

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

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Small PHA Plan Update - Year 4  
Annual Plan for Fiscal Year: FYE 09/30/2004

**Amesbury Housing Authority - MA116**  
**Amesbury, MA 01913**

c/o Section 8 Administrative Offices  
Amesbury Housing Authority  
180 Main Street  
Amesbury, MA 01913

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

**PHA Plan  
Agency Identification**

**PHAName:** Amesbury Housing Authority

**PHANumber:** MA116

**PHAFiscalYearBeginning:**(10/01/2003)

**PHA Plan Contact Information:**

Name: Robert J. Mazzone

Phone: 978 -388-2022 x11

TDD: 1-800-545-1833 Ext. 189

Email (if available): AHAexecutive@ci.amesbury.ma.us

**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

**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
- Main administrative office of the local, county or 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)

**PHA Programs Administered :**

Public Housing and Section 8       Section 8 Only      Public Housing Only

**Annual PHA Plan  
Fiscal Year 2001  
[24 CFR Part 903.7]**

**i. Table of Contents**

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

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Other (List below, providing each attachment name)	

**ii. Executive Summary**

[24CFR Part 903.79(r)]

At PHA option, provide a brief overview of the information in the Annual Plan

**1. Summary of Policy or Program Changes for the Upcoming Year**

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update. The Amesbury Housing Authority administers a 62 -unit Housing Choice Voucher Program for the Town of Amesbury, Massachusetts. Many changes were implemented with the Initial Annual Plan for FY 2000 and it is our fervent hope to be able to implement many of those changes during the current reporting period ending September 30, 2004.

2. Capital Improvement Needs [24CFR Part 903.79(g)] - (not applicable - Section 8 Only)

Exemptions: Section 8 only PHAs are not required to complete this component. **x**

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

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ \_\_\_\_\_ (not applicable - Section 8 Only)

C. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

**(1) Capital Fund Program 5 - Year Action Plan**

The Capital Fund Program 5 - Year Action Plan is provided as Attachment

**(2) Capital Fund Program Annual Statement**

The Capital Fund Program Annual Statement is provided as Attachment

**3. Demolition and Disposition**

[24CFR Part 903.79(h)]

Applicability: Section 8 only PHAs are not required to complete this section. **x**

A. Yes **No: x** 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 A No @, skip to next component; if A Yes @, complete one activity description for each development.

B. Activity Description

**Demolition/Disposition Activity Description**

<b>(Not including Activities Associated with HOPE VI or Conversion Activities)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition/Disposition	
3. Application status (select one) Approved Submitted, pending approval Planned application	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected:	
6. Coverage of action (select one) Part of the development Total development	
7. Relocation resources (select all that apply) Section 8 for units Public housing for units Preference for admission to other public housing or section 8 Other housing for units (describe below)	
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:	

**4. Voucher Homeownership Program**

[24CFR Part 903.79(k)]

A.  **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 24CFR part 982? (If A No, skip to next component; if A yes, describe each program using the table below (copy and complete questions for each program identified.)

**B. Capacity of the PHA to Administer a Section 8 Homeownership Program**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

**Yes** Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources

**No** - Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards

**Yes** Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

Both the Executive Director and Section 8 Coordinator have solid experience in business accounting practices, underwriting requirements, due diligence and asset and credit management. During the 1990's, the Executive Director operated a successful First Time Home Buyers program for the City of Lowell Department of Planning and Development which provided home purchase funding (funded by the HOME Program) for over 100 families during his tenure as Assistance Director of Community and Economic Development. All of these skills and knowledge are important to the success of a Section 8 Home Purchase Program. The Section 8 Staff person has received additional training through LISCA and templates and forms acceptable to HUD were developed from these training sources. Under the terms of the Administrative Policies of the Amesbury and Merrimac Housing Authority only a small percentage (7 units) of the units in our joint portfolio can be converted to home purchase for up to 15 years.

The Amesbury Housing Authority works in close cooperation with the Coastal First Time Homebuyers Program which serves the communities of Newburyport, Amesbury, Salisbury and Merrimac. The Coastal First Time Homebuyers Program provides training to prospective First Time Home Buyers and offers a certificate to those who complete the four -course program. This certificate is recognized throughout the Commonwealth of Massachusetts and provides access to special funds and rate structures that would not otherwise be available from state and local First Time Home Buyer's Programs.

As required by HUD, the AHA has paid for the \$45 course for those current voucher holders who have expressed an interest in completing the course as a prelude to home purchase. The AHA played an important role in the creation of the Coastal First Time Homebuyers Program in 2000.

**5. Safety and Crime Prevention: PHDEP Plan** - (Not applicable - Section 8 PHA only)  
[24 CFR Part 903.7(m)]

Exemptions Section 8 Only PHAs may skip to the next component PHA eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

A. Yes/No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan? **Not applicable**

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ \_\_\_\_\_

C. Yes/No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. Yes/No: The PHDEP Plan is attached at Attachment \_\_\_\_\_

**6. Other Information**  
[24 CFR Part 903.79(r)]

**Resident Advisory Board (RAB) Recommendations and PHA Response**

A. Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Boards? Yes, copies of the current PHA Plan Update were printed and sent out to all current program participants. Of that number 8 questionnaires were returned and no program recipients chose to attend the public meeting held on Wednesday August 30, 2003 at 6:00 PM in Amesbury at the Housing Authority Offices, 180 Main Street in Amesbury, MA 01913.

B. If yes, the comments are attached at Attachment D: On Wednesday, August 30, 2003 the AH Section 8 Resident Advisory Board meeting was held. No program participant out of those 62 who were invited chose to attend at 6:00 PM. A survey was also inserted in the document mailing for those who could not attend the RAB mtg. Those that responded with the survey responded in a generally positive way and encouraged the Amesbury Housing Authority to seek ways to broaden affordable housing opportunities for Amesbury Residents. For those program participants who read the PHA Plan Update the program offering which held the greatest interest was the Home Ownership Option being explored by the Amesbury Housing Authority.

C. In what manner did the PHA address those comments? (select all that apply)  
The PHA changed portions of the PHA Plan in response to comments  
A list of these changes is included  
Yes  No: below or  
**Yes** No: at the end of the RAB Comments listed above.

Considered comments, but determined that no changes to the PHA Plan were necessary.  
The participants simply wished there were more Section 8 Housing Opportunities available for those in need.

**B. 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: (Amesbury Office of Planning & Development)

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.
  - 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 local Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

Yes  No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

The Amesbury Housing Authority requests no assistance from the local jurisdiction (Town of Amesbury) CDBG or HOME funding for the Federal Section 8 Program. Any support received from the Town is for those units that are owned and managed by the AHA under the auspices of Massachusetts State Public Housing Programs.

If any development of housing is performed in Amesbury in cooperation between the local Participating Jurisdiction and the Amesbury Housing Authority, that support will not assist the Section 8 program in any way. Instead, there may be some pre-development expenses requested of the town to address start-up costs for HUD 811 or HUD 202 project applications. The AHA is willing to develop a Project-based component for up to 10% of its 62-unit portfolio. The maximum permissible number of 7 units has not been attractive to local developers. Comparable rents are not high enough to support new construction costs, even at reduced debt service costs.

4. The Consolidated Plan of the jurisdiction under the Town of Amesbury Planning & Development Dept. supports the PHA Plan with the following actions and commitments: (describe below). The Agency responsible for the Consolidated Plan for Amesbury, Massachusetts noted full support in their review of the initial PHA Plan for the Year 2000 as presented. This review and support will not be required until submission of the next (fifth) completed plans scheduled for 2005.

5. Key targets of the Town of Amesbury Community Development Department areas follows:
- A) Expanding the supply of affordable housing
  - B) Provide Housing Options for Special Populations to prevent homelessness
  - C) Maintain, Preserve and Improve the affordable housing stock

### **C. Criteria for Substantial Deviation and Significant Amendments**

#### **Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

**1. Substantial Deviation from the 5-year Plan: The Amesbury Housing Authority defines a substantial deviation from the Annual Plan as an event which affects at least 20 units in the 62 unit inventory or requires HUD approval (e.g. utilizing Payment Standards in excess of 10% of the Fair Market Rent for the applicable market area.)**

**2. Significant Amendment or Modification to the Annual Plan: If such a deviation occurs in the administration of the AHA 62-unit program, the AHA staff will submit an amendment to HUD for that applicable fiscal year plan.**

**Attachment A**

**Supporting Documents Available for Review**

PHAs are to 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>Related Plan Component</b>
Main Administrative Office in Amesbury, MA	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Main Administrative Office in Amesbury, MA	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
Main Administrative Office in Amesbury, MA	Fair Housing Documentation Supporting Fair Housing Certifications: 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 jurisdiction to implement any of the jurisdictions initiatives to affirmatively further fair housing that require the PHA involvement.	5 Year and Annual Plans
Joseph Fahey Director of Planning & Development for Town of Amesbury 978-388-8110 x310 62 Friend St. Amesbury, MA 01913	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
Section 8 Only PHA	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources
Section 8 Only PHA	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
Section 8 Only PHA	Any policy governing occupancy of Police Officers in Public Housing check here if included in the public housing Administrative and Operating Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
Main Administrative Office in Amesbury, MA	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Section 8 Only PHA	Public housing rent determination policies, including the method for setting public housing flat rents check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
Section 8 Only PHA	Schedule of flat rents offered each public housing development check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
Main Administrative Office in Amesbury, MA	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Section 8 Only PHA	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
Section 8 Only PHA	Results of latest binding Public Housing Assessment System (PHA'S) Assessment	Annual Plan: Management and Operations
Section 8 Only	Follow-up Plan to Results of the PHA's Resident	Annual Plan:

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
PHA	Satisfaction Survey (if necessary). SEMA Applies but no PHDEP	Operations and Maintenance and Community Service & self - sufficiency
Main Administrative Office in Amesbury, MA	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
Main Administrative Office in Amesbury, MA	Any required policies governing any Section 8 special housing types (Project Based Vouchers & Home Ownership Program) <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
Section 8 Only PHA	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Main Office Amesbury, MA	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Section 8 Only PHA	The HUD - approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
Section 8 Only PHA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
Section 8 Only PHA	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
Main Administrative Office in Amesbury, MA	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH99 -52 (HA).	Annual Plan: Capital Needs
Section 8 Only PHA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
Section 8 Only PHA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
Section 8 Only	Approved or submitted assessments of reasonable	Annual Plan:

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
PHA	revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Conversion of Public Housing
Section 8 Only PHA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
Main Administrative Office in Amesbury, MA	Policies governing any Section 8 Homeownership program (Section XIV of the AHA/MHA Section 8 Administrative Plan)	Annual Plan: Homeownership
Section 8 Only PHA	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self - sufficiency
Section 8 Only PHA	FSS Action Plan/s for public housing and/or Section 8 No FSS program vouchers in inventory	Annual Plan: Community Service & Self - sufficiency
Section 8 Only PHA	Section 3 documentation required by 24 CFR Part 135, Subpart E No FSS HC V or Federal Public Housing units	Annual Plan: Community Service & Self - sufficiency
Section 8 Only PHA	Most recent self - sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self - sufficiency
Section 8 Only PHA	The most recent Public Housing Drug Elimination Program (PHDEP) semi - annual performance report	Annual Plan: Safety and Crime Prevention
Section 8 Only PHA Only!  No Federal Public Housing	PHDEP-related documentation: § Baseline law enforcement services for public housing developments assisted under the PHDEP plan; § Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);	Annual Plan: Safety and Crime Prevention

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	<p>§ Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</p> <p>§ Coordination with other law enforcement efforts;</p> <p>§ Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</p> <p>§ All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</p>	
Section 8 Only PHA	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) check here if included in the public housing A&O Policy	Pet Policy
Main Administrative Office in Amesbury, MA - copies are sent to HUD, as well.	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
Main Administrative Office in Amesbury, MA		Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

Small PHA Plan Update Page 6  
**Table Library**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>PHA Name:</b>			<b>Grant Title and Number</b>		<b>Federal FY of</b>
<b>Original Annual Statement Reserve for Disasters/Emergencies</b>			<b>Revised Annual Statement</b>		
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
1	Total non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment & non -expendable				
12	1470 Non -dwelling Structures				
13	1475 Non -dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>PHA Name:</b>			<b>Grant Title and Number</b>		<b>Federal FY of</b>
<b>Original Annual Statement Reserve for Disasters/Emergencies</b>			<b>Revised Annual Statement</b>		
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
20	Amount of Annual Grant: (sum of lines 21-24)				
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				







**Capital Fund Program 5 -Year Action Plan**

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

<b>CFP5 -Year Action Plan</b>		
<b>Original statement</b>	<b>Revised statement</b>	
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	
<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total estimated cost over next 5 years</b>		

**PHA Public Housing Drug Elimination Program Plan  
(Not applicable - Section 8 PHA only)**

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

**Section 1: General Information/History**

**A. Amount of PHDEP Grant \$** \_\_\_\_\_

**B. Eligibility type (Indicate with an x @)**                      N1 \_\_\_\_\_ N2 \_\_\_\_\_                      R \_\_\_\_\_

**C. FFY in which funding is requested** \_\_\_\_\_

**D. Executive Summary of Annual PHDEP Plan**

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

**E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area. Unit count information should be consistent with that available in PIC.

PHDEPTargetAreas (Nameofdevelopment(s)orsite)	Total#ofUnitswithinthe PHDEPTargetAr ea(s)	TotalPopulationtobeServedwithinthePHDEP TargetArea(s)

**F.DurationofProgram**

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

12Months \_\_\_\_ 18Months \_\_\_\_ 24Months \_\_\_\_

**G.PHDEPProgramHistory**

Indicate each FY that funding has been received under the PHDEP Program (place an "X" by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. The Fund Balances should reflect the balance as of Date of Submission of the PHDEP Plan. The Grant Term End Date should include any HUD -approved extensions or waivers. For grant extensions received, place AGE@ in column or AW@ for waivers.



<b>9110B Reimbursement of Law Enforcement</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

<b>9115 -Special Initiative</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

<b>9116 -GunBuybackTAMatch</b>					<b>TotalPHDEPFunding:\$</b>		
Goal(s)							
Objectives							
ProposedActivities	#of Perso ns Serve d	Target Population	Start Date	Expecte d Comple te Date	PHEDE P Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							

<b>9120 -SecurityPersonnel</b>					<b>TotalPHDEPFunding:\$</b>		
Goal(s)							
Objectives							
ProposedActivities	#of Perso ns Serve d	Target Population	Start Date	Expecte d Comple te Date	PHEDEP Funding	OtherFunding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

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

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

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

<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9170 - Drug Intervention</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							

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

<b>9180 -Drug Treatment</b>					<b>Total PHEDEP Funding:\$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

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

**Required Attachment B: Resident Member on the PHA Governing Board**

1. Yes  **No**: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

Name of resident member(s) on the governing board: No, **Not applicable**

How was the resident board member selected: (select one)?

Elected

Appointed

The term of appointment is (include the date term expires):

2. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

There is no PHA board member who is currently a recipient of Section 8 funding. With the advent of portability under the auspices of the Section 8 HCVP, it is not always possible for some program recipients to live in the town where their Housing Choice Voucher originated.

The PHA is located in the Commonwealth of Massachusetts which requires the members of a PHA board be elected or selected by the voters or by the City Council. Massachusetts PHA Board members can be salaried. They are considered "special municipal employees" under state law and serve on a part-time basis. The Amesbury HA has NO Federally -subsidized public housing units. The AH has provided reasonable notice to the resident advisory board members (consisting of all of the program recipients) of the opportunity to serve on the PHA board, and has not been notified by any resident of their interest to participate in such a Board. Other (explain):

3. Date of next term expiration of a governing board member: Not applicable

Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

**Required Attachment C: Membership of the Resident Advisory Board or Boards**

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

The entire mailing list of the 62 current Section 8 recipients were contacted in July 2003 to attend a meeting held to discuss the PHA Plan for FYE 9/30/2004 comprising the content of the Amesbury Housing Authority Resident Advisory Board. Virtually all recipients are notified of the PHA Plan Contents and are sent a copy for their review. A Survey is included in the PHA plan for any comments and suggestions that may be incorporated in the plan. There is no need to publish these names for public review. All current program recipients were invited to attend the Amesbury Housing Authority RAB Meeting. The meeting was held on Wednesday July 30, 2003 at 6:00 PM. There were no attendees.

It may be convenient for larger public housing authorities with a portfolio of HUD - funded public housing programs to bring residents together for a Resident Advisory Board meeting. A 62-unit program with vouchers under lease in six communities have difficulty bringing the heads of families together who are disabled or who have employment and child-rearing responsibilities for a RAB meeting held during the work week or evenings or on weekends.

**Required Attachment D: Resident Advisory Board or Board Comments**

Out of the eight surveys received, a sample of those comments received (one only) in mail-back surveys for FY2004 is as follows:

“The waiting list is too long for people who really need the help”.