

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

Brookline Housing Authority Plan (MA 033)

5 Year Plan for Fiscal Years **2006 - 2010**
Annual Plan for Fiscal Year **2006**

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

**BHA Plan
Agency Identification**

PHA Name: Brookline Housing Authority

PHA Number: MA 033

PHA Fiscal Year Beginning: (04/2006)

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 BHA**
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the BHA @ 90 Longwood Ave., Brookline, MA**
- 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 BHA @ 90 Longwood Ave., Brookline, MA 02446**
- PHA development management offices
- Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2006 - 2010
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

The Brookline Housing Authority is committed to providing the highest quality affordable housing and making every effort to develop additional affordable housing options in the Town of Brookline.

We shall partner with businesses, landlords, other housing agencies, Town Departments and our residents to achieve this mission.

We shall carry out all activities in a public, fiscally efficient, non-discriminatory, ethical and professional manner. We do this with pride and commitment to excellence.

To achieve our mission we challenge ourselves to these goals:

- To manage the agency in full compliance with all applicable laws, regulations and statutes.
- To manage the agency to be a HUD High Performer under Public Housing Management Assessment & Section Eight Management Assessment and other Regulatory Compliance Audits.
- To increase availability of affordable options and safe homes for eligible families, seniors and persons with disabilities.
- To promote an efficient customer-friendly environment through capable and trained employees committed to excellence in public service.
- To develop service components for residents in need so they may maintain their apartment or Rental Assistance Certificate.
- To provide resources for residents to achieve self-sufficiency.
- Through all our actions, to become the affordable housing landlord of choice for eligible residents in the community.
- To provide economic & social diversity within the Public housing community.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers:**
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:**
 - Acquire or build units or developments
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management:** (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:**
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:**
 - Conduct outreach efforts to potential voucher landlords**
 - Increase voucher payment standards**
 - Implement voucher homeownership program:**
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:

- Other: (list below) **Site wait list for seniors/disabled per designated housing plan.**

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

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

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:**
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:**
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:**

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Other: (list below)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2006
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

attachment a

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2006 Capital Fund Program Annual Statement**
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- BHA Management Organizational Chart attachment b**
- FY 2006 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) d
- Other (List below, providing each attachment name)**
- Resident Advisory Board Members attachment c**
- BHA Resident board Member attachment d**
- BHA Section 8 Resident Advisory Member attachment e**
- State/Performance Report 2003 attachment f**
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- State/Performance Report 2005 attachment i**
- BHA Community Service Program attachment j**
- Substantial Modifications to the Annual Plan attachment k**
- BHA 2006 Annual Plan Progress Statement attachment l**

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
√	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
√	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
√	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
√	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
√	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
√	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
√	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
√	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
√	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
√	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	A & O Policy	
√	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
√	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
√	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
√	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
√	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
√	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
√	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
√	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
√	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1872	4	5	5	5	4	3
Income >30% but <=50% of AMI	691	4	5	5	5	4	3
Income >50% but <80% of AMI	488	4	4	4	5	4	3
Elderly	1073	3	2	3	5	3	3
Families with Disabilities	485	4	5	4	4	4	3
Race / White	3456	3	3	3	5	3	3
Race / Black	372	3	3	3	5	3	3
Race / AI/ Alaskan	6	3	3	3	5	3	3
Race / Asian	290	3	3	3	5	3	3

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

Consolidated Plan of the Jurisdiction/s

- Indicate year: **2000**
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information) General knowledge from applicant disclosure**

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

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

Housing Needs of Families on the Waiting List			
waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance Pre existing list			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	767		16
Extremely low income <=30% AMI	643	84%	
Very low income (>30% but <=50% AMI)	105	13%	
Low income (>50% but <80% AMI)	19	3%	
Families with children	89	12%	
Elderly families	79	10%	
Families with Disabilities	44	6%	
Race/ethnicity White	311	42%	
Race/ethnicity Black	253	32%	
Race/ethnicity AI/Alaska	3	0%	
Race/ethnicity Pacific Islander	51	7%	
Race/ethnicity			

Housing Needs of Families on the Waiting List

Asian	149	19%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Natural Disaster / Abusive Situation(s)			

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance **Centralized List**
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	60612		0
Extremely low income <=30% AMI	52645	87%	
Very low income (>30% but <=50% AMI)	7131	12%	
Low income (>50% but <80% AMI)	690	1%	
Families with children	38428	63%	
Elderly families	3342	6%	
Families with Disabilities	19260	32%	
Race/ethnicity White	28153	46%	
Race/ethnicity Black	12207	20%	
Race/ethnicity AI/Alaska	1979	3%	
Race/ethnicity Pacific Islander	160	0%	
Race/ethnicity American Indian	1095	2%	
Hispanic	18044	30%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

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

If yes:

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

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No **Yes Natural Disaster / Abusive Situation(s)**

Housing Needs of Families on the Waiting List

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/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	2019		30
Extremely low income <=30% AMI	1783	88%	
Very low income (>30% but <=50% AMI)	177	9%	
Low income (>50% but <80% AMI)	59	3%	
Families with children	540	27%	
Elderly families	362	18%	
Families with Disabilities	97	1%	
Race/ethnicity White	814	40%	
Race/ethnicity Black	560	28%	
Race/ethnicity AI/Alaska	19	0%	
Race/ethnicity Asian	228	12%	

Race/ethnicity

No race designated **360** **20%**

Characteristics by Bedroom Size (Public Housing Only)

1BR	881	44%	27
2 BR	775	39%	2
3 BR	325	16%	1
4 BR	31	1%	0
5 BR	6	0%	0
5+ BR			

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

If yes:

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

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No **Yes Natural disaster / Abusive situations**

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units**
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction**
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required**
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration**
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program**
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies**
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available**
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.**
- Other: (list below) to project base 25 Housing Choice Vouchers with priorities for family housing units and housing for persons with disabilities with /or without in house service component**

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing**
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance**
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below) to project base 25 Housing Choice Vouchers with priorities for family housing units and housing for persons with disabilities with / or without in –house service component**

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing**
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available**
- Affirmatively market to local non-profit agencies that assist families with disabilities**

Other: (list below) **To project base 25 Housing Choice Vouchers with priorities for family housing units and housing units and housing for persons with disabilities with /or without in house service component.**

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units**
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2006 grants)		
a) Public Housing Operating Fund	\$1,149,062	
b) Public Housing Capital Fund	\$529,980	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$6,558,210 \$535,320	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2005 CFP	\$382,835	Elevator Upgrades - All
2004 CFP	\$429,503	Masonry Repairs 33-1 Windows 33-7
2003 (501) CFP	\$27,626	Window Replacement 33-7
2003 (502)CFP	\$10,781	Masonry Repairs 33-7
3. Public Housing Dwelling Rental Income	\$1,597,689	Management and Maintenance costs, utilities
4. Other income (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Excess Utilities	\$8,000	Air conditioner charges
Interest Income	\$8,200	
Other Income / Tenant Charges	\$6,000	Key replacements, lock outs and damage to units
4. Non-federal sources (list below)		
Total resources	\$11,243,206	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time) 6 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) Prior landlords**

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

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

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

(2)Waiting List Organization

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

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

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

- BHA main administrative office @ 90 Longwood Ave., Brookline, MA**
 PHA development site management office
 Other (list below)

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

1. **How many site-based waiting lists will the PHA operate in the coming year?**
None

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

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

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

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

(3) Assignment

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

- One**
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies**
- Overhoused**
- Underhoused**
- Medical justification**
- Administrative reasons determined by the PHA (e.g., to permit modernization work)**
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Victims of domestic violence

Substandard housing

Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

Working families and those unable to work because of age or disability

Veterans and veterans' families

Residents who live and/or work in the jurisdiction

Those enrolled currently in educational, training, or upward mobility programs

Households that contribute to meeting income goals (broad range of incomes)

Households that contribute to meeting income requirements (targeting)

Those previously enrolled in educational, training, or upward mobility programs

Victims of reprisals or hate crimes

Other preference(s) (list below) Residency preferences, Natural disaster

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

1. Involuntary Displacement (Disaster, Government Action, Action of Housing

Owner, Inaccessibility, Property Disposition)

1. 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

3. 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)

2 Households that contribute to meeting income requirements (targeting)

- Those previously enrolled in educational, training, or upward mobility programs
1. **Other preference(s) (list below) Residency preferences, Natural disaster, not caused by applicant**

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 / applicants with the same preference(s) are selected by date & time**

(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)

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site based waiting lists
- If selected, list targeted developments below:

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts**
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts**
- List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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

(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)
- BHA main administrative office @ 90 Longwood Ave., Brookline, MA 02446**

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:

Upon request with verification of active search and/or good cause (medical, school year etc)...

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)**

Local resident who is displaced by Natural disaster, Displaced by public action, fleeing domestic violence, displaced by hate crimes or reprisals, or Board of health condemnation

Local resident who is about to be displaced by landlord – non renewal through no fault of their own

Non local resident who is displaced by natural disaster, displaced by public action, fleeing domestic violence, displaced by hate crimes or reprisals, or board of health

Local resident who is a single veteran or single persons with disabilities

Local resident

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

1. Local resident who is displaced by Natural disaster, Displaced by public action, fleeing domestic violence, displaced by hate crimes or reprisals, or Board of health condemnation

2. Local resident who is about to be displaced by landlord – non renewal through no fault of their own

3. Non local resident who is displaced by natural disaster, displaced by public action, fleeing domestic violence, displaced by hate crimes or reprisals, or board of health

4. Local resident who is a single veteran or single persons with disabilities

5. Local resident

6. All other standard applicants

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 / as required by HUD FHEO for Mass NAHRO Central Wait List

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)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))**

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

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

- \$0
- \$1-\$25

\$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

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

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase**
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below) Change in family size**

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing**
- Survey of rents listed in local newspaper**
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

Other (list below)

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

Annually

Other (list below)

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

Success rates of assisted families

Rent burdens of assisted families

Other (list below)

(2) Minimum Rent

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

\$0

\$1-\$25

\$26-\$50

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

An organization chart showing the PHA's management structure and organization is attached.

A brief description of the management structure and organization of the PHA follows: **Centralized operation with decentralized site management & site management.**

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	438	40
Section 8 Vouchers	619	50
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
Management Plan, Rent Collection, Pest Control (Extermination), Pet, Policy, Parking Policy and Grievance and Admissions & Continued Occupancy Plan (ACOP).
- (2) Section 8 Management: (list below)
**Administrative Plan
 Grievance Procedure**

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office @ 90 Longwood Ave., Brookline, MA 02446**
- PHA development management offices
- Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- PHA main administrative office @ 90 Longwood Ave., Brookline, MA 02446**
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: <p style="text-align: center;">Brookline Housing Authority</p>	Grant Type and Number Capital Fund Program Grant No: MA06P033501-06 Replacement Housing Factor Grant No:	Federal FY of Grant: <p style="text-align: center;">2006</p>
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	60,200			
4	1410 Administration	52,998			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	416,782			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	529,980			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	5,176			
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: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006			
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	Obligated	Expended	
MA 33-1 Walnut St. Apts.	No development-specific improvements are planned							
MA 33-2 Sussman House	Replace Wood Façade	1460		151,606				
MA 33-3 O'Shea House	Elevator Upgrades, phase 1	1460		5,176				
MA 33-5 Morse Apts.	No development-specific improvements are planned							
MA 33-7 Kickham Apts.	Elevator Upgrades	1460		260,000				
H.A.-Wide	Computer Learning Center Staff	1408		42,000				
	Section 3 Coordinator	1408		6,200				
	Peer Leadership Program	1408		12,000				
	Administration	1410		52,998				

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

PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program No: MA06P033501-06 Replacement Housing Factor No:				Federal FY of Grant: 2006	
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	
MA 33-1	7/17/08			7/17/10			
MA 33-2	7/17/08			7/17/10			
MA 33-3	7/17/08			7/17/10			
MA 33-5	7/17/08			7/17/10			
MA 33-7	7/17/08			7/17/10			
HA-Wide:							
Mgmt. Imp.	7/17/08			7/17/10			
Fees & Costs	7/17/08			7/17/10			

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

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

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: Brookline Housing Authority				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2009 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2010 PHA FY: 2011
	Annual Statement				
MA 33-1, Walnut		169,000		12,500	15,000
MA 33-2, Sussman			200,000	112,500	115,000
MA 33-3, O'Shea		16,000	80,500		80,000
MA 33-5, Morse		9,000	13,000	90,500	70,000
MA 33-7, Kickham		64,000		24,500	50,000
HA-Wide Activities And Costs		282,620	247,120	300,620	210,620
CFP Funds Listed for 5-year planning		\$540,620	\$540,620	\$540,620	\$540,620
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2007 PHA FY: 2008			Activities for Year: <u>3</u> FFY Grant: 2008 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	MA 33-1	Building envelope repairs bldg. H	125,000			
Annual	<i>Walnut St. Apts.</i>	Corridor fire doors, magnetic holds	44,000	MA 33-1	No development-specific work	
Statement		SUBTOTAL	169,000	<i>Walnut St. Apts.</i>		
	MA 33-2	No development-specific work				
	Sussman House			MA 33-2	Building envelope, phase 1	200,000
				Sussman House	SUBTOTAL	200,000
	MA 33-3	Trash compactor, chute doors	14,000			
	O'Shea House	Gas vent pipe	2,000	MA 33-3	Electrical service breakers	13,000
		SUBTOTAL	16,000	O'Shea House	GFI's in kitchens & baths	37,500
	MA 33-5	Back-flow preventer	9,000		Electrical heating units	30,000
	Morse Apts.	SUBTOTAL	9,000		SUBTOTAL	80,500
	MA 33-7	Back-flow preventer	9,000	MA 33-5	Electrical service breakers	13,000
	Kickham Apts.	Extend E. generator exhaust pipe	2,500	Morse Apts.	SUBTOTAL	13,000
		Caulk at AC sleeves & greenhouse	15,000			
		Glass in greenhouse	35,000	MA 33-7	No development-specific work	
		Fence	2,500	Kickham Apts.		
		SUBTOTAL	64,000			
	HA-Wide	Security surveillance systems	52,000			
	<i>Activities</i>	Misc. caulking repairs	13,000	HA-Wide	Electrical feeders	32,500
	<i>And Costs</i>	Misc. exter. door replacement	20,000	<i>Activities</i>	Kitchen upgrades	25,000
		Misc. flooring replacement	10,000	<i>And Costs</i>	Bathroom upgrades	25,000
		Misc. inter. door replacement	5,000		Learning center staff	43,000
		Appliances	20,000		Section 3 Coordinator	8,000
		Learning center staff	43,000		Special Initiatives Coord.	22,000
		Section 3 Coordinator	8,000		A/E fees & misc. costs	30,000
		Special Initiatives Coord.	22,000		Administration	54,062

	A/E fees & misc. costs	30,000		Operations	7,558
	Administration	54,062		SUBTOTAL	247,120
	Operations	5,558			
	SUBTOTAL	282,620			
Total CFP Estimated Cost		\$540,620			\$540,620

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year : <u>4</u> FFY Grant: 2009 PHA FY: 2010			Activities for Year: <u>5</u> FFY Grant: 2010 PHA FY: 2011		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
MA 33-1	Trash Compactor	12,500			
Walnut St. Apts.	SUBTOTAL	12,500	MA 33-1	Site Improvements	15,000
			Walnut St. Apts.	SUBTOTAL	15,000
MA 33-2	Building Envelope	100,000			
Sussman House	Trash Compactor	12,500	MA 33-2	Building Envelope	100,000
	SUBTOTAL	112,500	Sussman House	Site Improvements	15,000
MA 33-3	No development-specific work			SUBTOTAL	115,000
O'Shea House					
MA 33-5	Building Envelope	28,000	MA 33-3	Emergency Generator	50,000
Morse Apts.	Trash Compactor	12,500	O'Shea House	Building Envelope	30,000
	Emergency Generator	50,000		SUBTOTAL	80,000
	SUBTOTAL	90,500			
MA 33-7	Trash Compactor	12,500	MA 33-5	Sliding Glass Doors	70,000
Kickham Apts.	Carpet in corridors	12,000	Morse Apts.	SUBTOTAL	70,000
	SUBTOTAL	24,500			
			MA 33-7	Emergency Generator	50,000
HA-Wide	Roof repairs	10,000	Kickham Apts.	SUBTOTAL	50,000
Activities	Exterior doors	10,000			
And Costs	Misc. flooring replacement	10,000			
	Misc. inter. door replacement	5,000	HA-Wide	Roof repairs	10,000
	Kitchen upgrades	35,000	Activities	Exterior doors	10,000
	Bathroom upgrades	30,000	And Costs	Learning center staff	43,000
	Appliances	10,000		Section 3 Coordinator	8,000
	Learning center staff	43,000		Special Initiatives Coord.	22,000

	Section 3 Coordinator	8,000		A/E fees & misc. costs	30,000
	Special Initiatives Coord.	22,000		Administration	54,062
	A/E fees & misc. costs	30,000		Operations	8,558
	Administration	54,062		Prelim. costs to acquire units	25,000
	Operations	8,558		SUBTOTAL	210,620
	Prelim. costs to acquire units	25,000			
	SUBTOTAL	300,620			
Total CFP Estimated Cost		\$540,620			\$540,620

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

Activities for Year : <u>4</u> FFY Grant: 2009 PHA FY: 2010			Activities for Year: <u>5</u> FFY Grant: 2010 PHA FY: 2011		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
			MA 33-1	<i>Fire sprinkler system, phase 2</i>	39,300
MA 33-1	<i>Fire sprinkler system, phase 1</i>	229,300	<i>Walnut St. Apts.</i>	Replace caulking	100,000
<i>Walnut St. Apts.</i>	SUBTOTAL	229,300		Roof Repairs	38,000
				SUBTOTAL	177,300
MA 33-2	Pipe insulation	20,000			
Sussman House	SUBTOTAL	20,000	MA 33-2	No development-specific work	
			Sussman House		
MA 33-3	No development-specific work				
O'Shea House			MA 33-3	Roof Repairs	36,000
			O'Shea House	SUBTOTAL	36,000
MA 33-5	No development-specific work				
Morse Apts.			MA 33-5	Roof Repairs	36,000
			Morse Apts.		36,000
MA 33-7	No development-specific work				
Kickham Apts.			MA 33-7	No development-specific work	
			Kickham Apts.		
HA-Wide	Misc. flooring replacement	10,000	HA-Wide	Misc. flooring replacement	10,000
<i>Activities</i>	Misc. inter. door replacement	5,000	<i>Activities</i>	Misc. inter. door replacement	5,000
<i>And Costs</i>	Kitchens in vacancies	35,000	<i>And Costs</i>	Kitchens in vacancies	35,000
	Bathroom upgrades	30,000		Bathroom upgrades	30,000
	Appliances	10,000		Appliances	10,000
	Learning center staff	42,000		Learning center staff	42,000
	Section 3 Coordinator	6,200		Section 3 Coordinator	6,200
	A/E fees & misc. costs	30,000		A/E fees & misc. costs	30,000

	Administration	52,500		Administration	52,500
	Operations	5,000		Operations	5,000
	Prelim. costs to acquire units	50,000		Prelim. costs to acquire units	50,000
	SUBTOTAL	275,700		SUBTOTAL	275,700
	Total CFP Estimated Cost	\$525,000			\$525,000

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

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

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

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of

1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the

U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: All
1b. Development (project) number: MA06 / 33-1, 2,3, 5&7
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (29/04/05)
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development 33-2,3,5 & 7/ 24 units @ 33-1

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

1. Yes No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered

under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies

- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

- Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Section 3 Coordinator	20	None	Trustman Apts.	Both
Computer Learning Center	50	None	22 High Street	Both
ESL Classes	50	None	22 High Street	Both

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	0
Section 8	42	13

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies**
 - Informing residents of new policy on admission and reexamination**
 - Actively notifying residents of new policy at times in addition to admission and reexamination.**
 - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - Establishing a protocol for exchange of information with all appropriate TANF agencies
 - Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

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

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents**
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority**
- Analysis of cost trends over time for repair of vandalism and removal of graffiti**
- Resident reports**
- PHA employee reports**
- Police reports**
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs**
- Other (describe below)

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

MA 33-1

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
 - Crime Prevention Through Environmental Design**
 - Activities targeted to at-risk youth, adults, or seniors**
 - Volunteer Resident Patrol/Block Watchers Program
 - Other (describe below)
- Participation in Town Anti Crime Programs**

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

MA 33-1

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan**
- Police provide crime data to housing authority staff for analysis and action**
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)**
- Police regularly testify in and otherwise support eviction cases**
- Police regularly meet with the PHA management and residents**
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

MA 33-1

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The BHA has a pet policy conforming to HUD regulations. To comply with this policy, a tenant must fully register their animal with the BHA before bringing it onto the premises. Tenants are given a copy of the written policy and registration form and must sign and acknowledge the following: the right of the BHA to enter the registered pet owner's dwelling unit when there is evidence that an animal left alone is in danger or distress; that they have received a copy of all animal-related requirements and restrictions administered by the BHA; that failure to abide by any animal-related requirement or restriction constitutes a violation of a BHA tenant's lease and is grounds for lease termination.

The pet policy defines animals that are not permitted. It mandates compliance with state and local ordinances. It also lists registration requirements including evidence that all cats or dogs have been spayed or neutered and designation of an alternative pet care giver. Other restrictions include limits on numbers of pets according to the size of the unit and weight limits for pets.

The pet policy defines ongoing tenant responsibilities including proper pet waste disposal, restraint and confinement of pets, the requirement of the pet owner to prevent the pet from interfering with BHA management and maintenance functions, proper care of the pet, restrictions on housing stray animals, liability for property damage or personal injury caused by a pet, requirement to exterminate for fleas, ticks or other animal-related pests, and pet noise restrictions.

The full BHA pet policy is incorporated as a supporting document to this Annual Plan.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below) **Preparation for site based management**

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment (File name)
 - Provided below: Comments from the Resident Advisory Board**

Meeting # 1 November 18, 2005 @ Park Street (33-3)

Mr. Cloonan thanked all for attending and following introductions Mr. Cloonan discussed the BHA Plan and 5 year Plan, the history of past plans and outline of the agendas for the development of the 2006 Plan. Mr. Cloonan passed out summaries of the Resident Survey (RASS) as part of the 2005 BHA Plan. Other formal reviews included Single Audit, Physical Inspections from REAC, Private Property Inspections from EBI, and soon to start Energy Audit, HUD RIMM Reviews and 2 Comm. of Mass Audits. All have indicated the BHA is in generally good shape with no adverse findings.

Mr. Cloonan discussed the resident selection policies for federal conventional and Section 8. These items were up for discussion but in all there was support for maintaining BHA as a local resource, but not to the exclusion of emergency needs outside of Brookline. Residents was surprised that BHA had housed 2 families from the Katrina disaster.

Mr. Cloonan began review of the implementation of the "Designated Housing Plan" as the BHA Board had recently approved implementation policies of the HUD approved Plan. It is anticipated staff training will be completed for a January 2006 implementation.

Residents from 61 Park Street praised the 50% privately funded grant for a social worker in their building. A few residents inquired about apartment specific work orders (no heat in bathroom, ventilation issue)

Meeting #2 December 2, 2005 90 Longwood Ave.

Mr. Cloonan outlined changes in BHA operating budget systems for federal programs beginning January 2007. Mr. Cloonan shared year end federal statements showing the expenses for several line items. An organization chart was shared with the committee and it was suggested that names be added for clarifications. Mr. Cloonan anticipates some changes in organization chart as staff person with management, section 8 and FSS responsibilities recently left, BHA needs to anticipate needs for the new budgeting systems and there will be some recommendations on energy from a soon to be completed energy audit.

Mr. Cloonan discussed issues on the Section 8 program, the largest program for assisting low income families, seniors and disabled persons. New regulations for project basing section 8 were recently published. It is anticipated that the BHA will attempt to project base up to 50 vouchers in the 2006 calendar year to ensure affordability and access to units in Brookline. Approximately 50% of vouchers (619) are leased outside of Brookline primarily due to the very expensive private market.

Residents began a discussion of the problems of non cooperative fellow residents. Residents who continually behave nastily toward other residents, resident who move common area furniture, thermostats and fail to follow "house rules" that make it enjoyable for all. Mr. Cloonan asked residents to stay in contact with the building manager, but remember each building is really its own neighborhood and all neighborhoods have non supporting and disruptive members

Meeting # 3 December 8, 2005 50 Pleasant

Mr. Cloonan summarized the content and discussions of prior meetings.

Mr. Cloonan welcomed and introduced Neil Dinkin a social worker from Springwell Inc assigned to assist residents of 50 Pleasant in a variety of programs.

Mr. Baronas with some support from Mr. Healy (Building manager) discussed BHA practices for lease enforcement, rent collections and evictions. Every effort to preserve a tenancy is made; however, there are times when eviction, for the preservation of other resident's safety and enjoyment is needed.

Ms Correnti, BHA Modernization Coordinator, outlined each development for recently completed work, work scheduled and work planned. Emphasis for 2006 and 2007 will be on elevator upgrades. In response too question from O'Shea, each building has a different

history of prior improvements and all will be brought up to the same standards for mechanical standards.

Residents from 50 Pleasant inquired about BHA supplying fitness equipment and Mr. Cloonan discussed this as unlikely for liability reasons. However, if a resident needed to store equipment in a common area and allowed others to share, so long as it did not appear a hazard, this would probably be ok, but plans should be reviewed with the building manager.

3. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

Other: (describe) Town-wide election

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list) Incumbent resident member of (MA33-1) ran for Town-wide seat**

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

- Representatives of all PHA resident and assisted family organizations
- Other (list) **All Town registered voters**

C. Statement of Consistency with the Consolidated Plan

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

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

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)**
Presentation of existing affordable housing support housing authority with CDBG funds

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

D. Other Information Required by HUD

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

Attachments

BHA Executive Summary	attachment a
BHA Organizational Chart	attachment b
Resident Advisory Board Members	attachment c
BHA Resident Board Member	attachment d
BHA Section 8 Resident Advisory Member	attachment e
Annual Statement/Performance Report 2003	attachment f
Annual Statement/Performance Report 2004	attachment g
Annual Statement/Performance Report 2004	attachment h
Annual Statement/Performance Report 2005	attachment i
Annual Statement/Performance Report 2006	attachment j
BHA Community Service Program	attachment k
Substantial Modifications to the Annual Plan	attachment l
BHA 2006 Annual Plan Progress Statement	attachment m

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

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-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	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

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

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

Brookline Housing Authority 2006 Annual Plan Summary

The BHA Annual Plan is prepared and written as a requirement of the Department of Housing and Urban Development. While the plan focus is on the BHA federal portfolio of housing assistance, there is some overlap from assistance from the BHA state assisted housing programs.

Federal Housing Programs

1. Housing Choice Vouchers –approximately 619 housing vouchers to assist eligible applicants in private housing settings.
2. Conventional Housing units- These are BHA owned units. For seniors and disabled the units are 1-24 Walnut Street, 50 Pleasant Street, 61 Park Street and 190 Harvard Street.

State Conventional Housing Units

1. Housing vouchers to assist low income applicants ~38 units
2. Conventional Housing units owned by the BHA 60 units for seniors and disabled at Col Floyd Apartments (Marion and Foster Streets), and family, disabled and senior units at High St Veterans (High, Chestnut and New Terrace Road), Egmont St Vets and the adjacent Trustman Apartments (Egmont, Amory, St. Paul and Pleasant Streets)

Housing Needs and Resident Selection

Presently there are 557 persons on the elderly/disabled housing list 45 are local residents. There are 1427 on the family wait lists, 121 are local. The BHA Section 8 list has approximately 400 applicants, with all locals having been issued vouchers. BHA also participates in a “shared” list with 60 other communities. This list is being recertified, however there are approximately 40,000 on the list of which 300 are local. It is also assumed there is some overlap between persons on multiple lists and persons presently receiving assistance and being an applicant for another program.

Selection from wait lists based on varied priorities and preferences.

BHA Section 8 wait list priorities

1. Local resident being displaced by Natural Disaster, Domestic Violence, Hate Crimes or Board of Health Condemnation
2. Local resident being displaced by lease non renewal
3. Non local being displaced by Natural Disaster, Domestic Violence, Hate Crimes or Board of Health Condemnation.
4. Local disabled single or local veteran
5. local resident
6. all others

BHA Section 8 “Centralized Wait List’ Priorities

1. Same as above BHA wait list

BHA Conventional Housing – Federal-Preferences

1. Local persons being displaced by Natural Disaster, Domestic Violence, Hate Crimes or Board of Health Condemnations
2. Placements for Conventional Housing will be made with a Residency Priority with alternative placement of one applicant with income at or below 40% AMI and one applicant with income above 40% AMI.

Conventional units and Vouchers generally become available only on turnover. BHA has on average 35 units of 437 federal units and 54 of 619 section 8 units turn over each year. BHA aggressively works to minimize “down” time for re-rental and re-issue of apartments or vouchers. All program applicants are screened for eligibility and appropriateness through credit, landlord and criminal background verifications.

Selection and deconcentration of poverty. Under HUD guidelines for HUD family properties, an analysis income mixing and comparison is required. As BHA only owns one federal property, the analysis is reviewed, but comparisons cannot be made. Goals of the State assisted programs do not require nor permit this analysis at the present time.

Rent Determination Policies:

Each resident is required to update income on an annual basis. BHA has a minimum rent of \$50.00 per month in compliance with HUD requirements.. All rents include utilities with the exception of domestic electricity at Kickham House. An allowance, updated annually, is deducted from rent, as residents pay electricity directly. Also in accordance with HUD requirements the BHA has a flat rent. BHA relies on the Payment Standard adopted by the BHA or specific bedroom sized flat rents. As the payment standard is the result of market analysis, and appears even under market levels for private housing, the BHA conventional housing should approximate the HUD studies.

For Section 8, residents are required to notify BHA of changes in income greater than 10% for interim adjustments in addition to the annual recertification. Minimum rent for Section 8 is also at \$50.00 per month.

Funding Resources-Please see Attachment #1 of this document

The BHA prepares an annual and 5 year capital needs Plan. This is included as attachment #2. In preparation of the Capital Needs Plan, the BHA has completed a Physical Needs Assessment, an Elevator Inspection and needs analysis, BHA in house inspections and responses from the HUD Resident Satisfaction Survey.

Other Items included in the Plan

1. BHA is required to disclose on an annual basis any plans in the coming year for the demolition and disposition of public housing within the jurisdiction.. Given the long list of applicants, the generally good condition of the buildings and full

occupancy, the BHA does not intend to demolish or dispose of any public housing in the year.

2. The BHA has a HUD approved waiver to implement a designated housing plan for selection in senior developments by an over age 62 priority, followed by a near elderly (50-62) placement followed by a non elderly placement (under age 50). Applicants passed due to age placement are given a priority for 25 set aside section 8 vouchers. The HUD waiver is for each individual building until all buildings are 80% 62 years and over 62, and 20% under age 62. Accessible units in each building are not part of the age designation plan.
3. BHA does not at the present time offer homeownership of either public housing or through Housing Choice Vouchers
4. BHA is concerned of safety and security in all properties. Routine building inspections identify areas needing lighting, door hardware etc. BHA coordinates Police and Fire safety meetings for residents on an annual basis. BHA management staff meet monthly with Brookline Police to identify areas of mutual concerns. BHA Senior staff coordinate no trespass and evictions, all applicants are subject to CORI (Criminal Background) checks. BHA also is involved in prevention programs with the Brookline Center, a computer learning center in family developments, peer leadership and summer employment programs.
5. In compliance with appropriate regulations, the BHA conducts an annual fiscal and program audit in compliance with OMB Circular 125. There are no nor have there been in recent history any audit findings.
6. The development of this Plan is in conjunction with the Resident Advisory Board (Attachment #3) who met on three occasions in November and December 2005.
7. Support for the Preservation of affordable housing is consistent with the Town's Consolidated Plan. Further the Town has supported the BHA with Community Development Block Grant funds for capital improvements of BHA properties.
8. Attachment #4 is the BHA 2006 Management Plan, Items included in this document will be referenced in the HUD Annual Plan for 2006. Compliance and modification to policy as required to the Violence Against Women Act will be included in the Final Plan.

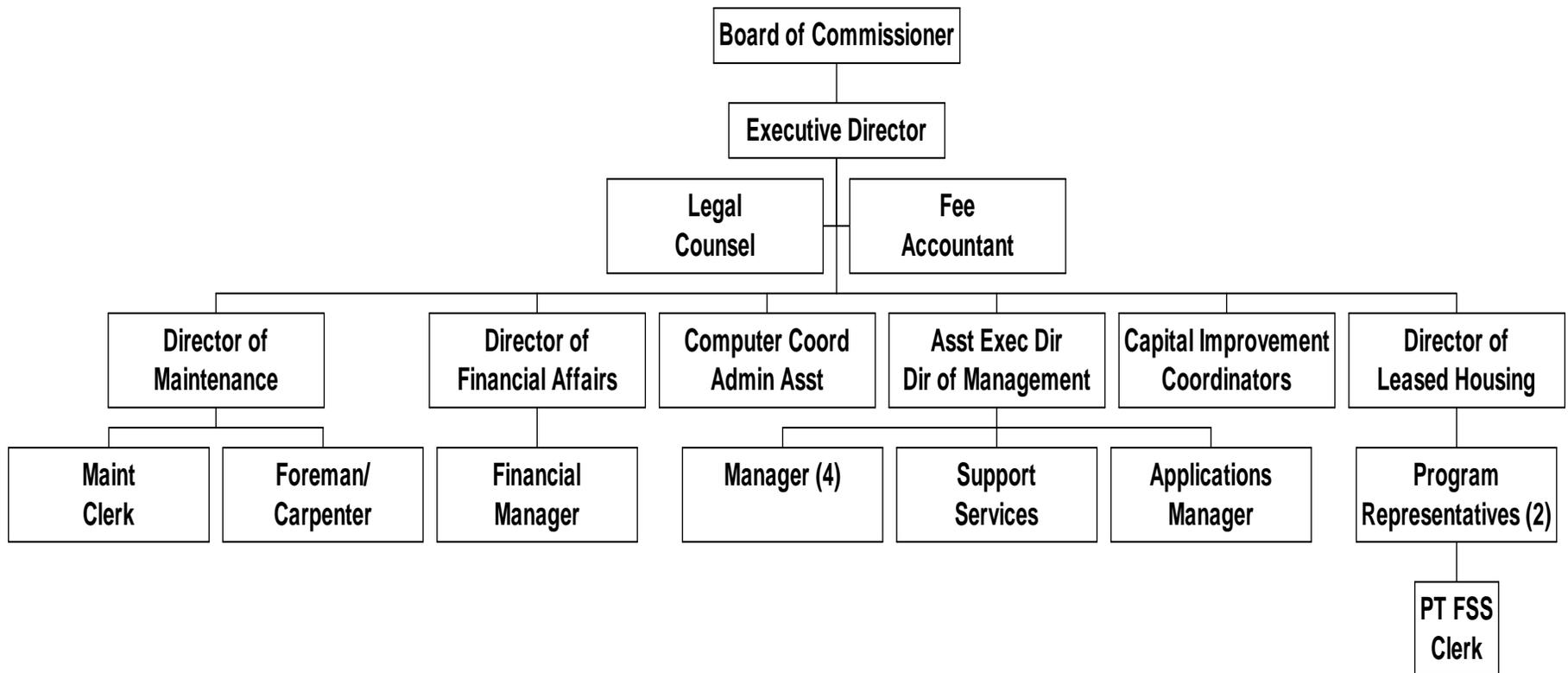
Other Initiatives

1. BHA shall review our entrepreneurial activities and non housing space usages for establishment of contemporary rental charges.
2. BHA shall review large purchases of utilities, and trash removal for efficient and financial savings.
3. BHA will continue to explore opportunities for development of additional affordable housing for our clients. Possibilities to be explored include working with the Town of Brookline for their desire to improve roadway at Walnut St. including a portion of BHA parking lot on Walnut Street. and land adjacent to 50 Pleasant Street.
4. BHA shall proceed in actions needed to implement the Project Base Budget, Accounting and Management in accordance with HUD requirements.
5. BHA shall review and solicit an RFP with the intentions of implementing project base vouchering for up to 60 units of housing for low income persons. Priorities

- shall be for the disabled, homeless or previously homeless, and multi bedroom family.
6. BHA shall engage in discussions with the Town of Brookline to preserve affordability for present residents of the Brookline Cooperative which may go market housing in full or part this calendar year.
 7. BHA shall continue to strive to maintain properties in an attractive and efficient manner possible. BHA shall also strive to maintain full compliances with all program review requirements and audit recommendations

At the conclusion of the 45 day comment period, the BHA will conduct a hearing on the Plan. Comments received during the 45 day period and BHA response, if appropriate, will be included in the Plan. The Plan will be submitted to HUD for their approval.

Brookline Housing Authority



2006 RAB Committee Members

attachment c

Ms. Eleanor Wendler
50 Pleasant Street, #2G
Brookline, MA 02446

Ms. Frances Goode
61 Park Street, #6H
Brookline, MA 02446

Ms. Carmel Calixte
22 High Street, #30
Brookline, Ma 02446

Ms. Bernice Speen
50 Pleasant Street, #2K
Brookline, MA 02446

Mr. Jack Braithwaite
61 Park Street, #7L
Brookline, MA 02446

Ms. James
40 Walnut Street
Brookline, MA 02445

Mr. Bruce Wolff
50 Pleasant Street, #3D
Brookline, MA 02446

Ms. Deborah McKane
61 Park Street, #9H
Brookline, MA 02446

Mr. Samuel Rodriguez
22 High Street, #11
Brookline, MA 02445

Mr. Steve Daisy
50 Pleasant Street, #9B
Brookline, MA 02446

Mr. Richard Murray
61 Park Street, #5D
Brookline, MA 02446

Mr. Steven Weinograd
22 High Street, #48
Brookline, MA 02445

Mr. Florence Dwyer
50 Pleasant Street, #8M
Brookline, MA 02446

Mr. Ed Powell
61 Park Street, #10A
Brookline, MA 02446

Ms. Jeanne Winn
90 Longwood Ave., #9G
Brookline, MA 02446

Ms. Valencia Sparrow
50 Pleasant Street, #8H
Brookline, MA 02446

Mr. John Rubin
190 Harvard Street, #200
Brookline, AM 02446

Ms. Helleine Nillision
90 Longwood Ave., #6H
Brookline, MA 02446

Ms. Nancy Lepore
50 Pleasant Street, #7F
Brookline, MA 02446

Ms. Doreen Vittori
190 Harvard Street, #500
Brookline, MA 02446

Ms. Barbara Morrison
90 Longwood Ave., #10C
Brookline, MA 02446

Ms. Lisa Nascimento
50 Pleasant Street, #1A
Brookline, MA 02446

Ms. Camille Contardo
190 Harvard Street, #308
Brookline, MA 02446

Mr. Amjad Kemal
90 Longwood Ave., #2G
Brookline, MA 024446

Ms. Elizabeth Warshaw
61 Park Street, #6C
Brookline, MA 02446

Mr. Peter Keller
190 Harvard Street, #600
Brookline, MA 02446

Ms. Yolanda Bledsoe
90 Longwood Ave., #8D
Brookline, MA 02446

Ms. Patricia Timothy
61 Park Street, #4F
Brookline, MA 02446

Ms. Christina Cromartie
22 High Street, #22
Brookline, MA 02445

Mr. John Differ
90 Longwood Ave., #7H
Brookline, MA 02446

Brookline Housing Authority Resident Board Member:

Ms. Barbara Dugan, Treasurer
8 Walnut Street, #1 (33-1)
Brookline, MA 02445
Elected to serve through 2010

attachment e

Brookline Housing Authority Section 8 Board Member

Ms. Agnes Rogers
99 Kent Street
Building 7, Suite #512
Brookline, MA 02445

Annual Statement/Performance and Evaluation Report

attachment f

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Brookline Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P033501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: **9-30-05**
 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	0			
3	1408 Management Improvements Soft Costs	102,838	75,816	75,816	75,816
	Management Improvements Hard Costs				
4	1410 Administration	52,029	52,029	52,029	52,029
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	46,071	44,706	44,706	24,461
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	319,358	347,745	300,219	178,176
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	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19.)	520,296	520,296	472,770	330,482
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 compliance	191,159	191,919	191,919	178,176
	Amount of line 20 Related to Security –Soft Costs				
	Amount of Line 20 related to Security-- Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-03 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	Obligated	Expended	
MA 33-1 Walnut St. Apts.	Paint & upgrade common areas	1460		8,199	36,000	31,000	0	Awarded
MA 33-2 Sussman House	Paint & upgrade hallways Renovate apartments for accessibility	1460 1460	2	32,000 191,159	29,500 191,919	21,000 191,919	0 178,176	Awarded Construction
MA 33-3 O'Shea House	Paint & upgrade hallways	1460		32,000	29,400	21,000	0	Awarded
MA 33-5 Morse Apts.	Paint & upgrade hallways A/E for site work	1460 1430		32,000 2,394	22,000 2,394	21,000 2,394	0 2,394	Awarded Construction
MA 33-7 Kickham Apts.	Paint & upgrade hallways A/E for site contamination clean-up Window Replacement 33-7	1460 1430 1460		24,000 25,462 0	14,926 24,097 24,000	14,300 24,097 0	0 3,853	Awarded On-going From FY05

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

PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-03 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	Obligated	Expended	
HA-Wide								
Mgmt. Imp.	Computer learning center staff	1408		20,785	20,784	20,784	20,784	On-going
	Housing Development Planner	1408		30,484	3,462	3,462	3,462	Completed
	Section 3 Coordinator	1408		4,606	4,606	4,606	4,606	On-going
	Peer Leadership Program	1408		39,963	39,963	39,963	39,963	On-going
	Consultant for Management Needs Assessment	1408		7,000	7,000	7,000	7,000	Completed
HA-Wide	Administration	1410		52,029	52,029	52,029	52,029	On-going
HA-Wide Fees & Costs	A/E fees and misc. costs	1430		215	215	215	215	
	Consultant for Physical Needs Assessment	1430		18,000	18,000	18,000	18,000	Completed

Annual Statement/Performance and Evaluation Report

attachment g

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Brookline Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P033502-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: **09/30/05**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	10,000	10,000	10,000	0
	Management Improvements Hard Costs				
4	1410 Administration	10,989	10,989	10,989	10,989
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	27,100	27,100	27,100	0
10	1460 Dwelling Structures	61,801	61,801	0	
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	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19.)	109,890	109,890	48,089	10,989
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 compliance	17,100	17,100	17,100	0
	Amount of line 20 Related to Security –Soft Costs				
	Amount of Line 20 related to Security-- Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033502-03 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	Obligated	Expended	
MA 33-1	Paint & upgrade common areas bldg. H	1460		31,801	31,801	0		Construction
Walnut St. Apts.	Concrete & masonry repairs	1460		30,000	30,000	0		In design
MA 33-2	No work planned							
Sussman House								
MA 33-3	No work planned							
O'Shea House								
MA 33-5	Site improvements	1450		10,000	10,000	10,000	0	Construction
Morse Apts.	Upgrade building entry ramp	1450		17,100	17,100	17,100	0	Construction
MA 33-7	No work planned							
Kickham Apts.								
HA-Wide	Consultant for management needs assessment	1408		10,000	10,000	10,000	0	Draft Report
	Administration	1410		10,989	10,989	10,989	10,989	On-going

Annual Statement/Performance and Evaluation Report

attachment h

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Brookline Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P033501-04 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: **9-30-05**
 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	0			
3	1408 Management Improvements	85,000	72,577	72,577	72,577
4	1410 Administration	63,857	63,857	63,857	63,857
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	64,717	72,583	49,156	19,495
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	425,000	429,557	0	
11	1465.1 Dwelling Equipment—Nonexpendable	0			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	0			
21	Amount of Annual Grant: (sum of lines 2-20)	638,574	638,574	185,590	155,929
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	0			
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: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-04 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	Obligated	Expended	
MA 33-1	Masonry, concrete & metal Repairs 33-1	1460		0	111,000	0		From FY05
Walnut St. Apts.	A/E fees and costs for Masonry 33-1	1430		26,150	26,150	26,107	9,750	Design
MA 33-2	Repair Wood Façade	1460		305,000	135,441	0		Design
Sussman House	A/E fees for Façade	1430		1,940	3,305	3,305	0	From FY01
MA 33-3	No development-specific improvements are planned							
O'Shea House								
MA 33-5	No development-specific improvements are planned							
Morse Apts.								
MA 33-7	Windows 33-7	1460		0	183,116	0		From FY05
Kickham Apts.	A/E fees & costs for Windows 33-7	1430		10,000	10,000	10,000		Design

Annual Statement/Performance and Evaluation Report

Attachment i

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Brookline Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P033501-05 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 9/30/05
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	95,000	95,000	95,000	28,236
4	1410 Administration	54,062	54,062	54,062	54,062
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	29,058	15,278	0	
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	362,500	376,280	0	
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	540,620	540,620	149,062	82,298
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	14,058	6,555	0	

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

PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-05 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	Obligated	Expended	
MA 33-1 Walnut St. Apts.	No development-specific improvements are planned							
MA 33-2 Sussman House	Replace Wood Façade	1460		240,000	376,280	0		In design
MA 33-3 O'Shea House	No development-specific improvements are planned							
MA 33-5 Morse Apts.	No development-specific improvements are planned							
MA 33-7 Kickham Apts.	Window Replacement Elevator Upgrades, Phase 1	1460 1460		110,000 12,500	0 0			To FY04 To FY06
H.A.-Wide	Computer Learning Center Staff	1408		25,000	25,000	25,000	4,146	On-going
	Section 3 Coordinator	1408		10,000	4,000	4,000	1,520	On-going
	Peer Leadership Program	1408		30,000	30,000	30,000	4,423	On-going
	Special Initiatives	1408		30,000	36,000	36,000	18,147	In progress
	Administration	1410		54,062	54,062	54,062	54,062	On-going
	Energy Audit	1430		14,058	6,555	0		RFP
	A/E Fees for Elevators	1430		15,000	8,723	0		No action

Annual Statement/Performance and Evaluation Report

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Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Brookline Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P033501-06 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	105,996			
3	1408 Management Improvements	105,996			
4	1410 Administration	52,998			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	71,568			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	193,422			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	529,980			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	25,000			
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: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006			
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	Obligated	Expended	
MA 33-1 Walnut St. Apts.	Elevator Upgrades	1460		10,000				
MA 33-2 Sussman House	Elevator Upgrades			30,000				
MA 33-3 O'Shea House	Elevator Upgrades	1460		60,000				
MA 33-5 Morse Apts.	Elevator Upgrades	1460		30,000				
MA 33-7 Kickham Apts.	Elevator Upgrades	1460		63,422				
H.A.-Wide	Operations	1406		105,996				
	Computer Learning Center Staff	1408		57,350				
	Section 3 Coordinator	1408		6,768				
	Peer Leadership Program	1408		13,928				
	Special Initiatives Coordinator	1408		27,950				
	Administration	1410		52,998				
	A/E Fees and misc. costs	1430		71,568				

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

PHA Name: Brookline Housing Authority	Grant Type and Number Capital Fund Program No: MA06P033501-06 Replacement Housing Factor No:	Federal FY of Grant: 2006
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MA 33-1	7/17/08			7/17/10			
MA 33-2	7/17/08			7/17/10			
MA 33-3	7/17/08			7/17/10			
MA 33-5	7/17/08			7/17/10			
MA 33-7	7/17/08			7/17/10			
HA-Wide:							
Mgmt. Imp.	7/17/08			7/17/10			
Fees & Costs	7/17/08			7/17/10			

Description of the BHA Community Service Program
January 24, 2006

The Brookline Housing Authority has implemented a Community Service and Self Sufficiency Policy at all of its federal conventional developments. The policy requires that all non-exempt adult residents of federal public housing contribute (8) hours per month of community service or participate in (8) hours of training, counseling, classes or other activities that help an individual toward self sufficiency and economic independence. This policy has been incorporated into the federal public housing lease by addendum.

All residents are given copies of the Brookline Housing Authority Community Service and Self Sufficiency Policy. Household members between the ages of 18 and 62 who claim an exemption must certify their exemption. Non-exempt household members are identified and informed of their obligations under their lease with regard to Community Service and Self Sufficiency requirements. These individuals are referred to the BHA Next Steps Program counselor for referral to community service opportunities or self sufficiency activities. At the time of annual rent recertification, these Community Service and Self Sufficiency activities are verified. If a non-exempt resident fails to verify compliance with the policy, additional steps are taken with the household, including legal eviction action if necessary.

attachment 1

Substantial Modifications to the Annual Plan

A substantial change to the annual plan would include any changes not previously raised and discussed with the Resident Advisory Board that would impact application preferences and selection order, changes in lease provisions, rent calculation or tenant grievances or modifications to the Capital Improvements Program (Modernization) that would delay work item schedule by more than 2 years. Other policies included in this modification would include other critical elements of the Annual Plan including policies on pets, conversion to homeownership, demolition and disposition of public housing and community service. Further, all amendments will be reviewed and discussed as part of the subsequent years annual plan

The BHA will notify members of the Resident Advisory Board in writing and provide a comment period of a minimum of 21 days. Pending the issue (s), BHA may convene a meeting of the RAB or other applicable forum for public comment prior to the Board adoption.

Amendments to the Annual Plan will be submitted to HUD for their review with a summary or copy of written comments of the RAB.

*Brookline Housing Authority
2006 Annual Plan Progress Statement*

Brookline, Mass remains a desirable place for persons to live. However, if you have income of less than median area income, finding affordable housing remains problematic. Competition for housing from young professionals, families with sufficient income wanting a good public education experience, workers in the walk-to Boston medical centers, or students at nearby colleges often have the rental dollars before low income or blue or entry level worker.

The BHA advocates diligently and cooperatively with the Town of Brookline for the few set-aside units that may result from area private development. As important as new units are and as near impossible to develop affordable housing for BHA eligible persons, the preservation of BHA existing units is imperative. BHA owns 437 apartments for low income persons at five separate sites. Approximately 80% of the BHA federal units are for senior citizens and disabled persons. In addition, BHA has been promised reasonable funding for 619 rental assistance subsidies through the Section 8 Housing Choice Voucher Program.

In the Section 8 Program, BHA used 98.5% of our available rental months in 2005 and we expect similar success in 2006. A perfect 100% is very difficult with persons coming on and off the program needing time for housing search to use the voucher. Vouchers are mobile throughout the country. BHA presently administers in over 60 Mass. Communities and BHA issued vouchers are ported to other housing authorities in more than a dozen states. This is a "choice" program. BHA has tried to emphasize to local landlords and programs to try to keep the vouchers in Brookline so this population can remain vibrant and diverse within Brookline. A recent project base award of 6 units to St. Aidans project will provide new housing opportunity in Town.

In our conventional housing buildings the BHA continues to use capital fund grant from HUD to make improvements to our properties that address residential comfort, curb appeal, security, deferred maintenance and energy efficiency. Over the past year windows at the low rise buildings were replaced through a Town CDBG grant, hallways in all high rise buildings were re-painted, the entry at 190 Harvard St was upgraded, energy audits revealed several items for consideration on water conservation, but other grades were excellent, a private firm experienced in leverage finance also gave BHA excellent grades for present property conditions. A study of all BHA elevators prioritized needs for these aging components.

For resident Services, the 2 programs at Sussman and O'Shea for a part time social worker/activities director have been well received. The Computer Learning Center at 22 High St. remains active with youth, adults and seniors staying connected with technology, and the Section 3 Job training program continues to work with all BHA residents and Section 8 self sufficiency participants in improving their personal economic growth. This program also coordinates BHA Community Service Program.

BHA management and Section 8 staff have upgraded skills through technology in several items to address resident integrity. Staff continues to be briefed and receive appropriate training as BHA embarks on additional decentralized property management as will be required by HUD