

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

**COMMONWEALTH OF
MASSACHUSETTS**

**DEPARTMENT OF HOUSING AND
COMMUNITY DEVELOPMENT
(DHCD)**

**SECTION 8
ANNUAL
PUBLIC HOUSING PLAN**

MAY 1, 2001

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

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

PHA Plan Agency Identification

PHA Name: Massachusetts Department of Housing and Community Development (DHCD)

PHA Number: MA901

PHA Fiscal Year Beginning: (mm/yyyy) 07/2001

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, which is the Commonwealth's housing and community development agency.
- PHA development management offices
- DHCD regional administering agency (RAA) contractor offices: names, addresses, phone numbers, and size of program listed in Attachment No. 1**
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government (See "Main administrative office of the PHA above")
- Public library . . . State House Library, Boston, MA
- PHA website . . . at: <http://www.state.ma.us/dhcd/>
- Other (list below)

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

- Main business office of the PHA
- PHA development management offices
- Other (list below)

.....

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

This Executive Summary highlights key DHCD Housing Choice Voucher Program (HCVP) initiatives and discretionary policies for this FY 2001 Annual Plan period.

1. ROBUST COMMITMENT FOR IMPLEMENTING SEVERAL PROJECT-BASED ASSISTANCE (PBA) INITIATIVES

The revised Section 8 project-based statute, implemented by HUD in the January 16, 2001 Initial Guidance, now makes it possible for DHCD to project-base a significantly larger percentage of our portfolio than we have done to date. We do so in the full expectation that as we secure longer term commitments of affordable housing for our tenants, we will substantially ease their housing search and greatly improve their success rate in finding housing that meets the requirements of the program.

The rental housing market in Massachusetts continues to be out of reach for many tenant based voucher holders. In spite of DHCD's successful efforts during FY 2001 to obtain payment standard increases in 61 communities based on the median rent method, a voucher success payment standard for use in the city of Boston, and our discretionary policy of utilizing a 110% payment standard for all communities east of and including Worcester County (and in other western MA communities where the local housing authority also uses this higher standard), in

the eastern part of the Commonwealth, DHCD has an issuance to lease rate of approximately 3.1. In the remaining parts of the state, this rate is approximately 2.1. We are forced to overissue in order to attempt to fully utilize our contract authority and achieve the budget and SEMAP standards established by HUD for maximum program performance consideration.

We hope that an enhanced project-based component will help to remedy the lack of affordable housing options. We anticipate that owners will be attracted to the PBA program because various incentives are provided that are not offered on the tenant-based component including: 1) a 60 day vacancy payment; 2) relaxed housing quality standard re-inspection requirements; 3) a long term contract, up to 10 years; 4) the ability of a tenant to relocate to another apartment with a tenant-based voucher after one year in occupancy in good standing; and 5) a guaranteed pool of potential tenants to fill any vacancies who will be referred to the owner by DHCD regional agencies.

DHCD has recently started to aggressively market the PBA option to prospective owners and developers throughout the Commonwealth. We comply with all HUD required PBA public advertising requirements and perform additional targeted outreach to potentially interested participants, such as current tenant-based, project-based and moderate rehab owners, developers, various social service agencies, and the Commonwealth's human service commissions. DHCD has developed a *Letter of Intent* application and a *Selection Criteria* scoring sheet that will be used to make selection determinations. In accordance with HUD's Initial Guidance, owners/developers submitting proposals for more than 25% of a building's units will be required to provide more information than those requesting PBA for fewer than 25% of the units. These documents are included in DHCD's Administrative Plan.

DHCD will use its PBA authority in the following manner:

1.1 100 PBAs made available as part of the Commonwealth's Winter and Summer Affordable Housing Funding round. These Section 8 PBAs will be made available to successful respondents to this competition for HOME, LIHTC, and various state-supported private housing initiatives who request PBA for all or a percentage of their units, in accordance with the PBA Initial Guidance requirements.

1.2 100 PBAs made available as part of the Commonwealth's Affordable Housing Trust Fund (AHTF). The AHTF was created by the Massachusetts State Legislature in 2000 and funded with \$20 million per year for 5 years to produce affordable housing. It is designed to provide resources to create or preserve affordable housing throughout the state for households whose incomes are not more than 110% of median income, as determined by HUD. The provision of Section 8 PBA will permit a percentage of the units to be marketed to households

with incomes less than 30% (or in some instance 50%) of median income if the developers opt for this subsidy.

1.3 100 PBAs made available as part of the Governor's mandate to increase the number of affordable units for Single Person Occupancy (SPO).

1.4 100 PBAs made available to successful respondents to the Commonwealth's FY 2002 McKinney application, where these PBAs will support the creation of permanent affordable housing for the homeless.

1.5 500 PBAs made available for any acceptable "existing" housing units; i.e. units that need less than \$1000 per unit to meet housing quality standards and are ready to be leased immediately.

DHCD will make these PBAs available in all parts of the Commonwealth. We have adequate budget authority to accommodate these commitments. We expect that those PBAs that are part of a development proposal will take several months, if not longer, to come on line. We expect that the 500 "existing" units will come on line reasonably quickly. If, during the course of the coming year, we determine that this model of securing longer term affordable housing is successful, we will review our budget projections and, if appropriate, expand this particular initiative. The statutory increase to 20% allows DHCD to project-base more than 3500 PBAs.

2. FULLY OPERATIONAL STATEWIDE SECTION 8 WAITING LIST

On March 27, 2000, DHCD implemented its statewide Section 8 waiting list. Applicants are free to apply at any time. Currently, the list includes 42,790 applicants. The ease with which our permanently opened list can be accessed has received praise from consumers, advocates, other public and private agencies and our regional administering agency (RAA) contractors. The staff at DHCD who conceived, designed and implemented the waiting list received the Commonwealth's Manuel Carballo Governor's Award for Excellence in Public Service in October 2000 for their extraordinary efforts. This award is the highest honor bestowed upon exceptional employees for their contributions to Massachusetts citizens and state government. The waiting list provides excellent housing needs and program utilization data. Numerous reports detailing a variety of applicant and voucher holder activities and characteristics (not personal data) on a local, regional or statewide basis can be easily generated and considered for any specified period of time. These reports are particularly useful for policy and planning purposes, both for our own HCVP and for those other housing and community development efforts undertaken by DHCD, its partner agencies and all other interested parties.

3. SUPPORT FOR FAMILIES MAKING THE TRANSITION FROM WELFARE TO WORK

DHCD's 2000 unit welfare-to-work housing voucher initiative, known as JOBLink, is nearing full lease-up. As of May 1, 2001, 1645, or 82% of our JOBLink vouchers have been leased. Staff at each of our RAAs made meeting the JOBLink leasing challenge their number one priority. Households who are selected to participate on JOBLink sign an amended voucher wherein they agree to maintain employment or seek re-employment assistance should they lose their job. DHCD's JOBLink Project Coordinators stay in touch with all clients who have successfully leased to track their employment status and be available to assist in directing them to various workforce development programs should they lose employment.

In order to achieve full lease up by June 30, 2001 (the HUD required deadline for leasing these units), DHCD issued 3500 vouchers. Families have been given six months to find housing, with exceptions granted for those who can demonstrate that they continue to engage in an active housing search. We expect that by June 30th, approximately 500 JOBLink voucher holders will continue to engage in a housing search. If more than 2000 households are successful in finding housing after the June 30th deadline, DHCD will use its conventional program budget authority to honor the JOBLink commitment made to these households.

DHCD's Family Self Sufficiency Program (FSS) continues to thrive. All JOBLink participants are encouraged to join. DHCD is committed to maintaining its pre-1998 program size of 679 participants. To date, we have served over 900 families and 217 have successfully completed their Contract of Family Participation. Additionally, over 40 families have purchased their first home with the proceeds of their FSS escrow account.

4. JOBLink LANDLORD INCENTIVE PROGRAM

In order to help our JOBLink vouchers holders secure rental housing in Massachusetts' difficult rental market, we have implemented a small-scale demonstration program that uses a portion of our administrative funds to encourage owners to make available new units for these families making the transition to work. We administer this program in all parts of the Commonwealth, exclusive of Berkshire County, and have encouraged our RAAs to develop different incentive models that they believe will generate new units quickly based on their region's market conditions. We have agreed to pay up to \$750 per unit. Our most successful model provides automatic payments to property owners scaled to bedroom size---\$150 for a two bedroom, increased in \$50 increments for each additional bedroom. In addition, units which pass initial inspection or reinspection within 15 days are eligible for a "rapid lease-up bonus"

of \$50. Partly because of the success of this model, 77% of this RAA's JOBLink voucher holders have leased units brought onto the program through this incentive program at an average cost of \$165 per unit. Other successful uses of these funds include paying for lead paint inspections, providing a holding fee while the unit is undergoing the HQS inspection process and funding small repair items to meet HQS requirements. We will continue the demonstration program until all of our JOBLink units are leased. We will assess the long term cost of extending this program to new JOBLink clients who replace those who leave the program and determine to what extent we can afford to continue making these expenditures from our administrative fee account.

5. NEW COLLABORATION WITH THE MASSACHUSETTS DEPARTMENT OF MENTAL RETARDATION

At the request of the Massachusetts Department of Mental Retardation (DMR), DHCD has committed up to 125 vouchers for DMR clients who are eligible for community-based housing. DHCD made this commitment because of two recent class action settlements, *Rolland v. Cellucci* and *Boulet v. Cellucci*. These two settlements require DMR to provide community-based placements to individuals who are inappropriately placed in nursing homes and to individuals on DMR's waiting list for residential supports, respectively. Additionally, as part of DHCD's FY 2000 fair share allocation, DHCD applied for and received 13 vouchers as a set-aside for DMR clients eligible for a Home and Community Based Medicaid waiver. As part of our FY 2001 fair share application, DHCD again applied for the maximum number of vouchers available for DMR clients who will have this waiver. Funding decisions for the FY 2001 applications have not been made as of the date of this Annual Plan. In all instances, DMR will provide the recipients of all DHCD vouchers with on-going residential supports or individual support services appropriate to their needs.

DISCRETIONARY POLICIES

1. Adopting 110% Applicable Payment Standard (APS)

As noted in DHCD's September, 2000 Five Year Consolidated Plan, the most significant housing and community development problem facing the Commonwealth is housing affordability for households across a broad range of incomes. In the second half of the 1990s, housing prices in many areas of the state have increased rapidly from their already high levels. Renters, especially those of low or moderate incomes, have faced rapidly increasing rents, which increase their housing cost burden.

Without reasonable Section 8 Housing Choice Voucher Program payment standards, voucher holders will not be able to find and lease affordable rental housing. This difficulty will be compounded by the HUD requirement that caps a

voucher participant's contribution to their rent and utility costs for all initial leases at 40% of adjusted income. For these reasons, DHCD continues to use its discretionary authority to increase the applicable payment standard to 110% of FMR in all cities and towns east of and including those in Worcester county and in all communities in western Massachusetts where the local housing authority has established a 110% standard. We set the standard for all other communities at 100% of FMR. For these communities, on a community-by-community basis, DHCD will increase the payment standard up to 110% should new data brought to our attention indicate that an increase is warranted. DHCD will continue to monitor the effectiveness of this discretionary policy and make payment standard adjustments if warranted. DHCD will also continue to seek higher payment standards above 110% of FMR in communities where our data can support such requests.

2. Continuation of former federal preferences, in order to target those with the most severe housing need.

As stated in DHCD's September 2000 Five Year Consolidated Plan, despite the strength of the state's economy and the extensive network of government housing programs in the Commonwealth, homelessness remains a problem in Massachusetts. The number of homeless families and individuals continues to increase. Shelters have been filled to capacity, despite an increase in the number of available shelter beds. The average length of stays in shelters has also increased. Many working households are homeless or at risk of homelessness because low wages cannot support the prevailing rents in many parts of the state.

For these reasons, DHCD has elected to use its discretionary authority to continue to use the former federal preferences in order to assure that those with the greatest housing need, especially the homeless and those with a severe rent burden, are the primary beneficiaries of DHCD's Section 8 portfolio.

3. Granting search time extensions up to 180 days and beyond for reasonable accommodation and other good cause.

As noted in the discussion on payment standards above, and consistent with DHCD's Consolidated Plan, for the past several years, the rental housing market in many communities in Massachusetts has been very unfavorable for households seeking an apartment with a Section 8 voucher. Escalating rents and utility costs have made it difficult for many voucher holders to find a rental unit that is both affordable and meets the requirements of the Section 8 program within the standard 120 days allowed.

For this reason, DHCD has elected to use its discretionary authority to extend the amount of time a voucher holder is provided to find a Section 8 eligible apartment up to 180 days. Any voucher holder can receive additional time up to

180 days by making a phone request or submitting a written request for a sixty day extension beyond the initial 120 days. No documentation will be required, but for administrative reasons, it is important that a request for this additional time be made and noted in the voucher holder's file. During a phone request for an extension, a voucher holder's program representative can provide guidance and suggestions for continuing a housing search. DHCD will also extend the search time beyond 180 days for documented reasonable accommodation and other good causes. We will closely monitor these exceptional extensions to ensure that we continue to have the budget authority to support leasing that may occur after such a long period of housing search.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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**(A) Description of DHCD's Participant Advisory Board(PAB), PAB
Recommendations and DHCD Response to these Recommendations; (B)
Statement of Consistency with Consolidate Plan**

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

Required Attachments:

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

Optional Attachments:

- PHA Management Organizational Chart (**Attachment 2**)
- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text **Included in PHA Plan Text, pages 36-38**)

Other (List below, providing each attachment name)

- Attachment No.1: List of DHCD’s regional contractors and regional allocations**
- Attachment No. 2: Table of Organization of DHCD**
- Attachment No. 3: List of DHCD federal housing and community development programs**
- Attachment No. 4: Breakout of DHCD’s Section 8 Special Programs**
- Attachment No. 5: List of Participant Advisory Board attendees**

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
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and	Annual Plan: Eligibility, Selection, and Admissions

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Assignment Plan [TSAP]	Policies
X	Section 8 Administrative Plan : DHCD's Administrative Plan dated May 1, 2001 is posted on DHCD's website. The address is: http://www.state.ma.us/dhcd/ .	Annual Plan: Eligibility, Selection, and Admissions Policies
	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
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	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
	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
	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	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
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or	Annual Plan: Demolition

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	disposition of public housing	and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application	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 . DHCD's audit is part of the Commonwealth's audit under the Single Audit Act. It is posted on the Commonwealth's website as follows: http://www//state.ma.us/osc Go to Financial Reporting and Audit Go to the Single Audit	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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	A f f o r d - a b i l i t y	Sup ply	Quality	Access- ibility	Size	Loc a- tion
Income <= 30% of AMI	227,047	5	NA	NA	NA	NA	NA
Income >30% but <=50% of AMI	127,542	5	"	"	"	"	"
Income >50% but <80% of AMI	144,431	3	"	"	"	"	"
Elderly 0-50%	142,698	5	"	"	"	"	"
Families with Disabilities	19,552 Individuals; 3,962 Families with Children	5	"	"	"	"	"
Race/Ethnicity	268,856	N A	"	"	"	"	"
White Non-Hispanic 0-50%							
Race/Ethnicity	32,101	N A	"	"	"	"	"
Black Non-							

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Hispanic 0-50%							
Race/Ethnicity	39,084	N	“	“	“	“	“
Hispanic 0-50%		A					
Race/Ethnicity							

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

Consolidated Plan of the Jurisdiction/s
Indicate year

The Housing Needs data presented above was taken from the 1993 CHAS Housing Needs Data Table 1 (C) based on 1990 Census data. This data is used in the Commonwealth’s September 2000 Five Year Consolidated Plan. Data for “Families with Disabilities” was taken from the Massachusetts Continuum of Care: Gaps Analysis June 1999.

DHCD’s Five Year Consolidated Plan posted on our website at:
[\(http://www.state.ma.us/dhcd/\)](http://www.state.ma.us/dhcd/)

- 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)

Section 8 tenant-based assistance

On March 27, 2000 DHCD opened a new statewide Section 8 waiting list. It is DHCD's intention that this list will remain open at all times. Applications received or postmarked by April 5th were randomized by computer and placed on the waiting list using the computer-generated order. Applications received after April 5th are added to the list by the date and time of receipt. The data provided below is current as of April 11, 2001.

Public Housing

Combined Section 8 and Public Housing

Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	42,918 as of 4.11.01		N/A
Extremely low income <=30% AMI	34,749*	81%	
Very low income (>30% but <=50% AMI)	6927*	16%	
Low income (>50% but <80% AMI)	818*	2%	
Families with children	30,832..this number represents households with more than one member		
Elderly families	1851	4%	
Families with Disabilities	11,528	27%	
Race/ethnicity 1	18,358...White	43%	
Race/ethnicity 2	12,660...Black	29%	
Race/ethnicity 3	681..American Indian/Alaskan Native	2%	
Race/ethnicity 4	2090..Asian or Pacific Islander	5%	

Housing Needs of Families on the Waiting List

Certain households are provided with an automatic preference including:
(1) Section 8 Mod Rehab tenants who are eligible for continued subsidy and either (a) must move through no fault of their own, or, (b) have been in occupancy for at least one year and successfully completed all the requirements of an individual service plan and desire to move; (2) Persons being assisted under DHCD's witness/victim protection provisions; (3) Formerly preference eligible families presently receiving assistance under DHCD's HOME Tenant Based Rental Assistance and McKinney Shelter Plus Care Programs; (4) Transfers from other DHCD agencies and other public housing agencies.

Many applicants also provided additional data about ethnicity:

White: Hispanic: 6234

White: Non-Hispanic: 10703

Black: Hispanic: 673

Black: Non-Hispanic: 8794

American Indian/Alaskan Native: Hispanic 134

American Indian/Alaskan Native: Non-Hispanic 471

Asian or Pacific Islander: Hispanic: 984

Asian or Pacific Islander: Non-Hispanic: 914

*** Does not include income of out-of-state applicants.**

*** Based on HUD income limits effective 4.6.01**

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

If yes:

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

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- 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.

DHCD will make available at least 900 vouchers for various project-based Initiatives. See No. 1: ROBUST COMMITMENT FOR IMPLEMENTING SEVERAL PROJECT-BASED ASSISTANCE INITIATIVE in the Executive Summary on page ? of this Annual Plan.

- Pursue housing resources other than public housing or Section 8 tenant-based assistance.

DHCD administers a variety of other federal and state housing and Community development programs, including the HOME, CDBG, and

McKinney programs. A complete list of federal programs administered by DHCD is included as Attachment No. 3.

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...**Because DHCD continues to utilize the former HUD preferences, we expect to exceed the 30% AMI targeting requirement in FY 2001.**
- Employ admissions preferences aimed at families with economic hardships.

Adopt rent policies to support and encourage work.

Other: (list below)

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available **See Attachment 4 For Breakout of All Section 8 Programs targeted specifically to persons with disabilities.**
- 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 DHCD's Section 8 RAAs
- Results of consultation with advocacy groups
- Other: (list below)

DHCD's Section 8 strategies are influenced by its relationship with those state agencies that serve Section 8 eligible households. DHCD works closely with the Commonwealth's human service departments, its TANF agency and with the receipt of 2000 welfare-to-work vouchers (our JOBLink program) in 2000, has forged new relationships with the state's workforce development agencies. These state relationships complement DHCD's extensive relationship with numerous other stakeholders in the public, private and nonprofit sectors, most especially those in the homeless and disability advocacy communities.

As the Commonwealth's chief housing agency, DHCD will continue to use its Section 8 portfolio to assist the Commonwealth's neediest households, including the homeless and the disabled. The Commonwealth also believes that it has an obligation to use its Section 8 resources to support families making the transition to work. Many otherwise eligible households may not have an opportunity to easily compete for these resources at local agencies administering the voucher program, especially where a local residency preference is utilized.

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$132,000,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	\$132,000,000	

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. Public Housing

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

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation...
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors below)
 - Other (list below)
- 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?

DHCD performs a Criminal Offender Records Information (CORI) check on each applicant selected for the program and all new household members 18 years and older.

- 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)..

As required by regulation, DHCD will provide an owner with the names of the tenant's current and former landlords, if known, and if requested by an owner.

(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).

DHCD, through its eight regional administering agencies (Attachment No. 1), accepts applications on an on-going basis. Applications can be obtained at each regional agency, at DHCD's offices, or by telephone. They are also available on DHCD's web-site, at shelters, community-based organizations, and other similar agencies. Only one application will be necessary to be placed on the waiting list. The waiting list will not accept duplicate application. Applications can be mailed to any DHCD regional contractor at any time.

(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:

All applicants and participants will receive an automatic 60 day extension up to 120 days. No request or documentation is necessary. All applicants can receive an additional 60 day extension up to 180 days, if they provide a written request or make a phone call to their program representative. Applicants will be provided with an indefinite extension beyond 180 days for a reasonable accommodation or other good cause, with appropriate documentation.

(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?
Although we don't specifically target our selections in this way, we still expect to exceed this requirement because we continue to utilize the former federal preferences.

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... **As Part of Involuntary Displacement.**
- 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: **Regional residency only, not a local residency preference.**
- 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: **As part of Involuntary Displacement**
- Other preference(s) (list below)

Automatic preference is provided to: (1) Section 8 Mod Rehab tenants who are eligible for continued subsidy and must (a) move through no fault of their own, or, (b) have been in occupancy for at least one year and have successfully completed all the requirements of an individual service plan and desire to move; (2) Persons being assisted under DHCD's witness/victim protection provisions; (3) Formerly preference eligible families presently receiving assistance under DHCD's HOME Tenant Based Rental Assistance and McKinney Shelter Plus Care Programs; (4) Transfers from other DHCD agencies and other public housing agencies.

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.

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and **those in job-training programs about to enter the workforce...for JOBLink vouchers only.**
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction

Done as a regional residency preference for a percentage of each contractor's portfolio. See Attachment No. 1 for these numbers. Any additional vouchers received by DHCD after January 1, 2000 are distributed without regard to regional residency preference. Applicants are selected in chronological order from the top of the statewide waiting list.

- 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 **As part of Involuntary Displacement**

Other preference(s) (list below) **See Automatic Preference Above**

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

Date and time of application...see below

Drawing (lottery) or other random choice technique...

A lottery was established for applicants who applied during the first two weeks that DHCD opened its statewide waiting list on March 27, 2000. After that date, all subsequent applicants are selected by date and time of application received.

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)

DHCD's Section 8 Administrative Plan describes in detail the specifics of each programs' requirements. Several of these programs are the result of Congressional appropriations for targeted populations: the Veterans Affairs Supported Housing Program (VASH), the Housing Options Program (HOP), the Mainstream Program, the Designated Housing Program, the Family Unification Program, certain FY 2000 fair share vouchers for clients of the Massachusetts Department of Mental Retardation (DMR) who have Home and Community Based Medicaid waivers; the JOBLink welfare-to-work program and the demonstration Moving to Work Program. Other DHCD special programs are the result of a DHCD determination to set-aside a percentage of its voucher portfolio for special populations who have a compelling housing need. These programs include: the Tenant-based AIDS program; the project-based AIDS program, a program for DMR clients as a consequence of two settlement agreements; and a program for grandparents raising grandchildren (Raising the Next Generation).

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

- Through published notices
 Other (list below)...

Through targeted outreach to a variety of public and private organizations who serve potentially eligible applicants, such as various Commonwealth human service commissions, disability agencies, homeless shelters, advocacy groups, CAP agencies, and workforce training and employment programs.

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.

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, for all communities in Hampden, Hampshire, Franklin and Berkshire counties, unless a specific need for a higher standard is documented in a particular community or the local housing authority has adopted a higher standard..**
- Above 100% but at or below 110% of FMR... 110% for all communities east of and including those in Worcester County**
- Above 110% of FMR (if HUD approved; describe circumstances below)...For those communities that have received HUD-approved exception rents that exceed 110% of FMR...including 61 communities for which HUD approved a median rent based exception in November 2000 and a success rate payment standard for the City of Boston in December 2000.**

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)..

To enhance employment options for clients; to help clients locate housing in areas outside of high concentrations of poverty and minority populations; to enhance choice of schools and other community options, as desired by participants.

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

- Annually
 Other (list below)

DHCD has not established a set time for reevaluating the adequacy of the payment standards. Rather, because of the Commonwealth's generally expensive rental housing market, especially in the eastern parts of the state, we urge our regional contractors to submit compelling data, at any time, to make the case to HUD that the standards for a particular community are insufficient. When the 2000 census data is released, DHCD will immediately use this data to determine if automatic FMR increases via the median rent method are warranted and will initiate this request with HUD. Using 1990 census data, we were successful in obtaining median rent based FMR increases in 61 communities in calendar year 2000.

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).

DHCD will waive the minimum tenant payment for up to three months in cases of financial hardship including, but not limited to: job loss, death of a family member, not at fault loss of benefits under state, local or federal assistance programs, or to avoid eviction. Further extensions of time may also be granted considering the circumstances of each particular family. The maximum extension period will be until the participant's next annual reexamination. With regard to the QHWRA requirement that no family pay more than 40% of their income toward rent at the time of new admission or when moving to a new unit, DHCD will grant a hardship waiver to any family that demonstrates zero (or other exceptionally low) income, in order that they not be denied access to the program due to the maximum tenant rent burden of 40% of income in all newly leased units.

5. Operations and Management

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. **See Attachment Two**
- A brief description of the management structure and organization of the PHA follows:

The Department of Housing and Community Development is a state agency established by Chapter 23B of the Massachusetts General Laws. DHCD’s numerous programs address the Commonwealth’s need for affordable housing, as well as community and neighborhood development. DHCD has an annual budget of approximately \$520 million, made up of both state and federal operating, capital and trust funds. The department has a Director’s Office, an Office of Policy Development, an Office of Administration and Finance and an Office of the Chief Counsel. All programs are administered out of one of the following four operational divisions: Municipal Development, Public Housing and Rental Assistance, Neighborhood Services, and Private Housing.

The Division of Public Housing and Rental Assistance, through its Bureau of Federal Rental Assistance Programs, oversees DHCD’s administration of the Section 8 program.

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	15,200 as of January 2001	Approximately 7%
Section 8 Certificates		
Section 8 Mod Rehab	1,606	Approximately 3%
Special Purpose Section 8 Certificates/Vouchers (list individually)	See Attachment No. 4	Approximately 7%
Public Housing Drug		

Elimination Program (PHDEP)		
Other Federal Programs(list individually)	See Attachment No. 3. (Many of these are not housing programs.)	Turnover for all housing programs is expected to be approximately 7%.

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)

Section 8 Administrative Plan and all its attachments and referenced memoranda, guidelines and correspondence; SEMAP Compliance Documents

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.

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:

Program participants (not applicants) who receive a termination notice are afforded an extra appeal. They are able to file appeal of the regional contractor's determination to terminate to DHCD's legal office within 14 days from the date of the termination notice issued by the regional contractor.

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)...

Appropriate DHCD regional contractor office that made the eligibility determination.

B. Section 8 Tenant Based Assistance.....Homeownership Program

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:

DHCD plans to administer a homeownership program; however, at this time, no specific plans have been formalized. DHCD has been and will continue to be actively engaged with a homeownership advisory group convened by the Citizens Housing and Planning Association (CHAPA), which is made up of an array of interested parties. DHCD does not plan to commence a homeownership program until satisfactory mortgage products that are usable by prospective Section homeowners become readily available to them.

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 (1)]

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 ...**For the 2000 unit Welfare-to-Work JOBLink program**

If yes, what was the date that agreement was signed? DD/MM/YY: 27/04/99

No:

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...**DHCD is lead JOBLink agency**
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program..**DHCD is lead Moving to Work agency**
- 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)
JOBLink...Case management by Program Coordinators	2000	First, Section 8 waiting list match with DTA; then, targeted referrals from local DTA and other related offices	Each DHCD regional contractor	Section 8
Moving to Work Demonstration Program...Case management by MTW Advisory	183	Targeted referrals from local DTA and Employment Training Offices in Southern Worcester County and from Transition to Work Collaborative in Boston.	Rural Housing Improvement, Inc. for the Southern Worcester County component (122 units) and Metropolitan Boston Housing Partnership (61 units) for the Boston component.	Section 8

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	514...minimum size required; 697...approved per DHCD request	676 as April 1, 2001

- 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

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)?

18. Other Information

[24 CFR Part 903.7 9 (r)]

I. DHCD'S PARTICIPANT ADVISORY BOARD (PAB)

DHCD convened its Participant Advisory Board on Saturday, April 21, 2001 in Sturbridge, MA. All participants from last year's PAB were re-invited to participate, along with all current FSS and JOBLink participants. A list of participants is included as Attachment No. 5.

DHCD'S PAB RECOMMENDATIONS AND DHCD RESPONSE

Recommendation No. 1: DHCD should make funds available to help voucher holders with security deposits, and first and last month's rent. Because the housing market is so expensive in many parts of the Commonwealth, it becomes even more difficult for a household to secure an apartment when they are also expected to come up with these funds, too.

DHCD Response: DHCD and its regional administering agencies (RAA) will continue to explore ways in which funds for security deposits can be obtained by our voucher households. Many ideas that have been generated by staff and advocacy groups from around the country and previously communicated to HUD involve HUD willingness to modify the Section 8 regulations to allow agencies to access their available budget authority to provide this kind of assistance. DHCD RAAs will continue to encourage owners to accept incremental security deposit payments, and will continue to explain to owners why a Section 8 subsidy is a de facto guarantee of a percentage of first and last month's rent. Additionally, DHCD RAAs will continue to attempt to identify other sources of funds that may be available to voucher holders to meet these expenses.

Recommendation No. 2: DHCD should have the flexibility to increase the payment standard when utility costs increase.

DHCD Response: We explained that there is a possibility that HUD will allow payment standards to increase before October 1st, the date on which these increases have historically taken effect (beginning of the federal fiscal year), in order to allow the proposed increased standards to go into effect when they are published for comment, usually in the spring of each year. The purpose would be to accommodate those voucher holders who experience increases in utility costs that cannot be accommodated until the beginning of the federal fiscal year.

Recommendation No. 3: DHCD inspectors should differentiate between serious repairs and those that seem less significant, in order to make the program more attractive to owners. Also, HQS inspectors should not cite additional violations when they return to see if previously cited repairs have been corrected, unless the finding would jeopardize the health or safety of the household. This seems particularly problematic when a different inspector from the original one performs the re-inspection.

DHCD Response: DHCD explained that all HQS inspectors are mandated to identify any violation of HUD and DHCD standards. We explained that an inspection represents the condition of an apartment at a specific point-in-time, and that any subsequent inspection could identify violations that might compromise the tenant's safety and/or health. We do agree, however, that whenever possible, each RAA should configure their inspection departments so that one inspector is able to develop a relationship with an owner/management agent, and know the particular history of the apartment. This assignment of personnel should eliminate much of the confusion and appearance of arbitrariness of findings when more than one inspector is involved.

Recommendation No. 4: DHCD should establish a homeownership program during the coming year.

DHCD Response: As we note on page 31 of this Annual PHA Plan, DHCD intends to implement a Section 8 homeownership program as soon as mortgage products are readily available to service Section households who will qualify to participate.

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

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

- Attached at Attachment (File name)
 Provided **above:**

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. **Many of the comments we received, and our responses to them, did not require changes in our draft PHA Plan. The majority of our PAB's comments had to do with the very expensive rental market in many parts of the Commonwealth and the attendant difficulties they are having either relocating within the prescribed payment standards or paying increased rent as a result of the certificate and voucher merger. We used the PAB to explain how payment standards are set, how increases are obtained and those steps we have taken to secure the highest possible payment standards for certain communities. We also reviewed the history behind the merger. DHCD's PAB urges HUD to pay close attention to comments received from participants around the country; to establish payment standards (i.e. FMRs) that realistically reflect the rental market; and, to consider making regulatory changes that will improve the utilization and success rates of households residing in expensive rental market jurisdictions.**

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.) **Not Applicable**

3. Description of Resident Election Process **Not Applicable**

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: (provide name here) **Commonwealth of 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)
- Other: (list below)

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

The housing priorities of DHCD's FY 2000 Consolidated Plan support DHCD's PHA Plan as follows:

1. Consolidated Plan Priority: Maintain a system of public housing and rental assistance that serves the homeless and those at risk of homelessness.

By continuing to maintain HUD's former federal preferences, one of which includes providing preference to homeless households, DHCD's Section 8 tenant selection policies demonstrate commitment to and consistency with this priority. Additionally, the 1998 federal statute that requires at least 75% of all new admissions to the HCVP to have incomes at or below 30% of the area median serves to target those most at risk of homelessness.

2. Consolidated Plan Priority: Promote homeless prevention.

By continuing to maintain HUD's former federal preferences, one of which includes providing a preference to households paying no more than 50% of their adjusted income, DHCD's Section 8 tenant selection policies demonstrate commitment to and consistency with this priority. Additionally, the 1998 federal statute that requires at least 75% of all new admissions to the HCVP to have incomes at or below 30% of the area median serves to target those most at risk of homelessness.

3. Consolidated Plan Priority: Maintain a system of public housing and rental assistance that serves the elderly and people with disabilities.

In addition to several other state-funded efforts targeted to elderly and disabled populations, by successfully applying for all Section 8 (and McKinney) set-asides targeted to this population and voluntarily

contributing additional vouchers from its own resources...see breakout in Attachment No. 4, DHCD's willingness and ability to undertake an array of special needs Section 8 programs demonstrates commitment to and consistency with this priority.

4. Consolidated Plan Priority: Provide affordable homeownership opportunities.

By preparing to launch a Section 8 homeownership program, once mortgage products become available, DHCD demonstrates commitment to and consistency with this priority.

5. Consolidated Plan Priority: Develop and implement both human service and economic development activities designed to assist economically disadvantaged persons become more self-sufficient, paying particular attention to the needs of current and former TAFDC clients making the transition from welfare-to-work.

By successfully competing for the maximum 2000 Section 8 welfare-to-work vouchers awarded by HUD in November 1999, voluntarily electing to continue the administration of the Family Self Sufficiency Program (no longer required by HUD for new increments of funding) and administering the demonstration Moving to Work Program, DHCD's willingness and ability to undertake an array of rental assistance initiatives designed to assist households become more self sufficient as they make the transition to work demonstrates commitment to and consistency with this priority.

6. Consolidated Plan Priority: Continue DHCD's extensive efforts, using state and federal resources, to preserve the physical and financial viability of assisted and unassisted affordable housing.

All units that DHCD leases on its Section 8 program must comply with both HUD's housing quality standards and DHCD's enhanced housing quality standards and be rent reasonable. In this regard, DHCD's entire Section 8 portfolio, consisting of over 17,000 units (1606 of which are Section 8 Moderate Rehabilitation units), demonstrates commitment to and consistency with this priority.

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.

Table Library

DHCD SECTION 8 CONTRACTORS AND REGIONAL ALLOCATIONS AS OF 1/1/2001

TOTAL VOUCHER PORTFOLIO: 16,999

AGENCY

REGION

Berkshire Housing Development Corporation
 74 North Street **BHSI**
 Pittsfield, MA 01201
 (413) 499-1630 **Total:**

Berkshire County
 585 Vouchers
 40 JOBLink Vouchers
625

Community Teamwork, Inc.
 167 Dutton Street **CTI**
 Lowell, MA 01852
 (978) 459-0551 **Total:**

Northern Essex/Northern
 Middlesex Counties
 1,150 Vouchers
 260 JOBLink Vouchers
1,810

Housing Assistance Corporation
 460 West Main Street **HAC**
 Hyannis, MA 02601
 (781) 771-5400 **Total:**

Barnstable, Dukes,
 Nantucket Counties
 849 Vouchers
 40 JOBLink Vouchers
889

HAP, Inc.
 322 Main Street **HAP**
 Springfield, MA 01105
 (413) 781-1250 **Total:**

(1)Springfield; and
 (2)Hampden/Hampshire/
 Franklin Counties
 2,632 Vouchers
 400 JOBLink
3,032

Metropolitan Boston Housing Partnership
 569 Columbus Avenue **MBHP**
 Boston, MA 02118
 (617) 859-0400 **Total:**

(1)Boston; and
 (2)Metro Boston
 4,945 Vouchers
 620 JOBLink
5,565

Rural Housing Improvement, Inc.
 218 Central Street **RHI**
 P.O. Box 429
 Winchendon, MA 01475
 (978) 297-5300 **Total:**

(1)Northern Worcester; and
 (2)Southern Worcester County
 1,973 Vouchers
 260 JOBLink
2,233

South Middlesex Opportunity Council
 300 Howard Street **SMOC**
 Framingham, MA 01702
 (508) 620-5300 **Total:**

Metro West
 796 Vouchers
 40 JOBLink
836

South Shore Housing Development Corporation
 169 Summer Street **SSHDC**
 Kingston, MA 02364
 (781)585-5885 **Total:**

Plymouth and Bristol Counties
 1,669 Vouchers
 340 JOBLink
2,009

Lynn Housing Authority
 174 Commons Street
 Lynn, MA 01905 (781) 592-6296

City of Lynn
 No Fixed Allocation...Under Executive
 Order 218

FY2000 Spending by Federal Appropriation

Appropriation	Name	Total
37220705	Emergency Shelter Grants	120,609.53
37220707	Supportive Housing	1,202,313.12
70040007	Scattered Site Transitional Housing Apt.	45,103.26
70040111	Tenant Based Rental Assistance Initiativ	235,256.15
70040300	Lead-Based Paint Hazards Program	1,861.56
70040301	Lead Abatement Initiatives	345,844.42
70042030	Weatherization Assistance For Low Income	3,926,119.23
70042033	Low Income Home Energy Assistance	75,429,251.62
70042034	Community Service Block Grant	12,491,340.11
70043037	Small Cities Community Development	35,569,954.02
70043039	Small Cities Block Grant-Administration	1,151,442.00
70043050	Rural Development Council	317.82
70049009	Section 8 Substantial Rehabilitation	4,592,885.47
70049011	Supportive Housing Demonstration Program	383,216.14
70049013	Section 8 Existing Program	35,449,209.95
70049014	Federal Housing Voucher Program	76,555,024.71
70049019	Section 8 Moderate Rehabilitation	8,846,429.36
70049020	Section 8 New Construction Program	3,187,775.26
70049028	Home Investment Partnerships	11,330,916.68
70049029	Home Investment Partnerships Admin	1,076,342.18
70049039	Home Technical Assistance	42,560.78
70049051	Shelter Plus Care Lowell	20,405.27
70049052	Shelter Plus Care Boston	938,153.02
70049053	Shelter Plus Care Southbridge	119,977.77
70049054	Shelter Plus Care New Bedford	23,924.79
70049404	Mckinney Shelter Plus Care	702,633.47
Total		273,788,867.69

FY2001 Federal Appropriations

Appropriation	Name	Total
37220705	Emergency Shelter Grants	126,507.00
37220707	Supportive Housing	1,425,959.00
70040007	Scattered Site Transitional Housing Apt.	163,322.00
70040111	Tenant Based Rental Assistance Initiativ	235,000.00
70040300	Lead-Based Paint Hazards Program	950,000.00
70042030	Weatherization Assistance For Low Income	4,500,000.00
70042033	Low Income Home Energy Assistance	112,108,256.00
70042034	Community Service Block Grant	14,866,159.00
70043037	Small Cities Community Development	62,429,849.00
70043039	Small Cities Block Grant-Administration	1,600,000.00
70049009	Section 8 Substantial Rehabilitation	5,303,713.00
70049011	Supportive Housing Demonstration Program	385,716.00
70049013	Section 8 Existing Program	980,020.00
70049014	Federal Housing Voucher Program	120,000,000.00
70049019	Section 8 Moderate Rehabilitation	12,850,000.00
70049020	Section 8 New Construction Program	4,042,665.00
70049028	Home Investment Partnerships	17,077,112.00
70049029	Home Investment Partnerships Admin	1,200,000.00
70049039	Home Technical Assistance	200,021.00
70049051	Shelter Plus Care Lowell	75,000.00
70049052	Shelter Plus Care Boston	950,000.00
70049053	Shelter Plus Care Southbridge	330,000.00
70049054	Shelter Plus Care New Bedford	110,897.00
70049404	Mckinney Shelter Plus Care	1,031,910.00
Total		362,942,106.00

DHCD Special Needs Section 8 Portfolio
05/04/2001

SPECIAL INITIATIVE	NO. UNITS	POPULATION SERVED	LOCATION AND OTHER INFORMATION	SERVICE PROVIDER CONTACT
Family Unification Program (FUP)	573	DSS involved families re-uniting with or keeping custody of children	Statewide. Collaboration with DSS	Local DSS Area Office
Veterans Affairs Supported Housing Program (VASH)	62	Homeless veterans with substance abuse and/or severe psychiatric problems	Greater Boston. Collaboration with Bedford VA.	Dennis Walker, Bedford VA, (781) 687-2517
Raising the Next Generation (RNG)	50	Grandparents raising grandchildren	Greater Boston. Collaboration with Boston Aging Concerns.	Gloria Murray, BACYOU, (617) 266-2257
Housing Options Program (HOP)	310	Homeless and disabled families or individuals	Statewide. Collaboration with EOHHS Commissions and JRI Health	Maureen Skehan, JRI Health, (617) 457-8142 x304
Mainstream (MS)	275	Disabled individuals or families on DHCD Section 8 waiting lists, then referrals	Statewide	N/A
Designated Housing (DSG)	600	Disabled individuals on designated MHFA waiting lists, then DHCD lists.	Statewide.	N/A
Department of Mental Retardation Voucher Program (DMRV)	13	Individuals with mental retardation who are part of the <i>Rolland</i> lawsuit with DMR and eligible for a Home and Community Based Medicaid waiver.	Statewide. Collaboration with DMR	Bertha Young, DMR, (617) 624-7791
Preservation	461	Families and individuals in expiring use projects	Communities with expiring use properties.	N/A
Skinner	100	Minorities residing in Boston on MBHP's waiting list	Boston, but can live anywhere when selected	N/A
Tenant Based Rental Assistance for Persons Living with AIDS (TBRA AIDS)	217	Individuals or families disabled by HIV or with AIDS.	Statewide. Collaboration with JRI Health and DPH Aids Bureau.	Steve Lent, JRI Health, (617) 457-8142 x345
Project-based AIDS	40	Individuals or families disabled by HIV or with AIDS.	Boston and Springfield	varies
Project-based Salem	67	Individuals	Salem...Lincoln Hotel (63) and Salem CDC(4)	varies
Ramos Tenant-based	6	Families and individuals	Holyoke Consent Decree	N/A
Ramos Project-based	150	Families and individuals	Holyoke Consent Decree	varies
Moving to Work (MTW)	183	Current/former TANF families	Boston and S. Worcester. Collaboration with DTA	N/A
JOBLink	2000	Current/former TANF families	Statewide. Collaboration with DTA	N/A
total	5107			

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as of 05/04/2001

SPECIAL INITIATIVE	NO. UNITS	POPULATION SERVED	NOTES
Shelter Plus Care (S+C)	321	Homeless and disabled individuals and families with disabilities	
Scattered Site Transitional Apartment Program (SSTAP I)	39	Homeless victims of domestic violence and their children	Federally funded
Scattered Site Transitional Apartment Program (SSTAP II/START)	36	Homeless victims of domestic violence and their children	State funded
Family Unification Program (FUP)	573	DSS involved families re-uniting with or keeping custody of children	
Veterans Affairs Supported Housing Program (VASH)	62	Homeless veterans with substance abuse and/or severe psychiatric problems	
Raising the Next Generation (RNG)	50	Grandparents raising grandchildren	All 50 vouchers were made available by DHCD voluntarily
Housing Options Program (HOP)	345	Homeless and disabled families or individuals	Initial program of 175 vouchers through application to HUD; subsequent expansion of 170 vouchers were made available by DHCD voluntarily
Mainstream (MS)	275	Disabled individuals or families on DHCD Section 8 waiting lists, then referrals	
Designated Housing (DSG)	600	Disabled individuals on designated MHFA waiting lists, then DHCD lists.	
Department of Mental Retardation Voucher Program (DMRV)	138	Individuals with mental retardation who are eligible for a Home and Community Based Medicaid waiver and whose placement is part of the 2 DMR settlement agreements.	Initial program of 13 vouchers through application to HUD; subsequent expansion of 125 vouchers were made available by DHCD voluntarily
Preservation	461	Families and individuals in expiring use projects	
Skinner	100	Minorities residing in Boston on MBHP's waiting list	
Tenant Based Rental Assistance for Persons Living with AIDS (TBRA AIDS)	232	Individuals or families disabled by HIV or with AIDS.	All 232 vouchers were made available by DHCD voluntarily
Project-based AIDS	40	Individuals or families disabled by HIV or with AIDS.	All 40 subsidies were made available by DHCD voluntarily
Project-based Salem	67	Individuals	All 67 subsidies were made available by DHCD voluntarily
Ramos Tenant-based	6	Families and individuals	
Ramos Project-based	150	Families and individuals	
Moving to Work (MTW)	183	Current/former TANF families	
JOBLink	2000	Current/former TANF families	
total	5678		

DHCD voluntary commitments