

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

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# PHA Plans

5 Year Plan for Fiscal Years 2003 - 2007  
Annual Plan for Fiscal Year 2003

**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:** MALDEN HOUSING AUTHORITY

**PHA Number:** MA022

**PHA Fiscal Year Beginning:** (10/2003)

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2003 - 2007**  
[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:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:

- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:

- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

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

Objectives:

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

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

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

**Other PHA Goals and Objectives: (list below)**

It is the goal of the Malden Housing Authority to create partnerships with various local housing and service providers to assist homeless and disabled individuals and families. The Malden Housing Authority will partner with agencies such as Tri-City Homeless Task Force, Inc., Tri-Cap, Shelter Inc. and the Departments of Mental Health and Mental Retardation. The Malden Housing Authority will Project Base approximately 5-10% of its voucher allocation to provide housing to the clients of the above referenced agencies.

**Annual PHA Plan**  
**PHA Fiscal Year 2003**

[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)]

**II. Executive Summary of the Annual PHA Plan**

The Malden Housing Authority embarked upon a major planning initiative in 1999 in preparation of its Five-Year and Annual Plan as required by Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA)

In the preparation of the Plan, Malden Housing Authority Department Heads were consulted. City of Malden officials such as the Police Chief, Fire Chief, Building Inspector, Mayor, Plumbing Inspector and Electrical Inspector were also enlisted to assess the condition of the current public housing inventory and what improvement might be made therein.

Additionally, the Malden Redevelopment Authority, the local anti-poverty agency, a homeless shelter provider and members of the local housing task force were consulted to assist with the assessment of the local housing needs.

Finally, the Resident Advisory Board (RAB), the residents of the Malden Housing Authority and the community at large played a critical role in the development of the plan

The Plan as developed is a consolidated "blue print" for the operation of the Malden Housing Authority. The plan addresses the requirements such as **Flat Rents**, **Pest Control**, and **Pet Policy**, etc.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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#### **Attachments**

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

#### Required Attachments:

- Admissions Policy for Deconcentration
- FY 2003 Capital Fund Program Annual Statement – Attachment F
- 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 W
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) – Attachment S & T

Other (List below, providing each attachment name)

### Supporting Documents Available for Review

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
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
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 checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	A & O Policy	
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input 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
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.	Annual Plan: Annual Audit

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	
	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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ibility</b>	<b>Size</b>	<b>Loca-tion</b>
Income <= 30% of AMI	<b>3,671</b>	<b>5</b>	<b>5</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>
Income >30% but <=50% of AMI	<b>2,629</b>	<b>5</b>	<b>5</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>
Income >50% but <80% of AMI	<b>2,911</b>	<b>5</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>
Elderly	<b>1,163</b>						
Families with Disabilities	<b>1,676</b>						

Race/Ethnicity/Black	<b>114</b>						
Race/Ethnicity/Asian	<b>105</b>						
Race/Ethnicity/Hispanic	<b>85</b>						
Race/Ethnicity/White	<b>3,219</b>						

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: 2003
- 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)  
**Comprehensive Housing Affordability Strategy Databook Bay Area Economics, 2003**

### 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.

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input checked="" 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	<b>1959</b>	<b>100%</b>	
Extremely low income <=30% AMI	<b>1192</b>	<b>61%</b>	

Very low income (>30% but <=50% AMI)	<b>579</b>	<b>30%</b>	
Low income (>50% but <80% AMI)	<b>188</b>	<b>9%</b>	
Families with children	<b>953</b>	<b>48%</b>	
Elderly families	<b>478</b>	<b>24%</b>	
Families with Disabilities	<b>220</b>	<b>11%</b>	
Race/ethnicity/white	<b>1148</b>	<b>58%</b>	
Race/ethnicity/Hisp.	<b>192</b>	<b>9%</b>	
Race/ethnicity/Black	<b>419</b>	<b>21%</b>	
Race/ethnicity/Indian	<b>28</b>	<b>2%</b>	
Race/ethnicity/Asian	<b>364</b>	<b>19%</b>	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	<b>714</b>	<b>91%</b>	
2 BR	<b>45</b>	<b>6%</b>	
3 BR	<b>20</b>	<b>2%</b>	
4 BR	<b>4</b>	<b>1%</b>	
5 BR	<b>1</b>	<b>Less than 1%</b>	
5+ BR	<b>0</b>	<b>0%</b>	
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.

#### (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)

**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)

## **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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		-
a) Public Housing Operating Fund	<b>1,482,490</b>	-
b) Public Housing Capital Fund	<b>1,736,020</b>	-
c) HOPE VI Revitalization	-	-
d) HOPE VI Demolition	-	-
e) Annual Contributions for Section 8 Tenant-Based Assistance	<b>7,540,080</b>	-
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-	-
g) Resident Opportunity and Self-Sufficiency Grants	<b>51,000</b>	-
h) Community Development Block Grant	-	-
i) HOME	-	-
Other Federal Grants (list below)	-	-
Shelter + Care	<b>119,880</b>	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
	-	-
	-	-
	-	-
<b>3. Public Housing Dwelling Rental Income</b>	<b>3,726,000</b>	
<b>Non Dwelling Income</b>	<b>60,200</b>	
<b>Excess Utilities</b>	<b>37,500</b>	
<b>4. Other income (list below)</b>		
<b>Interest</b>	<b>101,500</b>	
<b>Misc.</b>	<b>32,000</b>	
<b>4. Non-federal sources (list below)</b>		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
<b>Total resources</b>	<b>14,886,670</b>	

### **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)  
10
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

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

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

**(2)Waiting List Organization**

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

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

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

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

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

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

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

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

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (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.

"2" Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- (1) Veterans and veterans' families
- (1) 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)

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) MHA Tenant Handbook

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

- Adoption of site-based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and developments targeted below)

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:

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)
  - 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)
  - None

### (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 –Central Waiting List Local Participating Housing Authority

**(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: **At request of Voucher Holder**

**(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

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- (1) 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)

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)
- Outreach to local social service providers
- Local Access TV

**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:

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:

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

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)
  - A. Any time there is a change in family composition
  - B. Any time there is an income decrease

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)

## **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)

**A. As a reasonable accommodation for a person with disabilities.**

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) **Market Conditions**

## **(2) Minimum Rent**

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

\$0

\$1-\$25

\$26-\$50

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	987	100
Section 8 Vouchers	670	67
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	Shelter + Care – 10 Domestic Violence- 16	Shelter + Care – 0 Domestic Violence - 0
Public Housing Drug Elimination Program (PHDEP)	85	N/A
Other Federal Programs(list individually)	N/A	

### **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)

#### **Management and Maintenance Policies:**

##### **1. Public Housing Maintenance Management**

- **Drug Free Workplace**
- **Personnel Policy**
- **Sexual Harassment Policy**
- **Family and Medical Leave Policy**
- **Procurement Policy**
- **Tenant Selection and Admission Policy**
- **Investment Policy**
- **Disposition Policy**
- **Grievance Policy**
- **Vehicle Usage Policy**
- **Transfer Policy**
- **Resident Handbook**
- **Pest Control Policy**
- **Preventative Maintenance Policy**

- **Pet Policy**
- **Capitalization Policy**
- **Administration of a Community Service and Economic Self-Sufficiency Program**

(2) Section 8 Management: (list below)

### **Section 8 Administrative Plan**

## **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 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

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

-or-

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

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: Malden Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: MA06PO2250103 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2003	
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0			
2	1406 Operations	0			
3	1408 Management Improvements	28,020			
4	1410 Administration	20,000			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	38,000			
8	1440 Site Acquisition	1,650,000			
9	1450 Site Improvement	0			
10	1460 Dwelling Structures	0			
11	1465.1 Dwelling Equipment—Nonexpendable	0			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	0			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

<b>PHA Name: Malden Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: MA06PO2250103 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2003
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service	0			
20	1502 Contingency	0			
21	Amount of Annual Grant: (sum of lines 2 – 20)	0			
22	Amount of line 21 Related to LBP Activities	1,736,020			
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	8,020			
26	Amount of line 21 Related to Energy Conservation Measures				



Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Malden Housing Authority			Grant Type and Number Capital Fund Program Grant No: MA06PO2250103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide								

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Malden Housing Authority		Grant Type and Number Capital Fund Program No: MA06PO2250103 Replacement Housing Factor No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide							
Extermination	3/31/04			9/30/04			
HA-Wide							
Site Acquisition	3/31/04			9/30/04			
HA-Wide							

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Malden Housing Authority		<b>Grant Type and Number</b> Capital Fund Program No: MA06PO2250103 Replacement Housing Factor No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
Architectural Fee	9/30/04			6/30/05				
HA-Wide								
Clerk of Works	9/30/04			6/30/05				
MA 22-3								
Security Guard	12/31/03			12/31/04				

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name Malden Housing Authority		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
Development Number/Name/HA-Wide	Year 1 2003	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2007
MA 22-3	Annual Statement	8,020	8,020	8,020	8,020
MA 22-1				100,000	
MA22-6		500,000			
MA 22-3				300,000	
MA22-3,5,6,9		250,000			
MA22-3,5,6,9		958,000			
Site Acquisition Replacement			1,708,000		
Reserves				1,308,000	1,708,000
HA-Wide		20,000	20,000	20,000	20,000
CFP Funds Listed for 5-year planning		1,736,020	1,736,020	1,736,020	1,736,020
Replacement Housing Factor Funds					





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Total CFP Estimated Cost	\$ 1,736,020		\$ 1,736,020
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## B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

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

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

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

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

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

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

## 8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

1.  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.

<b>Designation of Public Housing Activity Description</b>	
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.

<b>Conversion of Public Housing Activity Description</b>	
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.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
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 (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  No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

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

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

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

- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

The MHA has met with and cooperated with the local TANF agency. Although no formal cooperative agreement exists, we are partners in a variety of working programs.

**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. )

<b>Services and Programs</b>				
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)
Family Self Sufficiency	20	Section 8 Participants	PHA Main Office	Section 8 + Public Housing


**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	N/A	N/A
Section 8	31	11: as of 06/30/03

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

**C. Welfare Benefit Reductions**

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

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

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

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

2. What information or data did the PHA 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)

**MA022-1 Newland Street**

**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)

**A.) Community Policy Patrols**

**B.) Drug Education & Awareness Programs**

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

**MA022-1 Newland Street**

**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)

**MA022-1 Newland Street**

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2003 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 2003 in this PHA Plan?

Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: ma022bb01)

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?
4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
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 as Attachment (Attachment S)
- 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:

Bringing in an elevator engineering firm to review the causes of frequent breakdowns at all sites, and hiring a firm to clean the entire ventilation system at 120 Mountain Avenue, both done in response to concerns raised at the meeting of the Resident Advisory Board.

- 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: **North Suburban Consortium, consisting of the following seven (7) cities and towns: Malden, Melrose, Medford, Chelsea, Arlington, Revere and Everett**

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)

**A.) Development of Affordable Housing**

**B.) Inclusionary Zoning Ordinance**

Other: (list below)

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

**A.) Certification**

#### **D. Other Information Required by HUD**

**The Malden Housing Authority's definition of a Substantial Deviation, Significant Amendment or Modification to the Plan is the following:**

1. Changes to rent or admissions policies, or organization of the waiting list;
2. Addition of non-emergency work items (items not included in the current Annual Statement or 5 Year Action Plan) or change in use of replacement reserve funds under the Capital Fund;
3. Additions of new activities not included in the current PHDEP Plan; and/or
4. Any change with regard to demolition or disposition, designation, homeownership, program or conversion activities.

## **Attachments**

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

- Attachment P – FSS Annual Report
- Attachment Q – Certification of Consistency with the Consolidated Plan
- Attachment R – PHA Certification of Compliance
- Attachment S – RAB Meeting Notes
- Attachment T – Tenant Comments
- Attachment X – Administration of Community Service and Economic Self-Sufficiency Policy
- Attachment AA - Performance and Evaluation Report for MA06P02250102, MA06P02250100, MA06P02250101
- Attachment BB - Voluntary Conversion Statement
- Attachment DD – Resident Membership of the PHA Governing Board

# **ATTACHMENT P**

## **FAMILY SELF-SUFFICIENCY**

### **FYE 03 ANNUAL REPORT MALDEN HOUSING AUTHORITY**

To be submitted by the 15<sup>th</sup> of the following month of the HA's FYE

**1. Section 8  
Certificates**

Number of Certificates awarded FFY 1992: 25

Date of award notification:

Number of Certificates awarded FFY 1993: 25

Date of award notification:

Number of Certificates awarded in FFY 1994:

Vouchers

Number of Vouchers awarded on FFY 1992:

Date of award notification:

Number of Vouchers awarded on FFY 1993:

Date of award notification:

Number of Vouchers awarded on FFY 1994:

Date of award notification:

**11. Mandatory Minimum Program Size:**

Reduced mandatory number of FSS slots: N/A

Date exception granted by Field Office:

### **3. Describe activities that are carried out under this program:**

**Implementation:** Family Self-Sufficiency participants become involved in a variety of activities based on their individual needs and goals. All families participate in at least three meetings with the FSS Family Resource Coordinator (FRC) to define goals and develop a service plan. The service plan and FSS contract are then reviewed, signed and appropriate referrals are contacted as the first few steps of the plan are identified. The FRC may initially meet weekly with new families until the plan is under way. All participants are required to meet with the FRC at least every three months. Support and guidance are critical for most families as they begin to make changes in their lives. Highlighting achievements, sharing resources and discussing issues all may be a part of these meetings. The escrow statements are distributed and reviewed yearly.

**Recruitment Activities:** Upon recertification each year, all Section 8 recipients receive an FSS informational flyer and the opportunity to meet with the FRC to clarify the FSS program benefits. Whenever possible, new Section 8 families are introduced to the FRC and given an overview of the program. This initial face-to-face contact is one of the best ways to develop a rapport with families that hopefully leads to eager FSS participation. The section 8 staff also notifies the FRC when they become aware of changes in a family situation that may facilitate participation in the program. When a family becomes unemployed or mentions a desire to go back to school, they are referred to the FRC.

**Community Outreach:** The FRC contacts public and private agencies on a regular basis to coordinate services, address needs of the FSS clients and share community concerns and issues. Remaining abreast of constantly changing services in the area is key to providing families with appropriate and timely referrals.

**Program Incentives:** The program participants frequently receive flyers and referrals to workshops and trainings available in the area. We are able to notify families of many opportunities that they most likely would never find out about on their own. We also distribute a quarterly newsletter sharing motivational information on client successes as well as articles addressing common issues and concerns that families share. We have developed a "Job Search" packet that helps participants prepare for a well thought out job search. This packet is reviewed with the FRC and often includes interview skills and role-playing. Similarly, we review a "Keeping a Job" packet within a few weeks after a client begins a new

job. This packet goes over basic employer expectations as well as some problem solving skills and tips on how to deal with difficult people.

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**North Shore Task Force Meetings:** The FRC meets bi-monthly with coordinators for the FSS program in other communities. These meetings offer the chance to share resources, discuss case management issues and share ideas that have enhanced the FSS experience for families in each community.

#### **4. Program effectiveness coordinating community's resources assisting families:**

Several families participating in FSS have successfully accessed services in the community. The FRC is a critical liaison for many connections. The process of connecting families to appropriate resources varies depending on the individuals, some need only be made aware of what's available and others need a "liaison" to accompany them for the initial visit. The FRC receives several flyers and pamphlets on trainings and resources and spends a significant amount of time keeping up contact with community resources. The FSS program has an opportunity to present this information to a unique population actually in search of it. Families are operating on several different levels of need and continue to develop knowledge of resources as their desire to create positive change grows.

One FSS participant (CM) was unwilling to register for food stamps for the past two years. She was well aware of several soup kitchens throughout the region and often traveled 15-20 miles for a meal. She was finally able to realize that after factoring in the gas money for these trips as well as the time it often took away from her family and job, she was not doing herself any favors. This woman was also most likely intimidated and embarrassed by the food stamp program. After several lengthy discussions and the chance to review the paperwork and requirements together, she and her children are currently receiving the much-needed assistance with their food budget.

#### **11. Program effectiveness assisting families in achieving economic independence and Self-Sufficiency:**

Many families have made steps toward achieving self-sufficiency. Although these steps are sometimes small they are all significant to a family striving to become independent of government assistance.

The most outstanding success this year was watching one participant (ES) achieve total economic independence and purchase a home of her own. She completed her Licensed Practical Nursing degree over the past few years. She was awarded

MASS NAHRO scholarships two years in a row and also used funds from her escrow account to finance her degree. In the past months she completed her FSS contract, received her escrow balance and became a homeowner.

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**6. Recommendations for legislative changes to improve FSS Program:**

Some of the families most able to realistically think about home ownership are missing out on the opportunity to save in the escrow accounts. Families with an income over the “low income” level are ineligible for an escrow but actually are the candidates most likely to be approved for a mortgage. I think all families involved with the FSS program that meet the Section 8 income guidelines should be eligible for escrow.

**7. Dates for all FSS Program Coordinating Committee meetings:**

11/7/02          3/11/03          6/12/03

**8. Program statistics as of June 30, 2003:**

(a) Current number of participants:	11
(b) Participants entering escrow status during this period:	2
(c) Participants forfeiting escrow:	1 (transferred)
(d) Participant completing program:	2
(e) Participants receiving escrow balance:	2
(f) Participants terminated:	5 total (2 successful, 1 transfer, 2 incomplete)

**9. Provide the following information for each FSS participant currently enrolled in the FSS Program:**

1. BB; Contract dates: 2/1/01 – 1/31/06; Last Meeting: 6/26/03; Escrow: \$3,461. Working as a unit secretary for rehab. hospital; attending school part-time for nursing.
2. PD; Contract dates: 6/1/01 – 5/31/06; Last Meeting: 5/120/03; Escrow: \$2,356. Working part-time; unable to open home daycare because current apartment doesn't have the required 2 exits
3. DG; Contract dates: 6/1/01 – 5/31/06; Last Meeting: 6/24/03; Escrow: \$3,290. Working full-time running after school program through the YMCA and going to school for Human Service degree.

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4. JH; Contract dates: 6/1/99 – 5/31/04; Last Meeting: 3/25/03; Escrow: \$1,696.  
Working with Mass. Rehabilitation agency around finding a training program for work after serious injuries and depression last year.
5. CM; Contract dates: 12/1/98 – 11/31/03; Last Meeting: 4/15/03; Escrow: \$5,712.  
Increased clientele and income for cleaning business; registered for food stamps
6. RM; Contract dates: 1/1/99 – 12/31/04; Last Meeting: 3/27/03; Escrow: 0  
Special needs child requires a lot of time; still looking for work utilizing Culinary Arts degree that fits into her schedule.
7. DS; Contract dates: 10/1/99-9/30/04; Last Meeting: 5/14/03; Escrow: \$3,514.  
Currently unemployed; going to school full-time working toward a degree in Substance Abuse
8. FM; Contract dates: 8/1/99-7/31/04; Last Meeting: 5/15/03; Escrow: \$2,209.  
Unemployed; looking for work; plan to return to school in Sept.
9. SI; Contract dates: 12/1/01-11/30/06; Last Meeting: 3/25/03; Escrow: 0  
Frustrating search for quality childcare for one-year-old child; looking for full-time employment; contemplating move back to North Carolina
10. CD; Contract dates: 2/1/02-1/31/07; Last Meeting: 4/3/03; Escrow: 0  
Injured at work; hoping for compensation; may exit FSS if still not recovered by December
11. JK; Contract dates: 5/1/02-4/30/07; Last Meeting: 5/1/02; Escrow: \$2,868.  
Full-time employment 5/6/02; working on cleaning up credit



ATTACHMENT Q

**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, Richard C. Howard the Mayor of the City of Malden certify  
that the Five Year and Annual PHA Plan of the Malden Housing Authority is  
consistent with the Consolidated Plan of North Suburban Connecticut prepared  
pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official

8-13-03

# Standard PHA Plan PHA Certifications of Compliance

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

ATTACHMENT R

## **PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the *Standard Annual, Standard 5-Year/Annual, and Streamlined 5-Year/Annual PHA Plans***

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the      standard Annual,      standard 5-Year/Annual or  streamlined 5-Year/Annual PHA Plan for the PHA fiscal year beginning 10/01/03 hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105( a).
15. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

MALDEN HOUSING AUTHORITY

MA 022

PHA Name

PHA Number/TIA Code

- Standard PHA Plan for Fiscal Year: 20\_\_
- Standard Five-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_, including Annual Plan for FY 20\_\_
- Streamlined Five-Year PHA Plan for Fiscal Years 2003 - 2007, including Annual Plan for FY 2003

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012, 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
BARBARA PURCELL	CHAIRPERSON
Signature	Date
x 	SEPTEMBER 26, 2003



# Malden Housing Authority



630 Salem Street

Malden, Massachusetts 02148-0930

(781) 322-9460 • TDD 1-800-545-1833 x103 (24 hrs.) • FAX (781) 322-4838

## ATTACHMENT S

### RESIDENTS ADVISORY BOARD MEETING

MAY 12, 2003 - 2:00 PM

Present: Jack Brajak, 630 Salem Street, Ann Bucci, 89 Pearl Street, Ernest Rushton, 120 Mountain Avenue, Carol Ames, Suffolk Manor, James Hennessey, Executive Director and Linda Rushton, Office Manager.

Mr. Hennessey thanked the member of the Resident Advisory Board for their long time participation and for attending the meeting today. He reviewed with the members Housing and Urban Development Policy that requires resident participation in setting policy and the spending of Capital Funds Program funds. He reminded the members that only the Board of Commissioners can actually change policy, but pointed out that resident suggestions have led to several successful projects in the past.

Mr. Hennessey asked for comment by development.

#### 89 PEARL STREET:

Ann Bucci started the meeting by discussing the unreliability of the elevators. Mr. Hennessey agreed that elevators were an issue throughout the system and promised to seek a survey by a professional elevator engineering firm. Other issues mentioned by Mrs. Bucci included parking stickers, folding doors which had not been replaced as in other developments, but were still in excellent condition. Mrs. Bucci also discussed plumbing and drain issues which maintenance staff have been addressing on a regular basis. Mrs. Bucci commented on windows that had been replaced as part of the site improvement project and suggested there may have been a problem during the winter. Mrs. Bucci's final issue concerned bathroom floor tiles which are showing their age. She proposed two (2) possible solutions which were sheet flooring and tile. Mr. Hennessey agreed to discuss the matter with the project foreman. issue.

#### 120 MOUNTAIN AVENUE:

Ernest Rushton began his comments by questioning whether air vents had been cleaned in his building. Mr. Hennessey agreed to have a survey done and to hire a cleaning firm, if necessary. Mr. Rushton also commented on the elevator situation and had concerns about people having more than one (1) car. Finally, Mr. Rushton said that while the boiler room had been a problem in the past, everything is now working fine.

#### 630 SALEM STREET:

Mr. Brajak also expressed concern about the elevator company used at 630 Salem Street. Mr. Brajak was satisfied with Mr. Hennessey's promise to bring in an outside firm to review the condition of the elevators and the performance of Thyssen Elevator Company as our elevator maintenance company. Mr. Brajak inquired about adding a third elevator at 630 Salem Street due to the large number of apartments in the building.

#### SUFFOLK MANOR:

Carol Ames talked about a previous years request for an elevator at Suffolk Manor. She understood the decision not to pursue an elevator based on the fact that where an elevator might be located, it would be inaccessible to  $\frac{3}{4}$  of the residents of the development. She disagreed with the decision to have tile installed in the living areas and thought that rugs might help to insulate between floors. Ms. Ames also requested new screens, believing that the screens that are in place are the original equipment. Ms. Ames also inquired about additional rodent control at Suffolk Manor and was informed that in the Annual Capital Fund Budget, \$20,000 is set aside each year for pest control throughout the system.

#### OTHER TOPICS DISCUSSED:

Mr. Hennessey reported that the most recent project awarded under the Capital Fund Program was the Newland Street bathroom renovation project. The projected cost had been \$1,680,000.00 and the winning bid came in at \$1,455,000.00, which will allow the housing authority to do additional work with the balance of funds. One of the projects under consideration is a roof replacement project at 557 Pleasant Street. An infrared study performed on that roof showed that it was leaking in approximately 30 locations and that replacement, rather than further repairs, is probably the best way to proceed. The Resident Advisory Board agreed that that was an appropriate way to use the excess funds from the Newland Street project.

Mr. Hennessey then discussed the new YMCA project. He reminded the RAB members that \$2,000,000 had been committed to the project in year 2001 Capital Funds. Due to unexpected cost increases, there was a request before the Board to add \$1,650,000 to the original contribution by the Malden Housing Authority. Mr. Hennessey reviewed the project which involves the Malden YMCA, the City of Malden and the Malden Housing Authority as partners. The City of Malden purchased the Armory building from the Commonwealth of Massachusetts and will deed that building to the YMCA in return for the 100 year old YMCA building on Pleasant Street. The YMCA will demolish much of the existing Armory building and replace it with a state-of-the-art facility that will include two (2) swimming pools and room specially designed for use by disabled persons and the elderly. Malden Housing Authority tenants will receive benefits that include YMCA memberships and participation in fitness and exercise programs valued between \$160,000 and \$190,000 per year in perpetuity. Members of the RAB unanimously agreed to recommend the expenditure of \$1,650,000 as an additional contribution to the YMCA project.

There was a brief discussion about ways to improve attendance at this kind of public meeting.

Attendees of Resident  
Advisory Board Meeting  
Monday May 12, 2003

Ernie Restas -

John M. Boyik

Anne M. Bucci

Carol Cross



# *Malden Housing Authority*

*630 Salem Street*

*Malden, Massachusetts 02148-0930*

*(781) 322-9460 • TDD 1-800-545-1833 x103 (24 hrs.) • FAX (781) 322-4838*



## **ATTACHMENT T**

### **MALDEN HOUSING AUTHORITY FIVE YEAR PLAN PUBLIC HEARING JULY 2, 2003 – 2:00 PM 630 SALEM STREET – COMMUNITY ROOM**

Present: James M. Hennessey, Executive Director and John Brajak, Commissioner

At the appointed time at the announced site, Malden Housing Authority (MHA) Executive Director James M. Hennessey welcomed all present and, there being no objection, declared the meeting open.

Mr. Hennessey noted that adequate notice of said hearing had been published in newspapers of local circulation, posted at Government Center and other public places, posted at all Malden Housing Authority sites, and had been repeatedly broadcast on local cable access television (MATV) for several weeks preceding this date.

Mr. Hennessey presented a copy of the most recent Plan for discussion and attendee review. Said document was circulated to all attendees and is available for public review at the main office of the Malden Housing Authority and at the Malden Public Library, 36 Salem Street, Malden, during normal business hours. Mr. Hennessey explained that the Department of Housing and Urban Development (HUD), began the process of creating a Five-Year Plan in 1999 that is supplemented each year with an Annual Plan. The discussion today will focus on plans for improvements that will begin October 1, 2003.

Mr. Hennessey called the first public hearing to order. He introduced John Brajak, the 630 Club President and Resident Commissioner of the Malden Housing Authority Board who was recently re-appointed to a full five-year term. He also introduced Linda Rushton, Office Manager who was taking notes.

Mr. Hennessey read the Mission Statement of the Malden Housing Authority, which mirrors 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. He spoke about the current economic situation, increasing rents, loss of jobs and single parent households. He spoke about the need for housing of all types, family, elderly and disabled. He discussed a program in which seven (7) cities developed a program to assist victims of domestic violence, which has been approved by HUD. He also discussed the MHA's participation in a project based assistance program that will provide 19 Section 8 vouchers for

homeless families to be housed in a new building being built at 388 Cross Street. Criteria for selection will include homelessness, residence in a shelter and a history of either living or working in Malden. The MHA has also been approved for a program in which it will provide two (2) vouchers for homeless and disabled individuals to live in the new group home on Charles Street, as part of its involvement in the Shelter Plus Care Program.

Mr. Hennessey described the real estate portfolio of the MHA. He identified the Federal Elderly Disabled buildings; 89 Pearl Street/110 units, 557 Pleasant Street/172 units, 120 Mountain Avenue/124 units, 630 Salem Street/216 units and Suffolk Manor/100 units, the only non-high rise for elderly. The federal family housing is at the Newland Street Development/250 units and the state family housing is at Linden Development/220 units. The MHA also has 14 units of scattered site housing; Beachview Avenue, Mauriello Drive, Wescott Street, Adams Street, Converse Avenue and Spring Street. All tenants pay rent based on income. On the Federal side rent is 30% of adjusted gross income. On the State side, rents are expected to increase this Fall in response to budget difficulties in the Commonwealth of Massachusetts. The MHA receives \$3,500,000 in rent payments on the Federal side, which does not fully cover expenses. HUD will provide an operating subsidy of approximately \$1,500,000 for the coming fiscal year.

Mr. Hennessey discussed the fact that we will be opening the waiting list for federal family housing at Newland Street from July 1, 2003 through July 31, 2003. Once all applications have been received and entered into the system, a lottery will be held to determine waiting list assignment. The MHA currently has two (2) preferences, for residents and veterans. The veteran status was established after the events of September 11, 2001.

Mr. Hennessey gave the former Executive Director, John R. Daly, Jr. credit for building significant savings balances for Section 8, federal and state accounts. He mentioned the history of favorable bank rates and the difficulty of dealing with current rates in the vicinity of 1½%.

Mr. Hennessey spoke positively about the maintenance and clerical staff of the MHA and several tenants responded that they were always satisfied with their day to day dealings with staff.

Mr. Hennessey advised that in response to suggestions from previous public hearings, he had hired a company called Chutemaster to clean and deodorize the trash chutes in all the high rise buildings, renewed the contract with Hexatrac, the company that cleans the carpets in the high rise buildings, and would be hiring Air-Care Environmental to clean the air ventilation systems in the same buildings.

Transportation is a major issue for seniors and disabled residents and our residents make up approximately 75% of the participants in a program run by the City of Malden, in which two (2) vans take people shopping and to medical appointments. MHA contributed \$8,000 toward the purchase of the City's second vehicle.

Finally, Mr. Hennessey advised that the annual audit submitted to HUD on June 30, 2003 was without findings.

At this point, Mr. Hennessey opened the floor for public comment.

Ruth Murphy, 630 Salem Street asked about the lottery for the federal waiting list. Mr. Hennessey explained the lottery process.

Peg Canterbury, 557 Pleasant Street asked about translations for residents with limited English proficiency. She inquired if there is any money for funding a translator. Mr. Hennessey discussed a program that has started at 89 Pearl Street that provides translation services and basic English skills for Russian and Chinese tenants and this will be expanded throughout the Authority.

Meg Geraghty, Suffolk Manor suggested a device that could assist disabled tenants up to their apartments on the second level. Mr. Hennessey pointed out that an elevator had been discussed for Suffolk Manor but due to the layout of the building, it was deemed unfeasible. He agreed to look into alternative solutions. Ms. Geraghty also expressed concerns about skateboarders in the development. Mr. Hennessey agreed to discuss this issue with the Police Department and the local City Councilor.

Winnie Greenough, 557 Pleasant Street, spoke about mouse problem and security issues. Mr. Hennessey agreed that rodents were a system wide problem and that he had instructed the maintenance staff to address this issue with Kane Chemical. Increased use of surveillance cameras will follow where necessary.

Shirley Harrington and Chris Morrison, 630 Salem Street, mentioned traffic and parking issues. Mr. Hennessey promised greater involvement of the Police Department's Traffic Division.

Jean Swible and Peg Canterbury, 557 Pleasant Street, inquired about fire safety. Mr. Hennessey informed them that the Fire Department maintains a list of all disabled individuals who would require assistance in the case of a fire. Commissioner Brajak pointed out that the Fire Department conducts periodic meetings with tenants to explain safety procedures.

Attendance sheet affixed.

357 Pleasant St

Reg Canterbury

Florance Richard

557 Pleasant St #411

Clairie Gannon

557 Pleasant St #236

Ann M Bucci

89 Pearl St #410

Winnie Brown

557 Pleasant St #231

Jackie Curt

557 Pleasant St apt 216

Una Bonia

Ruth M Murphy

Marlene Sampson

Shirley Harrington

630 Salem St apt 920

Lillian McKough

" " #311

Edward Roth

" " #215

Joy + Alice Stone

630 - #917

Bernice Abbott

630 #522

Bern O'Neill

630 " #922

Maria J. Fots

630 " #510

MATTHEW SCHIERLAND

630 " A 112

Wray Anderson

630 #711

Louise Holmgren

630 #913

Virginia T. Fish

630 #614

Ellen Kilgannon

630 #315

Ruth Roland

" " #221

Mary Spencer - 137 Oakland St. Mal.

Estimate Trucky Mc. Roberts 318A Bryant St. Waltham (Suffolk) #11002

ROSEMARY LARRY HARDIE ONE WILLOW ST MALDEN (Suffolk) #11002

May Sheaghty

350 Bryant St

Suffolk #11002

Paul Detronco

320 Bryant St

Malden Suffolk

Estimate Hatfield

557 Pleasant St

Waltham N. H.

apt 518

806	Eva Rosa	
909	Lillian Shapiro	630 Salem St. - Malden
105	Joseph Abrahamson	630 Salem St. Malden
	5th Avenue 9 months birth mother	630 Salem St
919	Hortensia Cruz	630 Salem Street
609	Barbara + Dianne Terry	630 SALEM ST Malden
	Jean Jubile	557 Pleasant St #429 Malden MA 02148
213	JACK BRAJAK	630 Salem St.
	Carol Annas	15 Lammitt St. (Lynnfield)
403	Bob Lynch	630 Salem St.
501	Maryk Murphy	630 Salem Street
823	CHARLOTTE DAILEY	630 Salem ST
668	M. Rita Lamphier	630 Salem St
252	Mollie Brown	630 Salem St
708	Barbara E Babine	630 Salem St
312	George Payne	630 SALEM ST.



# *Malden Housing Authority*

*630 Salem Street*

*Malden, Massachusetts 02148-0930*

*(781) 322-9460 • TDD 1-800-545-1833 x103 (24 hrs.) • FAX (781) 322-4838*



## **ATTACHMENT T – PART II**

### **MALDEN HOUSING AUTHORITY CAPITAL FUND PROGRAM PUBLIC HEARING**

**and**

### **RESIDENT SERVICE AND SATISFACTION SURVEY MEETING**

**JULY 2, 2003 – 2:30 PM**

**630 SALEM STREET – COMMUNITY ROOM**

Present: James M. Hennessey, Executive Director and John Brajak, Commissioner

At the appointed time at the announced site, Malden Housing Authority Executive Director James M. Hennessey welcomed all present, and there being no objection, declared the public hearing open.

It was demonstrated that hearing notice had been extensive, including newspaper publication, notices in public places, individualized notice to Malden Housing Authority residents and general continual broadcast upon local access television.

Mr. Hennessey distributed sample survey forms and informed the residents that some of them would be randomly selected to receive Resident Assessment Satisfaction Survey forms and encouraged the tenants to respond quickly and accurately. Mr. Hennessey explained that HUD monitors the performance of the MHA on an annual basis in several areas, including management, financial, physical condition of buildings and resident satisfaction, which makes up 10% of the housing authorities final score. Therefore, it is important, if a tenant is selected to participate, that he or she complete the form and return same to HUD.

Mr. Hennessey spoke about the Capital Funding Program, which has provided approximately \$2,000,000 per year for the MHA to spend on major improvements throughout the system. Public participation is required on an annual basis to help the administration determine the best use of said funds. Resident input has convinced the Authority to undertake such projects as complete kitchen replacements in nearly all elderly buildings, total reconstruction of 250 bathrooms at the Newland Street Development at a cost of \$1,455,000, installation of a second elevator at 89 Pearl Street, and site improvements at all Federal developments, including new stone walls, railings, walkways and tree planting. Currently under consideration is a plan to replace the roof at 557 Pleasant Street due to severe leaking in several locations. The Capital Fund Program money will be used to hire an architect/engineer and contractor to completely replace the existing 15-year-old roof at an approximate cost of \$500,000, with work to begin in the Spring of 2004.

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Under consideration for this year's Capital Fund Program is a request by the MHA to HUD to be allowed to spend \$1,650,000 in support of a unique partnership that includes the City of Malden, the Malden YMCA and the MHA. In the year 2000, HUD approved the use of \$2,000,000 of Capital Funds towards this partnership. The City of Malden purchased the Armory building on Mountain Avenue from the State. The City has deeded the property to the YMCA which expects to construct a state-of-the-art facility to replace its 100 year old building in Malden Square. The MHA will purchase a condominium unit in the building, lease it back to the YMCA for nominal consideration and will then receive services for it's tenants in perpetuity. MHA residents will participate in after school programs, physical fitness, daycare, swimming lessons, high school/adult programs, senior rehab and the geriatric center for cardiac rehabilitation services. The facility will also include two (2) swimming pools, one of which will be a standard 25 yard competition pool and the other will be a zero entry pool that allows a person to walk or wheelchair into the four foot deep pool. The Resident Advisory Board and the Board of Commissioners agreed to use the money for the YMCA and to use future Capital Funds to assist the City in the construction of a senior center. The project will be especially beneficial for the residents of 120 Mountain Ave., which will be located directly across the street. Mr. Hennessey read letters into the minutes of this meeting (copies of which are attached hereto) from the Malden Redevelopment Authority, Executive Director, Steve Wishoski who supports the MHA decision to participate in the YMCA project and from Mayor Richard C. Howard, who expressed his wholehearted support. Mr. Hennessey described a meeting with HUD representatives in Washington, D.C, at the office of Congressman Edward J. Markey at which this project was described as innovative, creative and unique. The audience responded unanimously in favor of this proposal to use Capital Funds in the amount of \$1,650,000.

Mr. Brajak suggested a third elevator at 630 Salem Street and Maric Ziabro requested replacement of the furniture in the common areas.

Suffolk Manor residents Rose Hardy and Trudy Doherty asked that we consider a device to assist disabled residents in reaching the second floor and reported that there was some cracking of the cement walkways in their development.

Residents of 557 Pleasant Street, including Jackie Corbett, described the difficulty of washing windows on enclosed porches. The Executive Director reported that the windows will be washed as part of the aforementioned roof project. Peg Canterbury asked about vanities under the bathroom sinks and Mr. Hennessey agreed to investigate her request.

There being no further discussion and no objection thereto, the Public Hearing was closed.

Attendance sheet affixed.

557 Pleasant St

Reg Canterbury  
Thomas Richard

557 Pleasant St #411

Clara Cannon

557 Pleasant St #436

Ann M Bucci

89 Forest St #410

Minnie McCannough

557 Pleasant St #421

Jackie Curtis

557 Pleasant St - apt 216

Lois Conner

Ruth M Murphy

Marlene Sampson

Shirley Harrington

630 Salem St apt 928

Lillian Whitehouse

" " #311

Edward Gault

" " #315

Judy + Alice Long

630 - #917

Bernice Abbott

630 #522

Bernad O'Neill

630 " #922

Mavis J. Fois

630 " #570

MATTHEW SCHERLAND

630 a + A 112

Fanny Anderson

630 " #771

Laura Holmstrom

636 " #913

Virginia T. French

630 " #614

Helen Kilgannon

630 " #315

Ruth Koland

" " #821

Mary Spencer 137 Cabland St. Mal.

Gertrude Trinity M. O'Leary 314A Bryant St. Waltham

(SUFFOLK MANOR)

Rosemary + Lorry HARDIE ONE WILLOW ST MAL

(SUFFOLK MANOR)

They brought

336 Bryant St

FULLY PAID

Paul Detamore

320 Bryant St

Waltham, Suffolk

Waltham, Suffolk

557 Pleasant St

Waltham, Suffolk

apt 519

766	Eva Ross	
909	Lillian Shapiro	630 Salem St - Mald.
105	Family of Lubronson or from Encker. Bertha mother	630 Salem St 630 Salem St
919	Hortensia Cruz	630 Salem Street
609	Barbara + Dianne Terry Jean Swible	630 SALEM ST MIDDLE 557 Pleasant St #129 Malden MA 02148
213	JACK BRAJAK Carol Lopez	630 Salem St. 15 Sommett St. (Suffolk)
403	Pat Lynch	630 Salem St.
501	Mary M. Murphy	630 Salem Street
923	Charlotte Dailey	630 Salem St
618	M. Rita Lamphear	630 Salem St
202	Mollie Brown	630 Salem St
708	Barbara E Babine	630 Salem St
312	George Payne	630 SALEM ST.



RICHARD C. HOWARD  
MAYOR

# City of Malden

## Massachusetts

OFFICE OF THE MAYOR  
200 PLEASANT STREET  
MALDEN, MASSACHUSETTS 02148

TELEPHONE (781) 397-7000  
FAX (781) 397-7073  
E-MAIL [cityhall@tiac.net](mailto:cityhall@tiac.net)

July 2, 2003

Mr. James M. Hennessey  
Executive Director  
Malden Housing Authority  
630 Salem Street  
Malden, MA 02148

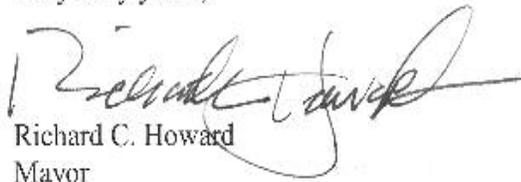
Dear Mr. Hennessey:

I would like to convey my wholehearted support for the proposal outlined in your capital plan that would establish a long-term partnership between the Malden Housing Authority and the Malden YMCA for the benefit of all tenants served by your agency.

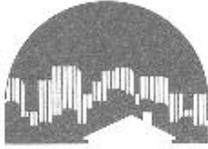
This capital investment by the MHA will guarantee that generations of Maldonians living in public housing will be able to access an array of recreational and educational offerings that will enhance greatly their quality of life for many years to come.

This unique relationship between your agency and this long-term non-profit that has served thousands of children and families for more than 100 years will result in the construction of a new state-of-the-art YMCA which will provide hundreds of thousands of dollars of in-kind recreational and educational services to MHA tenants. It is truly a collaboration of which the city can be most proud. I would urge favorable support of this MHA/YMCA partnership proposal in the capital plan.

Very truly yours,



Richard C. Howard  
Mayor



# Malden Redevelopment Authority

Government Center  
200 Pleasant Street • Malden, MA 02148 • (781) 324-5720 • Fax (781) 322-3734  
Lead Abatement/Rehab Office  
176 Pearl Street • Malden, MA 02148 • (781) 397-1940 • Fax (781) 397-0273

Diego Barricelli  
*Chairman*  
Robert D. Rotondi  
Jeffrey A. Abber  
Diana Jeong  
Edward J. Norton

Stephen M. Wishoski  
*Executive Director*

July 1, 2003

Mr. James M. Hennessey  
Executive Director  
Malden Housing Authority  
630 Salem Street  
Malden, MA 02148

SUBJ: Malden Housing Authority's  
Annual Plan & Capital Fund Plan

Dear Mr. Hennessey:

On behalf of the Malden Redevelopment Authority, I would like to go on record supporting the Malden Housing Authority's proposal to set aside funds in its capital plan to enter into a joint venture with the Malden YMCA to provide recreational and educational services to your tenants.

As the Executive Director of the MRA, this agency has had a longstanding record of supporting sound economic development that encourages collaboration. This proposed joint venture by and between the MHA and Malden YMCA on a parcel land located on Mountain Avenue, not far from the city's downtown, will greatly enrich the lives of the tenants living in public housing with an array of recreational and educational offerings. The proposal is a win-win situation for not only the City of Malden, but also for the YMCA and the MHA as well.

I would urge favorable support of the proposed plan.

Sincerely,

A handwritten signature in black ink that reads "Stephen M. Wishoski".

Stephen M. Wishoski  
Executive Director

---

## Attachment X

### POLICY

#### Administration of a Community Service and Economic Self-Sufficiency Program

In order to comply with 27CFR Part 960 Subpart F 960.605, the Malden Housing Authority will review data currently on file of all adult (18 – 62 years) members of households residing in the federal family units under the jurisdiction of the Malden Housing Authority.

Those individuals who do not meet the exempt status as outlined below shall be sent a copy of the regulation and a notice of a meeting to discuss the regulation and its implementation.

Residents will be informed that exemption may be confirmed by any of the following third party forms of verification: doctor's letter(s), employer's letter, birth certificate, social security award letter, letter from DTA, letter from self-sufficiency program(s).

Residents will be notified that the community service and self-sufficiency requirement will go into effect on June 15, 2001 and will continue until further notice from the federal government.

Residents will be made aware of the fact that non-compliance with these regulations is subject to the Malden Housing Authority's administrative grievance procedure and that, unless the resident enters into an agreement to correct the non-compliance, the lease of the family of which the non-compliant adult is a member may not be renewed. If the non-compliant adult moves from the unit, however, the lease may be renewed.

Prior to the expiration of the lease term, the Malden Housing Authority will offer the resident an opportunity to cure the noncompliance during the next twelve month period; such a cure includes a written agreement by the noncompliant adult to complete as many additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the 12 month term of the lease.

Community service is the performance of voluntary work or duties in the public benefit that serve to improve the quality of life and/or enhance

resident self-sufficiency, or/and increase the self-responsibility of the resident within the community in which the resident resides. Political activity is excluded.

The Economic Self-Sufficiency Program is any program 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, employment 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).

In implementing the community service agreement, the Malden Housing Authority will not replace a job at any location where community work requirements are performed.

The Malden Housing Authority will administer the community service directly and will ensure that the programs are accessible to persons with disabilities.

The Malden Housing Authority will annually review and determine the compliance of residents with the requirements at least 30 days before the lease term expires. The Malden Housing Authority will determine any changes to each adult family member's exempt or nonexempt status on an annual basis.

The Malden Housing Authority shall retain reasonable documentation of community service participation or exemption in participant files.

In operating these programs, the Malden Housing Authority will comply with the civil rights requirements in 24 CFR part 5.

The Malden Housing Authority may amend this policy by a majority vote of the Malden Housing Authority Board of Commissioners.

An exempt individual is an adult who:

1. is 62 years or older;
2. (i) is a blind or disabled individual, as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c), and who certifies that because of this disability she or he is unable to comply with the service provisions of this subpart, or  
(ii) is a primary caretaker of such individual;
3. is engaged in work activities;

4. meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 *et seq.*) or under any other welfare program of the State in which the PHA is located, including a State-administered welfare-to-work program; or
5. is a member of a family receiving assistance, benefits or services under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 *et seq.*) or under any other welfare program of the State in which the PHA is located, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such a program.

Approved Bd Meeting

6/12/01

JRD Jr.

## CAPITAL FUND PROGRAM TABLES START HERE

### ATTACHMENT AA

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>						
<b>PHA Name:</b> MLADEN HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: CFP MA06P022501000 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> FY 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:6/30/2003 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations					
3	1408 Management Improvements	7000.00		7000.00	7035.00	
4	1410 Administration	45000.00		45000.00	35018.99	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	100000.00	153643.50	100000.00	153643.50	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	2002710.00		2002615.00	1610187.24	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures	10000.00		10000.00	9022.43	
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collateralization or Debt Service					
20	1502 Contingency					

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

<b>PHA Name:</b> MLADEN HOUSING AUTHORITY	<b>Grant Type and Number</b> Capital Fund Program Grant No: CFP MA06P022501000 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> FY 2000
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:6/30/2003  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,164,710		2,164,710	1818169.05
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	7,000		7,000	7035.00
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Malden Housing Authority		Grant Type and Number CFP MA06P022501000 Capital Fund Program Grant No: X Replacement Housing Factor Grant No:				Federal FY of Grant: fy 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
22-1	Repl Roofs	1460	62 Buildings	625000.00		625000.00	625000.00	Completed
22-3	Bi Fold Doors	1460	217 Units	229361.00		229361.00	229361.00	Completed
22-5	Bi Fold Doors	1460	124 Units	125000.00		125000.00	125000.00	Completed
22-6	Bi Fold Doors	1460	172 Units	150000.00	206141.00	206141.00	178309.57	Completed
22-6	Fire Suppression Sys	1460	172 Units	250000.00	193859.00	193859.00	173798.63	Completed
22-9 SS	Repl Roofs	1460	8 Buildings	128349.00	130325.00	130142.00	128349.00	Completed
22-9	Repl Roofs	1460	110 Units	225000.00		225,000.00	203169.43	Completed
HA Wide	Extermination	1460	997 Units	20000.00		20000.00	4105.00	On Going
22-1	Repl Common Room Doors	1470	2 Doors	10000.00		10000.00	9022.43	Completed
HA Wide	Management Improv	1408	997 Units	7000.00		7000.00	7035.00	Completed
HA Wide	Adminstration	1410	997 Units	45000.00		45000.00	35018.99	On Going
HA Wide	Fees and Related Costs	1430	997 Units	100000.00		100000.00	100000.00	Completed
22-1	Bath Remodel	1460	250 Units		214744.00	214744.00	0.00	On Going

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: MALDEN HOUSING AUTH.		Grant Type and Number Capital Fund Program No: X CFP MA06P022501000 Replacement Housing Factor No:					Federal FY of Grant: FY2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
Roofs 22-1	3/31/01		3/31/01	9/30/01	3/31/02	3/31/02	Weather	
Bi Folds 22-3	6/30/01		6/30/01	12/31/01	9/30/02	9/30/02	Project took longer than expected	
Bi Folds 22-5	6/30/01		6/30/01	12/31/01	9/30/02	9/30/02	Project took longer than expected	
Bi Folds 22-6	6/30/01		6/30/01	12/31/01	9/30/02	9/30/02	Project took longer than expected	
Roofs 22-9	3/31/01		3/31/01	9/30/01	3/31/02	3/31/02	Project took longer than expected	
Roofs(SS) 22-9	3/31/01		3/31/01	9/30/01	3/31/02	3/31/02	Project took longer than expected	
Extermination HA Wide	3/31/01		3/31/01	3/31/02		3/31/02	Project took longer than expected	
Doors 22-1	3/31/01		3/31/01	9/30/01		3/31/02	Project took longer than expected	
Fire Suppression 22-6, 9	9/30/01		9/30/01	9/30/02		6/30/02	Project took longer than expected	
Bath Remodel 22-1	6/30/03		6/30/03	6/30/04				



## CAPITAL FUND PROGRAM TABLES START HERE

### ATTACHMENT AA

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> MLADEN HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: CFP MA06P022501001 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> FY 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	7000.00		7000.00	4515.00
4	1410 Administration	40000.00		40000.00	6499.08
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition	2,000,000.00		2,000,000.00	0.00
9	1450 Site Improvement				
10	1460 Dwelling Structures	110,000.00		110,000.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	56,946.00		56,946.00	0.00
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

<b>PHA Name:</b> MLADEN HOUSING AUTHORITY	<b>Grant Type and Number</b> Capital Fund Program Grant No: CFP MA06P022501001 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> FY 2001
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 6/30/2003  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,213,946		2,047,000	11,014.08
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs	7,000		7,000	4,515
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**CAPITAL FUND PROGRAM TABLES START HERE**

**ATTACHMENT AA**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> MLADEN HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: CFP MA06P022501002 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> FY 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	8000.00		0.00	0.00
4	1410 Administration	40000.00		78.00	78.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	80000.00		11900.00	11900.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	1745218.00		11996.95	11996.95
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	300000.00		0.00	0.00
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

<b>PHA Name:</b> MLADEN HOUSING AUTHORITY	<b>Grant Type and Number</b> Capital Fund Program Grant No: CFP MA06P022501002 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> FY 2002
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 6/30/2003  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	2173218.00		2173218.00	23974.95
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	8000.00		8000.00	0.00
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				









**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual						
Statement						
	<b>Total CFP Estimated Cost</b>		\$			\$



ATTACHMENT BB

COPY

Ms. Ellen Bradley, Public Trust Officer  
U.S. Department of Housing and Urban Development  
Massachusetts State Office  
Thomas P. O'Neill, Jr., Federal Building  
10 Causeway Street  
Boston  
MA 02222 - 1092

Re: Malden Housing Authority  
Voluntary Conversion Assessment

October 18, 2001

Dear Ms. Bradley,

Please be advised that in compliance with 972-200 the Malden Housing Authority has conducted its Voluntary Conversion Initial Assessment(s):

- a. Only one of the MHA developments is subject to the Required Initial Assessment (MA22-1, Newland Street, 250 units).
- b. Five of the MHA developments are not subject to the Required Initial Assessment based on exemption as elderly and/or disabled developments (MA22-2, MA22-3, MA22-5, MA22-6, MA22-9).
- c. One assessment was conducted for the MHA's covered development.
- d. Based on the Required Initial Assessment, the MHA has determined that MA22-1 is inappropriate for conversion because removal of the development would not meet the necessary conditions for voluntary conversion.

If you have any questions or require additional information, please contact me at (781)322-9460.

For the Board,

John R. Doly, Jr.  
Executive Director

Component 10 (B) Voluntary Conversion Initial Assessments

- a) How many of the PHA's developments are subject to the Required Initial Assessments?
- b) How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?
- c) How many Assessments were conducted for the PHA's covered developments?
- d) Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units

- e) If the PHA has not completed the Required Initial Assessments, describe the status of these assessments.

This information must be provided as a required attachment to the PHA Plan template.

### **Use of Section 18 Authority to Remove Units from Inventory**

Although there is no regulatory provision to carry out a Voluntary Conversion at this time, individuals within the industry have expressed the view that PHAs must have this option available to effectively carry out their portfolio management responsibilities. To meet this need in the absence of final regulations, the Department offers an interim alternative by which voluntary conversion can be accomplished using a disposition application under Section 18. Under this approach, PHAs would complete the analysis described in the Appendix to Part 971-Assessment of the Reasonable Revitalization Potential of Certain Public Housing Required by Law. In addition to showing that tenant based assistance is less costly than operating the development as public housing, PHAs would also need to meet all of the other requirements of a Section 18 application. Once approved, the PHA could relocate residents using housing vouchers and sell the public housing development. As always, the availability of vouchers will be dependent on the levels of funding provided the Department, and a PHA will need to demonstrate that it has sufficient voucher and relocation resources on-hand to obtain a Section 18 approval. It is imperative to stress that to use this approach, a PHA will have to meet all of the current requirements of a Section 18 disposition application. The Disposition activity will also have to be part of an approved PHA Plan.

For additional information regarding Required Initial Assessments for Voluntary Conversion, contact:

**HA Plan Resource Desk**  
Phone: (866) 359-3608  
Fax: (301) 652-3635  
E-mail: PHAPlan\_Help@abtassoc.com

For additional information on disposition, contact: Ainars Rodins, Director of HUD Special Operations Center, (312) 886-9754.

## ATTACHMENT DD

### RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

The Malden Housing Authority, for the past several years, has had a resident of a federal development serving on its Board of Commissioners. The most recent resident member was John M. Brajak, of 630 Salem Street, Malden, Massachusetts, Apartment #713, who was originally appointed a Commissioner on January 23, 2001, to fill the unexpired term of Frederick Juliano, also a resident Commissioner (original appointment date June 2, 1998 as a federal resident, with prior service as a resident of a state development from 1988, and a federally subsidized tenant).

Mr. Brajak's original term expired May 1, 2003, and he was subsequently appointed to a full five-year term on June 24, 2003 by the Mayor of Malden, Richard C. Howard, who reviewed names of residents submitted to him by resident councils &/or clubs, other city officials, and/or any interested parties.

Unfortunately, Mr. Brajak passed away suddenly on July 10, 2003. Mayor Howard is currently reviewing names of potential successors to fill Mr. Brajak's unexpired term, and expects to present that appointment to the Malden City Council before the end of October.