</u>

