

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

MALDEN HOUSING AUTHORITY

PHA Plans

5 Year Plan for Fiscal Years 2004 - 2008

Annual Plan for Fiscal Year 2004

**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: 10/1/2004

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 2004 - 2008
[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 Malden Housing Authority 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 Project Base approximately 5-10% of its voucher allocation in partnership with agencies such as Tri-City Homeless Task Force, Inc., Tri-Cap, Shelter Inc., the Departments of Mental Health and Mental Retardation and other qualified providers in furtherance of achieving this goal.

Annual PHA Plan
PHA Fiscal Year 2004

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The 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 and City of Malden officials were consulted. The City's Building, Plumbing and Electrical Inspectors together with Malden Housing Authority's Section 8 and Public Housing Inspectors all contributed to an on-going assessment of the condition of the public housing inventory and a determination of necessary improvements.

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. The Malden Housing Authority will work with qualified providers in attempts to establish Project Based Assistance opportunities for those in need.

Finally, the Resident Advisory Board (RAB), 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 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 2004 Capital Fund Program Annual Statement – **Attachment F**
- Most recent board-approved operating budget (Required Attachment for PHA's that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart - **Attachment K**

- Comments of Resident Advisory Board (must be attached if not included in PHA Plan text) – **Attachment I**
- Other (List below, providing each attachment name):
 - Mission and Goals Statement of Progress: **Attachment A**
 - Deconcentration and Income Mixing: **Attachment B**
 - Voluntary Conversion Required Initial Assessment: **Attachment C**
 - Implementation of Community Service Requirements: **Attachment D**
 - Malden Housing Authority Pet Policy: **Attachment E**
 - Capital Fund Program 5 Year Action Plan Tables: **Attachment G**
 - Membership of the Resident Advisory Board: **Attachment H**
 - Resident Member of the MHA Board of Directors: **Attachment J**
 - Section 8 PHA Project Based Voucher Statement: **Attachment L**

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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 A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input 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	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	1996 HUD Appropriations Act	
	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 fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	3,357	5	5	2	2	1	1
Income >30% but <=50% of AMI	1,843	5	5	2	2	1	1
Income >50% but <80% of AMI	2,173	5	4	2	2	1	1

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Accessibility	Size	Location
Elderly	1,535						
Families with Disabilities	1,115						
Race/Ethnicity /Black	225						
Race/Ethnicity/Asian	315						
Race/Ethnicity /Hispanic	170						
Race/Ethnicity/White	2,500						

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: 2000 Five Year Strategy; 2004 Action Plan
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) Data Book 2000.
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input 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	3088	100%	
Extremely low income <=30% AMI	1843	59%	

Housing Needs of Families on the Waiting List			
Very low income (>30% but <=50% AMI)	1011	33%	
Low income (>50% but <80% AMI)	234	8%	
Families with children	1668	54%	
Elderly families	587	19%	
Families with Disabilities	154	5%	
Race/ethnicity/white	2038	66%	
Race/ethnicity/Hispanic	401	13%	
Race/ethnicity/Black	679	22%	
Race/ethnicity/Indian	62	2%	
Race/ethnicity/Asian	309	10%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	985	62%	
2 BR	358	23%	
3 BR	205	13%	
4 BR	39	2%	
5 BR	3	Less than 1%	
5+ BR	0	0%	
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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)		-
a) Public Housing Operating Fund	1,834,392	-
b) Public Housing Capital Fund	2,010,492	-
c) HOPE VI Revitalization	-	-
d) HOPE VI Demolition	-	-

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
e) Annual Contributions for Section 8 Tenant-Based Assistance	8,071,064	-
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-	-
g) Resident Opportunity and Self-Sufficiency Grants	-	-
h) Community Development Block Grant	-	-
i) HOME	-	-
Other Federal Grants (list below)	-	-
Shelter + Care	119,880	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
	-	-
	-	-
	-	-
3. Public Housing Dwelling Rental Income	3,733,584	
Non Dwelling Income	60,000	
Excess Utilities	37,500	
4. Other income (list below)		
Interest	100,000	
Misc.	32,000	
4. Non-federal sources (list below)		
Total resources	15,998,912	

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 – Attachment B

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 (list below):
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 up to a maximum of 120 days with proof of inability to locate an acceptable residence.

(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)

95th percentile rents

75 percent of operating costs

100 percent of operating costs for general occupancy (family) developments

Operating costs plus debt service

The "rental value" of the unit

Other (list below)

f. Rent re-determinations:

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

Never

At family option

Any time the family experiences an income increase

Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____

Other (list below)

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):
As a reasonable accommodation for a person with disabilities (HUD approved).

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)

d. 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 as **Attachment K**.
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	987	100
Section 8 Vouchers	670	34
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	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) MHA Public Housing Management and Maintenance Policies:(list below)

- **Drug Free Workplace**
- **Personnel Policy**
- **Sexual Harassment Policy**
- **Family and Medical Leave Policy**
- **Procurement Policy**
- **Admission and Continued Occupancy 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 (state name) **Attachment F**

-or-

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

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at (state name) **Attachment G**

-or-

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

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

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

Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant):
1. Development name:
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. 1437(p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name:
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: (DD/MM/YY)

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.

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type:
Occupancy by only the elderly <input type="checkbox"/>
Occupancy by families with disabilities <input type="checkbox"/>
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)
Approved; included in the PHA’s Designation Plan <input type="checkbox"/>
Submitted, pending approval <input type="checkbox"/>
Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)

<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected:</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
<p>1a. Development name:</p> <p>1b. Development (project) number:</p>
<p>2. What is the status of the required assessment?</p> <p><input type="checkbox"/> Assessment underway</p> <p><input type="checkbox"/> Assessment results submitted to HUD</p> <p><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)</p> <p><input type="checkbox"/> Other (explain below)</p>
<p>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.)</p>
<p>4. Status of Conversion Plan (select the statement that best describes current status)</p> <p><input type="checkbox"/> Conversion Plan in development</p> <p><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway</p>

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 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, MHA has partnered with the local TANF 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.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Family Self Sufficiency	20	Section 8 Participants	PHA Main Office	Section 8 + Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2004 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	N/A	N/A
Section 8	20	14: as of 06/30/02

- 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 used 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 Policing 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 2004 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 2004 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename):

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 at (File name): **Attachment I**
- Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here) **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)

Development of Affordable Housing

Other: (list below)

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

Certification mailed to local HUD office under separate cover.

D. Other Information Required by HUD

(Use this section to provide any additional information requested 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 A: Mission and Goals Statement of Progress
- Attachment B: Deconcentration and Income Mixing
- Attachment C: Voluntary Conversion Required Initial Assessment
- Attachment D: Implementation of Community Service Requirements
- Attachment E: Pet Policy
- Attachment F: Capital Fund Program Annual Statement
- Attachment G: Capital Fund Program 5-Year Action Plan
- Attachment H: Membership of the Resident Advisory Board
- Attachment I: Resident Advisory Board Comments
- Attachment J: Resident Member of the MHA Board of Directors
- Attachment K: Malden Housing Authority Organizational Chart
- Attachment L: Section 8 PHA Project Based Voucher Statement

ATTACHMENT A

MISSION AND GOALS STATEMENT OF PROGRESS

The Malden Housing Authority (“MHA”) continues to fulfill its mission by working with community groups and the City of Malden in order to improve the number and availability of safe, sanitary and affordable housing opportunities for eligible families, the elderly and the disabled.

The MHA is participating in a Centralized Waiting List Program administered by Massachusetts NAHRO. The standardized internet based application allows eligible applicants to apply to any of the participating PHA’s and additionally be entered on each member PHA’s waiting list. This greatly increases the availability of affordable housing opportunities for eligible families both in the City of Malden and throughout the Commonwealth of Massachusetts.

The MHA has helped to create a heightened sense of safety and security in its developments by actively participating in community policing programs and crime reporting agreements with the Malden Police Department (“MPD”). As an example of this continuing commitment to make each development safer and more secure, the MHA has been working closely and cooperatively with MPD’s Elderly Affairs Officer, who has made himself visible and available to MHA’s tenants in order to address and mitigate issues and concerns relating to security.

With the assistance of annual capital funding grants from HUD, the MHA continues to implement a needs assessment based physical improvements program that has greatly benefited residents of all MHA administered developments. Additionally, the MHA has continued efforts both to improve management procedures in order to achieve greater customer satisfaction for tenants, and to upgrade technology which allows the MHA to increase operational efficiencies at the same time.

ATTACHMENT B

DECONCENTRATION AND INCOME MIXING

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

ATTACHMENT C

VOLUNTARY CONVERSION REQUIRED INITIAL ASSESSMENT

The Malden Housing Authority hereby certifies, pursuant to 24 CFR 972.200, that it has reviewed the Newland Street Family Housing (ma022-1) development's operations as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that conversion of the development would be inappropriate because removal of the development would not meet the necessary conditions required by said regulation.

In making this determination, the Malden Housing Authority took into account relevant factors concerning this development such as modernization needs, operating cost, ability to occupy the same, FMR levels and/or workability of vouchers in the community, amongst others. The MHA has made available for public review a brief narrative description to document its reasoning with respect to this development.

Component 10 (B) Voluntary Conversion Initial Assessments:

a. How many of the PHA's developments are subject to the Required Initial Assessments?

one

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)?

five

c. How many Assessments were conducted for the PHA's covered developments?

one

d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

none

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

N/A

ATTACHMENT D

IMPLEMENTATION OF COMMUNITY SERVICE REQUIREMENTS

{RE-INSTATED BY THE MHA BOARD OF DIRECTORS AS OF JUNE 20, 2003;
NON-EXEMPT TENANT PARTICIPATION REQUIRED BY OCTOBER 31, 2003}

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.

ATTACHMENT E

MALDEN HOUSING AUTHORITY NEW PET REGULATION REGULATIONS PERTAINING TO KEEPING OF PETS IN FEDERALLY AIDED ELDERLY HOUSING

1. Pets to be allowed: Dogs not excess of 20lbs, cats, and birds in cages, and fist in an aquarium.
2. One such pet to each household, except fish. If the tenant has fish, they should be kept in an aquarium not to exceed 10-gallon capacity.
3. The owners of pets which created a nuisance or interfere with the privacy or peace and quiet of other residents will be given one written notice to control the pet and a second violation will be deemed cause for requiring the removal of said pet from premises. Failure to heed said second notice will be cause for eviction proceedings for violation of lease or reasonable regulations of Malden Housing Authority.
4. Pet owners shall pay a \$150.00 pet deposit to the Malden Housing Authority. This deposit may be used to pay reasonable expenses directly attributable to the presence of the pet in the project, including (but not limited to) the cost of repairs and replacement to, and fumigation of, the tenant; dwelling unit. The Malden Housing Authority shall refund the unused portion of the pet deposit to the tenant.
5. Pets shall be not be allowed in community rooms; laundry rooms or other common areas.
6. Pet owners shall comply, with applicable State and local laws on regulations governing the licensing and inoculation of pets.
7. Pet owners shall not permit their pets to deposit waste on the project premises.
8. Pet owner shall dispose of pet waste in a sanitary manner as outlined by the building foreman.
9. When outside of apartment, pets shall be on a leash at all times.
10. When an owner is incapacitated, he shall designate an individual who shall be responsible for the care of the pet. If no one assumes responsibility of the pet, the Malden Housing Authority shall have the authority to board out the pet at owners' expense.
11. Pet owner is liable for any damage or injury caused by his/her pet.
12. Animals that are used to assist the handicapped are excluded from the pet rules.

THE ABOVE ARE REASONABLE REGULATIONS ADOPTED BY THE MALDEN HOUSING AUTHORITY AND THEREFORE COME UNDER LEASE PROVISIONS.

ATTACHMENT F

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: MALDEN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CFP MA06P02250104 Replacement Housing Factor Grant No:		Federal FY of Grant: FY 2004	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <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	28,020.00			
4	1410 Administration	20,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	910,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable	766,472.00			
12	1470 Nondwelling Structures	186,000.00			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

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

PHA Name: MALDEN HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: CFP MA06P02250104 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 2004
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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
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,010,492.00			
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	8,020.00			
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:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant:			
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	Extermination	1408	20,000.00						
22-3	Security	1408	8,020.00						
HA Wide	Clerks/Accounting	1410	20,000.00						
22-1	Kitchen Stove Replacement	1465	100,000.00	250 Units					
22-3	Replace Electrical Panels	1460	300,000.00	216 Units					
22-6	Roof Replacement	1460	510,000.00	172 Units					
22-9	Kitchen Renovations	1465	666,472.00	110 Units					
22-3, 5	Emergency Generator Replacement	1470	186,000.00	340 Units					
22-3, 5, 6, 9	Air Handler Replacement/Repair	1460	100,000.00	622 Units					
22-3, 5, 6, 9	Architectural/Engineering Fees	1430	100,000.00	622 Units					

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: CFP MA06P02250104 Replacement Housing Factor No:	Federal FY of Grant: FY 2004
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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	
Kitchens 22-9	03/31/2005			03/31/2006			
Admin HA Wide	03/31/2005			03/31/2006			
Fees/Costs 22-3,5, 6, 9	12/31/2004			12/31/2005			
Extermination HA Wide	03/31/2005			09/30/2005			
Security 22-3	12/31/2004			09/30/2005			
Stoves 22-1	12/31/2004			06/30/2005			
Elect Panels 22-3	03/31/2005			12/31/2005			
Roof 22-6	12/31/2004			12/31/2005			
Generators, 22-3, 5	03/31/2005			03/31/2006			
Air Handlers 22-3,5,6, 9	03/31/2005			03/31/2006			

2003 CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: MLADEN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CFP MA06P02250103 Replacement Housing Factor Grant No:			Federal FY of Grant: FY 2003	
<input checked="" 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:6/30/2004 <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	28020.00		28020.00		
4	1410 Administration	20000.00		20000.00		
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	38000.00		38000.00		
8	1440 Site Acquisition	1650000.00		1650000.00		
9	1450 Site Improvement					
10	1460 Dwelling Structures					
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	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

PHA Name: MLADEN HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: CFP MA06P02250103 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 2003
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:6/30/2004 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)	1736000.00		1736000.00	2157675.00
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	8200.00		8020.00	7035.00
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 III: Implementation Schedule

PHA Name: MALDEN HOUSING AUTH.	Grant Type and Number Capital Fund Program No: X CFP MA06P02250103 Replacement Housing Factor No:	Federal FY of Grant: FY2003
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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	
Site Acquisition	06/2004			6/2006			
Admin HA Wide	06/2004			12/2004			
Fees/Costs HA Wide	06/2004			12/2004			
Extermination HA Wide	06/2004			6/2005			

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

PHA Name: Malden Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P02250203 Replacement Housing Factor Grant No:	Federal FY of Grant: 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
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	46,982.00		46,982.00	16348.19
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,000.00		15,000.00	1182.10
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	274,000.00		274,000.00	23806.50
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	10,000.00		10,000.00	5010.72
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				
21	Amount of Annual Grant: (sum of lines 2 – 20)	345,982.00		345982.00	46,347.51

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

PHA Name: Malden Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P02250203 Replacement Housing Factor Grant No:	Federal FY of Grant: 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
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				
25	Amount of Line 21 Related to Security – Hard Costs	34,000		34,000	20,660.10
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: MA06P02250203 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	Computer System Upgrade	1408	1	46,982		46,982.00	16348.19	In Progress
HA-Wide	Architect/Engineer Fees	1430	1	15,000		15,000.00	1182.10	In Progress
22-1	Maintenance Shop Doors (+Overhead)	1470	3	5,000	2200.00	5,000.00	2200.00	Completed
22-1	Maintenance Shop Ventilation System	1470	1	5,000		5,000.00		In Progress
22-2	Renovate Emergency Lighting System	1460	1	2,500		2,500.00	2365.40	Completed
22-3	New Fire Alarm System	1460	1	40,000		40000.00		In Progress
22-5	Replace Boilers	1460	2	120,000		120000.00		In Progress
22-5, 3	Replace Locksets and Hinges	1460	124	34,000		34000.00	20660.10	In Progress
22-6	Convert Hallway Heat to Smoke Detector	1460	100	7,500		7500.00	781.00	In Progress
22-6	Emergency Call System	1460	172	20,000		20000.00		In Progress
22-9	New Fire Alarm System	1460	1	20,000		20000.00		In Progress
22-9	Install GFI in Kitchen and Dining Rooms	1460	248	22,400		22400.00		In Progress
22-9	Update All Receptacles	1460	1488	7,600		7600.00		In Progress
HA Wide	Flame Proof Storage Units	1470			2800.00		2810.72	Completed

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: MA06P02250203 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							
Computer System	06/30/04			12/31/04			
Architect/Engineer	12/31/04			12/31/05			
22-1							
Overhead Doors	06/30/04			12/31/04			
Ventilation System	06/30/04			12/31/04			
22-2							
Emergency Lighting	06/30/04			12/31/04			
22-3							
Fire Alarm System	09/30/04			06/30/05			

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: MA06P02250203 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	
22-5							
Replace Boilers	12/31/04			12/31/05			
Locks and Hinges	06/30/04			12/31/04			
22-6							
Smoke Detectors	06/30/04			12/31/04			
Call System	06/30/04			12/31/04			
22-9							
Fire Alarm System	09/30/04			06/30/05			
GFI Upgrade	09/30/04			06/30/05			
Receptacles	09/30/04			06/30/05			

2002 CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: MLADEN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CFP MA06P022501002 Replacement Housing Factor Grant No:			Federal FY of Grant: FY 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" 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		8000.00	3749.28
4	1410 Administration	40000.00		40000.00	48689.89
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	80000.00		80000.00	72423.19
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	1745218.00		1745218.00	1084998.59
11	1465.1 Dwelling Equipment—Nonexpendable	300000.00	40000.00	40000.00	30334.42
12	1470 Nondwelling Structures		255000.00	255000.00	0.00
13	1475 Nondwelling Equipment		5000.00	5000.00	1739.00
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

PHA Name: MLADEN HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: CFP MA06P022501002 Replacement Housing Factor Grant No:	Federal FY of Grant: 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				
24	Amount of line 21 Related to Security – Soft Costs	8,000.00		8,000.00	0.00
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

2001 CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: MALDEN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CFP MA06P022501001 Replacement Housing Factor Grant No:			Federal FY of Grant: 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	10000.00	10000.00	9595.00	
4	1410 Administration	40000.00	37000.00	37000.00	8793.68	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs		6000.00	6000.00	4996.65	
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		56946.00	0.00	
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

PHA Name: MALDEN HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: CFP MA06P022501001 Replacement Housing Factor Grant No:	Federal FY of Grant: 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
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,213,946	2213946.00	2213946.00	26587.08
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	10000.00	10000.00	9595.00
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 MA06P02250101 Capital Fund Program Grant No: X Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2001		
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	
MA 22-2	Replace Mailboxes	1460	All Units	10,000		10000.00	4550.00	Completed
MA 22-2	Domestic Hot Water System	1460	All Units	50,000		50000.00	3501.75	In Progress
MA 22-1,5,6,9	Security Cameras	1460	656	30,000	35450.00	30000.00	0	In Progress
	Site Aquisition	1450		2,000,000		2,000,000	0	In Progress
H/A Wide	Management Improvements	1408	All Develop	7,000	10000.	10,000	9595.00	In Progress
H/A Wide	Administration	1410	All Develop	40,000		40,000	8793.68	In Progress
H/A Wide	Extermination	1460	All Units	20,000		0		In Progress
	Replacement Reserve	1490		56,946		56946.00	4696.65	In Progress
HA Wide	Operations	1406						
HA Wide	Fees and Costs	1430						

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: CFP MA06P02250101 Replacement Housing Factor No:				Federal FY of Grant: FY 2001	
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	
Mailboxes 22-2	12/31/02			12/31/03	6/30/04	6/30/04	Phased Implementation
Dom.Hot Water 22-2	12/31/02			12/31/03	12/31/04		Phased Implementation
Sec Cameras 22-3, 5, 6, 9	12/31/02			12/31/03	12/31/04		Phased Implementation
Site Acquisition	12/31/02		6/30/002	12/31/03	9/30/05		Construction Project Delays

2000 CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: MALDEN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CFP MA06P022501000 Replacement Housing Factor Grant No:			Federal FY of Grant: FY 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:6/30/2004 <input checked="" 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	35979.27	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	100000.00	153643.50	100000.00	155786.15	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	2002710.00		2002615.00	1955909.58	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures	10000.00		10000.00	10000.00	
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

PHA Name: MALDEN HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: CFP MA06P022501000 Replacement Housing Factor Grant No:	Federal FY of Grant: 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:6/30/2004 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	2157675.00
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	7035.00
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	Replace 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	10000.00	Completed	
HA Wide	Management Improv	1408	997 Units	7000.00		7000.00	7035.00	Completed	
HA Wide	Administration	1410	997 Units	45000.00		45000.00	45000.00	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	214744.00	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	6/30/04	3/31/02	Project took longer than expected	
Doors 22-1	3/31/01		3/31/01	9/30/01	6/30/04	3/31/02	Project took longer than expected	
Fire Suppression 22-6, 9	9/30/01		9/30/01	9/30/02	6/30/04	6/30/02	Project took longer than expected	
Bath Remodel 22-1	6/30/03		6/30/03	6/30/04	6/30/04	6/30/04	Continued into Year 3 Funding	

ATTACHMENT G

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name MALDEN HOUSING AUTHORITY		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008
	Annual Statement				
22-3		8020.00	8020.00	8020.00	8020.00
HA Wide		20000.00	20000.00	20000.00	20000.00
22-2		150000.00			
Site Aquisition		1832472.00			
HA Wide Repl Res.			1982472.00	1982472.00	1982472.00
CFP Funds Listed for 5-year planning		2,010,492.00	2,010,492.00	1,736,020.00	2,010,492.00
Replacement Housing Factor Funds					

ATTACHMENT H

MEMBERSHIP OF THE MHA RESIDENT ADVISORY BOARD

NAME:	ADDRESS: (<u>all Malden, MA 02148</u>)
Pat Lynch	630 Salem Street, Apt. 403
Deborah Schena	120 Mountain Avenue, Apt. C-7
Peg Canterbury	557 Pleasant Street, Apt. 531
Howe Perrigo	89 Pearl Street, Apt. 319
Joanne Repoza	35A Sammett Street
Doris Solis	166 Bowdoin Street

ATTACHMENT I

RESIDENT ADVISORY BOARD COMMENTS

MHA RESIDENTS ADVISORY BOARD MEETINGS

RAB MEETING NO. 1 - JUNE 24, 2004 – 2:00 PM:

Present: Pat Lynch - 630 Salem Street Apt. #403
Doris Solis - 166 Bowdoin Street (Newland Street)
Deborah Schena - 120 Mountain Avenue Apt. C-7
Peg Canterbury - 557 Pleasant Street #531
Howe Perrigo - 89 Pearl Street Apt. 319
Joanne Repoza - 35A Sammett Street
James M. Hennessey, MHA Executive Director
William Croken, MHA Superintendent of Maintenance
Edward Fahey, MHA Assistant Superintendent of Maintenance

The Executive Director convened the meeting at 2:00 PM, welcomed all in attendance and thanked them for their service to the tenants of the Malden Housing Authority. Mr. Hennessey explained the Malden Housing Authority's Five Year and Annual Plan filing obligations and the requirement that the members of the Resident Advisory Board ("RAB") participate in the development of those plans for those members of the RAB who were new to this process. Each RAB member was given an opportunity to discuss the issues he/she saw as important to improving the quality of life in MHA's various developments.

More dependable elevator service was given the highest priority by RAB members who lived in high-rise buildings (4). The Executive Director explained that as a result of previous RAB members' input, a study of elevator system needs by a nationally recognized engineering firm had been done and a system wide repair contract in the amount of \$106,560.00 had been bid and awarded, and tenants should see a major improvement in elevator performance by the end of the calendar year.

A second major issue for high-rise tenants was air quality, or lack thereof. Members expressed complaints about "stale air" and lack of air flow. It was determined that the Air Handlers in each of the buildings were original equipment, in various states of disrepair, and in some cases, nearly non-functioning. As a result of these observations, \$100,000 was obligated from this year's Capital Fund Program to repair/replace air handling equipment and to clean ventilation ductwork connected thereto, as necessary.

Mr. Howe Perrigo requested an update concerning the possible renovation of the kitchens at 89 Pearl Street development, which are now more than twenty (20) years old. The cabinets are original equipment, and were of significantly lesser quality than those that have been installed in every elderly development within the past 6-7 years. It was agreed that it was time to bring parity in the kitchen areas of 89 Pearl Street by replacing the particle board cabinets with materials similar in quality to those at all other elderly developments and to make other upgrades in countertops and flooring materials in kitchens and baths where possible, depending on cost. It was agreed to set aside \$766,472.00 in the Capital Fund Budget for this purpose.

The Newland Street Development representative pointed out the difficulty many tenants were having with their kitchen stoves. The Executive Director agreed that the stoves were problematic during inspections on the same conducted in 2003, which proved that these units needed to be replaced. It was agreed to set aside \$100,000.00 for replacement of stoves in all units (250) at the Newland Street development.

Several other issues were discussed and Maintenance agreed to review same and to resolve as many as they could as maintenance issues, not Capital issues. These included: cleaning blinds at 557 Pleasant Street and 120 Mountain Avenue; repairing the sliding front door at 630 Salem Street; installing door closers at 120 Mountain Avenue and Suffolk Manor; and providing pest control and a T.V. antennae at 120 Mountain Avenue. A desire to mount additional security cameras for surveillance purposes at several locations was mentioned, but that discussion generally was more directed toward tenant behavior than to Capital issues. The Executive Director agreed to purchase more surveillance equipment for common areas. Complete renovation of the kitchens of the Newland Street development and painting of all occupied units there was also discussed, and it was agreed that further discussion would be tabled until a follow-up meeting of the RAB to be scheduled prior to the Capital Fund Program public hearing.

RAB MEETING NO. 2 - AUGUST 17, 2004 – 1:00 PM:

Present: Pat Lynch - 630 Salem Street Apt. #403
Doris Solis - 166 Bowdoin Street (Newland Street)
Deborah Schena - 120 Mountain Avenue Apt. C-7
Peg Canterbury - 557 Pleasant Street #531
Howe Perrigo - 89 Pearl Street Apt. 319
Joanne Repoza - 35A Sammett Street
James M. Hennessey, MHA Executive Director
William Croken, MHA Superintendent of Maintenance
Edward Fahey, MHA Assistant Superintendent of Maintenance

The above attendees were joined by Robert Fletcher of Newland Street who discussed several issues regarding tenant behavior and two which had to do with expenditure of Capital Funds. Painting of occupied apartments, replacement of storm doors and the implementation of a pest control program were identified as high priority issues.

Maintenance agreed to more closely monitor the current pest control company with whom they have been quite satisfied. It was agreed that storm door replacement and kitchen renovations would be so expensive and would be following so closely upon the recently completed bathroom project that they should be included in the 2005 Five Year Capital Fund Planning process. Maintenance agreed to review units painted in the past 5 years and to make a recommendation as to how to deal with tenants' long term painting needs also as part of the 2005 Five Year Planning process.

Further discussion was had about other major issues confronting the Housing Authority. The Resident Advisory Board unanimously agreed to support the expenditure of \$300,000.00 for replacement of electrical panels at 630 Salem Street; \$186,000.00 to replace the Emergency Generators at 630 Salem Street and 120 Mountain Avenue; and additionally supported expending the necessary architectural/engineering/Clerk of the Works costs to accomplish those jobs. Also unanimously approved was the expenditure of \$510,000.00 for replacement of the roof at 557 Pleasant Street, which had been recommended in previous years and had become more urgent due to the age of the roof and increasing numbers of leaks into the interior of the building.

The Executive Director expressed his thanks to the members of the Resident Advisory Board once again and it was agreed by all in attendance that they would be interested in meeting on a more regular basis through out the year.

Meeting was adjourned at 1:50 PM.

ATTACHMENT J

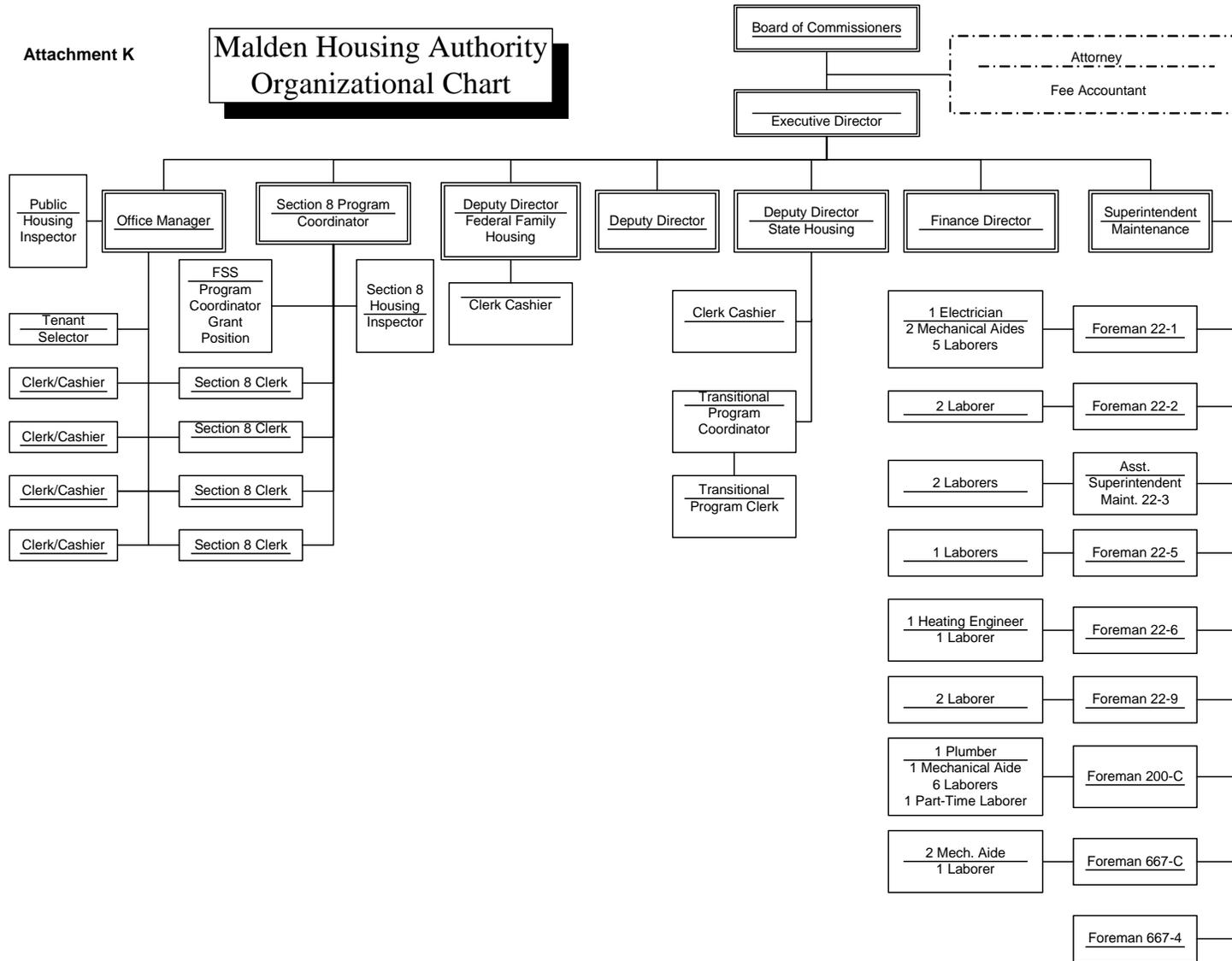
Resident Membership of the Malden Housing Authority Governing Board

The Malden Housing Authority does have a resident of a federal housing development serving as a member of its Board of Directors.

That Director's name is Mr. William B. Enwright, who is a resident of 37 Sammet Street (MA 022-2) Malden, Massachusetts 02148.

Following a thorough review of all resident names submitted by resident councils/clubs, other city officials and other interested parties, Malden Mayor Richard C. Howard appointed Mr. Enwright to the Board on March 16, 2004 to fill the unexpired term of the previous federal housing development representative member of the Board, Mr. John Brajak, who passed away. Mr. Enwright's term will expire on May1, 2008.

Malden Housing Authority Organizational Chart



ATTACHMENT L

MHA SECTION 8 PROJECT BASED VOUCHER STATEMENT

In an effort to increase the number and type of affordable housing units available to Section 8 families, as well as to assure the continued availability of such units, the Malden Housing Authority (“MHA”) has implemented a Section 8 project based voucher program consistent with the requirements of 24 CFR 983. The MHA’s Section 8 Program will assist low income families in accessing and renting safe and sanitary privately owned market rate housing. Project basing of units will ensure that more affordable housing choices will be available for longer periods of time to eligible families selected from the relevant waiting list. Due to the difficulty voucher recipients experience leasing eligible privately owned units in a tight rental market, the MHA has determined that the project basing of units is an appropriate option to ensure continued voucher utilization.

HUD regulations allow PHA’s to project base up to 20% of their total tenant based voucher allocation. The MHA expects to project base between 5% – 10% of its total tenant based voucher allocation, or between 33 – 67 of its present 670 total administered vouchers. The MHA will not site project based assistance in areas where census tract data reflects a poverty rate of less than 20% unless HUD has approved an exception to this requirement, nor exceed the 25% cap for dwelling units to be assisted under a Housing Assistance Payment (“HAP”) contract in any eligible building without a waiver in writing issued by HUD expressly authorizing the MHA to exceed such requirement.

The MHA will initially attach project based assistance to existing units where the owner will not be required to invest additional funds in the property. In the future, the MHA may expand the designation of the Project Based Section 8 Program to include and encourage new construction and/or the rehabilitation of existing private units in order to continue to further expand affordable housing opportunities for eligible families.

The MHA will ensure that the proposed location of all project based units in Malden will comply with HUD’s goal of deconcentrating poverty, expanding affordable housing opportunities, and affirmatively further fair housing. The MHA will advertise the availability of project based assistance as currently required by current HUD. All eligible private property owners will be required to respond in full to the relevant advertisement and file a completed application for assistance together with all requested documentation. The MHA will screen and evaluate all applications received in order to determine that each proposal to be considered achieves the goals recited above.