

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: Somerville Housing Authority

PHA Number: MA0031

PHA Fiscal Year Beginning: 04/01/2000

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.
- X The PHA's mission is: Attachment MA031A

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 the PHAs **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
 - X Other (list below) Attachment MA031B
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - X Increase customer satisfaction:

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

- X PHA Goal: Increase assisted housing choices
 - Objectives:
 - X Provide voucher mobility counseling:
 - X Conduct outreach efforts to potential voucher landlords
 - X 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

- X 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)
 - X Other: (list below) Attachment MA031C

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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
 - Objectives:
 - Increase the number and percentage of employed persons in assisted families:

- X 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)

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

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

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.

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

Table of Contents

Page #

Annual Plan

- i. Executive Summary: N/A
- ii. Table of Contents
 - 1. Housing Needs
 - 2. Financial Resources
 - 3. Policies on Eligibility, Selection and Admissions
 - 4. Rent Determination Policies
 - 5. Operations and Management Policies: N/A
 - 6. Grievance Procedures
 - 7. Capital Improvement Needs
 - 8. Demolition and Disposition
 - 9. Designation of Housing
 - 10. Conversions of Public Housing:

- 11. Homeownership
- 12. Community Service Programs: N/A
- 13. Crime and Safety
- 14. Pets (Inactive for January 1 PHAs): N/A
- 15. Civil Rights Certifications (included with PHA Plan Certifications)
- 16. Audit
- 17. Asset Management
- 18. Other Information

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	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 2/199 <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 <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	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 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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
X	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
	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
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	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
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	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 (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	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 903.7 9 (a)] Attachment MA031D

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	2725	4					
Income >30% but <=50% of AMI	2367	5					
Income >50% but <80% of AMI	1914	4					
Elderly	1651	4					
Families with Disabilities	*						
Race/Ethnicity	*						
Race/Ethnicity	*						
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: 1999
- 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)

* information is unavailable

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. **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.

* Information is unavailable. Only computerized data available Attachment MA031D1

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> 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	3632		
Extremely low income <=30% AMI	*		
Very low income (>30% but <=50% AMI)	*		
Low income (>50% but <80% AMI)	*		
Families with children	*		
Elderly families	*		
Families with Disabilities	*		
Race/ethnicity	*		

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	*		
2 BR	*		
3 BR	*		
4 BR	* Info unavailable		
5 BR	*		
5+ BR	*		
Is the waiting list closed (select one)? XNo <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> 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.

(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

- X 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
- X 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

- X 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)

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
- X Other: (list below)

Administer existing wait list.

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
- X Other: (list below)

Administer exist wait list

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
- X 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
- X Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- X Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- X 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

- X 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

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

- X Funding constraints
- X Staffing constraints
- X Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- X 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
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- X 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	\$ 589,203	
b) Public Housing Capital Fund	\$ 879,460	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 6,304,785	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$ 126,500 (Fy 99)	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant	\$ 31,500	Public Safety Staff
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$ 1,453,712	Utilities, Admin & Maintenance salaries
4. Other income (list below)		
Interest - Income	\$ 54,043	Offset expenses
Other Income	\$ 1,200	Offset expenses
4. Non-federal sources (list below)		
Total resources	\$ 9,367,156	

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: (20)
 When families are within a certain time of being offered a unit: (state time)
 Other: (describe)

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 (describe)

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: Mystic Activity Center – Tenant Selection Office

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? None
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)?
 - X PHA main administrative office
 - X All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - X Other (list below)
SHA Web Page www.sha-web.org

(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
 - X Two
 - Three or More
- b. Yes X No: Is this policy consistent across all waiting list types? Applicable to elderly development only.
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA: Not applicable to family development.

(4) Admissions Preferences

- a. Income targeting:
 - Yes X 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 (e.g., to permit modernization work)
- 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) (listed in ACOP on page 16)

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

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
- X 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)
- X 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)

4. Relationship of preferences to income targeting requirements:

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

(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)

- X The PHA-resident lease
- X The PHA's Admissions and (Continued) Occupancy policy
- X PHA briefing seminars or written materials
- Other source (list)

Resident Handbook

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 x 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? There is only one family development.

b. Yes X 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)

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 SHA has only one family development
- List (any applicable) developments below:

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)

- X Not applicable: results of analysis did not indicate a need for such efforts. SHA has only one family development.
- List (any applicable) developments below:

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)

- X 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)
- X Other (Applicants eligible for assistance)

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

- c. X Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes X 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)
- X Criminal or drug-related activity
- Other (describe below)

(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
- X Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- X PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Searcher has to demonstrate a good faith effort of a housing search or file a discrimination complaint or have an SHA approved medical reason.

(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

1. 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) (1. SHA Transfer 2. Displaced by City of Somerville Action)

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

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 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
- X Other preference(s) (1. SHA Transfer 2. Displaced by City of Somerville) (1. Somerville Resident and/or disabled/handicapped person)

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

- X Date and time of application
- 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)

- X This preference has previously been reviewed and approved by HUD
- 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)

- X The Section 8 Administrative Plan
- X Briefing sessions and written materials
- X Other (HOPE IV Admin Plan, Sec 8 Mod Rehab Admin Plan)

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

- X Through published notices
- X Other (Public Access Television)

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)

- X 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)

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

2. Yes X 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 X 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.)

- X The section 8 rent reasonableness study of comparable housing
- X Survey of rents listed in local newspaper
- X Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

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

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
- X 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)

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	421	
Section 8 Vouchers	172	10%
Section 8 Certificates	569	10%
Section 8 Mod Rehab	11	10%
Special Purpose Section 8 Certificates/Vouchers (list individually)	50 (Hope IV)	10%
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: (not applicable for submission but available for review)

(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.

A. Public Housing

1. X 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?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- X PHA main administrative office
 PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

1. X 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:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- X PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (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 MA03II

-or-

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

(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 X 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 X 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 X 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 X 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 X 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.) Not Applicable due to High Performer Status.

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: <u>(DD/MM/YY)</u>	
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. X 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.

Awaiting instructions from HUD 1/9/00

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	<p>Occupancy by only the elderly <input 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>
3. Application status (select one)	<p>Approved; included in the PHA’s Designation Plan X</p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
4. Date this designation approved, submitted, or planned for submission:	(DD/MM/YY)
5. If approved, will this designation constitute a (select one)	<p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
6. Number of units affected:	
7. Coverage of action (select one)	<p><input type="checkbox"/> Part of the development</p> <p><input 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 X 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)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> 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 X 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 X 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.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA 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)

Local TANF refused to sign agreement.

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)

- X Client referrals
- X Information sharing regarding mutual clients (for rent determinations and otherwise)
- X Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- X 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

X 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)
<i>TOPS</i>	<i>25</i>	<i>open</i>	<i>Mystic Activity</i>	<i>SHA PH resident</i>
Computer Learning Center	55	open	Mystic Activity	Open
Family Self Service	28	open	Administration Bldg	SHA S-8 resident

(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	N/A	N/A
Section 8	25	33 10/1/99

b. X 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)

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

- X High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- X High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- X Residents fearful for their safety and/or the safety of their children
- X 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
- X 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
- X Resident reports
- X PHA employee reports
- X Police reports
- X Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (Mystic View: MA 31-0007)

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? (Mystic View: MA 31-0007)

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 property (e.g., community policing office, officer in residence)
- 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? (Mystic View MA 31-0007)

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.

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

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

X Yes No: This PHDEP Plan is an Attachment MA031F1-2

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. X 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. X Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes X 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?
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)

3. 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. X 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)

X Attached at Attachment MA031G

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:

X Other: The SHA worked with RABs in developing the Plan. The comments were received and in fairness the SHA elected to have policies remain in place and to further research the impact of received comments during the upcoming year.

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

1. Yes X 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 X 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)
- X Candidates were nominated by resident and assisted family organizations
 - X Candidates could be nominated by any adult recipient of PHA assistance
 - X Self-nomination: Candidates registered with the PHA and requested a place on ballot
 - Other: (describe)

- 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
 - X Other (list) Any adult recipient of public housing

- 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
 - X Other Any adult recipient of public housing

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 Somerville, Massachusetts)
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)
 - X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - X 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.

See Attachment MA031A2 for a list of attachments

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: (MM/YYYY)

Original Annual Statement

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

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

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)

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 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 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

Attachment MA031f02

Annual Plan Page 38

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 \$ _____
- B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R _____
- C. FFY in which funding is requested _____
- 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

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)

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 duration of program by # of months. For "Other", identify the # of months).

6 Months _____ 12 Months _____ 18 Months _____ 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					
FY 1996					
FY 1997					
FY 1998					
FY 1999					

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 and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

B. PHDEP Budget Summary

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

FY ____ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	

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 listed sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be added 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: \$	
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.							

9120 - Security Personnel						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.							

9130 - Employment of Investigators						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.							

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)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9170 - Drug Intervention					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.							

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 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 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				
9120				
9130				
9140				
9150				
9160				
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.”

MEMORANDUM
ATTACHMENT "MA031h01"

TO: Resident Advisory Board(s)
FROM: Somerville Housing Authority
RE: Response to Resident Advisory Board on Comments Received on Agency Plan
In Compliance with Section 18 (A) (3)
DATE: January 11, 2000

Attachment H to Somerville Housing Authority

In response to comments received from the Mystic Tenant Association (MTA), Senior and Section 8 RABs, the SHA made the following changes to its policies:

1. The SHA adjusted its minimum rent (for federal public housing and tenant-based Section 8 programs) to zero;
2. The SHA has eliminated the 120 day limit on search time for Section 8 tenants and has expanded the reasons for granting extensions of the standard 60 day search time.
3. The SHA has not rejected any of the RAB's comments submitted by the MTA RAB (as set forth in its letters dated October 18, 1999; October 20, 1999; and October 27, 1999) or the Senior RAB (as set forth in its outline submitted October 19, 1999 and Section 8 RAB (as set forth in its outline submitted on November 2, 1999). Rather, the SHA is committed to reviewing each of these suggestions with the RABs and the appropriate SHA staff in the upcoming months to devise ways that the SHA believes will improve its policies, including leases, Section 8 Administrative Plan, and ACOP as needed. This review will include at least the following issues:
 - A. interim rent recertifications
 - B. income based rents - percentage and utilities
 - C. permissive deductions
 - D. switching from flat rent to income based rent
 - E. welfare sanctions for public housing and Section 8
 - F. notice to tenants about various rent and other policies
 - G. Admission to federal public housing - tenant suitability
 - H. Admission to federal public housing and Section 8
 - H I. Grievance Procedures for federal public housing; Informal review and informal hearings for Section 8 applicants and participants
 - J. Implementation of the community service requirement
 - K. Housing Search issues for Section 8 tenants
 - L. Area exception payment standard for Section 8 program

- M. Section 8 inspection procedure
- N. Renting from relatives under the Section 8 program

**Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) Part I: Summary**

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

OMB Approval No. 2577-

HA Name: **Somerville Housing Authority** Comprehensive Grant Number: **MA06-P031-703-95**

Original Annual Statement _____ Reserve for Disasters/Emergencies _____ Revised Annual Statement/Revision Number _____
Final Performance and Evaluation Report _____ Performance and Evaluation report for Program Year _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Obligated
		Original	Revised (1)	
1	Total Non-CGP Funds	0	0	0
2	1406 Operations (May not exceed 10% of line 19)	0	0	0
3	1408 Management Improvements	133,486	80,788.34	80,788.34
4	1410 Administration	97,802	97,802.00	97,802.00
5	1411 Audit	0	0.00	0.00
6	1415 Liquidated damages	0	0.00	0.00
7	1430 Fees and Costs	181,155	212,573.21	212,573.21
8	1440 Site Acquisition	0	0.00	0.00
9	1450 Site Improvement	9,420	9,420.00	9,420.00
10	1460 Dwelling Structures	526,768	533,833.34	533,833.34
11	1465.1 Dwelling equipment	2,162	2,162.00	2,162.00
12	1470 Nondwelling Structures	17,100	29,700.00	29,700.00
13	1475 Nondwelling Equipment	10,129	11,743.11	11,743.11
14	1485 Demolition	0	0.00	0.00
15	1490 Replacement reserve	0	0.00	0.00
16	1495.1 Relocation cost	0	0.00	0.00
17	1498 Mod Used for Development	0	0.00	0.00
18	1502 Contingency (may not exceed 8% of line 19)	0	0.00	0.00
19	Amount of Annual Grant (Sum of lines 2-18)	978,022	978,022.00	978,022.00
20	Amount of line 19 Related to LBP Activities	0	0.00	0.00
21	Amount of line 19 Related to Section 504 Compliance	0	0.00	0.00
22	Amount of line 19 Related to Security	58,857	58,707.00	58,707.00
23	Amount of line 19 Related to Energy Conservation Measures	0	0.00	0.00

Signature of Executive Director & Date: _____ Signature of Public Housing Director/Office of Native American Programs Adm _____

1 To be completed for the Performance and Evaluation report or a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report.

**Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) Part I: Summary**

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

OMB Approval No. 2577-
AS OF 9-30-99

HA Name:

Somerville Housing Authority

Comprehensive Grant Number:

MA06-P031-704-96

Original Annual Statement _____ Reserve for Disasters/Emergencies _____ Revised Annual Statement/Revision Number _____
Final Performance and Evaluation Report ___9-30-99___ Mod Quarterly Report as of ___9-30-99___ Performance and Evaluation report for Program Year _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Obligated
		Original	Revised	
1	Total Non-CGP Funds	0	0	0
2	1406 Operations (May not exceed 10% of line 19)	0	0	0
3	1408 Management Improvements	12,908.00	0.00	12,908.00
4	1410 Administration (10%)	79,551.00	0.00	79,551.00
5	1411 Audit	0.00	0.00	0.00
6	1415 Liquidated damages	0.00	0.00	0.00
7	1430 Fees and Costs	51,061.00	0.00	51,061.00
8	1440 Site Acquisition	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00
10	1460 Dwelling Structures	0.00	0.00	0.00
11	1465.1 Dwelling equipment	0.00	0.00	0.00
12	1470 Nondwelling Structures	632,675.00	0.00	632,675.00
13	1475 Nondwelling Equipment	19,321.00	0.00	19,321.00
14	1485 Demolition	0.00	0.00	0.00
15	1490 Replacement reserve	0.00	0.00	0.00
16	1495.1 Relocation cost	0.00	0.00	0.00
17	1498 Mod Used for Development	0.00	0.00	0.00
18	1502 Contingency (may not exceed 8% of line 19)	0.00	0.00	0.00

19	Amount of Annual Grant (Sum of lines 2-18)	795,516.00	0.00	795,516.00
20	Amount of line 19 Related to LBP Activities	0.00	0.00	0.00
21	Amount of line 19 Related to Section 504 Compliance	0.00	0.00	0.00
22	Amount of line 19 Related to Security	0	0.00	0.00
23	Amount of line 19 Related to Energy Conservation Measures	0	0.00	0.00

Signature of Executive Director & Date:

1 To be completed for the Performance and Evaluation report or a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report.

Page 1 of 3

SHA Reproduction (RAC)

**Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) Part I: Summary**

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

OMB Approval No. 2577-

HA Name:

Somerville Housing Authority

Comprehensive Grant Number:

MA06-P031-705-97

Original Annual Statement _____ Reserve for Disasters/Emergencies _____ Revised Annual Statement/Revision Number _____
Final Performance and Evaluation Report _____ Mod Quarterly Report as of 9-30-99 Performance and Evaluation report for Program Year _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Obligated
		Original	Revised	
1	Total Non-CGP Funds	600,000.00	0.00	600,000.00
2	1406 Operations (May not exceed 10% of line 19)	0.00	0.00	0.00
3	1408 Management Improvements	70,000.00	0.00	39,425.46
4	1410 Administration (10%)	77,300.00	0.00	77,300.00
5	1411 Audit	0.00	0.00	0.00
6	1415 Liquidated damages	0.00	0.00	0.00
7	1430 Fees and Costs	103,060.00	0.00	53,914.58

8	1440	Site Acquisition	0.00	0.00	0.00
9	1450	Site Improvement	0.00	0.00	0.00
10	1460	Dwelling Structures	72,403.00	0.00	87,076.08
11	1465.1	Dwelling equipment	0.00	0.00	0.00
12	1470	Nondwelling Structures	440,627.00	0.00	505,673.88
13	1475	Nondwelling Equipment	10,000.00	0.00	10,000.00
14	1485	Demolition	0.00	0.00	0.00
15	1490	Replacement reserve	0.00	0.00	0.00
16	1495.1	Relocation cost	0.00	0.00	0.00
17	1498	Mod Used for Development	0.00	0.00	0.00
18	1502	Contingency (may not exceed 8% of line 19)	0.00	0.00	0.00
19	Amount of Annual Grant (Sum of lines 2-18)		773,390.00	0.00	773,390.00
20	Amount of line 19 Related to LBP Activities		0.00	0.00	0.00
21	Amount of line 19 Related to Section 504 Compliance		0.00	0.00	0.00
22	Amount of line 19 Related to Security		0.00	0.00	0.00
23	Amount of line 19 Related to Energy Conservation Measures		0.00	0.00	0.00

Signature of Executive Director & Date:

Signature of Public Housing Director/Office of Native American Programs Adm

1 To be completed for the Performance and Evaluation report or a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report.

Page 1 of 3

SHA Reproduction (RAC)

**Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) Part I: Summary**

U.S. Department of Housing
and Urban Development

OMB Approval No. 2577-

Office of Public and Indian Housing

HA Name:

Somerville Housing Authority

Comprehensive Grant Number:

MA06-P031-706-98

Original Annual Statement _____

Reserve for Disasters/Emergencies _____

Revised Annual Statement/Revision Number _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual
		Original	Revised	Obligated
1	Total Non-CGP Funds	0.00	0.00	0.00
2	1406 Operations (May not exceed 10% of line 19)	0.00	0.00	0.00
3	1408 Management Improvements	71,592.00	0.00	19,282.94
4	1410 Administration (10%)	80,621.00	0.00	80,621.00
5	1411 Audit	0.00	0.00	0.00
6	1415 Liquidated damages	0.00	0.00	0.00
7	1430 Fees and Costs	97,000.00	0.00	55,071.46
8	1440 Site Acquisition	0.00	0.00	0.00
9	1450 Site Improvement	10,000.00	0.00	0.00
10	1460 Dwelling Structures	517,000.00	0.00	192,219.61
11	1465.1 Dwelling equipment	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00
13	1475 Nondwelling Equipment	30,000.00	0.00	30,000.00
14	1485 Demolition	0.00	0.00	0.00
15	1490 Replacement reserve	0.00	0.00	0.00
16	1495.1 Relocation cost	0.00	0.00	0.00
17	1498 Mod Used for Development	0.00	0.00	0.00
18	1502 Contingency (may not exceed 8% of line 19)	0.00	0.00	0.00
19	Amount of Annual Grant (Sum of lines 2-18)	806,213.00	0.00	377,195.01
20	Amount of line 19 Related to LBP Activities	0.00	0.00	0.00
21	Amount of line 19 Related to Section 504 Compliance	0.00	0.00	0.00
22	Amount of line 19 Related to Security	0.00	0.00	0.00
23	Amount of line 19 Related to Energy Conservation Measures	0.00	0.00	0.00

Signature of Executive Director & Date:

Signature of Public Housing Director/Office of Native American Programs Adm

1 To be completed for the Performance and Evaluation report or a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report.

Somerville Housing Authority
Comp Grant 1998
MA06-P031-706-98

Budget Revisions (1)
As of 12-31-98

These budget revisions were necessary at this time to better reflect actual expenditures.

Line Item 1408 - Management Improvements

This line item increased \$6,000 to pay for an annual subscription to HTVN, which will allow all our residents and tenants to access certified programming. This certified programming will include different and varied topics, including Computer training and Windows, Domestic abuse training, Cultural diversity training, Basics of business training, Homemaking, etc.

We are also decreasing this line item by \$15,000 as we are eliminating the youth recreation coordinator. So the net effect to this line item will be a \$9,000 decrease.

Line Item 1430 - Fees & Costs

This line item was increased by \$24,000 in order to comply with Department of Environmental Protection regulations at Mystic View 31-1. This budget revision was necessary in order to remediate the contaminated soil there.

Line Item 1460 - Dwelling Structures

This line item was reduced by \$10,000 because we reduced the line item 31-1(c) exterior door improvements from \$20K to \$10K; to better reflect what we will need to spend.

Line Item 1470 - Non Dwelling Structures

This line item, Admin Building Improvements, was decreased \$10,000 because we eliminated it was duplicated under 31-1(b) admin office improvements.

Line Item 1475 - Non Dwelling Equipment

This line item increased \$20,000 because we are purchasing Housing Telecommunications (HTVN) equipment such as a satellite dish and a site controller, and a large screen TV. Once this HTVN is up and operational, all our residents and tenants, as well as employees and commissioners will be able to take advantage of the certified programming that HTVN has to offer.

Line Item 1495.1 - Relocation Costs

This line item was decreased \$15,000 (it was eliminated) because it was determined that if any relocation is necessary due to the apartment upgrade at Weston 31-7,

the funds could come out of the apt upgrade line item.

FFY of Grant Approval: 1995	
(1) _____ r Ending <u>6-30-98</u>	
Cost (1) Expended	
0	
0	
80,788.34	
97,802.00	
0.00	
0.00	
212,573.21	
0.00	
9,420.00	
533,833.34	
2,162.00	
17,100.00	
11,743.11	
0.00	
0.00	
0.00	
0.00	
0.00	
965,422.00	
0.00	
0.00	
58,707.00	
0.00	
Administrator & Date:	

0157(exp 7/31/98)

)

FFY of Grant Approval:
1996

r Ending _____
Cost
Expended
0
0
12,908.00
79,552.00
0.00
0.00
51,061.00
0.00
0.00
0.00
0.00
632,674.00
19,321.00
0.00
0.00
0.00
0.00
0.00

795,516.00
0.00
0.00
0.00
0.00

form HUD-52837(10/96)
ref Handbook 7485.3

0157(exp 7/31/98)

AS OF 9-30-99

FFY of Grant Approval: 1997
r Ending _____
Cost
Expended
0.00
0.00
39,425.46
77,300.00
0.00
0.00
43,289.58

0.00
0.00
87,076.08
0.00
456,480.03
10,000.00
0.00
0.00
0.00
0.00
0.00
713,571.15
0.00
0.00
0.00
0.00

Administrator & Date:

form HUD-52837(10/96)
 ref Handbook 7485.3

0157(exp 7/31/98)
AS OF 9-30-99

FFY of Grant Approval:
1998

r Ending _ _____
Cost
Expended
0.00
0.00
9,282.94
79,528.80
0.00
0.00
24,499.20
0.00
0.00
12,719.61
0.00
0.00
30,000.00
0.00
0.00
0.00
0.00
0.00
156,030.55
0.00
0.00
0.00
0.00
Administrator & Date:

form HUD-52837(10/96)

ref Handbook 7485.3

COMP GRANTS 1996
LOCCS DD - ACTUAL

<u>DATE</u>	<u>LOCCS #</u>
12-96	1
7-97	2
8-97	3
9-97	4
10-97	5
11-97	6
	7
	8

1-98 10

3-98 13

4-98 14

4-98 15

5-98 16

6-98 17

6-98 18

7-98 19

TOTAL DD
PER HUD

DIFF

COMP GRANTS 1995
LOCCS DD - ACTUAL

<u>DATE</u>	<u>LOCCS #</u>
3-96	1
4-96	2
5-96	3
6-96	4
7-96	5
1-97	6
4-97	7
4-97	8
6-97	9
7-97	10
7-97	11
8-97	12
9-97	13
10-97	14
11-97	15
12-97	16
1-98	17
4-98	18
6-98	19
7-98	20

1.

2.

3.

	1408	1410	1430	1470	1475	TOTALS
PS VEHICLE	28,861.00					
COPY MACHINE	6,957.00					
TONY P-SCHOOL MOD SAL & BEN	631.45	38,327.46				
MOD SAL & BEN ADV		6,177.15 208.20				
MANCH EQUIP TEN COORD MOD SAL & BEN	1,528.72	6,336.39			4,528.00	
TONY P-SCHOOL COMPUTER-AVALON	1,245.15				1,598.00	
SHUMAN CONSTR TEN COORD GRANTWRITERS TEN COORD	1,230.00	2,698.90 1,329.07		99,763.00		

COMPUTER-MEG					1,370.00	
GRANTWRITERS	2,432.72					
TEN COORD SHUMAN CONSTR RADIOS		347.85		58,999.00	8,820.00	
SHUMAN CONSTR GRANTWRITERS COMPUTERS	1,328.82			127,150.00	2,205.57	
SHUMAN CONSTR				59,985.00		
SHUMAN CONSTR GRANTWRITERS	1,374.15			65,145.06		
MOSTUE			5,363.50			
MOD EQUIP	946.00					
MOSTUE			6,095.92			
SHUMAN RET				18,460.00		
MOD EQUIP	554.00					
	47,089.01	55,425.02	11,459.42	429,502.06	18,521.57	561,997.08
	54,513.40	55,425.02	29,404.76	586,388.06	19,320.57	745,051.81

| (7,424.39) |

0.00 |

(17,945.34) |

(156,886.00) |

(799.00) |

| (183,054.73)

	1408	1410	1430	1450	1460	1465	1470
SOFTWARE	245.00						
MEGABYTE-PC'S							
COPIER	13,580.00						
MOD SAL & BENE'S		15,042.78					
STATESIDE BUILDERS					63,000.00		
STATESIDE BUILDERS					78,241.00		
VARIOUS	4,566.37		3,028.40		32,126.54		
VARIOUS				9,420.00		2,162.00	17,634.15
VARIOUS			5,750.00		48,178.31		
MOSTUE			30,000.00				
VARIOUS	5,876.81		3,677.00				
VARIOUS	24,868.13		20,760.00		40,851.00		
VARIOUS	32,571.00		20,000.00		20,927.20		
VARIOUS	4,511.27		168.75		27,789.00		
VARIOUS	1,568.56		712.50		36,118.00		
VARIOUS	34,479.90		23,086.00		1,735.76		
VARIOUS	7,152.46		10,266.00		134,244.00		
NORIAN			4,259.00				
VARIOUS			2,930.00		78,577.00		
VARIOUS					4,420.00		
RHD					72,000.00		
MOSTUE			17,400.00				

TOTAL DD PER HUD	129,419.50 129,419.50	15,042.78 15,042.78	142,037.65 112,037.65	9,420.00 9,420.00	638,207.81 668,207.81	2,162.00 2,162.00	17,634.15 17,634.15
DIFF	0.00	0.00	30,000.00	0.00	(30,000.00)	0.00	0.00

SOMERVILLE HOUSING AUTHORITY
COMP GRANT 1995

PG 1 OF 2

ANALYSIS OF BUDGET TO GRANTS RECEIVED ASSUMING APPROVAL
OF BUDGET REVISION #3 (RESUBMITTED), BUT
**PRIOR TO HUD COMPLETING THE REVERSE TRANSACTIONS
FOR DRAWDOWNS.**

LINE ITEM	REV. #3	DISBURSED	BALANCE
1408	80,788.34	129,419.50	(48,631.16)
1410	97,802.00	15,042.78	82,759.22
1430	212,573.21	112,037.65	100,535.56
1450	9,420.00	9,420.00	0.00
1460	533,833.34	668,207.81	(134,374.47)

1465	2,162.00	2,162.00	0.00
1470	29,700.00	17,634.15	12,065.85
1475	11,743.11	11,498.11	245.00
<hr/>			
TOTALS	<u>978,022.00</u>	<u>965,422.00</u>	<u>12,600.00</u>

SOMERVILLE HOUSING AUTHORITY
 COMP GRANT 1995

PG 2 OF 2

Reverse Transactions for Drawdowns:

The following reverse transactions are necessary to align the drawdown to the enclosed Budget Revision # 3.

Transfer of \$534.15 originally requested on Requisition # 6 (1-17-97) from account # 1470 to account 1430. This \$534.15 is advertising which should be in account 1430 Fees & Costs. The balance of \$12,600.00 is drawdown # 21 for the Mystic Activity Center, account 1470.

Transfer \$ 48,631.16 originally requested on requisitions # 10, 11, 12, 13, 14, 15; dated 7-3-97, 7-28-97, 8-28-97, 9-26-97, 10-28-97, 11-19-97. From account # 1408 for grantwriters to account 1430. The disbursed Grant will now equal Revision # 3 line item amount of \$80,788.34, for account # 1408.

Transfer \$244.89 originally requested on Requisition # 2 (4-2-96) from account # 1460, for computers to acct # 1475. The disbursed grant will now equal Budget Revision # 3

line item of \$11,743.00 for acct 1475.

Transfer \$134,129.92 originally requested on requisitions # 3, 4, 5, & 12 from account 1460 to acct 1410 and 1430. Transfer \$82,759.22 from 1460 to 1410, and transfer \$51,370.70 from 1460 to 1430, The disbursed grant will now equal the Budget Revision # 3 line item amount for acct 1410 of \$97,802.00; and for acct 1430 of \$212,573.00.

1475	TOTALS
3,694.00	
6,190.00	
1,614.11	

11,498.11	965,422.00
11,498.11	965,422.00
0.00	0.00

**Somerville Housing Authority
Admissions Policy for Deconcentration**

The Somerville Housing Authority (SHA) has not adopted a policy for Deconcentration because it only has one federal family housing development, Mystic View Apartments MA031-1.

The SHA has collected and analyzed the demographics, race, income and family size of its federal family residents.

Also, the SHA has determined that the current wait list will allow the SHA to still be compliant with the new HUD regulation of 40% of the new residents to be below 30% of area median income.

Schedule of all Positions and Salaries
Administration

Somerville Housing Somerville Housing Authority

EMPLOYEE	Position Title by Organization Unit & Fun	Code	Present DHCD		Requested Budget Year			SECT.8 E-CERT
			Approved Salary Rate	Salary Rate	No. Months	Estimated Amount	31-C	
	EXEC DIR	6	44,244		12	48,777	15,609	2,439
	EXEC DIR	7	28,964		12	30,123		
J. MACALUSO	EXEC DIR		73,208	1,500.00	12	78,900	15,609	2,439
D. MCCARTHY	ADMIN. SECTRY	13	35,878	717.56	12	37,313	6,809	1,100
JOHN SULLIVAN	HOUSING INSP	11	38,000	760.00	12	39,520	11,700	
P MORGANELLI	DIR of OPS	3	60,935	1,242.36	12	64,603	12,534	2,024
T. CHRISTOPHER	HOUSING MGR	D	42,710	754.21	12	44,219	5,000	
B. ROOME	HOUSING MGR	D	37,710	754.21	12	39,219	0	
A. WHITNEY	HOUSING MGR	D	37,710	754.21	12	39,219	39,219	
R CORNET	HOUSING MGR	D	37,710	754.21	12	39,219	12,158	
V VARY	SVC COOR- 1 YR GRANT	D		603.39	12	31,376		
C HOOG	RESIDENT SVC COOR	10	36,957	739.14	12	38,435	11,379	
R COVELLE	DIR of FINANCE	01	53,560	1,178.00	12	61,256	14,903	1,599
I FRONTIERO	ACCT MGR	01	47,978	859.56	12	44,697	7,923	1,280
M. HUI	ACCT ASST	13	29,836	596.73	12	31,030	5,663	915
L. HAR CHAO	ACCT ASST	03	29,836	596.73	12	31,030	6,020	972
A PALMACCI	DIR of MOD	D	53,560	1,082.00	12	56,264		
G SILVI	MOD COOR	D	36,875	737.50	12	38,350		
B DIZON	MOD ADMIN ASST	D	15,600	596.73	12	31,030		
J. LALLY	DIR RENTAL ASSIST	5	53,560	1,082.00	12	56,264		4,015
K MARKS	LEASE HOUS COOR	17	28,641	572.82	12	29,787		2,681
MARTA V	LEASE HOUS COOR	17	28,641	572.82	12	29,787		2,681
R J DAVIES	LEASE HOUS COOR	17	28,641	572.82	12	29,787		2,681
F. WILLIAMS	L HOUS INSP	17	36,716	734.31	12	38,184		3,437
L FERRARA	L HOUS INSP-PT	17	18,794	379.48	12	19,733		1,776
J. DIPANFILO	LEASE HOUS PT	D	15,600	302.78	12	15,745		7,400
D LYNCH	LEASE HOUS COOR	17	28,641	572.82	12	29,787		21,149
OPEN	LEASE HOUS COOR	17	29,836		12	0		0
OPEN	LEASE HOUS COOR	17	28,641		12	0		0
C VICTORINE	FSS COOR	17	32,000	640.00	12	33,280		
J BRISBOIS	RECEPTIONIST	01	26,258	525.17	12	27,309	3,659	782
D. BOLGER	TEN SEL SUPER	14	41,200	824.00	12	42,848	13,283	
B FIGUEROA	TEN SELECTOR	14	28,641	572.82	12	29,787	9,234	
SAMIA GUNN	TEN SELECTOR	14	28,641	572.82	12	29,787	9,234	
A CASTLE	TEN SELECTOR	14	28,641	572.82	12	29,787	9,234	
OPEN	TEN SEL-COOP	14	15,600		12	15,600	4,836	
K. JENNER	DIR PUB SAFETY	D	53,560	1,082.00	12	56,264	11,982	0
H. CURTIS	OFFICER	D	41,200	807.69	12	42,000		
R. LAVEY	OFFICER	D	29,994	588.00	12	30,576		
D. MC LEAN	OFFICER	D	29,994	588.00	12	30,576		
W GABREE	OFFICER	D	29,994	588.00	12	30,576		
D GREELEY	TEMP ACCRED COOR	D	0		6	3,880		
F SMITH	TEMP ADMIN	D	19,500	250.00	12	13,000		
J LANGESON	MIS	D	45,000	900.00	12	46,800		
R CRUZ & WILL	TEMP COMP PT	D	10,530	200.00	12	10,400		
Y LOUIS&P BLAISE	TEMP CLERK	D	25,562	600.00	12	31,200	18,626	0
	SUB TOTAL ADMIN		1,452,089			1,498,424	229,004	56,929
	OVERTIME		26,476			26,470	319	300
	LONGEVITY	D	3,250			3,250	1,138	440
	4% DHCD ALLOWED INC	NO JM	56,355			56,781	7,980	2,157
	TOTAL ADMIN WAGES		1,538,170			1,584,924	238,440	59,826

B

admin salaries ly	1,567,564	213,617	317,936
dhcd allowed inc 4%	1,630,267	222,162	330,653
actual comp to dhcd max allow	45,343	(16,279)	270,827
inc(dec) ly to this yr	(17,360)	(24,823)	258,110
		31-c	cert

LONGEVITY - FISCAL 2001
04/01/00 - 03/31/01

HIRE DATE		EMPLOYEE		31-C	SECT.8
12/18/87	X	BOLGER, D.	225	70	
10/16/78	X	CHRISTOPHER, T.	650	650	
8-30-93	X	CHAO, LIE	125	25	33
10-19-93	X	DAVIES, JONES - ROBIN	125	0	88
05/28/90	X	R. CORNET	225		0
08/01/81	X	CURTIS, H.	300		
8-9-93	X	HUI, M	125	23	30
02/17/87	X	JENNER, K.	225	0	0
08/03/87	X	LALLY, J.	225	0	100
		Donna MC	125	23	30
8-30-93	X	ROOME, BELKIS	125	0	0
		Tony P	125		
		Crystal V	125		
01/23/84	X	WHITNEY, A. M.	300	300	
09/06/88	X	WILLIAMS, F.	225		160
				0	0
					0
			-----	-----	-----
			3,250	1,090	440
			-----	-----	-----

OVERTIME DISTRIBUTION - APPLICABLE POSITIONS (O.T. PAID)
(EXCLUDING PUBLIC SAFETY & MOD.)

				31-C	SECT.8
D. MCCARTHY (ACTING)		ADMIN. SECRETARY	31,650	5,776	933
T. CHRISTOPHER		HOUSING MANAGER	35,204		
Y. JONES		HOUSING MANAGER	35,204	35,204	
A. WHITNEY		HOUSING MANAGER	35,204		
A.M. WHITNEY (ACTING)		HOUSING MANAGER	35,204	10,913	
M. HUI		ACCOUNTING ASSISTAN	27,853	5,083	821
L. HAR CHAO		ACCOUNTING ASSISTAN	27,853	5,404	873
M. ZEH		LEASED HOUSING COORI	26,737		2,406
B. ROOME		LEASED HOUSING COORI	26,737		2,406
R. CORNET		LEASED HOUSING COORI	26,737		15,240
F. WILLIAMS		INSPECTOR	34,275		3,085
G. SCHNEIDER (TEMP.)		TENANT SELECTOR	25,293	7,841	
M. DERVISHIAN		TENANT SELECTOR	25,293	7,841	
R. JONES-DAVIS		TENANT SELECTOR	25,293	7,841	
M. VAQUERANO		RECEPTIONIST CLK./TYF	24,513	4,345	702
			-----	-----	-----
			#####	90,247	26,466
				0.204	0.060

ACTUAL ADMINISTRATION

OVERTIME FOR FY 1997

APRIL	1997	#####
MAY	1997	#####
JUNE	1997	#####
JULY	1997	#####
AUGUST	1997	#####
SEPTEMBER	1997	#####
OCTOBER	1997	#####
NOVEMBER	1997	#####
DECEMBER	1997	#####
JANUARY	1998	#####
FEBRUARY	1998	975.61
MARCH	1998	#####
		#####

SOMERVILLI
MODERNIZ

POSITION

DIRECTOR

MOD COOF

MOD ASST

PT ASST

CONFIDENTIAL MEMO

TOTAL SAL

TO: J MACALUSO
FM: BOB COVELLE

JANUARY 8, 2000

TOTAL BEN

RE: FYE 3-31-01 BUDGET - ADMIN SALARIES

GRAND TO

Enclosed is a list of our present Admin employees and Salaries. In preparing the FYE 3-2001 budget, there are some things that need to be pointed out and discussed.

According to the budget instructions from DHCD, and I confirmed this with Bob Nadeau, we can increase the bottom line to the State portion of the budget by 4 %, including the Executive Director's salary. So I added 4% to the ED' s state budget and subtracted 4% from HUD.

TOTAL ALLI

Since the Directors have not resolved their contract yet, I assumed that each Director would receive a 3% raise. If it is 1% more or less, that is not a big deal, but I had to put some raise in the new budget.

B

I decreased the sec 8 salaries by about \$10,000, cos I slotted the temp clerks (Yolanda & Prisca) from sec 8 to 31-C. Sec 8 also has 2 open positions at \$29,000 each. I think he is overstaffed, now ans does not need any extra bodies. Perhaps we can use those monies for another position. The monies are slotted for sec 8, but we can probably transfer that out and others in.

Ten selector has an open coop position, again I think that dept is overstaffed.

Crystal is being paid from FSS Grant, Vicky is being paid from Svc coor Grant, Darren G is being paid from sec 8 reserves, Jackie and her staff are being paid from MAC Grants.

I took \$5,000 away from the Housing Managers position, and I took \$5,000 away from the Accounting Manager position.

What do you want to do with the Dir of Finance position.

EMPLOYEE	POSITION	SALARY
J. MACALUSO	EXECUTIVE DIRECTOR	62,500
D. MCCARTHY	ADMIN. SECRETARY	34,498
OPEN	GENERAL COUNSEL	55,652

B

P MORGANELLI	DIR OF OPERATIONS	58,000	
T. CHRISTOPHER	HOUSING MANAGER	35,204	
B. ROOME	HOUSING MANAGER	35,204	
A. WHITNEY	HOUSING MANAGER	35,204	
A.M. WHITNEY	HOUSING MANAGER	35,204	
CATHY FATOVIC	RESIDENT SERVICES MA	35,204	
ROBERT COVELLE	DIRECTOR OF FINANCE	52,000	
R. LEAHY	ACCOUNTING MGR.	40,122	
M. HUI	ACCOUNTING ASSISTAN	27,853	
L. HAR CHAO	ACCOUNTING ASSISTAN	27,853	
TONY PALMACCI	DIR. MODERNIZATION/DE	52,000	
GEORGE SILVI	MODERNIZATION COORD	34,424	
C. VICTORINE	MOD. ADMIN. ASSISTANT	27,853	
F SMITH			
J. LALLY	DIR. RENTAL ASSIST.	52,000	
GERRY SCHNEIDER	LEASED HOUSING COORI	26,737	
MIRIAM VAQUERANO	LEASED HOUSING COORI	26,737	
R. CORNET	LEASED HOUSING COORI	26,737	
F. WILLIAMS	LEASED HSG. INSPECTO	34,275	
J. ZAPPULLA	LEASED HSG. PART-TIME	15,186	
TWO AT 300/WK.EA.	LEASED HSG PART TIME	31,200	MARY, JOANNE, MARTA
D. BOLGER	TENANT SELECT. SUPER	34,424	
ANNA CASTLE	RECEPTIONIST CLR/TYP.	24,513	
OPEN	TENANT SELECTOR	25,293	
BETSY FIGERORA	TENANT SELECTOR	25,293	
K. MARKS	TENANT SELECTOR(TEM	25,293	
R. JONES-DAVIS	TENANT SELECTOR	25,293	
K. JENNER	DIR. PUBLIC SAFETY	52,000	
H. CURTIS	INVESTIGATIVE OFFICEF	36,838	
R. LAVEY	INVESTIGATIVE OFFICEF	28,000	
D. MC LEAN	INVESTIGATIVE OFFICEF	27,000	
N. RODRIGUEZ	INVESTIGATIVE OFFICEF	27,000	
WAYNE GABREE	INVESTIGATIVE OFFICEF	27,000	
TWO AT 300/WK.EA.	TEMPORARY ADMIN.	18,297	

#####

Proration by Program (Include all State & Federal Programs)

SECT.8 SRO	SECT.8 VOUCHER	SECT.8 P.S.P.	400-C	667-4	667-7	689-C	689-2	MRVP	FED CGP	STATE MOD.
488	26,827	3,414								
			22,148	3,776	1,456	451	375	1,916		
488	26,827	3,414	22,148	3,776	1,456	451	375	1,916		
178	11,661	1,375	12,713	2,167	663	259	388			
			21,844	3,724	1,139	445	667			
	21,465		23,400	3,989		476	715			
			0	39,219						
			39,219							
				0						
			23,139	3,922						
			21,245	3,622	1,108	432	649			
259	16,959	1,999	18,488	3,152	964	376	565	1,999		
207	13,569	1,600	14,792	2,522	772	301	452	1,280		
148	9,698	1,143	10,572	1,802	551	215	323			
	10,310		11,239	1,916		229	343			
									28,132	28,132
									19,175	19,175
									15,515	15,515
649	42,567	5,018						4,015		
	27,106									
	27,106									
	27,106							0		
	34,748									
	17,957									
	0									
	8,638							8,345		
	0									
	0									
126	8,290	977	9,038	1,541	471	184	276	1,964		
			25,280	4,285						
			17,574	2,979						
			17,574	2,979						
			17,574	2,979						
			9,204	1,560						
	15,000		22,996	6,286						
									13,000	0
									0	
0	0	0	9,981	0	1,810	244	178	361		
2,056	319,007	15,527	348,021	92,419	8,936	3,612	4,930	19,879	75,822	62,822
0	300	300	200	51	0	0	0	0	0	0
13	240	5	610	1	1	(0)	4	25	125	0
78	12,088	588	13,188	3,470	339	137	177	1,493	2,873	2,381
2,146	331,636	16,420	362,019	95,941	9,275	3,749	5,111	21,397	78,820	65,203

2,343	123,573	17,943	348,121	92,256	8,917	3,602	4,914	20,571	76,832	65,154
2,437	128,516	18,661	362,046	95,946	9,274	3,746	5,111	21,394	79,905	67,760
290	(203,120)	2,240	27	6	(1)	(3)	(0)	(3)	1,085	2,558
197	(208,063)	1,523	(13,898)	(3,685)	(358)	(147)	(197)	(826)	(1,988)	(49)
sro	v	nc	400	667-4	667-7	689-c	689-2	mrvp	cg	sm

SECT.8	REHAB	VOUCHER	P.S.P.	200-C	667-4	667-7	689-C	689-2	707	CGP	STATE MOD.
				133	23						
				0							
	0	13	0	45	8	0	1	1	0		
	0	38	0	0	0	0	0	0	0		
		0		225					0		
	6	13	3	41	6	1	1	1			
				0	0						
	0	100	0						25		
	6	13	3	41	6	1	1	1			
				125	0	0	0	0			
										125	
				0	0						
	0	65	0	0	0	0	0	0			
		0									
		0									
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	13	240	5	610	43	3	4	4	25	125	0
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----

SECT.8	REHAB	VOUCHER	P.S.P.	200-C	667-4	667-7	689-C	689-2	MRVP	STATE MOD.
	151	9,891	1,166	10,783	1,838	562	220	329		
				35,204						
					35,204					
				20,770	3,520					
	133	8,705	1,026	9,490	1,618	495	193	290		
		9,254		10,089	1,720		205	308		
		24,331								
		24,331								
		5,347							6,150	
		31,190								
				14,923	2,529					
				14,923	2,529					
				14,923	2,529					
	114	7,442	877	8,113	1,383	423	165	248	702	
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	397	120,491	3,070	139,217	52,871	1,481	783	1,175	6,851	0
	0.001	0.272	0.007	0.314	0.119	0.003	0.002	0.003	0.015	0.000

THE HOUSING AUTHORITY
OPERATION SALARIES

	SALARY	% OF SAL TO CG	SAL TO CG
OF MOD	\$52,000	75%	\$39,000
2	\$35,800	50%	\$17,900
.	\$28,968	100%	\$28,968
	\$13,000	50%	\$6,500
CHGD TO CG			\$92,368
IEFITS CHGD TO CG			\$37,951
TAL OF CG			\$130,319
OWED BY HUD(10% OF GRANT)			\$79,552

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PUBLIC SAFETY	S 8 FSS GRANT RES	MAC GRANT SVC	TOTAL	
			48,777	
			30,123	(0)
			78,900	(0)
			37,313	0
			39,520	
			64,603	(0)
			44,219	(0)
			39,219	(0)
			39,219	(0)
			39,219	(0)
		31,376	31,376	0
			38,435	0
			61,256	
			44,697	0
			31,030	(0)
			31,030	(0)
			56,264	
			38,350	
			31,030	(0)
			56,264	
			29,787	(0)
			29,787	(0)
			29,787	(0)
			38,184	0
			19,733	(0)
			15,745	(0)
			29,787	(0)
			0	
			0	
	33,280		33,280	
			27,309	(0)
			42,848	
			29,787	(0)
			29,787	(0)
			29,787	(0)
			15,600	
0			56,264	
42,000			42,000	(0)
30,576			30,576	
30,576			30,576	
30,576			30,576	
	3,880		3,880	
			13,000	
		46,800	46,800	
		10,400	10,400	
			31,200	
133,728	37,160	88,576	1,498,424	(4)
25,000	0	0	26,470	(7)
525	125	0	3,250	(14)
5,067	1,408	3,356	56,781	(0)
164,320	38,693	91,932	1,584,924	0

192,605	33,217	45,964
200,309	34,546	47,803
35,989	(4,147)	(44,130)
28,285	(5,476)	(45,968)
ps	fss res	mac svc

PUBLIC SAFETY	FSS	TOTAL	
		225	
		650	
		125	
		125	
		225	
300		300	
0		125	
225		225	
		225	
0		125	
		125	
		125	
	125	125	
		300	
		225	
-----		-----	-----
525	125	3,250	0
-----		-----	-----
		\$3,250	
PUBLIC SAFETY			
		31,650	
		35,204	
		35,204	
		35,204	
		35,204	
		27,853	
		27,853	
		26,737	
		26,737	
		26,737	
		34,275	
		25,293	
		25,293	
		25,293	
		24,513	
-----		-----	
0		443,050	
0.000		1.000	

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	31-C				400-01		
	FY 1996 Budget	02/96 Budget	02/96 Actual	Variance	FY 1996 Budget	02/96 Budget	02/96 Actual
Legal	3,804	3,438	4,556	(1,118)	6,828	6,171	7,178
Member's Compensation	0	0	0	0	23,000	20,788	13,418
Staff Training	4,500	4,067	303	3,764	0	0	0
Travel: Convention	1,735	1,568	387	1,181	0	0	0
Travel: Nonlocal	495	447	6	441	1,770	1,600	1,227
Travel: Local	453	409	681	(272)	814	736	0
Fee Accounting	522	472	104	367	939	849	188
Annual Audit (Federal)	988	893	988	(95)	0	0	0
Publications	686	620	634	(14)	329	297	107
Dues	581	525	692	(167)	391	353	455
Telephone	4,666	4,217	3,483	734	10,987	9,931	7,643
Temporary Help	0	0	101	(101)	0	0	181
Collection/Court Costs	5,000	4,519	2,132	2,387	5,000	4,519	4,628
Stationary/Office Supplies	2,263	2,045	1,199	846	4,071	3,680	2,163
Computer Maint./Supplies	4,084	3,691	3,552	139	7,345	6,639	5,621
Postage	3,134	2,833	2,787	46	5,637	5,095	5,698
Postage Machine Maint.	279	252	142	110	501	453	255
Office Maint. Contracts	109	99	(1,601)	1,700	196	177	155
Advertising	1,219	1,102	496	606	2,192	1,981	1,786
Tele. Answering Service	487	440	362	79	877	793	650
Copy Mach. Maint./Suppl.	2,546	2,301	1,779	522	4,578	4,138	3,049
Forms: Project Specific	1,268	1,146	2,575	(1,429)	2,276	2,057	3,125
Forms: General	470	425	391	34	845	764	1,542
Fiscal Agent Fees	1,500	1,356	525	831	0	0	0
Lead Paint Inspections	0	0	0	0	0	0	0
Miscellaneous	1,741	1,574	2,074	(500)	3,131	2,830	2,092
	42,530	38,441	28,348	10,092	81,707	73,851	61,160

	MRVP				SECT.8		
	FY 1996 Budget	02/96 Budget	02/96 Actual	Variance	FY 1996 Budget	02/96 Budget	02/96 Actual
Legal	0	0	0	0	0	0	0
Member's Compensation	0	0	0	0	0	0	0
Staff Training	0	0	0	0	0	0	568
Travel: Convention	0	0	0	0	3,248	2,936	641
Travel: Nonlocal	840	759	311	449	630	569	8
Travel: Local	207	187	0	187	1,443	1,304	877
Fee Accounting	239	216	48	168	668	604	134
Annual Audit (Federal)	0	0	0	0	734	663	734
Publications	84	76	27	49	874	790	806
Dues	100	90	115	(25)	773	699	868
Telephone	1,275	1,152	812	340	3,563	3,220	2,284
Temporary Help	0	0	46	(46)	0	0	129
Collection/Court Costs	0	0	0	0	0	0	0
Stationary/Office Supplies	1,036	936	549	387	2,895	2,617	1,544
Computer Maint./Supplies	1,869	1,689	1,434	255	5,224	4,722	3,862
Postage	1,434	1,296	1,463	(167)	4,009	3,624	4,260

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Postage Machine Maint.	127	115	65	50	356	322	183
Office Maint. Contracts	50	45	123	(78)	139	126	344
Advertising	558	504	227	277	1,559	1,409	638
Tele. Answering Service	223	202	166	36	624	564	411
Copy Mach. Maint./Suppl.	1,165	1,053	778	275	3,256	2,943	2,182
Forms: Project Specific	812	734	0	734	1,655	1,496	2,402
Forms: General	215	194	22	172	601	543	662
Fiscal Agent Fees	0	0	0	0	0	0	0
Lead Paint Inspections	0	0	0	0	6,000	5,423	1,045
Miscellaneous	797	720	545	176	2,227	2,013	1,957
	11,031	9,970	6,732	3,239	40,478	36,586	26,539

Variance	667-4				689-2			
	FY 1996 Budget	02/96 Budget	02/96 Actual	Variance	FY 1996 Budget	02/96 Budget	02/96 Actual	Variance
(1,006)	1,164	1,052	1,569	(517)	204	184	0	184
7,370	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
373	300	271	208	64	34	31	41	(11)
736	139	126	0	126	25	23	0	23
661	160	145	32	113	29	26	6	20
0	0	0	0	0	0	0	0	0
191	56	51	18	33	10	9	3	6
(101)	67	61	77	(17)	12	11	15	(4)
2,287	1,654	1,495	1,474	21	1,629	1,472	756	716
(181)	0	0	31	(31)	0	0	6	(6)
(108)	200	181	(646)	827	0	0	11	(11)
1,517	694	627	365	262	124	112	69	43
1,018	1,252	1,132	952	180	224	202	180	23
(603)	961	869	965	(96)	172	155	173	(18)
198	85	77	43	34	15	14	8	6
22	33	30	81	(52)	6	5	15	(10)
195	374	338	151	187	67	61	29	32
142	149	135	110	25	27	24	21	4
1,089	781	706	516	190	140	127	98	29
(1,068)	749	677	516	161	132	119	73	47
(778)	144	130	15	115	26	24	3	21
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
738	534	483	367	115	96	87	70	17
12,691	9,496	8,583	6,844	1,739	2,972	2,686	1,575	1,111
	VOUCHER				S.8 N.C. (P.S.P.)			
Variance	FY 1996 Budget	02/96 Budget	02/96 Actual	Variance	FY 1996 Budget	02/96 Budget	02/96 Actual	Variance
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
(568)	0	0	219	(219)	0	0	80	(80)
2,294	1,222	1,105	257	848	331	299	105	194
562	255	230	3	227	90	81	1	80
428	561	507	337	170	88	80	133	(54)
469	259	234	52	182	102	92	20	72
(71)	380	343	380	(37)	253	229	253	(24)
(16)	350	316	322	(6)	127	115	134	(19)
(170)	308	278	348	(70)	113	102	127	(25)
936	1,383	1,250	867	383	542	490	346	144
(129)	0	0	50	(50)	0	0	20	(20)
0	0	0	0	0	0	0	0	0
1,073	1,124	1,016	593	423	440	398	234	163
860	2,028	1,833	1,545	288	794	718	611	107
(636)	1,556	1,406	1,574	(167)	610	551	622	(71)

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139	138	125	70	55	54	49	28	21
(218)	54	49	132	(83)	21	19	52	(33)
771	605	547	245	302	237	214	97	117
153	242	219	179	40	95	86	71	15
761	1,265	1,143	838	305	495	447	331	116
(906)	608	550	225	325	0	0	0	0
(118)	233	211	508	(297)	91	82	10	73
0	0	0	0	0	0	0	0	0
4,378	1,500	1,356	820	536	0	0	0	0
56	865	782	739	42	339	306	236	71
10,047	14,936	13,500	10,301	3,199	4,822	4,358	3,511	847

689-C FY 1996 Budget	02/96 Budget	02/96 Actual	Variance
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
30	27	24	3
17	15	0	15
19	17	4	14
0	0	0	0
7	6	2	4
8	7	9	(2)
102	92	58	34
0	0	3	(3)
0	0	0	0
83	75	44	32
150	136	108	28
115	104	110	(6)
10	9	5	4
4	4	9	(6)
45	41	17	23
18	16	13	4
93	84	59	25
0	0	0	0
17	15	2	14
0	0	0	0
0	0	0	0
64	58	292	(234)
782	707	757	(51)

S.8 M.R. (SEWELL)

FY 1996 Budget	02/96 Budget	02/96 Actual	Variance
0	0	0	0
0	0	0	0
0	0	13	(13)
47	42	12	30
15	14	0	13
11	10	16	(6)
13	12	2	9
177	160	177	(17)
20	18	18	0
16	14	19	(4)
70	63	41	22
0	0	2	(2)
0	0	0	0
57	52	28	24
103	93	72	21
79	71	73	(2)

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7	6	3	3
3	3	6	(3)
31	28	11	17
12	11	8	2
64	58	39	19
0	0	0	0
12	11	1	10
0	0	0	0
0	0	0	0
44	40	28	11
781	706	572	134

Somerville Housing Authority

Schedule of all Posit
Maintenance

Employee	Position Title by Organization Unit & Function	Code	Present DHCD Approved Salary Rate	Requested	Budget	Year	Estimated Amount
				Salary Rate	No. Months		
COHANE, J	ASSIST.MAINT.SUPERV.	8	53,560	0.00	12		0
M FLAHERTY	ASSIST.MAINT.SUPERV.	8	53,560	1,178.00	12		61,256
GEORGE, R.	ADMIN.ASSIST/CO-ORD.	14	36,875	737.50	12		38,350
J BENDIELLI	MAINT.CO-ORDINATOR	14	28,718	574.35	12		29,866
TONY CRESPO	MAINT.PROCUR.CO-ORD.	14	35,705	714.12	12		37,134
MCCARTY, S.	STOREKEEPER	14	26,334	526.68	12		27,387
MCCARTHY, R.	PLUMBER	16	45,302	903.20	12		46,966
COWAN, F.	PLUMBER	16	45,302	903.20	12		46,966
ESSAM KADER	T STEAMFITTER-WORKING FOREMND	D	45,302	1,003.20	12		52,166
MARAZZI, J.	PAINTER	09	45,427	889.60	12		46,259
O'BRIEN, D.	PAINTER	09	45,427	889.60	12		46,259
KHOURY, M.	MECHANIC	D	36,400	715.60	12		37,211
MAZZEO, G.	MECHANIC	20	36,400	715.60	12		37,211
VARGAS, H.	MECHANIC	D	36,400	715.60	12		37,211
DELL'ANNO, J.	MECHANIC	D	45,427	889.60	12		46,259
D'AMATO, J.	MECHANIC	D	36,400	715.60	12		37,211
CAMPBELL, G.	MECHANIC	D	36,400	715.60	12		37,211
MATHIS, J.	MECHANIC	D	36,400	715.60	12		37,211
HEALEY, J	MECHANIC	20	36,400	0.00	12		0
LORDAN, K.	MECHANIC	D	36,400	715.60	12		37,211
GARBER, R.	CARPENTER	09	40,976	808.80	12		42,058
PHELAN, P.	MECHANIC	D	36,400	715.60	12		37,211
ADAMS, D.	MECHANIC	D	36,400	715.60	12		37,211
COSTA, F.	MECHANIC	D	36,400	715.60	12		37,211
SANTANGELO, M.	ELECTRICIAN	09	49,130	944.80	12		49,130
LEVITTS, L.	MECHANIC	D	36,400	715.60	0		0
O'GORMAN, M.	MECHANIC(NIGHT)	09	43,220	751.20	12		39,062
MCPHERSON, F.	MECHANIC	D	36,400	715.60	12		37,211
DAN MATTHEWS	MECHANIC	D	36,400	715.60	12		37,211
ROMUALD BLANC	MECHANIC	D	0	715.60	12		37,211
KELLY, J.	MAINT AIDE-MECH	D	29,702	578.40	12		30,077
CHRISTIAN PSUICK	GROUNDSKEEPER SEASONAL	09	19,329	800.00	9		31,199
LIDDELL, JOHN	TEMP MECHANIC	D		715.60	12		37,211
G SICARI	TEMP MECHANIC	D	36,400	0.00	12		0
CELSO	GROUNDSKEEPER	09	27,456	532.80	12		27,706
ISABEL ALVAREZ	GROUNDSKEEPER-TEMP	D	27,456	532.80	12		27,706
JASON COSTA	GROUNDSKEEPER-TEMP	D		532.80	12		27,706
RAOUL KEBREAU	GROUNDSKEEPER-TEMP	D		532.80	12		27,706
MARIO RIBERO	GROUNDSKEEPER-TEMP	D		532.80	12		27,706
LYDIA OQUENDO	GROUNDSKEEPER-TEMP	D		532.80	12		27,706
	SUB TOTAL MAINT SALARIES		1,290,208				1,357,586
	OVERTIME (INCL. STANDBY)		70,606				70,000
	4% DHCD ALLOWED INCREASE		38,706				54,303
	LONGEVITY		7,250				6,925
	TOTAL MAINTENANCE WAGES		1,406,770				1,488,815
O'LEARY, C.	MAINT.MECH./HEAT LABOR	D	36,400	716	12		37,211
	OVERTIME		500				500
	4% DHCD ALLOWED INCREASE		1,092				1,488
	LONGEVITY		225				225
	TOTAL HEAT LABOR WAGES		38,217				39,424
	GRAND TOTAL MAINT WAGES		1,444,987				1,528,239

maint wages ly + 4 %

1,463,042

C

actual compared to dhcd max allow (25,773)

LAST YEAR (NOT CO) 1,406,771
DIFF (82,044)

STATE FY 1997 (W/
STATE FY 1996 (W/
INCLUDING 0% INCF
INCREASE / (DECRE

LONGEVITY FYE 3-

8-16-93	ADAMS, D
02/02/80	BENDINELLI, J.
	CAMPBELL, G
06/01/87	COHANE, J.
8-16-93	COSTA, F
03/07/83	COWAN, F.
04/17/87	D'AMATO, J.
12/01/89	DELL'ANNO, J.
11/14/78	FANTASIA, K.
6-28-93	GARBER, R
05/02/77	GEORGE, R.
	Kelly
09/20/65	KHOURY, M.
8-23-93	LEAVITTS, L
	Liddell
	LORDAN, K
11-14-78	MARAZZI, J.
	MATHIS J
02/09/81	MAZZEO, G.
12/14/84	MCCARTHY, R.
	McPherson
06/06/83	O'BRIEN, D.
	O'GORMAN, M.
	O'Leary
6-28-93	PHELAN, PAUL
8-16-93	SANTANGELO, M
09/08/81	VARGAS, H.
06/07/82	O'LEARY, C.

ACTUAL MAINTENANCE
OVERTIME FOR FY 1999

APRIL	98	3,114
MAY	98	3,347
JUNE	98	4,758
JULY	98	4,146
AUGUST	98	3,363
SEPTEMBER	98	2,749
OCTOBER	98	4,264
NOVEMBER	98	4,265
DECEMBER	98	4,860
JANUARY	'98	14,620
FEBRUARY	'98	6,025
MARCH	'98	5,927
		61,438

CONFIDENTIAL MEMO

TO: J MACALUSO -
FM: BOB COVELLE

1-8-2000

RE: MAINT SALARIES - FYE 3-31-01 BUDGET

Enclosed is a list of our present Maint employees & Salaries. In preparing the FYE 3-2001 budget, there are some things that need to be pointed out and discussed.

I increased the state salaries by 4 % over last year as per DHCD budget guidelines. I called the Dept of L&I, but they had no idea, how much the salaries will change at this time. I hope it is less than 4 %.

I increased the Federal salaries 6 % over last year.

I budgeted \$70,000 for overtime, same as last year. We have been very lucky so far this year with no snow.

I eliminated J Cohane, from last years bud. I eliminated Leon L cos he won't be back till June if at all

What do you want to do about Mike F.

What title should I call Kader ?? Did DHCD approve him being the Steamfitter.

I budgeted Christian for only 9 months.

We have too many Groundskeepers on the budget, we are over by 4 .

BUDGETED FYE 3-31-2000 MAINT EMPLOYEE:

COHANE, J.	ASSIST.MAINT.SUP
M FLAHERTY	ASSIST.MAINT.SUP
GEORGE, R.	ADMIN.ASSIST/CO-C
J BENDINELLI	MAINT.CO-ORDINAT
LIDDELL, J.	MAINT.PROCUR.CO-
MCCARTY, S.	STOREKEEPER
MCCARTHY, R.	PLUMBER
COWAN, F.	PLUMBER
ESSAM KADER	MECHANIC
MARAZZI, J.	PAINTER
O'BRIEN, D.	PAINTER
KHOURY, M.	MECHANIC
MAZZEO, G.	MECHANIC
VARGAS, H.	MECHANIC
DELL'ANNO, J.	MECHANIC
D'AMATO, J.	MECHANIC
CAMPBELL, G.	MECHANIC
MATHIS, J.	MECHANIC
HEALEY, J.	MECHANIC
LORDAN, K.	MECHANIC

GARBER, R.	CARPENTER
PHELAN, P.	MECHANIC
ADAMS, D.	MECHANIC
COSTA, F.	MECHANIC
SANTANGELO, M.	ELECTRICIAN
LEVITTS, L.	MECHANIC
O'GORMAN, M.	MECHANIC(NIGHT)
MCPHERSON, F.	MECHANIC
O'LEARY, C.	MAINT.MECH./HEAT
KELLY, J.	MAINT AIDE-MECH
CHAN NGUYEN	GROUNDSKEEPER
ROMUALD BLANC	GROUNDSKEEPER
CHRISTIAN	GROUNDSKEEPER :
GUY SICARI	TEMP MECHANIC
DAN MATTHEWS	TEMP MECHANIC
	TEMP MECHANIC
	GROUNDSKEEPER
	TEMP GROUNDSKE

WE HAVE 17 PERM MECHANICS ON THE 3-31
MECHANICS ON THE BUDGET (SICARI & MAT
SO WE HAVE BUDGETED A TOTAL OF 19 ME

MATTHEWS & ROMULD WERE MADE PERM M
HEALEY RESIGNED AND SICARI WAS TERMIN
THIS BRINGS THE ACTUAL TOTAL TO 18 PER

WE SEEM TO BE OK RE MECHANICS, HOWE
ARE BEING PAID OUT OF GRADE. ESSAM IS
IS BEING PA AS A PAINTER.

WE HAVE 2 SUPERVISORS ON THE BUDGET,
RETURN. SO WE ARE DOWN 1 SUPERVISOR

BOB MCCARTHY IS OUT ON WORKERS COMF

WE HAVE 2 GROUNDSKEEPERS ON THE BUDI
AND ROMULD WAS MADE A PERM MECHANIC
BUT WE ALSO HAVE ON THE PAYROLL AS TE
RIBERO, RAOUL KEBREAU, AND LYDIA CRU:

SO WE ARE OVER THE BUDGET BY 4 TEMP (

IN TOTAL WE BUDGETED 35 PEOPLE AND W

ions and Salaries

page 4 of 6

050-4

Fiscal Year Ended

3-31-2001

Proration by Program (Include all State & Federal Programs)

31-C	400-C	667-4	689-C	689-2	667-7	TOTAL
0	0	0	0	0	0	0
22,434	32,070	5,626	563	563		61,256
11,889	22,627	3,835				38,350
9,259	17,621	2,987				29,866
11,512	21,909	3,713				37,134
8,490	16,159	2,739				27,387
14,466	27,053	4,603		845		46,966
14,466	27,053	4,603		845		46,966
42,000	3,000	4,866	800	1,500		52,166
14,340	27,293	4,626				46,259
14,340	27,293	4,626				46,259
		37,211				37,211
17,489	19,722					37,211
		37,211				37,211
12,000		34,259				46,259
37,211						37,211
		37,211				37,211
6,000	31,211					37,211
						0
18,605		18,606				37,211
13,038	24,814	4,206				42,058
	37,211					37,211
	37,211					37,211
18,606	18,605					37,211
15,230	28,986	4,913				49,130
	0					0
12,109	23,047	3,906				39,062
37,211						37,211
37,211						37,211
37,211						37,211
30,077						30,077
11,942	16,466	2,791				31,199
37,211						37,211
						0
8,589	16,346	2,771				27,706
	27,706					27,706
	27,706					27,706
	27,706					27,706
	27,706					27,706
27,706						27,706
540,641	586,520	225,308	1,363	3,754	0	1,357,586
27,927	30,242	11,617	20	194	0	70,000
21,752	23,461	9,012	0	78	0	54,303
2,857	2,723	1,345	0	0	0	6,925
593,176	642,946	247,282	1,383	4,025	0	1,488,815
37,211						37,211
500						500
1,488						1,488
225						225
39,424						39,424
632,600						1,528,239
567,403	642,946	247,282	1,383	4,026		1,463,040

C

(25,773) (0) (0) (0) 0 0 (25,773)

545,580 618,217 237,771 1,330 3,871 0 1,406,769
 (47,596) (24,729) (9,511) (53) (154) 0 (82,044)

MOD.) 39,424
 MOD.)
 REASE: 0
 ASE) 39,424

31-01

SALARY	31-C	40001	667-4	689-C	689-2
125	0	125			
225	70	133	23		
125			125		
0	0	0	0	0	
125	59	66			
300	93	174	30		3
300	300				
300		39	261		
0	0	0	0		0
125	59	66	0		
300	93	177	30		
125	125				
300	300	0	0		
125	125	0			
125	0	60	65		
650	202	384	65		
125	59	66			
300	141	159			
300	92	173	29		5
125	125				
1,150	357	679	115		
650	273	312	52	7	7
0					
125	0	125			
125	39	74	13		
650			650		
-----	-----	-----	-----	-----	-----
6,925	2,635	2,811	1,457	7	15
-----	-----	-----	-----	-----	-----
225	225				
-----	-----	-----	-----	-----	-----
225	225	0	0	0	0

C

7,150

S

ACTUAL ON PAYROLL

ERV.	ON WORKERS COMP-MAY NEVER COME BACK
ERV.	OK
JRD.	OK
OR	OK
ORD.	CRESPO, TONY
	OK
	ON WORKERS COMP
	OK
	STEAMFITTER-WORKING FOREMAN
	OK
	OK
	OK
	OK
	PD AS PAINTER
	OK
	OK
	OK
	RESIGNED
	OK

	OK
	ON LEAVE
	OK
	OK
LABOR	OK
	OK
	OK
	TERMINATED
	PERM MECHANIC
SEASONAL	SEASONAL
	TERMINATED
	PERMAMENT
	LIDDELL, JOHN
	CELSO
EPER	MARIO RIBERO
EPER	COSTA, JASON
EPER	KEBREAU, RAOUL
EPER	LYDIA CRUZ- RICH'S MOM
EPER	JEAN BAPTISTE (JUST STARTED)

-2000 BUDGET INCLUDING E KADER. WE HAVE 2 TEMP THEWS), WHO REPLACED (DUNNE & AL P). CHANICS.

ECHANICS BRINGING THE NUMBER TO 19 PERM MECHS. IATED AND LIDDELL WAS MADE A TEMP MECH. :M MECHS AND 1 TEMP MECHANIC.

/ER, PLEASE NOTE THAT THE FOLLOWING MECHANICS PD AS A STEAMFITTER, WORKING FOREMEN. J DELLANO

MIKE & JACK. JACK IS ON WC AND WILL PROBABLY NEVER , THO ESSAM IS NOW THE WORKING SUPERVISOR.

2. LEON LEAVITTS IS OUT ON LEAVE .

GET (CHAN & ROMULD). CHAN WAS TERM :. CELSO IS THE ONLY PERM GROUNDSKEEPER, :MP GROUNDSKEEPERS, JASON COSTA, MARIO Z AND JEAN BAPTISTE JUST STARTED.

3.GROUNDSKEEPERS.

E ACTUALLY HAVE 38.

=====	TOTAL	
=====		
	125	0
	225	0
	125	0
	0	0
	125	0
	300	0
	300	0
	300	0
	0	0
	125	0
	300	0
	125	
	300	0
	125	0
	125	
	125	0
	650	0
	125	0
	300	0
	300	0
	125	
	1,150	0
	650	0
	0	
	125	0
	125	0
	650	0

	6,925	

	0	
	225	
	7150	

EMPLOYEE

ESSAM KA

COWAN, F.

MARAZZI, J

O'BRIEN, D.

MULLANE, I

DUNNE, T.

PELLECHIA

KHOURY, M

MAZZEO. G

VARGAS, H

DELL'ANNO

D'AMATO, J

CAMPBELL

MATHIS, J.

C

HEALEY, J.

LORDAN, K.

GARBER, R.

PHELAN, P.

ADAMS, D.

COSTA, F.

SANTANGE

LEVITTS, L.

O'GORMAN

MCPHERSC

KELLY, JOA

CHAN

O'LEARY, C.

R BLANC

BLDG&VAC
LABORER CLEANER LOCKSMITH PLUMBER ELECT CARPENTRY PAINTING WELDER RUG
INSTALLER
DER

F.

, A.

I.

, J.

I.

, G.

LO, M.

, M.

ON, F.

.NNE

EXTERNM	MASONRY	FENCE REPAIRS	PLASTERER	GLASS SCREENS	FIRE ALARM	APP REPAIRS
---------	---------	------------------	-----------	------------------	---------------	----------------

E

29-Feb-00	SOMERVILLE HOUSING AUTHORITY	FISCAL YEAR ENDING: MARCH 31, 2001			
CODE	DESCRIPTION	TOTAL	MA31-C	400-C	667-4
	MATERIALS AND SUPPLIES BUDGET/DISTRIBUTION				
	MATERIALS AND SUPPLIES (4420 ACCOUNT SERIES)				
	HEATING & PLUMBING	72,575	20,000	42,000	7,584
	ELECTRICAL	52,469	10,000	32,000	7,000
	PAINT/CLEANING	38,500	11,000	19,000	7,000
	CARPENTRY	14,200	2,000	9,000	3,000
	SMALL TOOLS	2,500	500	1,000	1,000
	LANDSCAPING/GROUNDSKEEPING	22,300	6,000	15,000	1,000
	TRASH BAGS AND PAPER GOODS	3,700	1,000	2,000	500
	FLOORING	10,900	400	9,000	1,500
	GLASS/SCREENS/SHADES	15,500	1,500	12,000	2,000
	LOCKS, KEYS AND RELATED	11,500	5,000	5,000	1,000
	VEHICLE GASOLINE	6,200	3,000	2,000	1,000
	EXTERMINATING	11,000	3,000	5,000	3,000
	TOTAL 4420 ACCOUNTS:	261,344	63,400	153,000	35,584
	CONTRACT COSTS (4430 ACCOUNT SERIES)				
	ELEVATORS	38,308	20,000	9,359	5,000
	VEHICLE REPAIRS	26,100	8,000	15,000	3,000
	PAGING	7,700	2,000	5,000	500
	VACANCY PAINTING	15,000	5,000	4,000	5,000
	PLASTERING	2,500	1,000	1,000	500
	EXTERMINATION	8,500	4,000	3,000	1,000
	CARPENTRY	16,000	5,000	9,000	2,000
	UNIFORMS	17,600	4,000	8,000	4,000
	WELDING	4,000	1,000	2,000	1,000
	PAVING	15,644	725	11,919	3,000
	ROOFING	18,000	5,000	5,000	7,000
	LOCKS	5,600	1,500	3,000	1,000
	SEWERS	5,929	3,000	1,600	1,000
	ELECTRICAL/GENERATOR	33,000	12,000	12,000	8,000
	SITE WORK	17,500	500	15,000	1,000
	BOILER/FURNACE REPAIR	33,919	7,000	15,000	10,919
	GLASS/SCREEN/DOOR REPAIR	14,500	7,000	3,000	3,000
	ANTENNA/CAMERA/ALARMS	22,600	6,000	11,000	5,000
	MAINT.EMPLOYEE PHYSICALS	0	0	0	0
	BID ADVERTISING	6,600	1,500	4,000	1,000
	NIGHT ANSWERING SERVICE	7,000	2,000	4,000	1,000
	ELEVATOR TELEPHONES	9,100	3,000	4,000	1,000
	TOTAL 4430 ACCOUNTS:	325,100	99,225	145,878	64,919
	MATERIALS AND SUPPLIES				
	FY 1999 REVISED	211,088	60,715	123,361	21,678
	FY 2000	261,345	63,400	153,000	35,584
	FY 2000: Increase/(Decrease)	50,257	2,685	29,639	13,906
	CONTRACT COSTS				
	FY 1999 REVISED	255,436	103,630	81,290	54,291
	FY 2000	325,101	99,225	145,878	64,919
	FY 2000: Increase/(Decrease)	69,663	(4,405)	64,588	10,628
	TOTAL INC /(DEC)	119,921	(1,720)	94,227	24,534

E

EOCD 050 (7-93)

PAGE 13 OF 15

689-C		689-2		Tenant charges: (1,979)			PROJECTED	
				MA31-C			(over)	12 MONTHS
				FY '00	Budget	Actual	+under	
					12-99	12-99	Variance	
1,000	1,991	0		H&P	21,182	15,887	3,793	16,125
969	2,500	0		EL	10,895	8,171	2,263	7,877
0	1,500	0		P/CL	11,361	8,521	1,833	8,917
0	200	0		CARP	4,112	3,084	2,063	1,361
0	0	0		ST	33	25	(453)	637
0	300	0		L	4,078	3,059	(2,032)	6,787
0	200	0		TBPG	511	383	(425)	1,077
0	0	0		FL	3,121	2,341	(573)	3,885
0	0	0		G/S/S	1,484	1,113	184	1,239
0	500	0		L/K	7,019	5,264	1,900	4,485
200	0	0		GAS	3,527	2,645	1,176	1,959
0	0	0		O	3,000	2,250	(1,728)	5,304
2,170	7,191				70,323	52,742	8,001	59,655
						42,762		
1,004	2,945			EL	23,741	17,806	5,371	16,580
100	0	0		VREP	5,704	4,278	(1,960)	9,268
200	0	0		PAG	1,991	1,493	208	1,909
500	500			VPAI	8,501	6,376	5,624	1,117
0	0			PL	186	140	140	0
0	500			EX	2,245	1,684	1,184	743
				MISC	0	0	(5,231)	7,772
100	1,500	0		U	4,128	3,096	432	3,958
0	0			WELD	0	0	0	0
0	0			PAV	725	544	479	97
0	1,000			ROOF	8,477	6,358	6,283	111
0	100			LOCK	480	360	(733)	1,624
0	329			SEW	0	0	(1,575)	2,340
0	1,000			EL/GEN	11,106	8,330	1,185	10,615
0	1,000			SITE	201	151	(144)	438
0	1,000			B/FUR	8,902	6,677	5,229	2,151
0	1,500			G/S/D	13,263	9,947	6,490	5,136
100	500			A/C/A/	141	106	(8,360)	12,578
0	0	0		EEPHY	0	0	0	0
100	0			BID	564	423	(622)	1,553
0	0	0		NANS	1,000	750	750	0
100	1,000			ELTEL	2,667	2,000	(283)	3,392
2,205	12,874	0			94,022	70,517	14,465	81,382
698	4,636							
2,170	7,191							
1,472	2,555							
1,463	14,762							
2,205	12,874							
742	(1,888)							
2,214	667							

E

Tenant charges: (6,732)				PROJECTED	Tenant charges: (9)				PROJECTED	689-C
40001	(over)			12 MONTHS	667-4	(over)			12 MONTHS	
FY 00	Budget	Actual	+under		FY 00	Budget	Actual	+under		FY 00
	12-99	12-99	Variance			12-99	12-99	Variance		
39,693	29,770	28,134	1,636	37,512	6,476	4,857	1,435	3,422	1,913	650
25,184	18,888	21,338	(2,450)	28,451	8,781	6,586	3,681	2,905	4,908	1,011
20,000	15,000	13,098	1,902	17,464	7,228	5,421	4,387	1,034	5,849	0
14,584	10,938	4,512	6,426	6,016	4,868	3,651	735	2,916	980	0
1,030	773	672	101	896	0	0	0	0	0	0
6,027	4,520	17,696	(13,176)	23,595	501	376	641	(265)	855	0
521	391	1,007	(616)	1,343	132	99	209	(110)	279	0
4,008	3,006	4,249	(1,243)	5,665	441	331	996	(665)	1,328	0
12,658	9,494	10,457	(964)	13,943	71	53	3	50	4	0
5,921	4,441	3,835	606	5,113	1,318	989	514	475	685	0
4,218	3,164	1,756	1,408	2,341	1,058	794	440	354	587	88
3,000	2,250	8,209	(5,959)	10,945	3,000	2,250	1,766	484	2,355	0
136,844	102,633	114,963	(12,330)	153,284	33,874	25,406	14,807	10,599	19,743	1,749
		108,231					14,798			
12,367	9,275	3,978	5,297	5,304	6,559	4,919	1,956	2,963	2,608	499
9,196	6,897	10,057	(3,160)	13,409	1,704	1,278	1,863	(585)	2,484	64
5,420	4,065	3,498	567	4,664	600	450	387	63	516	190
6,012	4,509	0	4,509	0	8,003	6,002	0	6,002	0	500
1,000	750	0	750	0	0	0	97	(97)	129	0
2,811	2,108	0	2,108	0	3,000	2,250	0	2,250	0	0
0	0	5,886	(5,886)	7,848	0	0	266	(266)	355	0
4,894	3,671	3,158	513	4,211	3,042	2,282	1,963	319	2,617	4
3,820	2,865	0	2,865	0	100	75	0	75	0	0
5,174	3,881	16,461	(12,581)	21,948	0	0	0	0	0	0
9,054	6,791	0	6,791	0	8,000	6,000	2,400	3,600	3,200	0
3,940	2,955	2,636	319	3,515	705	529	771	(242)	1,028	0
2,808	2,106	1,200	906	1,600	1,000	750	0	750	0	0
12,395	9,296	3,076	6,220	4,101	11,169	8,377	208	8,169	277	0
16,046	12,035	12,474	(440)	16,632	1,000	750	0	750	0	0
13,593	10,195	4,692	5,503	6,256	10,890	8,168	1,194	6,974	1,592	0
9,644	7,233	2,554	4,679	3,405	2,896	2,172	1,688	484	2,251	152
14,180	10,635	8,173	2,462	10,897	6,995	5,246	3,613	1,633	4,817	727
0	0	0	0	0	0	0	0	0	0	7
4,402	3,302	3,249	53	4,332	37	28	718	(690)	957	48
3,000	2,250	0		0	1,000	750	0		0	0
1,405	1,054	1,725	(671)	2,300	591	443	194	249	259	38
141,161	105,871	82,817	20,804	110,423	67,291	50,468	17,318	32,400	23,091	2,229

E

Budget 12-99	Actual 12-99	PROJECTED (over)		Tenant charges: 689-2		(93)		PROJECTED (over)	
		12 MONTHS	+under	FY 00	Budget 12-99	Actual 12-99	+under	12 MONTHS	
		Variance					Variance		
488	295	193	393	914	686	672	14	896	
758	333	425	444	2,041	1,531	1,199	332	1,599	
0	0	0	0	1,119	839	606	233	808	
0	0	0	0	275	206	43	163	57	
0	0	0	0	0	0	0	0	0	
0	0	0	0	138	104	103	1	137	
0	0	0	0	45	34	71	(37)	95	
0	0	0	0	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	
0	0	0	0	104	78	238	(160)	317	
66	36	30	48	0	0	0	0	0	
0	0	(0)	0	0	0	304	(304)	405	
1,312	664	647	886	4,636	3,477	3,236	241	4,315	
						3,143			
374	0	374	0	6,595	4,946	2,293	2,653	3,057	
48	70	(22)	93	0	0	0	0	0	
143	123	20	164	0	0	0	0	0	
375	0	375	0	500	375	0	375	0	
0	0	0	0	0	0	0	0	0	
0	0	0	0	500	375	0	375	0	
0	0	0	0	0	0	1,337	(1,337)	1,783	
3	66	(63)	88	100	75	0	75	0	
0	0	0	0	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	
0	0	0	0	2,828	2,121	0	2,121	0	
0	0	0	0	100	75	60	15	80	
0	0	0	0	200	150	0	150	0	
0	0	0	0	1,141	856	0	856	0	
0	0	0	0	500	375	0	375	0	
0	0	0	0	1,017	763	0	763	0	
114	0	114	0	0	0	1,123	(1,123)	1,497	
545	329	216	439	1,015	761	374	387	499	
5	0	5	0	0	0	0	0	0	
36	12	24	16	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	
29	0	29	0	266	200	248	(49)	331	
1,672	600	1,072	800	14,762	11,072	5,435	5,637	7,247	

29-Feb-00

SOMERVILLE HOUSING AUTHORITY
 SCHEDULE OF EMPLOYEE BENEFITS - FISCAL YEAR ENDING MARCH 31, 2001

			TOTAL	CODE	MA31C	SECT.8 EXIST.	S.8 MOD REHAB	FEDERAL VOUCHER
	RETIREMENT - ACCT. #4540.01 (CITY OF SOMERVILLE ASSESSMENT)			21				
ok	APRIL-JUNE ASSMNT 565,103 (APRIL-JUNE' 00)		141,276		38,223	2,750	99	15,243
ok	JULY-MARCH ASSMNT 568,738 (JULY'99-MARCH'01):		426,554		115,406	8,302	298	46,022
	TOTAL RETIREMENT		567,829		153,629	11,052	396	61,265
ok	GROUP INSURANCE - ACCT. #4540.02 (INCLUDING DENTAL)		385,000	21	104,164	7,493	269	41,539
	UNEMPLOYMENT - ACCT. #4540.03			22				
ok	.005 X 3/4 TOTAL WAGES: 3,073,741		11,527		3,119	224	8	1,244
	.005 X 1/4 TOTAL WAGES: 3,073,741		3,842		1,040	75	3	415
	TOTAL UNEMPLOYMENT		15,369		4,158	299	11	1,658
ok	UNEMPLOYMENT: HEALTH INS. - ACCT. #4540.03 77 POSITIONS X \$14,000 X .0012:		1,294	22	350	25	1	140
	MEDICARE EXPENSE - ACCT. #4540.04			24				
ok	.0145 X 3/4 MEDICARE WAGES: 2,881,335		31,335		8,478	610	22	3,381
	.0145 X 1/4 MEDICARE WAGES: 2,881,335		10,445		2,826	203	7	1,127
			41,779		11,304	813	29	4,508
	FICA EXPENSE - ACCT. #4540.05			23				
ok	.0620 X 3/4 FICA WAGES: 192,406		8,947		2,421	174	6	965
	.0620X 1/4 FICA WAGES: 192,406		2,982		807	58	2	322
			11,929		3,227	232	8	1,287
	TOTAL EMPLOYEE BENEFITS:		1,023,201		276,832	19,915	714	110,397
	last yr 3-31-00		996,621		263,803	105,180	775	40,882
	INC-(DEC) FYE 99-00		26,580		13,029	(85,265)	(61)	69,515

F

TOTAL SALARY	CODE	MA31C	SECT.8 EXIST.	S.8 MOD REHAB	FEDERAL VOUCHER
3,073,740		831,616	59,826	2,146	331,636

SECT.8 P.S.P.	400-C	667-4	667-7	689-C	689-2	MRVP	FED CGP	STATE MOD	PUB SAF	S8 FSS GRANT	MAC GRANT
755	46,190	15,775	426	236	420	983	3,623	2,997	7,553	1,778	4,225
2,279	139,462	47,630	1,287	712	1,268	2,969	10,938	9,048	22,803	5,370	12,758
3,033	185,653	63,405	1,713	948	1,688	3,953	14,561	12,045	30,356	7,148	16,983
2,057	125,876	42,990	1,162	643	1,144	2,680	9,873	8,167	20,582	4,846	11,515
62	3,769	1,287	35	19	34	80	296	245	616	145	345
21	1,256	429	12	6	11	27	99	82	205	48	115
82	5,025	1,716	46	26	46	107	394	326	822	193	460
7	423	144	4	2	4	9	33	27	69	16	39
167	10,245	3,499	95	52	93	218	804	665	1,675	394	937
56	3,415	1,166	32	17	31	73	268	222	558	131	312
223	13,660	4,665	126	70	124	291	1,071	886	2,233	526	1,250
48	2,925	999	27	15	27	62	229	190	478	113	268
16	975	333	9	5	9	21	76	63	159	38	89
64	3,900	1,332	36	20	35	83	306	253	638	150	357
5,465	334,537	114,255	3,088	1,708	3,041	7,123	26,238	21,705	54,700	12,880	30,603
5,935	319,686	109,181	2,950	1,632	2,906	6,805	25,418	21,554	63,718	10,989	15,206
(470)	14,851	5,074	138	76	135	318	820	151	(9,018)	1,891	15,397

SECT.8							FED	STATE	PUB	S8 FSS	MAC
P.S.P.	400-C	667-4	667-7	689-C	689-2	MRVP	CGP	MOD	SAF	GRANT	GRANT
16,420	1,004,965	343,223	9,275	5,132	9,136	21,397	78,820	65,203	164,320	38,693	91,932

TOTAL
DISTRIB.

141,276	0
426,554	(0)
567,829	0
385,000	0
11,527	(0)
3,842	0
15,369	0
1,294	(0)
31,335	0
10,445	0
41,779	0
8,947	(0)
2,982	0
11,929	0
1,023,201	0
996,620	
26,581	

TOTAL
DISTRIB.

3,073,740

SOMERVILLE HOUSING AUTHORITY
 SCHEDULE OF INSURANCE - FISCAL YEAR ENDING MARCH 31, 2001

AS OF 29-Feb-00

LY R PREM	COVERAGE	CARRIER	POLICY EXPIRES	CODE	PREMIUM TOTAL	MA31C	SECT.8 EXIST.	S.8 MOD REHAB	FEDERAL VOUCHER
##### 95,000	WORKMENS COMP.	MASS. NAHRO GROUP	10/25/00	25	#####	37,058	14,775	109	5,743
45,000 22,000	AUTO	BOYLAND INS	01/01/01	08	35,000	10,850	---	---	---
12,000 9,000	PUBLIC OFFICIALS	H.A.R.R.G.	04/01/99	01	10,000	1,773	286	46	3,036
46,382 26,000	STATE PROPERTY (BLANKET PROP BOILER & MACHINERY & CRIME)	SHEPPARD-RILEY	08/21/00	--	35,000	---	---	---	---
15,000	DEDUCTIBLES *** *** SHA share 1st \$1,000 of ea claim (state) *** SHA share 1st \$10,000 of ea claim (fed)-wr term	SELF-INSURED	N/A	--	20,000	10,000	---	---	---
45,000 40,000	FEDERAL LIABILITY	H.A.R.R.G.	04/1/00	06	45,000	30,000	6,900	100	2,000
22,000 20,000	FEDERAL PROPERTY	HOUSING INS SVCS	04/01/00	31C	25,000	22,000	---	---	---
2,000 2,000	FEDERAL BOILER	HOUSING AUTH INS	4-1-00	31C	3,000	3,000	---	---	---
3,000	LAW ENFORCEMENT	H.A.R.R.G.	04/01/00	P.S.	3,000	---	---	---	---
	TOTAL INSURANCE EXPENSE:				#####	114,680	21,962	255	10,779
		LAST YR 3-31-00			#####	127,065	27,552	388	10,104
		INCREASE (DECREASE)			(44,382)	(12,385)	(5,590)	(133)	675
					TOTAL SALARY	MA31C	SECT.8 EXIST.	S.8 MOD REHAB	FEDERAL VOUCHER
					#####	797,414	317,936	2,343	123,573

SECT.8 P.S.P.	400-C	667-4	667-7	689-C	689-2	MRVP	FED CGP	ST MOD	PUB SAF	S8 FSS GRANT	MAC GRANT	TOTAL DISTRIB.
834	44,908	15,337	414	229	408	956	3,571	3,028	8,951	1,544	2,136	140,000
--	19,950	3,500	--	350	350	--	--	--			0	35,000
358	3,309	564	173	67	101	286	--	--			0	10,000
--	20,000	14,000	--	500	500	--	--	--			0	35,000
--	5,000	5,000	--	--	--	--	--	--			0	20,000
1,000	--	--	--	--	--	--	--	--			5,000	45,000
--	--	--	--	--	--	--	--	--			3,000	25,000
--	--	--	--	--	--	--	--	--			0	3,000
--	--	--	--	--	--	--	--	0	3,000		0	3,000
2,192	93,167	38,401	587	1,147	1,359	1,242	3,571	3,028	11,951	1,544	10,136	316,000
2,440	126,977	33,797	709	1,346	2,066	1,588	4,336	6,677	10,869	1,874	2,594	360,382
(248)	(33,810)	4,604	(122)	(199)	(707)	(346)	(765)	(3,649)	1,082	(330)	7,542	(44,382)

SECT.8 P.S.P.	400-C	667-4	667-7	689-C	689-2	MRVP	FED CGP	ST MOD	PUB SAF	S8 FSS GRANT	MAC GRANT	TOTAL DISTRIB.
17,943	966,338	330,027	8,917	4,932	8,785	20,571	76,832	65,154	#####	33,217	45,964	3,012,551

29-Feb-00 2,375 421 68 11 721

SOMERVILLE HOUSING AUTHORITY
FISCAL YEAR 3-31-2001

PRORATION CODES UNITS 2,375 421 68 11 721

CODE	DESCRIPTION		TOTAL UNITS	MA-31-C	SEC 8 EXIST	SEC 8 SRO	SEC 8 VOUCHER
01	ALL PROGRAMS (W/O MOD./PUB.SAFETY)	UNITS %	2,375 1.00	421 17.7263%	68 2.8632%	11 0.4632%	721 30.3579%
02	ADMINISTRATION SALARIES (W/O GRANTS & MOD)	\$ %	1,145,955 1.00	238,440 20.8071%	59,826 5.2206%	2,146 0.1873%	331,636 28.9397%
03	ALL UNITS (W/O 667-7, MRVP, S.8 SRO., & S.8 NC.)	UNITS %	2,170 1.00	421 19.4009%	68 3.1336%	-- --	721 33.2258%
04	CONVENTIONAL UNITS (W/O 667-7)	UNITS %	1,381 1.00	421 31.0000%	-- --	-- --	-- --
05	LEASED HOUSING	UNITS %	953 1.00	-- --	68 7.1354%	11 1.1542%	721 75.6558%
06	FEDERAL UNITS	UNITS %	1,306 1.00	421 32.0000%	68 5.0000%	11 1.0000%	721 55.0000%
07	STATE UNITS	UNITS %	1,069 1.00	-- --	-- --	-- --	-- --
08	CONVENTIONAL UNITS (W/O 667-7)	UNITS %	1,381 1.00	421 31.0000%	-- --	-- --	-- --
09	CONVENTIONAL UNITS (W/O 667-7, 689-C & 689-2)	UNITS %	1,341 1.00	421 31.0000%	-- --	-- --	-- --
10	CONVENTIONAL UNITS (W/O 689-2 & 667-7)	UNITS %	1,357 1.00	421 31.0243%	-- --	-- --	-- --
11	CONVENTIONAL UNITS	UNITS %	1,422 1.00	421 29.6062%	-- --	-- --	-- --
12	ELEVATOR ALLOCATION	UNITS %	10 1.00	6 60.0000%	-- --	-- --	-- --
13	ALL PROGRAMS (W/O MRVP, MOD., & PUB.SAFETY & GRANTS)	UNITS %	2,307 1.00	421 18.2488%	68 2.9476%	11 0.4768%	721 31.2527%

SOMERVILLE HOUSING AUTHORITY
FISCAL YEAR 3-31-2001

PRORATION CODES UNITS 2,375 421 68 11 721

CODE	DESCRIPTION		TOTAL UNITS	MA-31-C	SEC 8 EXIST	SEC 8 SRO	SEC 8 VOUCHER
14	CONVENTIONAL UNITS (W/O 689-C,689-2,667-7)	UNITS %	1,341 1.00	421 31.0000%	-- --	-- --	-- --
15	ALL UNITS	UNITS	2,318	421	68	11	721

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	(W/O 689C & 667-7)	%	1.00	18.1622%	2.9336%	0.4745%	31.1044%
16	CONVENTIONAL UNITS	UNITS	1,365	421	--	--	--
	(W/O 667-7 & 689-C)	%	1.00	30.8000%	--	--	--
17	LEASED HOUSING (W/O	UNITS	789	--	68	--	721
	NC, S8 SRO & MRVP)	%	1.00	--	9.0000%	--	91.0000%
18	LEASED HOUSING (W/O MRVP)	UNITS	885	--	68	11	721
		%	0.99	--	8.0000%	0.0000%	81.0000%
19	MAINTENANCE SALARIES	\$	1,357,586	540,641	--	--	--
	(WITHOUT STATE MOD.)	%	1.00	39.8237%	--	--	--
20	MYSTIC ALLOCATION	UNITS	456	216	--	--	--
	(FEDERAL 31-1 & STATE 200-2)	%	1.00	47.0000%	--	--	--
X 21	RETIREMENT/GROUP INS.	\$	3,073,741	831,616	59,826	2,146	331,636
		%	1.00	0.2706	0.0195	0.0007	0.1079
X 22	UNEMPLOYMENT/UNEMP.HEALTH	\$	3,073,741	831,616	59,826	2,146	331,636
	(ALL WAGES)	%	1.00	0.2706	0.0195	0.0007	0.1079
X 23	F.I.C.A. (192406)	\$	192,406	52,056	3,745	134	20,759
	(APPLICABLE WAGES)	%	1.00	0.2706	0.0195	0.0007	0.1079
X 24	MEDICARE (ALL WAGES LESS FICA)	\$	2,881,335	779,560	56,081	2,012	310,877
		%	1.00	0.2706	0.0195	0.0007	0.1079
X 25	WORKMEN'S COMP. INSURANCE	\$	3,073,741	831,616	59,826	2,146	331,636
	(TOTAL ALL WAGES)	%	1.00	0.2706	0.0195	0.0007	0.1079
26	REC CENTER UTILITIES	UNITS	455	215	--	--	--
		%	1.00	0.47	--	--	--

	TOTAL SALARY	MA-31-C	SEC 8 EXIST	SEC 8 SRO	SEC 8 VOUCHER
ADMIN	1,584,928	238,440	59,826	2,146	331,636
MAINT	1,488,813	593,176			
TOTAL	3,073,741	831,616	59,826	2,146	331,636

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1 0.2706 0.0195 0.0007 0.1079

192,406 FICA \$192,406 \$52,056 \$3,745 \$134 \$20,759

85	786	134	41	16	24	68	N/A	N/A	N/A
PAGE 1 OF 2									
85	786	134	41	16	24	68	N/A	N/A	N/A
SEC 8							FEDERAL	STATE	PUBLIC
N C	400-C	667-4	667-7	689-C	689-2	MRVP	CGP	MOD.	SAFETY
85	786	134	41	16	24	68	--	--	--
3.5789%	33.0947%	5.6421%	1.7263%	0.6737%	1.0105%	2.8632%	--	--	--
16,420	362,019	95,941	9,275	3,749	5,111	21,398	0	0	0
1.4329%	31.5910%	8.3721%	0.8094%	0.3271%	0.4460%	1.8673%	--	--	--
--	786	134	--	16	24	--	--	--	--
--	36.2212%	6.1751%	--	0.7373%	1.1060%	--	--	--	--
--	786	134	--	16	24	--	--	--	--
--	57.0000%	10.0000%	--	1.0000%	1.0000%	--	--	--	--
85	--	--	--	--	--	68	--	--	--
8.9192%	--	--	--	--	--	7.1354%	--	--	--
85	--	--	--	--	--	--	--	--	--
7.0000%	--	--	--	--	--	--	--	--	--
--	786	134	41	16	24	68	--	--	--
--	73.5270%	12.5350%	4.8350%	1.4970%	1.2450%	6.3610%	--	--	--
--	786	134	--	16	24	--	--	--	--
--	57.0000%	10.0000%	--	1.0000%	1.0000%	--	--	--	--
--	786	134	--	--	--	--	--	--	--
--	59.0000%	10.0000%	--	--	--	--	--	--	--
--	786	134	--	16	--	--	--	--	--
--	57.9219%	9.8747%	--	1.1791%	--	--	--	--	--
--	786	134	41	16	24	--	--	--	--
--	55.2743%	9.4233%	2.8833%	1.1252%	1.6878%	--	--	--	--
--	--	2	--	--	2	--	--	--	--
--	--	20.0000%	--	--	20.0000%	--	--	--	--
85	786	134	41	16	24	--	--	--	--
3.6844%	34.0702%	5.8084%	1.7772%	0.6935%	1.0403%	--	--	--	--

85	786	134	41	16	24	68	N/A	N/A	N/A
SEC 8							FEDERAL	STATE	PUBLIC
N C	400-C	667-4	667-7	689-C	689-2	MRVP	CGP	MOD.	SAFETY
--	786	134	--	--	--	--	--	--	--
--	59.0000%	10.0000%	--	--	--	--	--	--	--
85	786	134	--	--	24	68	--	--	--

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3.6670%	33.9085%	5.7808%	--	--	1.0354%	2.9336%	--	--	--
--	786	134	--	--	24	--	--	--	--
--	57.6000%	9.8000%	--	--	1.8000%	--	--	--	--
--	--	--	--	--	--	--	--	--	--
--	--	--	--	--	--	--	--	--	--
85	--	--	--	--	--	--	--	--	--
10.0000%	--	--	--	--	--	--	--	--	--
--	586,520	225,308	--	1,363	3,754	--	--	--	--
--	43.2031%	16.5962%	--	0.1004%	0.2765%	--	--	--	--
--	240	--	--	--	--	--	--	--	--
--	53.0000%	--	--	--	--	--	--	--	--
16,420	1,004,965	343,223	9,275	5,132	9,137	21,397	78,820	65,203	164,320
0.0053	0.3270	0.1117	0.0030	0.0017	0.0030	0.0070	0.0256	0.0212	0.0535
16,420	1,004,965	343,223	9,275	5,132	9,137	21,397	78,820	65,203	164,320
0.0053	0.3270	0.1117	0.0030	0.0017	0.0030	0.0070	0.0256	0.0212	0.0535
1,028	62,907	21,485	581	321	572	1,339	4,934	4,081	10,286
0.0053	0.3270	0.1117	0.0030	0.0017	0.0030	0.0070	0.0256	0.0212	0.0535
15,392	942,058	321,738	8,694	4,811	8,565	20,058	73,886	61,122	154,034
0.0053	0.3270	0.1117	0.0030	0.0017	0.0030	0.0070	0.0256	0.0212	0.0535
16,420	1,004,965	343,223	9,275	5,132	9,137	21,397	78,820	65,203	164,320
0.0053	0.3270	0.1117	0.0030	0.0017	0.0030	0.0070	0.0256	0.0212	0.0535
--	240	--	--	--	--	--	--	--	--
--	0.53	--	--	--	--	--	--	--	--

SEC 8							FED	STATE	PUBLIC
N C	40001	667-4	667-7	689-C	689-2	MRVP	CGP	MOD.	SAFETY
16,420	362,019	95,941	9,275	3,749	5,111	21,397	78,820	65,203	164,320
	642,946	247,282	0	1,383	4,026				
16,420	1,004,965	343,223	9,275	5,132	9,137	21,397	78,820	65,203	164,320

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0.0053	0.3270	0.1117	0.0030	0.0017	0.0030	0.0070	0.0256	0.0212	0.0535
\$1,028	\$62,907	\$21,485	\$581	\$321	\$572	\$1,339	\$4,934	\$4,081	\$10,286

		0.00
		0.00
		0.00
		0.00
		0.00
		0.00
		1.00
		0.00
		0.00
38,693	91,932	0.00
0.0126	0.0299	0.00
38,693	91,932	0.00
0.0126	0.0299	0.00
2,422	5,755	0.00
0.0126	0.0299	0.00
36,271	86,177	0.00
0.0126	0.0299	0.00
38,693	91,932	0.00
0.0126	0.0299	0.00
		0.00
		0.00

S 8 FSS GRANT	MAC GRANT	TOTALS
38,693	91,932	1,584,928
		1,488,813
38,693	91,932	3,073,741

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0.0126	0.0299	1
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\$2,422	\$5,755	192,406
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TABLE OF ORGANIZATION
SOMERVILLE HOUSING AUTHORITY

For DHCD 050 (7-93)
PAGE 10 OF 15

POSITION	NAME
73,208	J. MACALUSO
35,878	D. MCCARTHY
38,000	JOHN SULLIVAN
60,935	P MORGANELLI
42,710	T. CHRISTOPHER
37,710	B. ROOME
37,710	A. WHITNEY
37,710	R CORNET
36,957	C HOOG
53,560	R COVELLE
47,978	I FRONTIERO
29,836	M. HUI
29,836	L. HAR CHAO
53,560	A PALMACCI
36,875	G SILVI
15,600	B DIZON
53,560	J. LALLY
28,641	K MARKS
28,641	MARTA V
28,641	R J DAVIES
36,716	F. WILLIAMS
18,794	L FERRARA
15,600	J DIPANFILO
29,836	OPEN
28,641	C VICTORINE
32,000	J BENDENELLI
LEASED HOUSING COORD	OPEN (FSS)
RECEPTIONIST/CLK -TYPIST	J BRISBOIS
41,200	D. BOLGER
28,641	B FIGUEROA
28,641	SAMIA GUNN
28,641	A CASTLE
15,600	OPEN
53,560	K. JENNER
41,200	H. CURTIS
29,994	R. LAVEY
29,994	D. MC LEAN
#VALUE!	#VALUE!
29,994	W GABREE
19,500	F SMITH
INFORMATION SPECIALIST	J LANGESON
TEMP COMPUTER SPEC	R CRUZ
25,562	Y LOUIS&P BLAISE
#VALUE!	#VALUE!
46,966	903
46,966	903
52,166	1,003
46,259	890
46,259	890
37,211	716
37,211	716
37,211	716
46,259	890
37,211	716
37,211	716
37,211	716

	37,211		716
	42,058		809
	37,211		716
	37,211		716
	37,211		716
#VALUE!		#VALUE!	
	49,130		945
	0		716
	39,062		751
	37,211		716
	37,211		716
	37,211		716
	30,077		578
	31,199		800
	37,211		716
	27,706		533
#VALUE!		#VALUE!	
	27,706		533
	27,706		533
#VALUE!		#VALUE!	
TEMP MECHANIC		GUY SICARI	
TEMP MECHANIC		DAN MATTHEWS	

SOMERVILLE HOUSING AUTHORITY - FISCAL YEAR ENDING MARCH 31, 1900
 DWELLING RENTAL INCOME AND MRVP ADMINISTRATIVE FEE ESTIMATES
 FOR INFORMATION ONLY - NOT FILED WITH BUDGETS

PROJECT	TOTAL UNITS	TOTAL U.M.S	1-99 RR	AVERAGE RENT	AT 100% TOTAL INCOME	AT 98% TOTAL INCOME
200-1	216	2,592	58,939	273	707,268	693,123
200-2	240	2,880	59,582	248	714,984	500,489
667-1	64	768	13,208	206	158,496	155,326
667-2	100	1,200	18,797	188	225,564	221,053
667-3	110	1,320	27,431	249	329,172	322,589
667-6	53	636	10,959	207	131,508	128,878
705-1	3	36	940	313	11,280	11,054
689-C	16	192	1,394	87	16,728	16,393
667-4	134	1,608	36,636	273	439,632	430,839
689-2	24	288	6,367	265	76,404	74,876
	960	11,520	234,253	2,311	2,811,036	2,554,620

PROJECT	TOTAL UNITS	TOTAL U.M.S	CONTRACT RENT	AVERAGE RENT	AVERAGE HAP	TOTAL FY00 INCOME
BRYANT 667-4 S.8	134	1,608	644	248	396	636,768
4/1 1BR 689-2 S.8	17	34	600	220	380	12,920
& 2BR 689-2 S.8	4	8	611	252	359	2,872
5/99 3BR 689-2 S.8	3	6	653	541	112	672
	158	1,656	2,508	1,261	1,247	653,232
6/1 1BR 689-2 S.8	17	170	616	220	396	67,320
TO 2BR 689-2 S.8	4	36	628	252	376	13,536
3-31-01 3BR 689-2 S.8	3	30	671	541	130	3,900
	24	236	1,915	1,013	902	84,756
TOTAL FOR 667-4	134	1,608	644	248	396	636,768
TOTAL FOR 689-2	48	284	3,779	2,026	1,753	101,220

SOMERVILLE HOUSING AUTHORITY: FYE MARCH 31, 2000
 MASS. RENTAL VOUCHER PROGRAM ADMINISTRATIVE FEE ESTIMA

	# UNITS SCATT. SITE	# UNITS JEAN JUGAN	# UNITS MOD. REHAB.	# UNITS DMH
CONTRACT UNITS:	102	12	17	14
ACTUAL: JAN 1999	59	6	17	11
@70% due to mod project				
ESTIMATE: APRIL 99	60	6	17	14
ESTIMATE: MAY 99	60	6	17	14
ESTIMATE: JUNE 99	55	6	17	14
ESTIMATE: JULY 99	55	6	17	14
ESTIMATE: AGUST 99	50	6	17	14
ESTIMATE: SEPT. 99	50	6	17	14
ESTIMATE: OCT. 99	45	6	17	14
ESTIMATE: NOV. 99	45	6	17	14
ESTIMATE: DEC. 99	40	6	17	14
ESTIMATE: JAN. 00	40	6	17	14
ESTIMATE: FEB. 00	38	6	17	14
ESTIMATE: MARCH 00	38	6	17	14

NOTE 050 (7-93)
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ATTACHMENT

UNITS
TOTAL

145
93

97
97
92
92
87
87
82
82
77
77
75
75

1,020
X \$25.00
25,500

Public Housing Drug Elimination Program Plan

Attachment MA031 0o1

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 \$ 92595.00**
- B. Eligibility type (Indicate with an “x”) N1 _____ N2 _____ R X**
- C. FFY in which funding is requested 1999**
- 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

Employment of Public Safety personnel for Housing Authority Police Department.

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)
Mystic View Development	215	702
Highland Ave	42	42
Weston Manor	80	83
Brady Towers	84	91
TOTALS	421	918

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 duration of program by # of months. For “Other”, identify the # of months).

6 Months _____ 12 Months _____ 18 Months _____ 24 Months _____ Other On-going

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	210500.00	MA06DEP0310195	-0-	-0-	31DEC1996
FY 1996	210500.00	MA06DEP0310196	-0-	-0-	31DEC1997
FY 1997	126300.00	MA06DEP0310197	-0-	-0-	31DEC1998
FY1998	126300.00	MA06DEP0310198	-0-	-0-	31DEC1999
FY 1999	92595.00	MA06DEP0310199	92595.00		31DEC2000

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, your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The grant money is used for the employment of Public Safety personnel for Housing Authority Police Department. The Somerville Housing Authority's Public Safety personnel respond to all 911 calls received by the City of Somerville within the Federal Housing Developments. In addition, SHA Public Safety Officers strictly enforce the no trespassing mandates insured at private conferences and post eviction. Many of these no trespassing mandates are based on the zero tolerance and one strike policy of HUD and SHA. Responding to incidents of assault, robbery, burglary, domestic disturbances, larceny, narcotic distribution and possession, as well as the more minor offenses of public drinking and trespass will assist in the mission of providing safe and decent housing. Implementing a community policing paradigm, SHA Public Safety Department is involved in Housing Authority private conferences, they work hand-in-hand with the Resident Services Coordinator, attend SHA community meetings, offer referrals to social services, and are involved with local youth programs.

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	-0-
9120 – Security Personnel	92595.00
9130 – Employment of Investigators	-0-
9140 – Voluntary Tenant Patrol	-0-
9150 – Physical Improvements	-0-
9160 - Drug Prevention	-0-
9170 - Drug Intervention	-0-
9180 - Drug Treatment	-0-
9190 - Other Program Costs	-0-

	-0-
TOTAL PHDEP FUNDING	92595.00

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 listed sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be added to the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences per activity. 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: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
Not Applicable							
1.							
2.							
3.							

9120 – Security Personnel						Total PHDEP Funding: \$92595.00	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Public Safety Personnel			ongoing	ongoing	92595.00	111534.00 Retained payments in Lieu of Taxes and CDBG	Crime statistics & call load
2.							
3.							

9130 – Employment of Investigators						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
Not Applicable							
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	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
Not Applicable							
1.							
2.							
3.							

9150 – Physical Improvements						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
Not Applicable							
1.							
2.							
3.							

9160 – Drug Prevention						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
Not Applicable							
1.							
2.							
3.							

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
Not Applicable							

						/Source)	
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
Not Applicable							
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
Not Applicable							
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 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 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				
9120		92595.00		92595.00
9130				

9140				
9150				
9160				
9170				
9180				
9190				
TOTAL		\$92595.00		92595.00

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.”