

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

NEW BEDFORD HOUSING AUTHORITY PLANS

5 Year Plan for Fiscal Years 2001 -
2005

Annual Plan for Fiscal Year 2001

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

PHA Plan Agency Identification

PHA Name: New Bedford Housing Authority

PHA Number: MA007

PHA Fiscal Year Beginning: (mm/yyyy) 01/2001

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)

City Hall: City Clerk's Office

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 2001 - 2005

[24 CFR Part 903.5]

A. Mission

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

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

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers: *50 vouchers - applied*
 - Reduce public housing vacancies: *Reduce by 5% - reduced*
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) 100% *ongoing*
 - Improve voucher management: (SEMAP score) 100% *ongoing*
 - Increase customer satisfaction: *ongoing*

- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections) *Computer Services - ongoing*
- Renovate or modernize public housing units: *600 Units Abate Lead Paint - completed*
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling: *ongoing*
 - Conduct outreach efforts to potential voucher landlords *25 New Landlords - ongoing*
 - Increase voucher payment standards *by 10% - reduced*
 - Implement voucher homeownership program: *ongoing*
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

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

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: *ongoing*
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: *underway*
 - Implement public housing security improvements: *ongoing*
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

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

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

- Increase the number and percentage of employed persons in assisted families: *underway*
- Provide or attract supportive services to improve assistance recipients' employability: *ongoing*
- Provide or attract supportive services to increase independence for the elderly or families with disabilities. *underway*
- Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: *ongoing*
 - 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: *ongoing*
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: *ongoing*
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan PHA Fiscal Year 2001

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
 Small Agency (<250 Public Housing Units)
 Administering Section 8 Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) was signed by President Clinton on October 21, 1998. QHWRA is Title V of HUD'S FY 1999 appropriations act (P.L. 105-276).

QHWRA is landmark legislation which will make public housing reform a reality by:

- reducing the concentration of poverty in public housing;*
- protecting access to housing assistance for the poorest families;*
- supporting families making transition from welfare to work;*
- raising performance standards for public housing agencies, and rewarding high performance;*
- merging and reforming the Section 8 certificate and voucher programs, and allowing the public housing agencies to implement homeownership programs.*

The recently enacted law makes important changes to the operations and programs of public housing and tenant-based assistance. These changes are designed to revitalize and improve HUD's public housing and tenant-based assistance programs. One of the most important changes made by QHWRA is the introduction of the public housing agency plans – a five-year plan and an annual plan. The five-year plan describes the mission of the PHA and the PHA's long-range goals and objectives for achieving its mission over the subsequent five years. The annual plan provides details about the PHA's strategy for handling operational concerns, residents' concerns and needs,

programs, and services for the upcoming fiscal year. Both planning mechanisms require PHAs to examine their existing operations and needs and to design long-range and short-range strategies to address those needs.

HUD has developed an electronic template that PHAs must use to complete and submit their Five-Year and Annual Plan. Using the template, PHAs will provide responses to a number of structured questions designed to provide the most relevant data regarding local operations in a concise manner. Yet the Plan template also serves as a central reference point for very detailed information about the PHA. This is accomplished through the template's listing of required "supporting documents" that must remain on display and serve as a resource library for the community, while eliminating the need for extensive submissions to HUD. The PHA Plan template is a word processing document that will be submitted to HUD via the Internet.

To fulfill the Plan's role as a comprehensive statement of the PHA's policies and operations, supporting documents containing the information included in the Table of Contents of the Annual Plan is available for public review at the New Bedford Housing Authority Administrative Office.

The NBHA mission is the same as that of HUD: To promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination.

The low-income housing needs of New Bedford show the same needs as stated in the City's Consolidated Plan. There is a great need for households earning below 30% of the median income (MIA). To meet this need, the NBHA will target more than 75% of all Section 8 Voucher new admissions to families at or below 30% of MIA. At the same time the NBHA will give preference for public housing admission to working families and those enrolled in educational, training, or upward mobility programs in order to deconcentrate poverty and have an income mix at targeted developments. Public Housing residents will have the option of paying income-based rents or flat rents (ceiling rents) to eliminate rent increases that penalize residents who obtain employment. Minimum rents will be \$25.00 per month but discretionary minimum rent hardship exemptions will be available.

The QHWRA consolidates current funds used for modernization and capital improvement into a Capitol Fund, which can be used for the redesign, reconstruction, reconfiguration of buildings; the development of mixed-income finance projects and homeownership activities. The NBHA will continue to use its allocation to abate lead paint and modernize its family developments while doing incidental modernization at other developments with limited resources.

The Act gives PHAs greater discretion to evict or not admit persons who have a history of violent criminal offenses, sex offenses against children, or drug-related offenses. The NBHA will access criminal records from the local police as well as the Massachusetts CORRI as part of its screening process for eligibility for admission. The Public Housing Drug Elimination Program will expend at least 70% of its funds for

PRIDE patrols in public housing neighborhoods. Police officer residents will be housed in all large family developments to create safer neighborhoods and establish an effective working relationship with the police.

The Housing Authority was established and funded to promote the general welfare and to assist the City in efforts to eliminate both unsafe housing conditions and the shortage of decent and safe affordable housing. It cannot be expected, alone, to provide housing for all or the majority of New Bedford’s residents. Yet, this Plan, developed with the independent advise of private citizens of the community, will guide the NBHA in developing housing opportunities and strengthen its neighborhoods.

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

	<u>Page #</u>
Annual Plan	
i. Executive Summary	1
ii. Table of Contents	3
1. Housing Needs	6
2. Financial Resources	12
3. Policies on Eligibility, Selection and Admissions	13
4. Rent Determination Policies	22
5. Capital Improvement Needs	28
6. Community Service Programs	39
7. Pets	43
8. Civil Rights Certifications (included with PHA Plan Certifications)	43
9. Audit	43

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:

- (C) Admissions Policy for Deconcentration (*MA007c04*)
- (*Table Library, Part I, II, III*) FY2001 Capital Fund Program Annual Statement (*see page 29, 30, 31,32*)

- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- (E) Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (MA007e04)
- (F) Community Service Policy (draft) (MA007f04)
- (G) Pet Policy (draft) (MA007g04)
- (H) Statement of Progress in Meeting 5-Year Plan Mission and Goals (MA007h04)
- (I) Resident Membership on Board of Commissioners (MA007i04)
- (J) Resident Advisory Board Members (MA007j04)

Optional Attachments:

- PHA Management Organizational Chart
- (D) FY 2000 Capital Fund Program 5 Year Action Plan (MA007d04)
- (A) Public Housing Drug Elimination Program (PHDEP) Plan (MA007a04)

- (B.) Statement of Financial Resources (MA007b04)

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
X	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
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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" 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 checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" 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
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	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
	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
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	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)]

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	3,766	5	4	3	3	3	2
Income >30% but <=50% of AMI	2,281	5	4	3	3	3	2
Income >50% but <80% of AMI	609	5	4	3	3	3	2
Elderly	4,144	5	4	3	3	1	2
Families with Disabilities	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 1996
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" 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	396	100.00%	
Extremely low income <=30% AMI	286	72.22%	
Very low income (>30% but <=50% AMI)	82	20.71%	
Low income (>50% but <80% AMI)	28	7.07%	
Families with children	243	61.36%	
Elderly families	20	5.05%	
Families with Disabilities	120	30.30%	
Race/ethnicity White	325	82.07%	
Race/ethnicity Black	64	16.16%	
Race/ethnicity AmInd	5	1.26%	
Race/ethnicity Hisp	168	42.42%	
Race/ethnicity Asian	2	.51%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	153	38.64%	
2 BR	151	38.13%	
3 BR	68	17.17%	
4 BR	18	4.55%	
5 BR	6	1.52%	

Housing Needs of Families on the Waiting List			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <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			

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	812	100.00%	
Extremely low income <=30% AMI	616	75.86%	
Very low income (>30% but <=50% AMI)	172	21.18%	
Low income (>50% but <80% AMI)	24	2.96%	
Families with children	532	65.52%	
Elderly families	19	2.34%	
Families with Disabilities	250	30.79%	
Race/ethnicity White	664	81.77%	
Race/ethnicity Black	138	17.00%	
Race/ethnicity AmInd	7	.86%	
Race/ethnicity Hisp	221	27.22%	
Race/ethnicity Asian	3	.037%	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <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.

By using ceiling rents in its Public Housing Program, the NBHA expects to attract approximately 100 families in Fiscal Year 2001.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

18-Month Income Exclusion

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)**(2) Reasons for Selecting Strategies**

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	2,985,000	
b) Public Housing Capital Fund	3,595,141	PHA Capital Improvements
c) HOPE VI Revitalization	3,197,405	PHA Capital Improvements
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	7,084,661	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	362,682	PHA safety/security
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	4,443,500	Public Housing Operations
4. Other income (list below)		
Admin Fees – Section 8	905,694	Program Administration
Investment Income	300,000	Public Housing Operations
Sales and Services to Tenants	40,000	Public Housing Operations
5. Non-federal sources (list below)		
Total resources	22,914,083	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) *After all verification of income, landlord references, and criminal checks have been received.*

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) *Present and previous landlord references.*

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

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

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

(2)Waiting List Organization

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

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

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

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

Mail in applications.

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

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

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
 - Two
 - Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
 - Overhoused
 - Underhoused
 - Medical justification

- Administrative reasons determined by the PHA (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) (list below)

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)

- 1 Working families and those unable to work because of age or disability
 Veterans and veterans' families
 3 Residents who live and/or work in the jurisdiction
 2 Those enrolled currently in educational, training, or upward mobility programs
 1 Households that contribute to meeting income goals (broad range of incomes)
 1 Households that contribute to meeting income requirements (targeting)
 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
 Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

Adoption of site-based waiting lists

If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Bay Village, Presidential Heights, Brickenwood, Westlawn, Satellite Village, Shawmut Village, Duncan Dottin Place

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

List (any applicable) developments below:

Bay Village, Presidential Heights, Brickenwood, Westlawn, Satellite Village, Shawmut Village

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

- Not applicable: results of analysis did not indicate a need for such efforts
 List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 Criminal and drug-related activity, more extensively than required by law or regulation
 More general screening than criminal and drug-related activity (list factors below)
(We also check with local Police Department.)
 Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 Federal public housing
 Federal moderate rehabilitation

- Federal project-based certificate program
 Other federal or local program (list below)

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

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Failed units – Cannot locate suitable unit

(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) (list below)

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

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) 1
- 1 Victims of domestic violence
- 1 Substandard housing
- 1 Homelessness
- 1 High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 2 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
- 1 Victims of reprisals or hate crimes
- 2 Other preference(s) (list below) *Disabled*

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

- 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)

- 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
 Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

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

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

- Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

Zero income, zero rent

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

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

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

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

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)
Child support / alimony payments

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) 10%
 Other (list below)
Decreased family income

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

(2) Flat Rents

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

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

Using present Ceiling Rents

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
 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)

Zero Income – Zero Rent

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

C. Management and Maintenance Policies

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

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

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

7. Capital Improvement Needs

[24 CFR Part 903.79 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) HUD Form 52837

-or-

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

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 MA06-P00750201 FFY of Grant Approval: (FY2001)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$326,000
3	1408 Management Improvements	\$93,000
4	1410 Administration	\$395,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$210,000
8	1440 Site Acquisition	
9	1450 Site Improvement	\$285,000
10	1460 Dwelling Structures	\$2,840,700
11	1465.1 Dwelling Equipment-Nonexpendable	\$55,000
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	\$25,000
18	1498 Mod Used for Development	
19	1502 Contingency	\$293,884
20	Amount of Annual Grant (Sum of lines 2-19)	\$4,523,584
21	Amount of line 20 Related to LBP Activities	\$2,327,200
22	Amount of line 20 Related to Section 504 Compliance	\$40,000

23	Amount of line 20 Related to Security	\$113,000
24	Amount of line 20 Related to Energy Conservation Measures	\$1,360,000

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
1. MA7-1 Bay Village	Interior renovations to abate lead and modernize basic systems	1460	\$500,000
	Replace/repair heating system	1460	\$250,000
	Relocation	1495.1	\$25,000
	Repair/paint walls and ceilings in units	1460	\$12,800
	Replace toilets and associated repairs	1460	\$60,000
2. MA7-2 Presidential Heights	Interior renovations to abate lead and modernize basic systems	1460	\$900,000
	Repair/replace heating system	1460	\$250,000
	Repair/replace clothes lines in common yards	1450	\$10,000
	Repair/paint walls and ceilings in units	1460	\$9,400
3. MA7-3 Brickewood	Water line replacement	1450	\$200,000

4. MA7-6 Boa Vista	Replace leaking roof	1460	\$85,000
5. MA7-7 Hillside Ct	Install automatic door opener, main entry	1460	\$20,000
	Configure community bathrooms to be HCP	1460	\$20,000
6. MA7-8 Harwich Manor	Alleviate site flooding	1450	\$50,000
	Window repair/replacement	1460	\$50,000
7. MA7-8 Mosher Street	Repair/replace all rear decks	1460	\$2,800
8. MA7-10 Shawmut Village	Exterior modernization: window replacement	1460	\$125,000
9. MA7-10 Satellite Village	Exterior modernization: window replacement	1460	\$125,000
10. MA7-10 Chaffee/Fairfield	Window repair/replacement	1460	\$50,000
11. Adams St	Exterior Renovation and Deleading	1460	\$250,000
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
12. PHA wide	a) Eliminate various site hazards (potholes, broken fencing, deteriorated sidewalks and stairs, etc.) as they are identified	1450	\$25,000
	b) Emergency heating repairs	1450	\$25,000
	c) Eliminate utilities emergencies as they Occur	1460	\$15,500
	d) Replace stoves at various sites	1465.1	\$55,000
	e) Emergency roof repairs	1460	\$25,000
	f) Vacancy reduction, independent contractors renovating units at turnover	1460	\$40,000
	Subtotal		\$185,500
13. PHA wide Management	a) Tenant pre-screening to reduce unit turnover	1408	\$53,000
	b) Security Initiatives	1408	\$40,000
	Subtotal		\$93,000
14. PHA wide Administration	FY 2001 Annual Plan Page 33 a) Modernization Office salaries & benefits	1410	\$340,000
15. Fees & Costs	b) Administration costs	1410	\$55,000

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)
1. MA7-1 Bay Village	3/31/03	9/30/04
2. MA7-2 Presidential Heights	3/31/03	9/30/04
3. MA7-3 Brickenwood	3/31/03	9/30/04
4. MA 7-6 Boa Vista	3/31/03	9/30/04
5. MA7-7 Hillside Ct.	3/31/03	9/30/04

6. MA7-8 Harwich Manor	3/31/03	9/30/04
7. MA7-8 Mosher St	3/31/03	9/30/04
8. MA7-10 Shawmut Village	3/31/03	9/30/04
9. MA7-10 Satellite Village	3/31/03	9/30/04
10. MA7-10 Chaffee Fairfield	3/31/03	9/30/04
11. MA7-11 Adams St	3/31/03	9/30/04
12. PHA wide	3/31/03	9/30/04
13. PHA wide Management	3/31/03	9/30/04
14. PHA wide Administration	3/31/03	9/30/04
15. Fees & Costs	3/31/03	9/30/04

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 D (state name *MA007d04*)

-or-

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

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

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

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

1. Development name: *Caroline Street*
2. Development (project) number: *MA 7-10*
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: <i>Caroline Street</i> 1b. Development (project) number: <i>MA06 P007 010 (MA 7-10)</i>
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(15/01/01)</u>
5. Number of units affected: 64 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <i>January 15, 2001</i> b. Projected end date of activity: <i>June 30, 2001</i>

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

[24 CFR Part 903.7 9 (i)]

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

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

development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

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

submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <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) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 29/06/00

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

(select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families

- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Greater New Bedford Training	30	Any NBHA	Greater New Bedford	Both
Career Center, 1618 Acushnet Avenue, New Bedford, MA		Resident or Section 8 Certificate Holder	Career Center	

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: 12/09/00)
Public Housing	25	30 participants as of Sept, 12, 2000
Section 8	0	

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

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

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

(See Attachment F Filename: *MA007f04*)

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

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

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

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

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority 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? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2001 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

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

Yes No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: **(MA007a04)**)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)] (See Attachment G Filename: **MA007g04**)

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

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

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

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

5. Yes No: Have responses to any unresolved findings been submitted to HUD? 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. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment E (File name: **Ma007e04**)
 - 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:
 - Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

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

- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
Caroline Street renovation: frail elderly housing
Affordable housing modernization and deleading activities
- Other: (list below)
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
Seek additional sources of affordable housing revenue; preserve and enhance existing stock of affordable housing.

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.

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

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

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

ATTACHMENT A

MA007a04

FY 2001 PHDEP PLAN

Public Housing Drug Elimination Program Plan

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

Annual PHDEP Plan Table of Contents:

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

Section 1: General Information/History

A. Amount of PHDEP Grant \$377,989

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

C. FFY in which funding is requested 2001 _____

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

The New Bedford Housing Authority proposes a comprehensive enforcement and prevention strategy to eliminate drugs from its developments. Supplemental police patrols reinforce personal safety. Educational and recreational programs strongly linked to academic achievement target at-risk families and youth and work closely in concert with existing programs, such as the Police Residency Program. The Family Learning Center at the Mount Pleasant School provides educational tools for families within a neutral environment, complete with the social supports needed for success. The Master Teacher Program trains residents to become leaders in their communities and run 4-H After School Programs.

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)
Bay Village, Presidential Heights, Brickenwood, Westlawn, Boa Vista, Hillside Court, Mosher Street, Harwich Manor, Caroline Street, Shawmut Village, Satellite Village, Chaffee Street, Adams Street, Dottin Place I, Dottin Place II, and Scattered Sites	1,63947	3,549

F. Duration of Program

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

6 Months _____ **12 Months** x **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	x \$412,500	MA06DEP0070195	0	N/A	Complete
FY 1996	x \$401,750	MA06DEP0070196	0	N/A	Complete
FY 1997	x \$428,220	MA06DEP0070197	0	N/A	Complete
FY 1998	x \$425,880	MA06DEP0070198	0	N/A	Complete
FY 1999	x \$3620,65820	MA06DEP0070199	\$338,038	N/A	12/31/01
FY 2000	x \$377,989	MA06DEP0072000	\$377,989	N/A	12/31/02

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

The present schedule employs individual officers to walking patrols in targeted areas. These supplemental police details provide sector relief and backup beyond basic baseline services and are not utilized as primary responders for normal city police calls. It has been determined that rotating one-person assignments provides sufficient coverage due to the availability of immediate vehicle patrol backup in the event of an emergency.

All foot patrols are supervised by a ranking PRIDE officer on duty in a patrol vehicle. This officer has the authority to move officers from less active developments to those experiencing problems. In addition, the Authority’s Manager of Security works closely with the city’s animal control officers to control the drug dealer’s newest weapon—pit bull terriers.

The NBHA has partnered with the Bristol County District Attorney’s Office in “Operation Safe Home.” Although local law enforcement efforts to date have been successful, there is little question about the assistance provided through the “Operation Safe Home” program which involves the traditional enforcement agents from the Drug Enforcement Agency, the Bureau of Alcohol, Tobacco and Firearms, and the FBI. This program also provides viable drug prevention strategies in education and youth activities through collaborations with the New Bedford School Department, New Bedford Recreation Department, Boys and Girls Club, 4-H Program, and the University of Massachusetts at Dartmouth.

The evaluation of PHDEP-funded activities is conducted by the Center for Policy Analysis University of Massachusetts at Dartmouth.

B. PHDEP Budget Summary

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

FY <u>2001</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	\$229,752
9120 - Security Personnel	\$ 17,035
9130 – Employment of Investigators	<u>\$ 8,500</u>
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$ <u>11634,708250</u>
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	<u>\$ 6,000</u>
TOTAL PHDEP FUNDING	\$ <u>37760,989580</u>

C. PHDEP Plan Goals and Activities

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

9110 – Reimbursement of Law Enforcement						Total PHDEP Funding: \$ <u>229199,752350</u>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. PRIDE Patrols			1/1/0 <u>10</u>	12/31/01	<u>\$229199,752350</u>		Decrease Crime Rate
2.							
3.							

9120 - Security Personnel						Total PHDEP Funding: \$ <u>176,38035</u>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators

1. Security Clerk			1/1/010	12/31/01	\$ 176,38035		
2.							
3.							

9130 - Employment of Investigators						Total PHDEP Funding: \$ 108,5000	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Investigators			1/1/010	12/31/01	\$ 180,5000		
2.							
3.							

9160 - Drug Prevention						Total PHDEP Funding: \$1169,78502	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Substance Abuse Education	1520	3,554692	1/1/010	12/31/01	\$14,560		Sustained participation
2. Educational	132819	3,556492	1/1/010	12/31/01	\$60,338	\$746,7126 / New Bedford School Dept / NB Rec./ MSA	
3. Recreation / Sports	3830	3,54962	1/1/010	12/31/01	\$414,809542	\$3427,600976 / U Mass Dartmouth / NB Rec.	

9190 - Other Program Costs						Total PHDEP Funds: \$ 615,000	
Goal(s)							
Objectives							
Proposed Activities	# of	Target	Start	Expected	PHDEP	Other	Performance Indicators

	Person s Served	Population	Date	Complete Date	Funding	Funding (Amount /Source)	
1. Evaluation (Program)			1/1/010	12/31/01	\$165,000		
2.							
3.							

Section 3: Expenditure/Obligation Milestones

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

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	65%	\$ 1429,338,577	80%	\$ 21299,753,520
9120	100%	\$ 176,035,380	100%	\$ 176,380,350
9130	65%	\$ 56,525,000	80%	\$ 480,500
9140				
9150				
9160	690%	\$ 1,707,021,865	100%	\$ 1169,702,850
9170				
9180				
9190	100%	\$ 615,000	100%	\$ 165,000
TOTAL		\$ 24775,919,322		\$ 37760,989,580

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.”

NEW BEDFORD HOUSING AUTHORITY
ANNUAL PLAN
FOR FY BEGINNING JANUARY 1, 2001
STATEMENT OF FINANCIAL RESOURCES

				PLANNED USES						
		PUBLIC HOUSING OPERATIONS		PUBLIC HOUSING MODERNIZATION	PUBLIC HOUSING REVITALIZATION		SEC 8 PAYMENTS TO OWNERS		PROGRAM ADMINISTRATION	ANTI-CRIME & SECURITY
AVAILABLE RESOURCES										
OPERATING RESOURCES										
PERFORMANCE FUNDING SUBSIDY		2,985,000								
DWELLING RENTS		4,443,500								
INVESTMENT INCOME		300,000								
OTHER INCOME		40,000								
RESERVES		-								
CAPITAL RESOURCES										
COMPREHENSIVE GRANT				3,595,141						
HOPE VI					3,197,405					
SECTION 8 HOUSING ASSISTANCE										
HOUSING ASSISTANCE							7,084,661			
ADMINISTRATION FEES								905,694		
DRUG ELIMINATION GRANT										362,682
TOTAL	22,914,083	7,768,500		3,595,141	3,197,405		7,084,661		905,694	362,682

NEW BEDFORD HOUSING AUTHORITY								
ANNUAL PLAN								
FOURTH BEGINNING JANUARY 1, 2001								
STATEMENT OF FINANCIAL RESOURCES								
	1999		2000		2001		2002	
	TOTAL	PROR	YEAR	YEAR	YEAR	YEAR	YEAR	YEAR
	GRANT	YEAR	ONE	TWO	THREE	FOUR	FIVE	
AVAILABLE RESOURCES								
CAPITAL RESOURCES								
COMPREHENSIVE GRANT								
70708	4,087,018	1,000,000	3,087,018					
70899	4,772,770		544,050	2,117,960	2,117,960			
7092000	1,499,944			1,477,704	1,477,704	1,477,704		
TOTAL	10,359,732	1,000,000	3,631,068	3,595,144	3,595,144	1,477,704		
HOPE VI	4,146,789	105,975	843,400	3,197,405				0
DRUG ELIMINATION GRANT								
70100	425,880	227,767	198,113					
70100	362,682			362,682				
7012000	377,989				377,989			
TOTAL	1,166,551	227,767	198,113	362,682	377,989	0		0

NEW BEDFORD HOUSING AUTHORITY
5-YEAR PLAN
FISCAL YEAR BEGINNING JANUARY 1, 2005
STATEMENT OF FINANCIAL RESOURCES

	PLANNED USES					
	PUBLIC HOUSING OPERATIONS	PUBLIC HOUSING MODERNIZATION	PUBLIC HOUSING RENTALIZATION	SEC-F PAYMENTS TO OWNERS	PROGRAM ADMINISTRATION	ANTHROPIC & SECURITY
AVAILABLE RESOURCES						
OPERATING RESOURCES						
PERFORMANCE FUNDING SUBSIDY	2,985,000					
DWELLING RENTS	4,432,247					
INVESTMENT INCOME	195,200					
OTHER INCOME	40,200					
CAPITAL RESOURCES						
COMPREHENSIVE GRANT HOPE VI		3,070,700				
SECTION 8 HOUSING ASSISTANCE						
HOUSING ASSISTANCE				7,548,189		
ADMINISTRATION FEES					858,284	
DRUG ELIMINATION GRANT						100,231
TOTAL	19,239,544	7,892,847	3,070,700	7,548,189	858,284	100,231

NEW BEDFORD HOUSING AUTHORITY						
5-YEAR PLAN						
FISCAL YEAR BEGINNING JANUARY 1, 2008						
STATEMENT OF FINANCIAL RESOURCES						
	PLANNED USES					
	PUBLIC HOUSING OPERATIONS	PUBLIC HOUSING MODERNIZATION	PUBLIC HOUSING RENTALIZATION	SEC-F PAYMENTS TO OWNERS	PROGRAM ADMINISTRATION	ANTITRUST & SECURITY
AVAILABLE RESOURCES						
OPERATING RESOURCES						
PERFORMANCE FUNDING SUBSEVY	2,985,000					
DWELLING RENTS	4,520,888					
INVESTMENT INCOME	198,300					
OTHER INCOME	40,000					
CAPITAL RESOURCES						
COMPREHENSIVE GRANT HOPE VI		1,477,781				
SECTION 8 HOUSING ASSISTANCE						
HOUSING ASSISTANCE				7,698,993		
ADMINISTRATION FEES					807,290	
DRUG ELIMINATION GRANT						
TOTAL	17,786,652	7,744,569	1,477,781	7,698,993	807,290	

NEW BEDFORD HOUSING AUTHORITY						
5-YEAR PLAN						
FISCAL YEAR BEGINNING JANUARY 1, 2004						
STATEMENT OF FINANCIAL RESOURCES						
	PLANNED USES					
	PUBLIC HOUSING OPERATIONS	PUBLIC HOUSING MODERNIZATION	PUBLIC HOUSING RENTALIZATION	SEC-F PAYMENTS TO OWNERS	PROGRAM ADMINISTRATION	ANTITRUST & SECURITY
AVAILABLE RESOURCES						
OPERATING RESOURCES						
PERFORMANCE FUNDING SUBSIDY	2,985,000					
DWELLING RENTS	4,811,102					
INVESTMENT INCOME	202,878					
OTHER INCOME	40,000					
CAPITAL RESOURCES						
COMPREHENSIVE GRANT						
HOPE VI						
SECTION 8 HOUSING ASSISTANCE						
HOUSING ASSISTANCE				7,844,913		
ADMINISTRATION FEES					884,636	
DRUG ELIMINATION GRANT						
TOTAL	10,546,426	7,899,960		7,844,913	884,636	

ATTACHMENT C

MA007c04

DECONCENTRATION POLICY

ADMISSIONS POLICY FOR
THE DECONCENTRATION OF
FAMILY DEVELOPMENTS

The NBHA has adopted an Admission Policy for the Deconcentration of Family Developments. It is the policy of the NBHA to admit only eligible qualified applicant families in accordance with the criteria of its policy on Admissions and Continued Occupancy. In achieving our goals the NBHA will be employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments. The analysis of these income types was based on our 1999 Resident Profile and the 1990 Census Tract for the New Bedford area. This policy will be an addendum to our SELECTION FROM THE WAITING LIST (Page 15)

The following developments will be used in the deconcentration of **extremely low-income** families by offering higher income applicants available units:

BAY VILLAGE
PRESIDENTIAL HEIGHTS
BRICKENWOOD
WESTLAWN
SATELLITE VILLAGE
SHAWMUT VILLAGE

The following developments will be used in the deconcentration of **very low-income** families by offering higher income applicants available units.

DUNCAN DOTTIN PLACE

ATTACHMENT E

MA007e04

COMMENTS OF RESIDENT ADVISORY BOARD

COMMENTS OF RESIDENT ADVISORY BOARD

1. The **RAB** states that their initial review of the Final Draft of the NBHA Pet Policy was supportive, however there are questions.
2. Can residents buy doghouses?
3. Can animals (dogs) be chained to a pole in the middle of the yard?
4. Will the \$96 service fee for animals be spread out over twelve months or is this a one-time charge?
5. The **RAB** stated that there is general support of the Community Service requirement for residents ages 18-62.
6. The **RAB** wishes to schedule meetings to discuss on how to link residents closely to the NBHA especially in providing opportunities to work with the NBHA maintenance and janitorial staff regarding this Community Service Policy.
7. The **RAB** had great reservations and do not recommend residents working in the administrative and property manager offices for fear of “breach of confidentiality”.
8. There was also a concern of the **RAB**, that Community Service policies single out public housing residents and adds another stigma that may make public housing residents feel like second class citizens.
9. What happens to a resident who, for some reason, cannot perform community service on the scheduled day? Can he/she reschedule, or would any delay constitute grounds for eviction?
10. Would a volunteer job list be developed by the **RAB**, NBHA, and others that would be posted in the management offices?
11. The **RAB** recommended having meetings at each scattered site, so as to give residents who reside in the smaller sites an opportunity to discuss first hand their concerns. The **RAB** members feel that they should take the lead in this effort. Richard Walega, NBHA Director of Modernization has agreed to meet at the smaller sites; and he will coordinate this effort with the **RAB** and Walter Jones, Jr., NBHA Resident Relations Coordinator.
12. Can the \$15 per unit stipend (Tenant Services Account) be used for resident activities such as CPR and First Aid training, and cookouts? Who is eligible to tap into these funds?
13. Regarding modernization, the **RAB** expressed concern on how residents can learn more about what work items have been identified. Recommend there be meetings with the residents before and during the construction phase.
14. The **RAB** recommends that the smaller sites (scattered sites) address their needs individually with a series of scheduled meetings.
15. The **RAB** asked if the new exterior siding at Shawmut and Satellite Village will it be painted or will it be vinyl or aluminum siding?
16. Regarding Caroline Apartments (HOPE VI), residents will have to leave their apartments for a short time so that renovations can be completed in their apartments. Who will pay for the relocation costs? What does the relocation funds cover?

17. Also regarding Caroline Apartments, the **RAB** recommended that there be security lighting that goes on at dusk and off at dawn.
18. In regards to HOPE VI, how many handicapped apartments are planned for the Caroline Apartments?
19. When will the new Community Service Policy begin?
20. Who would develop a list of jobs for volunteers regarding the Community Service Policy?
21. What happens if a resident refuses to participate regarding the Community Service Policy?
22. Who would be responsible if a volunteer became injured while performing his/her community service?
23. Regarding NBHA Occupancy Policy, how many choices does an applicant have? If an applicant has one choice, the **RAB** recommends that an applicant be given three choices.
24. The **RAB** agrees that residents (applicants) who live in New Bedford receive a unit first.
25. What defines the local jurisdiction?
26. How far has deconcentration been accomplished?
27. Would a working couple with no children be a top priority?
28. Does the criminal regulations (CORI) apply to both state and federally funded public housing?
29. Does the New Bedford Housing Authority recognize the **Resident Advisory Board**?
30. The **RAB** recommends that the implementation of the \$8 per month service fee for pets (\$96 annually) be explained to the residents.
31. Written comments regarding the NBHA Pet Policy have been received from a Specialist in Landlord-Tenant-Animal Issues dated 10/9/00.
32. Recommends that residents should provide proper training to insure good behavior for the animals they wish to own.
33. If a resident cannot demonstrate that he/she can take proper care of an animal, he/she should not be given permission to own one.
34. Because dogs and cats are social animals, behavior of the animals will be better when the owner leaves the animals alone.
35. Establish a "Pet Committee" to provide "peer pressure" on other owners and help mitigate problems between the residents and the housing staff. Also recommends that a dog trainer and animal behaviorist be members of the Pet Committee.
36. Is there a reason why residents must purchase an animal that is least six months of age?
37. Cats and dogs can be neutered at eight weeks of age, according to animal specialist.
38. The 18-pound restriction on the size of the animal is not recommended. It is not the size of the dog that is the issue, rather it is the fact that proper training should be given to the animal and that the owner be

responsible. The size of the animal does not indicate whether a large dog is more of a problem than a small one. Proper training will make any breed compatible.

39. It was recommended that cats become a “inside only” animal. This means that the cat should be considered a house cat and not be allowed to go outside because it may pick up fleas and other parasites.
40. Recommends that the NBHA drop the “liability insurance” in its policy, because HUD prohibits any Housing Authority from requiring evidence of liability insurance.

ATTACHMENT F

MA007f04

COMMUNITY SERVICE

NEW BEDFORD HOUSING AUTHORITY

OPERATIONS MANUAL

DATE: February 1, 2001

Release No. 77

TO: ALL EMPLOYEES and RESIDENTS OF THE NBHA

SUBJECT: COMMUNITY SERVICE POLICY

REPLACES: N/A

GENERAL

In order to be eligible for continued occupancy, each adult member *age eighteen to sixty-two (18-62)* must either:

1. Contribute *eight hours per month* of community service (not including political activities) within the community in which the public housing development is located, or
2. Participate in an economic self-sufficiency program, or
3. Spend eight hours participating in a combination of self-sufficiency and community service activities unless he/she is exempt from this requirement.

EXEMPTIONS

The following adult family members of resident families are *exempt* from this requirement:

1. Family members who are sixty-two (62) or older.
2. Family members who are blind or disabled as defined under 216 (I)(1) or 1614 of the Social Security Act (42 USC 416(I)(1) and who certify that because of this disability are unable to comply with the community service requirements.
3. Family members who are the primary care giver for someone who is blind or disabled as defined above.
4. Family members engaged in work activity.
5. Family members who are exempt from work activity under Part A Title IV of the Social Security Act or under any other state welfare program, including the welfare-to-work program.
6. Family members receiving assistance, benefits, or services under a state program funded under Part A Title IV of the Social Security Act or under any other state welfare program, including welfare-to-work, and who are in compliance with that program.

NOTIFICATION OF THE REQUIREMENT

Prior to implementation of the Community Service requirement, the ***New Bedford Housing Authority*** will notify all residents of the requirement and its proposed implementation.

The notification will advise families that their community service obligation will begin upon the effective date of their first annual re-examination on or after ***January 1, 2001***. It will inform residents of the exemptions from the requirements and the methods for establishing an exemption. It will also advise them that failure to comply with the Community Service requirement will result in ineligibility for continued occupancy at the time of any subsequent annual re-examination.

Community Service includes performing work or duties in the public that serve to improve the quality of life, and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

An economic self-sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, work fare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (***such as substance abuse or mental health treatment***).

The ***New Bedford Housing Authority*** will coordinate with social service agencies, local schools, and human service agencies in identifying a list of volunteer community service positions.

Together with the ***Resident Advisory Board***, the ***New Bedford Housing Authority*** may create volunteer positions, such as hall monitoring, litter patrols, and supervising and record keeping for volunteers.

THE PROCESS

At the time of initial implementation the ***New Bedford Housing Authority*** shall identify all family members who are apparently subject to the requirement. The Authority shall notify all such family members of the Community Service requirement and of the categories of individuals who are exempt from the requirement. The notification will provide the opportunity for family members to claim and explain an exempt status. The ***New Bedford Housing Authority*** shall verify such claims. ***For families paying the flat rent, the obligation begins on the date their annual re-examination would have been effective had an annual re-examination taken place.***

At the first annual re-examination on or after ***January 1, 2001***, and each annual re-examination thereafter, the ***New Bedford Housing Authority*** will do the following:

1. Provide a list of volunteer opportunities to the family members.
2. Provide information about obtaining suitable volunteer positions.
3. Provide a volunteer time sheet to the family member. Instructions for the time sheet require the individual to complete the form and have a supervisor date and sign for the period of work.
4. Thirty (30) days before the family's next lease anniversary date, the volunteer coordinator will advise the ***New Bedford Housing Authority*** whether each applicable adult family member is in compliance with the community service requirement.

NOTIFICATION OF NON-COMPLIANCE WITH COMMUNITY SERVICE REQUIREMENT

The **New Bedford Housing Authority** will notify any family whose eligible member(s) is (are) found to be in non-compliance with the Community Service requirement.

This determination is subject to the Grievance Procedure.

Unless each non-compliant family member enters into an agreement to comply with the Community Service requirement, the lease will not be renewed or will be terminated.

OPPORTUNITY FOR CURE

The **New Bedford Housing Authority** will offer each non-compliant family member the opportunity to enter into an agreement prior to the anniversary of the lease. The agreement shall state that the family member agrees to participate in an economic self-sufficiency program or agrees to perform community service activities for as many hours as needed to comply with the requirement over the past twelve-month period. The cure shall occur over the twelve-month period beginning with the date of the agreement; and the resident shall, at the same time, stay current with that year's community service requirement. The first hours a resident earns are applied to the current commitment until the current year's commitment is complete.

If any non-compliant family member does not accept terms of the agreement, does not fulfill his/her obligation to participate in an economic self-sufficiency program, or falls behind in his/her obligation under the agreement to perform community service, the **New Bedford Housing Authority** shall take action to terminate the lease.

PROHIBITION AGAINST REPLACEMENT OF NBHA STAFF

In implementing the Community Service requirement, The **New Bedford Housing Authority** may not substitute community service or self-sufficiency activities performed by residents for work ordinarily performed by its employees or replace a job at any location where residents perform activities to satisfy the service requirement.

Joseph S. Finnerty
Executive Director

ATTACHMENT G

MA007g04

PET POLICY AND AGREEMENT

NEW BEDFORD HOUSING AUTHORITY

OPERATIONS MANUAL

DATE: January 1, 2001 **Release No. 76**

TO: ALL EMPLOYEES and RESIDENTS OF THE NBHA

SUBJECT: PET POLICY

REPLACES: No Prior Operations Manual Release. This policy replaces all previous policy statements or documentation pertaining to pets, which are inconsistent with this policy document.

The following regulations governing animals on NBHA property (Federal) have been developed in compliance with the Quality Housing and Work Responsibility Act of 1998. Also considered, are the safe and humane treatment of pets and the quality of life issues of NBHA residents and neighbors.

Residents of the NBHA who wish to keep common household pets must notify the Property Management Office in writing. A **NBHA Pet Policy AGREEMENT** (*on page 4*) must be signed by the **Resident** and approved by the **Senior Property Manager** before animals are allowed on Housing Authority property.

Each Resident Pet Owner must provide the name, address, and phone number of the veterinarian responsible for the pet's health care, along with a photo of the pet, pet license, rabies tag, and proof of spaying or neutering. A pet **must** be at least six months of age with all stated requirements satisfied before the pet is approved / allowed on NBHA property. A personal liability insurance policy is strongly recommended by the NBHA for all pet owners.

A pet security deposit of \$160.00 or one months rent (whichever amount is less) is required from each Resident Pet Owner to be kept in an escrow account for damage caused by a pet. Any unused portion will be refunded plus the accrued interest. A non-refundable fee for operating cost of \$50.00 will be charged to the Resident Pet Owner's account each year.

Resident Pet Owner's responsibilities include but are not limited to:

- *Maintaining his/her pet responsibly and in accordance with applicable state and local public health, animal control, and animal anti-cruelty laws and regulations and in accordance with the NBHA Pet Policy.*
- *Providing adequate care for the pet at all times.*
- Registering his/her pet with the Property Management Office along with an identifying description of the animal and the adult household member who will be primarily responsible for the animal's care.
- Assuring his/her pet is at least six months old and does not exceed eighteen (18) pounds by adulthood. Cats are exempt from this requirement.
- Immediately cleaning up the animal feces of his/her pet inside the apartment or on any other NBHA property.
- Keeping pets restrained on a leash **at all times** when outside of the housing unit and on NBHA property. Pets are not to be leashed or tied to any NBHA fences, buildings, railings, clothesline poles, or the like. A pet leash is not to exceed seven (7) feet in length.

- Assuring his/her pet does not annoy other tenants or neighbors by excessive barking or other noise.
- Keeping his/her pet free of pests, such as ticks or fleas. A Resident Pet Owner will be responsible for any extermination required as a result of his/her pet.
- Having a current license, rabies tag, and the NBHA color tag on his/her pet's collar at all times.
- Assuring his/her pet is not left unattended outside of an apartment on NBHA property at any time. Pets are not to be left unattended in an apartment for more than a twelve-hour period.
- Providing the name of the household member who can and will return home if the animal experiences distress or causes a disturbance when left alone. The Resident Pet Owner is responsible for providing adequate care for the pet at all times.
- Reporting **all** animal bites to the Property Management Office and Police Department immediately.
- The regular removal and replacement of litter used in litter boxes or in portable animal enclosures within the dwelling unit so as to comply with all health requirements.

Common household pets **do not** include:

- Animals who would be allowed to produce offspring for sale.
- Wild animals, feral animals, and any other animals who are unamenable to routine human handling or who pose a threat to children and the elderly, such as ferrets, foxes, skunks, squirrels, coyotes and groundhogs. These animals are not to be fed or welcomed on NBHA property.
- Reptiles, such as snakes, turtles, lizards, and iguanas who pose a significant risk of salmonella to those who handle them.
- Animals of species commonly used or found on farms, such as ducks, baby chicks, chickens or pot-bellied pigs.
- Non-human primates, such as monkeys.
- Pigeons, doves, mynah birds, psittacine birds, and birds of other species that are host to the organisms causing psittacosis in humans. Pigeons, doves, seagulls are not to be fed on NBHA property.
- Vicious animals as defined by city ordinance, state law, and/or insurance providers.
- Dogs such as Pit Bulls/Staffordshire Terriers, Rottweiler, Chow, Boxer breeds, German Shepherd, and Doberman Pinscher, and/or dogs of similar temperament. These **are not** allowed on NBHA property.

The responsibilities of Management in dealing with quality-of-life issues for public housing residents include but are not limited to:

- Protecting the health, safety, and quiet enjoyment of public housing residents in a relatively dense housing environment where a companion animal may be allowed.
- Informing a Resident Pet Owner, in writing, of any allegations of violations of the NBHA Pet Policy.
- Prohibiting the keeping of any animal on NBHA property by any resident who is charged with or has been convicted of cruelty to an animal.

- The strict enforcement of the NBHA Pet Policy up to and including the right of Management to seek impoundment and sheltering of any animal found to be in violation of NBHA rules, pending resolution of any dispute regarding such violation.
- Enforcing the prohibition of keeping any dog in any dwelling unit contained in a building structure that is not contiguous with an outdoor common area measuring at least four hundred (400) square feet in area.
- Accepting a written request for a second animal only if the animal is compatible with the first and only if the dwelling unit has an area spanning at least eleven hundred (1100) square feet.
- The annual review by each respective Property Manager with the Resident Pet Owner of:
 - each animal's registration, if applicable, including a copy of the annual veterinary examination.
 - documentation of current rabies vaccination
 - copy of the license issued by the City of New Bedford
 - name and telephone number of the veterinarian who provides care to the animal

If a pet constitutes an immediate, serious threat to health or safety, Management may have the pet removed immediately.

Whenever it is reasonably determined that a pet constitutes a **non-immediate threat** to the health or safety of public housing residents, or otherwise creates a nuisance which disturbs the rights, comfort, peace, and quiet enjoyment of other residents, or if the owner of the pet becomes incapacitated or unable to care for the pet, after receipt of a written demand from Management, the Resident Pet Owner may request a meeting with the Pet Committee.

If the Pet Committee, for whatever reason, is unable or unwilling to reach a decision in the matter within forty-five (45) days of the request for a meeting by the Resident, Management may make a reasonable determination as to whether the pet is a threat to the health or safety of the public housing residents or causes a nuisance which disturbs the rights, comfort, peace, and quiet enjoyment of public housing residents and take appropriate remedial action. Management may also make the reasonable determination whether the Resident is able to care for the pet.

The Pet Committee shall be comprised of five members selected by the Resident Advisory Board and shall include at least one member of the NBHA staff, one member of the NBHA Resident Advisory Board, one NBHA Resident Pet Owner, one NBHA non-pet owner, and one member with veterinary and/or pet obedience training experience.

Joseph S. Finnerty
Executive Director

Please see attached PET POLICY AGREEMENT to be signed by Resident and NBHA Senior Property Manager.

NEW BEDFORD HOUSING AUTHORITY

PET POLICY AGREEMENT

To be attached to lease

I _____ do hereby agree to comply with all rules and
(Resident)
regulations of the New Bedford Housing Authority Pet Policy, Operations Release No. 76.

1. Both parties have read and signed the Pet Policy. If the resident's pet ownership deposit does not cover damages caused by the pet, the resident will be responsible for any additional charges under terms of the housing lease.
2. Management will inform a resident of any complaints or violations it receives concerning a resident's pet and reserves the right to enter a dwelling unit when there is evidence that an animal left alone is in danger or distress.
3. An animal shall be removed from a dwelling unit and impounded in the event of a maintenance emergency that requires immediate attention and the resident pet owner is not present or when scheduled maintenance work cannot be performed because of the animal.
4. The resident is responsible for providing adequate care for the pet at all times.
5. The resident is responsible for maintaining the pet responsibly and in accordance with applicable state and local public health, animal control, and animal anti-cruelty laws and regulations, and in accordance with the NBHA Pet Policy.
6. Failure to comply with the NBHA Pet Policy will be cause for eviction of the resident for violation of the Lease.
7. It is fully understood that each and every rule and regulation contained in the Pet Policy of the NBHA will be strictly enforced to ensure the safe and humane treatment of pets, while providing for the quality of life issues of our residents and neighbors.

DATE

RESIDENT

DATE

NEW BEDFORD HOUSING AUTHORITY

BY: _____

SIGNATURE

SENIOR PROPERTY MANAGER

ATTACHMENT H

MA007h04

STATEMENT OF PROGRESS IN MEETING 5-YEAR PLAN MISSION AND GOALS

Please refer to the objectives listed on Pages 1 through 3 of the New Bedford Housing Authority's "5-Year Plan" for Fiscal Years 2001 – 2005.

Applicable status notations of *applied*, *reduced*, *ongoing*, *completed*, and *underway* are typed next to each checked objective.

ATTACHMENT I

MA007i04

RESIDENT MEMBERSHIP ON BOARD OF COMMISSIONERS OF NEW BEDFORD HOUSING AUTHORITY

Mr. Melvin L. Davis, a New Bedford Housing Authority resident, was appointed to the New Bedford Housing Authority Board of Commissioners by Mayor Frederick M. Kalisz, Jr. Mr. Davis was confirmed by the City Council on September 14, 2000, and took his oath that same day. His term expires December 31, 2003.

ATTACHMENT J

MA007j04

RESIDENT ADVISORY BOARD MEMBERS

2001 RESIDENT ADVISORY BOARD

NEW BEDFORD HOUSING AUTHORITY

Member Housing Developments: Bay Village; Presidential Heights; Brickenwood; Westlawn; Boa Vista; Hillside Court; Mosher Street; Harwich Manor; Shawmut Village; Satellite Village; Caroline Apartments; Chaffee Street; Adams Street; Dottin Place I; Dottin Place II; and Scattered Sites.

Chairperson: Rosemarie Stoltmiejr
Vice-Chairperson: Carolyn Smodics
Secretary: Anita Burke

MEMBERS: (Voting Members)

Muriel Barksdale /Caroline Apts.	20 Parker St. Ct.	NB 02740	992-1032
Theresa Fortin /Caroline Apts	40 Caroline St.	NB 02740	994-7280
Paul Pelletier /Boa Vista(504)	134 So. Second St.	NB 02740	no phone
Ronald Tracey /Boa Vista(706)	134 So. Second St.	NB 02740	979-7885
Theresa Burke /Boa Vista(208)	134 So. Second St	NB 02740	no phone
June Evora /Dottin Place	21 Amanda Ave.	NB 02745	995-0211
Rosemarie Stoltmiejr /Satellite	31 Apollo Dr.	NB 02745	995-1130
Anita Burke /Bay Village	126 Griffin Ct.	NB 02740	994-5709
Patricia Major /Shawmut	25 Mohawk Ct.	NB 02740	999-9308
Carolyn Smodics /Scattered	33 New Plainville	NB 02745	998-8944
Carol McAfee /Scattered	88 Sylvia St.	NB 02745	998-6045
Gladys Medina /Mosher St.(34)	16 Mosher St.	NB 02744	961-1457
Emilio Cruz /Pres. Hts.	329 Myrtle St.	NB 02746	990-1792
Heidi Mendes /Satellite	23 Apollo Dr.	NB 02745	998-2107