PHA Plans

Streamlined 5-Year/Annual Version 1

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

OMB No. 2577-0226
(exp 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Plymouth Housing Authority

Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

Streamlined Annual Plan for Fiscal Year 2005

VERSION #2

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan
Agency Identification

PHA Name: Plymouth Housing Authority **PHA Number:** MA-59

PHA Fiscal Year Beginning: 1/2005

PHA Programs Administered:
☒ **Public Housing and Section 8**
☐ Section 8 Only
☐ Public Housing Only

Number of public housing units: **112** Number of S8 units: **336**

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 and attachments (if any) are available for public inspection at:
☒ **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)

Streamlined Five-Year PHA Plan

PHA FISCAL YEARS 2005 - 2009

[24 CFR Part 903.12]

A. Mission

The Plymouth Housing Authority's mission is to operate, maintain, promote and provide quality, affordable and safe housing to eligible persons in the community with a demonstrated need; and to foster and encourage opportunities for independence and self-sufficiency for all of its clients with integrity and respect for the diversity of our community

B. Goals

B.1 The Authority has identified that housing for elders and housing for individuals with a disability remains a specific issue for the Town of Plymouth. The Authority intends to better meet the housing needs of elders and individuals with disabilities through several strategies. These may include:

- ***changes to how we market our conventional housing programs,***
- ***pursuit of Section 8 resources that will facilitate elders and individuals with a disability being able to remain in their dwelling unit or neighborhoods, or***
- ***development of Section 202/811 housing or***
- ***acquisition or new construction using project-based Section 8 rental subsidies(per 24 CFR 983) or similar programs.***

The Authority will also review its existing programs, their amenities and place in the local housing market to determine if designation of units for elders or for individuals with disabilities is appropriate.

B.2 The Authority will continue to seek innovative ways to assist its clients in being self-sufficient. This would include promoting living situations that help frail individuals remain in place as long as possible and assisting families access job-training, education and employment opportunities that promote the transition from welfare to work or from marginal employment to a true career path.

B.3 The Authority will continue to take a leading role in the promotion of fair housing goals and objectives. This will include education and outreach programs for program eligible households and landlords in the Section 8 Program, development of strategies to work with developers of multifamily housing developments to increase the number of affordable accessible units, and coordination with the Town on identifying impediments to fair housing in the community.

Specific and Measurable Goals are as follows:

1. ***Apply for additional rental vouchers:***

   The Plymouth Housing Authority will apply for additional rental vouchers under the Section 8 Program, as funds become available through HUD and consistent with program utilization needs.

2. ***Continue to strive to meet housing needs, through community partnerships:***

   It is the goal of the Plymouth Housing Authority to continue to evaluate the housing needs of its community on an annual basis through its continued involvement with community leaders and planners. The anticipated growth of industry and population within Plymouth is estimated to be at a high level. The Plymouth Housing Authority will seek funding available either through State or Federal programs, which would provide affordable housing assistance or homeownership. The Authority will review and consider any and all housing initiatives, endeavors or partnerships presented by other public and private entities as are presented, to determine if they are appropriate and consistent with the Town of Plymouth's and PHA objectives and goals.

3. ***Expand voucher homeownership program:***

   The PHA anticipates that several additional households will join the households already participating in its Section 8 Voucher Home-ownership Program. The Authority intends to continue and if possible expand this program. This may entail the Authority taking on the role of developer to acquire land or existing structures to create first time home-buyer opportunities.

4. ***Application for Designated Housing:***

   In accordance with the Consolidated Plan for the Town of Plymouth and the latest housing need statistics for our community, the Plymouth Housing Authority is planning to analyze the feasibility of the submittal of a Allocation Plan for Designated Housing application to HUD for the following sites:

Northfield Congregate	
84 Nick's Rock Road	***30 units***
High Cliff Apartments	
23 Prince Street	***82 units***

The exact designation strategy is yet to be determined but would be developed with community input and in a manner consistent with the requirements described in PIH Administrative Notice 97-12.

5. Promote self-sufficiency and asset development of families and individuals

The PHA will continue to operate its Family Self-sufficiency Program, and broaden its resident service initiatives contingent upon funding availability. The PHA has entered into a MOU with the Town of Plymouth Redevelopment Authority wherein the PRA will offer Housing Counseling Services for PHA clients in the Section 8 Homeownership Program.

The PHA will also continue to seek funding through HUD under the Ross Grant for a Service Coordinator that will allow the PHA to link community services for elderly residents or families with disabilities to provide greater independence and ability to live independently with the community.

The Authority will seek resources to sustain and expand these initiatives.

6. Explore New Housing Development Options

The Town of Plymouth has approved its participation under the Commonwealth's Community Preservation Act (CPA). One of the main options for use of the funds provided through the mechanisms of the Act is affordable housing. The PHA intends to assess the feasibility of new housing development options town-wide with a special emphasis on areas south of the Eel River. This initiative requires an assessment of available land for development, projections of market demand for various types of housing and financing options including but not limited to Low Income Housing Tax Credits, HOME funds, project-based Section 8 as well as more conventional financing from local banks or MassHousing.

7. Ensure Equal Opportunity in Housing

The PHA will continue to promote and address all requirements under its public or tenant-based assisted housing programs to ensure compliance with all applicable non-discrimination requirements, such as the Fair Housing Act, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1937, and Title II of the Americans with Disability Act.

The PHA will continue to use the Section 8 Program as a means to promote and educate landlords and tenants of their rights and obligations under these laws.

Streamlined Annual PHA Plan
PHA Fiscal Year 2005
[24 CFR Part 903.12(b)]

Table of Contents

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

☒ 1. Housing Needs
☒ 2. Financial Resources
☒ 3. Policies on Eligibility, Selection and Admissions
☒ 4. Rent Determination Policies
☒ 5. Capital Improvements Needs
☐ 6. Demolition and Disposition
☒ 7. Homeownership
☒ 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
☒ 9. Additional Information
  a. PHA Progress on Meeting 5-Year Mission and Goals
  b. Criteria for Substantial Deviations and Significant Amendments
  c. Other Information Requested by HUD
    i. Resident Advisory Board Membership and Consultation Process
    ii. Resident Membership on the PHA Governing Board
    iii. PHA Statement of Consistency with Consolidated Plan
    iv. (Reserved)
☒ 10. Project-Based Voucher Program
☒ 11. Supporting Documents Available for Review
☒ 12. FY 2005 Capital Fund Program and Annual Statement/Performance and Evaluation Report
☒ 13. Capital Fund Program 5-Year Action Plan
☒ 14. Other (List below, providing name for each item)

Information on Planned Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

Attachment A Budget Revision for 2004 CFP

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*: *Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*;
Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.
For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:
Form HUD-50070, *Certification for a Drug-Free Workplace*;
Form HUD-50071, *Certification of Payments to Influence Federal Transactions*;
Form SF-LLL & SF-LLLa, *Disclosure of Lobbying Activities.*

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☒ **Public Housing – High Cliff** ☐ Combined Section 8 and Public Housing ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	202		5 to 10%
Extremely low income <=30% AMI	15	7.4%	
Very low income (>30% but <=50% AMI)	0	0	
Low income (>50% but <80% AMI)	187	3.1%	
Families with children	0	0	
Elderly families	109	53.9%	
Families with Disabilities	90	39.3%	
White	190	94%	
Black	7	3.4%	
Hispanic	0	0	
Asian	1	.5%	
Other	4	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	202	100%	
2 BR			

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☒ **Public Housing - Northfield** ☐ Combined Section 8 and Public Housing ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	21		<5%
Extremely low income <=30% AMI	20	95.2%	
Very low income (>30% but <=50% AMI)	0	0	
Low income (>50% but <80% AMI)	1	4.8%	
Families with children	0	0%	
Elderly families	18	69.2%	
Families with Disabilities	3	14.2%	
White	19	90.4%	
Black	2	9.5%	
Asian			
Other			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	21	100%	

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

Waiting list type: (select one)
☒ **Section 8 tenant-based assistance**
☐ Public Housing
☐ Combined Section 8 and Public Housing
☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	48 [37,336]		
Extremely low income <=30% AMI	47 [31,907]	97.9% [85%]	
Very low income (>30% but <=50% AMI)	1 [4,847]	2.1% [13%]	
Low income (>50% but <80% AMI)	0 [482]	[1%]	
Families with children	30 [23,342]	62.5% [63%]	
Elderly families	0 [2,214]	0% [6%]	
Families with Disabilities	21 [12,392]	43.7% [33%]	
White	39 [18,512]	81.2% [50%]	
Black	5 [7512]	10.4% [20%]	
Hispanic	3 [9937]	6.2% [27%]	
Asian	1 [1296]	2% [3%]	
Other	0 [767]	0 [2%]	

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

NOTE: The Plymouth Housing Authority is a participant in the state-wide Section 8 Waiting List administered under the auspices of the Massachusetts Chapter of NAHRO. The data provided above is from the PHA list with the data in brackets from the state-wide list.

B. Strategy for Addressing Needs

(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:

- ☒ **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)**

Expand Section 8 Homeownership Program and initiate Section 8 PBA Program.

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

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

☐ 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

☒ **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:

☒ **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:

☒ **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 ethnicity with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicity with disproportionate needs:

☒ **Affirmatively market to races/ethnicity shown to have disproportionate housing needs**
☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

☐ 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)**

Continue through the Section 8 Program to promote and educate landlords and participants of their rights and obligations under the Fair Housing Act.

Introduce the Home Ownership program to Section 8 participants who are under the PHA's FSS program.

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2005 grants)**		
a) Public Housing Operating Fund	$ 86,464	
b) Public Housing Capital Fund	$ 147,973	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	$3,508,507	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	2005 Grant applied for but no award as of date of submission	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
ROSS Grant	$ 0	Social Services
CFP 501-04	$ 147,973	Modernization
3. Public Housing Dwelling Rental Income		
MA59C	$ 378,670	Operations
4. Other income (list below)		
Other Income (interest, laundry)	$ 9,090	Operations
Utility Charges A/C	$ 3,535	Utility Costs
4. Non-federal sources (list below)		
Total Resources	$ 4,282,212	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

A. Public Housing

(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: Ten (10)**
☒ **When families are within a certain time of being offered a unit: Three (3) Months**
☐ 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)**

Evidence of rehabilitation and mitigating circumstances

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

Public Housing Applicants & Section 8

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

Public Housing & Section 8 Applicants
Massachusetts Criminal History Board (CORI)
Note: Only limited information is available and the present HUD Regulation on drugs and criminal activity is restrictive.

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. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	**Date Initiated**	**Initial mix of Racial, Ethnic or Disability Demographics**	**Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL**	**Percent change between initial and current mix of Racial, Ethnic, or Disability demographics**
High Cliff (MA 59-1)	Pre dates QHWRA*	Not Available	Available through PIC	Unable to Calculate
Northfield Congregate (MA 59-2)	Pre dates QHWRA*	Not Available	Available through PIC	Unable to Calculate

* THE PHA has administered a separate list for its Congregate Housing Development (Northfield) since construction.

2. What is the number of site based waiting list developments to which families may apply at one time? Two

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? One

4. ☐ Yes ☒ **No**: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

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? **Two**

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? **Two**

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?

☒ **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.

1 Date and Time

Former Federal preferences:

2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

2 Victims of domestic violence
Substandard housing
Homelessness

2 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
☐ 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
2 Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

Applicants can only obtain two (2) points maximum for the above categories with exception of veteran's status, which can be added to any other preference.

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

* For every ten households selected, the authority will take the first four (4) from households below 30% of applicable median. The next six applicants selected will alternate between two groups: households between 30% and 60% of applicable median and households between 60% and 80% of median. If no households match the two higher targeting categories, the Authority will make an offer to the household at the top of its list based on preference point applied.

(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**)

PHA Handbook with information and details on PHA facility.

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

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

(6) Deconcentration and Income Mixing

a. ☐ Yes ☒ No: 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)]**

B. Section 8

(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 – Section 8 Assistance Program only.**

☒ **Criminal and drug-related activity, more extensively than required by law or regulation – Public Housing**

☐ 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)

Participant's landlord history under program. Release of Criminal or drug related activity, if requested and if authorized by participant.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

☒ **None**

☐ Federal public housing

☐ Federal moderate rehabilitation

☐ Federal project-based certificate program

☐ Other federal or local program (list below)

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

☒ **PHA main administrative office**

☐ Other (list below)

(3) Search Time

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

If yes, state circumstances below:

1. ***Documented medical reasons or circumstances.***
2. ***Evidence of substantial search***
3. ***If Request for Lease Approval which is awaiting upgrade to meet HQS & Mass State Sanitary Code Standards. Participant search period is extended to find another unit, if unit ultimately fails.***

(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**)

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)**

A preference will be given to a household currently in a non-federal rental subsidy program for which modifications to that program's requirements reduce or otherwise put at risk the dwelling unit's affordability for the household. This preference is not available to household who joined an existing program after modifications to the program's requirements.

A preference will be given to residents of federal or state conventional public housing who are over-housed or under-housed.

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.

1 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
☒ **Residents who live and/or work in your jurisdiction (1 point)**
☐ 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)**

1) A preference will be given to a household currently in a non-federal rental subsidy program for which modifications to that program's requirements reduce or otherwise put at risk the dwelling unit's affordability for the household. This preference is not available to household who joined an existing program after modifications to the program's requirements. Four (4) points will be given for this preference.

2) A preference will be given to residents of federal or state conventional public housing who are over-housed or under-housed.

- **Two (2) points will be given to a household that is over-housed or under-housed by a degree of two bedrooms.**
- **One (1) point will be given to a household that is over-housed or under-housed by a degree of two bedrooms.**

With the exception of the Local Residency Preference, preference points cannot be combined.

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)**

Through outreach to specific non-profit groups that assist persons with disabilities.

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(d)]

(1) Income Based Rent Policies

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 – medical reasons**
☒ **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)

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

(1) Payment Standards

a. What is the PHA's payment standard? (select the category that best describes your standard)

☐ At or above 90% but below100% of FMR
☐ 100% of FMR
☒ **Above 100% but at or below 110% of FMR**
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (Select all that apply)

☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ The PHA has chosen to serve additional families by lowering the payment standard
☐ Reflects market or submarket
☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (Select all that apply)

☒ **FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area**
☒ **Reflects market or submarket**
☒ **To increase housing options for families**
☒ **Other** (list below)

To assist lease up under program, and provide a wider housing choice.

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

☒ **Annually**
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

☒ **Success rates of assisted families**
☒ **Rent burdens of assisted families**
☐ Other (list below)

(2) Minimum Rent

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

☐ $0
☐ $1-$25
☒ **$26-$50**

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

5. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

A. Capital Fund Activities

(1) Capital Fund Program

a. ☒ **Yes** ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.

b. ☐ Yes ☒ **No**: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

(1) Hope VI Revitalization

a. ☐ Yes ☒ **No**: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below 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)
Development name:
Development (project) number:
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

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

d. ☐ Yes ☒ **No**: 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:

e. ☐ Yes ☒ **No**: 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:

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

a. ☐ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI)of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If "No", skip to component 7; if "yes", complete one activity description for each development on the following chart.)

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

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

(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 the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

(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:

Participant of PHA's FSS Program

c. What actions will the PHA undertake to implement the program this year (list)?

The PHA in cooperation with the Plymouth Redevelopment Office, has developed a Section 8 Homeowner Program whereby eligible Section 8 Participants, who are under contract in the PHA's Family Self-Sufficiency program, will be offered the opportunity to participate in a First time Homeowners Program.

The Plymouth Redvelopment Office is a fully approved HUD Counseling Agency in good standing and is an approved agency of the Massachusetts Homeownership Collaborative, the Massachusetts Housing Partnership, and Massachusetts Housing Finance Agency.

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

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

a. ☒ Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.

b. ☒ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

c. ☒ Partnering with a qualified agency or agencies to administer the program [SEE DESCRIPTION ABOVE]

d. ☒ Demonstrating that it has other relevant experience (list experience below).

The PHA's program has been up and running for almost four years. Our program participants have closed on four (4) homes sales and we estimate that four (4) other households in the home-ownership pipeline are on schedule to purchase in the next year.

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations*: *Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

Statement of Accomplishments FYE 2004

In 2004, the PHA focused its attention on the goals and objectives outlined in its mission statement. Foremost was the need for the expansion of affordable housing in its community. Initially, these efforts began with the formation and establishment of a non-profit housing agency (Plymouth Bay Housing Corporation), which is comprised of members of the community and housing officials. In addition, as a designee on the Town of Plymouth's Community Preservation Committee, the PHA announced its intent to utilize funds available under the Community Preservation Act in concert with other private and public financing to acquire town-owned land for the development of affordable housing.

At present, the Plymouth Bay Housing Corp. is in the first stages of developing a design/ construction plan for approximately 40 units of affordable housing, to be located on land adjacent one of the PHA's existing low-income elderly sites. This project will be designated as a mixed income development for persons 55 years and older.

While advancing in these efforts, the PHA was also able to successfully transition two additional Section 8 FSS Participants into its home-ownership program, making a total of four (4) units under this program. It is expected that another two (2) units will be added in 2005, however, with the average cost of a single-family home at $250,000.00, homeownership has become increasingly difficult for PHA participants. Our partnership with the Town of Plymouth's Redevelopment Office continues to be strong and has provided a number of additional loans (2nd Mortgages) and other guarantees in order to make these purchases possible. However, the availability of affordable homes within the Town of Plymouth within the income range of our participants is becoming scarcer.

During 2004, the PHA also completed the interior renovations in its High Cliff Development (MA59-1), while at the same time upgrading the heating and boiler systems within the facility. Plans were the developed during FY 2004, to begin similar renovations, as well as the construction of a maintenance facility, at its Congregate Elderly (MA59-2) site. This work will be done in FY2005 through the PHA's Capital Fund Program.

In 2004, proudly scored well on its SEMAP and PHAS submissions, demonstrating the proficiency of the PHA's staff. Through on-site and off-site training, staff has managed to continually meet all of the reporting requirements under PIC and REAC. Additional administrative improvements include the on-site training and revision to the PHA's Public Housing Administrative Plan.

Staff and residents have continued the publication of the Chatterbox, a resident newsletter circulated through five (5) elderly developments strengthening the relationship between the residents and management. Throughout the year, PHA staff, residents and FSS participants continued to volunteer their time in fund raising activities providing the resources to co-sponsor resident activities, FSS Workshops, loan programs, etc. All of these efforts and activities offer either increased socialization for elders and/or greater opportunities for FSS Participants.

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

24 CFR Part 903.7(r)

Definition of Major Changes

The Plymouth Housing Authority considers a major change in the content of the HAP for the fiscal year starting 1/1/05 to consist of one or more the following:

1. Implementation of program incentives to increase the number of working households in the program.
2. A change in any open Annual Capital Program that crosses the accumulative 20% of total funds threshold.
3. A decision to submit a major application such as a Demolition/Disposition Application.
4. A decision to request a voluntary conversion of public housing to Section 8 Vouchers.

For this fiscal year, the following actions are **NOT** to be considered major changes. These matters have been discussed with the RAB as part of the process resulting in the baseline Housing Agency Plan for 2005.

1. Submission of an Allocation Plan for Designated Housing
2. Revisions to the Section 8 Administrative Plan to address program integrity, customer service and to implement policies and procedures to improve management of program utilization levels.
3. Section 8 Policy changes in direct result of reduced funding levels or other HUD administrative changes.
4. Revisions to the ACOP to address program integrity and improve customer service.
5. Decisions to open a waiting list for a specific period of time.

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

a. ☐ Yes ☒ **No**: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, provide the comments below:

b. 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)

(2) Resident Membership on PHA Governing Board

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

☐ Yes ☒ **No**: THERE IS NO *FEDERAL* PROGRAM PARTICIPANT ON THE BOARD

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

Method of Selection:

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

☐ Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

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)**

Under Massachusetts State Law, Commissioners are elected in a Town-wide election. Candidates file papers with the Town Clerk.

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)**

Any adult Section 8 or Public Housing Program Participant who resides in Plymouth and is a U.S. Citizen may file paper to declare candidacy for the position of Commissioner of the Plymouth Housing Authority.

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)**

Elections for Commissioner are controlled by Town By-laws and open to voting by ALL registered voters in Plymouth.

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

☐ The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis

☒ **The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.**

☐ Other (explain):

Date of next term expiration of a governing board member:

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

One Commissioner is appointed by the Governor and four position are elected under suffrage enjoyed by all registered voters of the Town of Plymouth.

(3) PHA Statement of Consistency with the Consolidated Plan
[24 CFR Part 903.15]

1. Consolidated Plan jurisdiction**: Town of Plymouth**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

☒ **The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.**

☒ **The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.**

☒ **The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.**

☒ **Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)**

☐ Other: (list below)

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

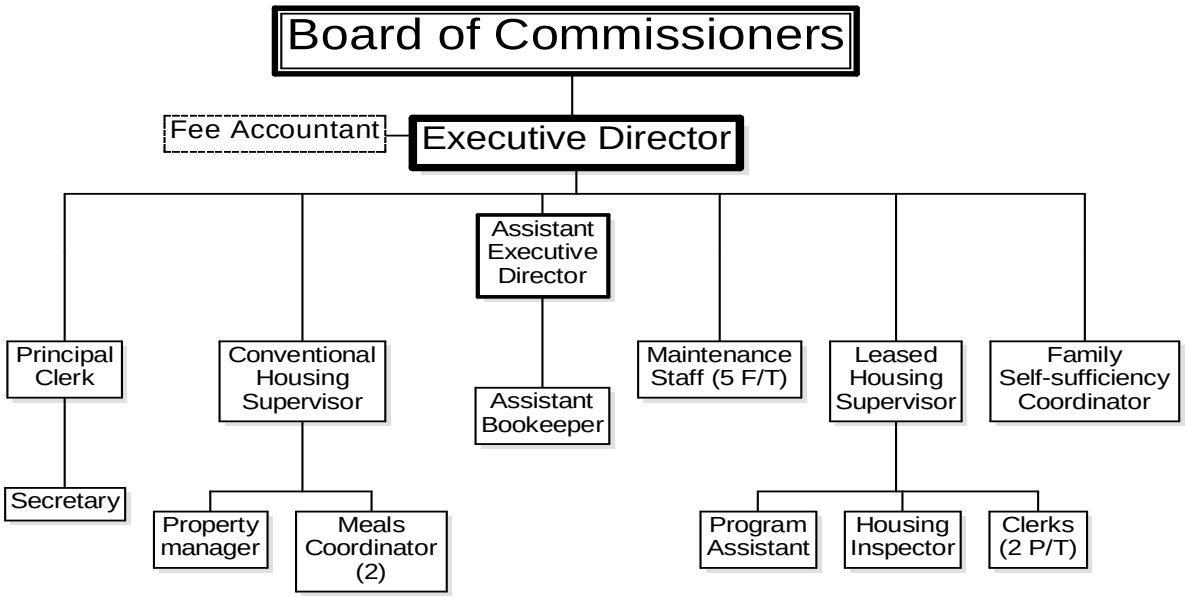
(4) (Reserved)

Use this section to provide any additional information requested by HUD.

Membership of Resident Advisory Board

Jane Balutis	Section 8
Mary Stackhouse	Northfield MA 59-2
Ramo Bongiovanni	Northfield MA 59-2
Betty Ann Dolan	High Cliff MA 59-1

Table of Organization
Plymouth Housing Authority



10. Project-Based Voucher Program

a. ☒ **Yes** ☐ No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.

b. ☒ **Yes** ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:
☐ Low utilization rate for vouchers due to lack of suitable rental units
☐ Access to neighborhoods outside of high poverty areas
☒ **Other (describe below:)**

Project based Vouchers can assist with the financing of new affordable housing developments within Plymouth.

c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

While the Authority has amended its Section 8 Administrative Plan to include policy and procedure language that satisfies the requirements of the Guidance issued January 16, 2001, the Authority has not yet determined when a Request for Proposals should be issued. It would be anticipated that the RFP would give priority (in terms of its RFP evaluation point system) to neighborhoods with lower poverty rates. We anticipate that are of Plymouth west of Route 3 and south of Plymouth Plantation would be a priority but no census tract in Plymouth will be excluded under any RFP issued by the Authority. Instead points will be awarded to locations that are in census tracts with lower poverty and minority concentration rates relative to rest of the Town. Should proposals be submitted only in census tracts with high concentrations of poverty or minority, the Authority will evaluate each proposal on its unique merits and may determine that providing a Project-based Voucher achieves a larger community goal consistent with the local Consolidated Plan.

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

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 –including Homeownership and PBA Addendum.	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	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 Quality Housing and Work Responsibility Act Initial Guidance; Notice* 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	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies	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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	Public housing grievance procedures	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures	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
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program ☒ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Plymouth Housing Authority	Capital Fund Program Grant No: MA 06-P059501-05 Replacement Housing Factor Grant No:	2005

☒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	127,973			
3	1408 Management Improvements	15,000			
4	1410 Administration	5,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—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 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	147,973			
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				
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: Plymouth Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P059501-05 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
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	
PHA-Wide	Operations	1406		120,000				
	Management Improvement	1408		15,000				
	Administration	1410		5,000				

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

PHA Name: Plymouth Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: MA06P059501-05 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2005

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	9/07			9/09			

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name		PLYMOUTH HOUSING AUTHORITY		☒ **Original 5-Year Plan** ☐ **Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FYE: 12/31/07	Work Statement for Year 3 FFY Grant: 2007 PHA FYE: 12/31/09	Work Statement for Year 4 FFY Grant: 2008 PHA FYE: 12/31/09	Work Statement for Year 5 FFY Grant: 2009 PHA FYE: 12/31/10
	Annual Statement				
HA-WIDE		$ 100,000	$ 100,000	$ 60,000	$ 60,000
High Cliff MA 59-1		13,886	13,886	13,886	13,886
Northfield MA 59-2		13,886	13,886	63,886	63,886

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

Activities for Year 1	Activities for Year: _2_ FFY Grant: 2006 PHA FYE: 12/31/07			Activities for Year: _3_ FFY Grant: 2007 PHA FYE: 12/31/08		
	Development Name/Number	**Major Work Categories**	Estimated Cost	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See						
Annual	HA-Wide	***Operations (1406)***	$ 110,000	HA-Wide	***Operations (1406)***	$ 105,000
Statement		Administration (1410)	$10,000		Administration (1410)	$10,000
	High Cliff MA 59-1	Misc. Site (1450)	10,000	High Cliff MA 59-1	Misc. Site (1450)	10,000
	Northfield MA 59-2	Pointing/Caulking (1460)	10,000	Northfield MA 59-2	Automatic Door Opener (1475)	10,000
					Pointing/Caulking (1460)	5,000
		Contingency (1502)	7,973		Contingency (1502)	7,973
Total CFP Estimated Cost			147,973			147,973

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

Activities for Year: __4__ FFY Grant: 2008 PHA FYE: 12/31/09			Activities for Year: __5__ FFY Grant: 2009 PHA FYE: 12/31/10		
Development Name/Number	**Major Work Categories**	Estimated Cost	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
HA-Wide	***Operations (1406)***	$ 70,000	HA-Wide	***Operations (1406)***	$ 60,000
	Administration (1410)	$10,000		Administration (1410)	$10,000
				Maintenance Building	10,000
High Cliff MA 59-1			High Cliff MA 59-1		
Northfield MA 59-2	Landscaping (1450)	10,000	Northfield MA 59-2	Misc paving repairs (1450)	15,000
	Roof Repair (1460)	40,000		Roof Repair(1460)	40,000
	Common Area Furniture (1475)	10,000		Snow Removal Equipment (1475)	5,000
	Fees & Costs (1430)	7,973		Fees & Costs (1430)	7,973
Total CFP Estimated Cost		$147,973			$147,973

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

PHA Name: Plymouth Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06-P059501-04 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no:)
☒Performance and Evaluation Report for Period Ending: 6/04 ☐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	93,201			
3	1408 Management Improvements	12,000			
4	1410 Administration	12,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	30,772			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	147,973			
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				
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: Plymouth Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P059501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
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	
PHA-Wide	Operations	1406		93,201				
	Management Improvement	1408		12,000				
	Administration	1410		12,000				
MA 59-2	Window Replacement (Phase II)	1460		30,772				

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

PHA Name: Plymouth Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: MA06P059501-04 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2004

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	9/06			9/08			

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

PHA Name: Plymouth Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06-P059501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no: #1)
☐Performance and Evaluation Report for Period Ending: 06/03 ☒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	127,722			
3	1408 Management Improvements				
4	1410 Administration		15,000	15,000	15,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement		10,000	10,000	10,000
10	1460 Dwelling Structures		72,772	72,772	72,772
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures		20,000	20,000	20,000
13	1475 Nondwelling Equipment		10,000	10,000	10,000
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)		127,772	127,772	127,772
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				
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: Plymouth Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P059501-03 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	
	Operations	1406		127,772	0			
PHA-Wide	Administration	1410			15,000	15,000	15,000	Done
	Non-Dwelling Structure	1470			20,000	20,000	20,000	Done
	Non-Dwelling Equipment	1475			10,000	10,000	10,000	Done
MA 59-2	Window Replacement (Phase I)	1460			50,000	50,000	50,000	Done
	Carpet Replacement	1460			20,772	20,772	20,772	Done
	Site Improvements	1450			10,000	10,000	10,000	Done

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

PHA Name: Plymouth Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: MA06P059501-03 Replacement Housing Factor Grant 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	6/05		6/04	6/07		6/04	

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

PHA Name: Plymouth Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06-P059502-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003

☐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	25,464	25,464	25,464	25,464
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—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 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	25,464	25,464	25,464	25,464
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				
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: Plymouth Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P059502-03 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	
PHA-Wide		1408		25,464	25,464	25,464	25,464	Done

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

PHA Name: Plymouth Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: MA06P059502-03 Replacement Housing Factor Grant 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	6/05		6/04	6/07		6/04	

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

PHA Name: Plymouth Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06-P059-501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002

☐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		45,941.73	45,941.73	45,941.73
3	1408 Management Improvements				
4	1410 Administration	12,227	4,180	4,180	4,180
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	5,000	0	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	40,489	71,097.37	71,097.37	71,097.37
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	65,000	1,496.90	1,496.90	1,496.90
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 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	122,716	122,716	122,716	122,716
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				
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: Plymouth Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P059-501-02 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
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	
PHA-Wide	Operations	1406		0	45,941.73	45,941.73	45,941.73	Done
PHA-Wide	Administration	1410		12,227	4,180	4,180	4,180	Done
MA 59-02	Fees & Costs	1430		5,000	0	0	0	Done
MA 59-01, 02	Roof, Windows Replacement, Termite Repairs, Community Room Heat	1460		40,489	71,097.37	71,097.37	71,097.37	Done
MA 59-02	Garage	1470		65,000	1,496.90	1,496.90	1,496.90	Done
	Contingency	1502		0	0			

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

PHA Name: Plymouth Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: MA06P059-501-02 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2002

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	06/04		6/04	06/06		6/04	

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

PHA Name: Plymouth Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06-P059501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001

☐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	163,663	163,663	163,663	163,663
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—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 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	163,663	163,663	163,663	163,663
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				
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: Plymouth Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P059501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 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	
PHA-Wide	Administration	1408		163,663	163,663	163,663	163,663	Done

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

PHA Name: Plymouth Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: MA06P059501-01 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 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	
HA-wide	6/03		6/02	6/05		6/02	

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)]

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: **Northfield (Congregate)** 1b. Development (project) number: **MA 59-1**
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☒
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☒
4. Date this designation approved, submitted, or planned for submission:
5. If approved, will this designation constitute a (select one) ☒ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 30 Coverage of action (select one) ☒ To be determined ☐ Part of the development ☐ Total development

Designation of Public Housing Activity Description
1a. Development name: **High Cliff** 1b. Development (project) number: **MA 59-2**
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☒
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☒
4. Date this designation approved, submitted, or planned for submission:
5. If approved, will this designation constitute a (select one) ☒ New Designation Plan ☐ Revision of a previously approved Designation Plan?
6. Number of units affected: 82 7. Coverage of action (select one) ☒ To be determined ☐ Part of the development ☐ Total development

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Plymouth Housing Authority	Capital Fund Program Grant No: MA 06-P059501-04 Replacement Housing Factor Grant No:	2004

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☒Revised Annual Statement (revision no: 1)
☐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	93,201	0		
3	1408 Management Improvements	12,000	0		
4	1410 Administration	12,000	5,000		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs		10,000		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	30,772			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures		132,973		
13	1475 Non-dwelling 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 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	147,973	147,973		
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				
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: Plymouth Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P059501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
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	
PHA-Wide	Operations	1406		93,201	0			
	Management Improvement	1408		12,000	0			
	Administration	1410		12,000	5,000			
	Maintenance Facility			0	132,973			
MA 59-2	Window Replacement (Phase II)	1460		30,772	0			

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

PHA Name: Plymouth Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: MA06P059501-04 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2004

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	9/06			9/08			