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(exp. 06/30/2006)

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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009
Annual Plan for Fiscal Year 2007

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

PHA Plan
Agency Identification

PHA Name: Holyoke Housing Authority

PHA Number: MA005

PHA Fiscal Year Beginning: 01/2007

Public Access to Information

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2005 -2009
[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)

1. To ensure the delivery and availability of decent, safe, and sanitary affordable housing as defined in compliance with all applicable federal, state and local statutes and regulations.

2. The Holyoke Housing Authority is committed to ensuring that each employee of the Authority is provided with the necessary training and supervision to accomplish their assigned responsibilities and to promote the mission of the Holyoke Housing Authority.

3. The Holyoke Housing Authority is committed to using established and innovative financial and human resources to ensure that each Holyoke Housing Authority resident and housing community has the opportunity to achieve its maximum potential.

4. The Holyoke Housing Authority is committed to ensuring the valuable recognition of the role and importance of the public housing communities within the city of Holyoke. The authority is committed to promoting the integration of public housing within the larger 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.

Goal One: The Holyoke Housing Authority will work to expand the supply of affordable housing and improve its existing housing stock, in these times of budget cuts and limited funding, by seeking innovative financial resources for these endeavors in alternative markets.

Objectives:

- To meet this goal the Authority will leverage private or other public funds to create additional housing opportunities,
- To work with other Massachusetts Public Housing Authorities to join MassHousing's Public Housing Bond Finance program as a way to provide needed capital for major rehabilitation improvements for Lyman Terrace development.
- Will educate staff and its Board of Commissioners of alternative finance models that may provide financing for modernization improvements.

2005 Progress Statement- The Authority partnered with Habitat For Humanities to build a Habitat home in the HOPE VI target area. Construction of the home began in the fall of 2005.

2006 Progress Statement- Due to the limited amount of MassHousing Bond funds available the Authority will seek funding for the rehabilitation of Lyman Terrace through the HOPE VI program. Should the Authority be successful in its attempt to secure HOPE VI funds it will apply for additional funds through the MassHousing Bond Financing program.

Goal Two: To meet the needs of those low-income frail seniors in need of decent, safe, and affordable housing, while at the same time offering them the needed services to improve their quality of life, the Authority will develop an assisted living facility at Falcetti Towers.

Objectives:

- The Authority will develop a designated housing plan for Falcetti Towers that will be submitted to HUD for approval by December 2005,
- The Authority will work to create the first affordable assisted living facility for low income seniors in our community
- The Authority will work with community-based organizations and service providers to improve and expand services needed for this population so that they may age in place.

- To continue to apply for funding under the Title IIIB Older Americans Act funding from WestMass ElderCare for the Bridging the Gap program.

2005 Progress Statement- A designated housing plan was developed for Falcetti Towers and submitted to HUD for approval. The Plan was approved October 2005. During the year the Development department researched the feasibility of an assisted living facility at Falcetti Towers. The Authority was awarded funding under the Title IIIB Older Americans Act for it's Bridging the Gaps program.

2006 Progress Statement- The Holyoke Geriatric Authority will develop an assisted living facility next to the HHA's State assisted Congregate House on Lower Westfield Road. Due to this development the Authority will work with the HGA to assure that HHA tenants are able to secure housing in the facility instead of developing its own. The Authority was awarded funding under the Title IIIB Older Americans Act for it's Bridging the Gaps program.

Goal Three: The Holyoke Housing Authority is committed to expanding the range and quality of housing choices available to participants in its tenant-based assistance program, public housing program and to all low to moderate income Holyoke residents.

Objectives:

- To promote homeownership as a housing option for low/moderate income households. To continue to offer the Section 8 Housing Choice Voucher Homeownership Program to those HCV households who are eligible.
- To educate potential homeowners the Authority proposes to continue to partner with the City of Holyoke to offer First-Time Homebuyer Workshops. The Authority will fund these workshops by applying for funding from the CDBG program.
- To assist buyers with the expenses associated with downpayment and closing costs the Authority proposes to continue to administer the City of Holyoke's Borrower's Assistance Program funded through the HOME program.
- Created a pool of new homes that are affordable for the low/moderate income first-time homebuyer through the HOPE VI program.

2005 Progress Statement- During the year the Section 8 HCV Homeownership program hit a major hurdle when the two lenders, Citizen's Bank and Fleet Bank, who underwrote loans for this program, put a freeze on all HCVHP underwriting. Citizens Bank was a major underwriter for this program underwriting all five HCVHP loans during FY 2003. With its merger with Charter One on November 1, 2004 a halt was put on this type of lending until all documents could be reviewed and approved by the new bank. The Authority had worked hard to establish a relationship with Fleet Bank for program underwriting and had accomplished this goal by receiving approval for underwriting. Fleet Bank's merger with Bank of America put this approval on hold until the new bank re-evaluated this type of lending. To counter these losses staff is actively pursuing new lending opportunities with other local lenders. Staff has met with Westbank, PeoplesBank, MHFA, Countrywide and the Holyoke Credit Union with hopes of

establishing underwriting relationships with them. Springfield Neighborhood Housing Services has agreed to fill in the void and underwrite loans as well as finance the debt.

Five (5) series were held throughout the City. These workshops were attended by 68 Holyoke Households. Of these 68 families, 11 households purchased homes.

The Authority loaned $94,981.00 in BAP funds to 17 first-time homebuyers.

All HOPE VI Phase 1 homeownership homes were sold to income eligible first-time homebuyers.

2006 Progress Statement- The Section 8 HCV Homeownership Program is still being offered as an option to HCV holders, however, due to the fact that there are no local lenders able to lend under the program there has been no opportunity for financing. The HCV Homeownership Case Manager works with local lenders to educate them to the value of the program and hopes to have one lender, WestBank, lending under the program during 2007.

The Authority continues to apply for CDBG funding for its FTHB Education Workshop series. Thus far during 2006 the Authority has held three FTHB workshop series attended by 52 households. Another two are planned before the end of the year.

Goal Four: Provide a safe and secure environment in the Holyoke Housing Authority's public housing developments.

Objectives:

- The Holyoke Housing Authority will work with the Holyoke Police Department to continue the relationship that currently exists with the assigned Officer Liaison.
- To continue to work with the HPD to assure that staffing at community police substations in the family and elderly developments continues, to have a visible officer presence at all developments, and to offer crime prevention training to all interested residents and staff.
- Implement public housing security improvements by researching the cost and feasibility of remote cameras and other aids that will assist in the surveillance of all Authority properties.

2005 Progress Statement- The Authority is a program Host Agent on a Weed and Seed grant awarded to the City. The Director of Housing Opportunities is a member of the Weed and Seed Steering Committee. The target area of the grant encompasses an area that includes three HHA family developments and four elderly buildings.

2006 Progress Statement- Cameras have been installed in the elevators and common areas at Falcetti Towers. Affordability study being done to see if it is feasible to install cameras at all other elderly buildings. The HPD Elder Liaison Officer continues to be present at all Tenants Association meetings. The City of Holyoke received its second year

funding for its Weed and Seed grant. Through this grant the Authority and the City have been able to make major changes at Lyman Terrace.

Goal Five: The Holyoke Housing Authority will work to provide all households and individuals residing in public housing with the opportunity to access the services needed to improve their quality of life and to increase their economic situation.

Objectives:

- Increase the number and percentage of employed persons in assisted families by 5% over the year.
- Provide or attract supportive services to improve assistance recipients' employability. Continue to apply for funding through the ROSS program to allow for supportive services.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities. Continue to apply for funding through the ROSS RSDM program to allow for supportive services.

2005 Progress Statement- The Authority applied but did not receive FY 2006 ROSS funds. The Authority was awarded funding of its ROSS Elderly application.

2006 Progress Statement- The Authority will submit a FY 2007 ROSS application by September 8, 2006. The Authority began offering services to PH elders and those with disabilities under its FY 2006 ROSS Elder grant.

Annual PHA Plan
PHA Fiscal Year 2007
[24 CFR Part 903.7]

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

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

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]

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

The Holyoke Housing Authority is pleased to provide its FY 2007 PHA plan for public review. The Board of Commissioners and staff of the Authority have been honored to serve the residents of Holyoke and to provide them with quality, safe, decent, affordable housing for over 66 years. This year's Plan contains the Authority's outlined goals as stated in the 2004 Plan with progress statements of achievement.

As always, the Authority is committed to secure funds for building improvements and for the construction of new affordable units. During these times of budget cuts and limited funding, the Authority will be seeking a Hope VI grant to allow it to address the needs at the Authority's oldest development- Lyman Terrace.

To continue its commitment to expanding the range and quality of housing choices available to participants in its tenant-based assistance program, public housing program and to all low to moderate income Holyoke residents the Authority will continue its partnership with the City of Holyoke to provide CDBG funded First-Time Homebuyer Education workshops and to administer the HOME Borrower's Assistance Program (BAP).

To assist residents in their quest for self-sufficiency the Authority will continue to apply for funding under the HUD Resident Opportunity and Supportive Services grant. These grants allow the Authority to form partnerships with agencies that provide the needed service to help our residents gain economic self-sufficiency.

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 2007 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:

☐ PHA Management Organizational Chart
☒ FY 2007 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)

☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development	Annual Plan: Rent Determination

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

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

Based upon the information contained in the Consolidated Plan/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	3,331	5	5	5	5	3	1
Income >30% but <=50% of AMI	1,570	5	5	5	5	3	1
Income >50% but <80% of AMI	1,671	3	3	3	3	3	1
Elderly	1,562	4	3	3	3	1	1
Families with Disabilities	2,420	5	5	5	5	3	1
Race/Ethnicity White	2,615	3	5	5	5	3	1
Race/Ethnicity Hispanic	3,795	5	5	5	5	3	1
Race/Ethnicity Black	168	5	5	5	5	3	1
Race/Ethnicity Other	0	5	5	5	5	3	1

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:
☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset Year 2000
☐ American Housing Survey data
Indicate year:
☐ Other housing market study
Indicate year:
☐ Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ 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	486		
Extremely low income <=30% AMI	442	91%	
Very low income (>30% but <=50% AMI)	38	8%	
Low income (>50% but <80% AMI)	6	1%	
Families with children	297	61%	
Elderly families	16	3%	
Families with	123	25%	

Housing Needs of Families on the Waiting List			
Disabilities			
Race/ethnicity White	73	15%	
Race/ethnicity Black	24	5%	
Race/ethnicity Pacific Islander	1	0%	
Race/ethnicity Hispanic	386	79%	
Race/ethnicity Asian	2	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	160	33%	
2 BR	192	40%	
3 BR	108	22%	
4 BR	22	5%	
5 BR	3	0%	
5+ BR	1	0%	

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

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: Churchill I- MA005020, Churchill II- MA005021

	# of families	% of total families	Annual Turnover
Waiting list total	346		36 months
Extremely low	211	61%	

Housing Needs of Families on the Waiting List			
income <=30% AMI			
Very low income (>30% but <=50% AMI)	98	28%	
Low income (>50% but <80% AMI)	37	11%	
Families with children	272	79%	
Elderly families	26	6%	
Families with Disabilities	119	34%	
Race/ethnicity White non-Hispanic	19	6%	
Race/ethnicity Black	12	3%	
Race/ethnicity Hispanic	315	91%	
Race/ethnicity Other	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	74	21%	
2 BR	153	44%	
3 BR	96	28%	
4 BR	23	7%	
5 BR	N/A		
5+ BR	N/A		

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

If yes:

How long has it been closed (# of months)? 6 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

Housing Needs of Families on the Waiting List

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	44798		
Extremely low income <=30% AMI	40665	91%	
Very low income (>30% but <=50% AMI)	3760	8%	
Low income (>50% but <80% AMI)	220	0%	
Families with children	28323	63%	
Elderly families	2512	6%	
Families with Disabilities	14392	32%	
Race/ethnicity White	20590	46%	
Race/ethnicity Black	8573	19%	
Race/ethnicity Asian	1393	3%	
Race/ethnicity Pacific Islander	99	0%	
Race/ethnicity American Indian	786	2%	
Race/ethnicity Hispanic	14054	31%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A		
2 BR	N/A		
3 BR	N/A		

Housing Needs of Families on the Waiting List			
4 BR	N/A		
5 BR	N/A		
5+ BR	N/A		

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

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) Provide utilization plan to HUD for renewal of the Housing Replacement Factor Funds.

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) Through the ROSS Family-Homeownership grant process the Authority will apply for funds that will allow for programming that will assist tenants as they attempt to become self-sufficient. The Authority also has an FSS program in place that works with families to help them reach their self-sufficiency goals.

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) Through the ROSS Family-Homeownership grant process the Authority will apply for funds that will allow for programming that will assist tenants as they attempt to become self-sufficient. The Authority also has an FSS program in place that works with families to help them reach their self-sufficiency goals.

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) Through the Authority's Bridging the Gaps grant elders are offered transportation and translation services. The Authority has received funding for its FY 2005 ROSS RSDM. Through this grant programming is offered in the arts, exercise and nutrition. An Elderly/Disabled Service Coordinator is on staff.

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) FY 2005 ROSS RSDM. Through this grant programming is offered in the arts, exercise and nutrition. An Elderly/Disabled Service Coordinator is on staff.

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) The Authority has translated most of important documents in to Spanish. The application will be translated before the end of FY 2007.

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) Work closely with local fair housing organization- Mass Fair Housing.

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

- Due to the age of its housing stock and the reduction in funding and resources to make needed improvements the Authority will apply for a HOPE VI grant to modernize Lyman Terrace- MA005-01
- The Authority will continue to try to build upon the successes of its Section 8 HCV Homeownership program by working with local lenders so that they will be willing to make mortgages under the program.
- The Resident Services Department will continue to counsel all interested residents with the goal of helping them reach economic sufficiency so that the ultimate goal of homeownership and economic self sufficiency is achieved.
- The elderly waiting list has diminished significantly over the past years. The Authority currently has 335 elderly units. As reported in the analysis, 10% of the applicants are elderly. The Authority believes that elderly residents are no longer applying to the HHA for housing due to the fact that many non-elderly tenants are residing in the buildings. In FY 2005 Falcetti Towers was approved as a designated elderly building. The Authority will consider applying for designated elderly status for Zielinski Apartments during FY 2007.
- Comprehensive Grant funding for FY 2005 will continue to be targeted toward elderly developments. It is our hope that this will make them more competitive with some of the local elderly high-rises. The Authority will begin a progressive marketing campaign to attract Holyoke elders to our elderly developments.
- The Authority is entering its seventh year of offering Section 8 households the services of a Section 8 Family Self-Sufficiency Services Coordinator. This position has allowed us to expand our counseling efforts to all Section 8 recipients. We have also expanded the Resident Services Department to offer FSS counseling to all subsidized households by hiring a Public Housing Family Self-Sufficiency Services Coordinator. With the announcement by HUD that funding for this position will be terminated the Authority is researching ways to continue to finance this much needed position.
- The HHA will continue to target those individuals for extensive counseling who may be in a position to be first time home buyers. The City's 2005-2009 Consolidated Plan sets homeownership for low and moderate persons as a high priority. The Authority has received funding through HUD for a FSS Homeownership Coordinator. This position has enabled the Authority to provide in house counseling to those residents who wish to purchase their first home. In addition to counseling this position oversees the Authority's First-Time Homebuyer workshop series and the City of Holyoke's Borrower's Assistance program (BAP).
- Both the waiting list and consolidated plan demonstrates that the Hispanic population shows the greatest need for affordable housing. Our front line staff, who are primarily Hispanic, will continue to work closely with this population on economic self sufficiency in addition to housing issues. The Authority's FTHB workshop series are offered in Spanish offering this population the information and counseling needed to purchase their first home.

(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 2007 grants)**		
a) Public Housing Operating Fund	$2,671,431	
b) Public Housing Capital Fund	$1,145,101	
c) HOPE VI Revitalization	$0	
d) HOPE VI Demolition	$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	$5,560,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	$0	
g) Resident Opportunity and Self-Sufficiency Grants	$100,000	
h) Community Development Block Grant		

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
i) HOME		HOPE VI
Other Federal Grants (list below)		
Sufficiency Grants	$76,700	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
MA06P005018PDEV-18	$45,000	New Construction
MA06P005017PDEV-17	$30,000	New Construction
MA06URD005I196 URP	$300,000	HOPE VI
MA00RSF005P0011 ROSS	$42,470	Resident Services
3. Public Housing Dwelling Rental Income	$1,410,000	
4. Other income (list below)		
Investments	$5,000	PH Operations
Washer/Dryer	$4,800	PH Operations
4. Non-federal sources (list below)		
State/Dryer	$1,484,000	
Total resources	$12,874,502	

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: 1 month

☒ Other: (describe) Families are deemed eligible at time of application. Eligibility is verified within one month of offer.

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) Debt owed to a PHA

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

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

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

(2)Waiting List Organization

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

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

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

☒ PHA main administrative office
☐ PHA development site management office
☒ Other (list below) Applicants who wish to apply to Churchill Homes may also apply to the management office at the Churchill Community Center.

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?1

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? 3, FPH, Churchill Homes and Section 8 Housing Choice Voucher

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- unless the offer is for deconcentration purposes. If declined, this does not affect the applicant's placement on the waiting list.
☐ 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) To meet deconcentration goals

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)

#1- Resident Working Veteran
#2- Resident Working- Elderly, Disabled and Victims of Domestic Violence are included in this preference
#3- Resident Veteran
#4- Resident
#5- Non-Resident Working Veteran
#6- Non-Resident Working- Non-Resident Elderly, Disabled and Victims of Domestic Violence are included in this preference
#7- Non-Resident Veteran
#8- Non-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)

#2&#6 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 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)

#1- Resident Working Veteran

#2- Resident Working- Elderly, Disabled and Victims of Domestic Violence are included in this preference

#3- Resident Veteran

#4- Resident

#5- Non-Resident Working Veteran

#6- Non-Resident Working- Non-Resident Elderly, Disabled and Victims of Domestic Violence are included in this preference

#7- Non-Resident Veteran

#8- Non-Resident

4. Relationship of preferences to income targeting requirements:

☐ The PHA applies preferences within income tiers

☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

☒ The PHA-resident lease

☒ The PHA's Admissions and (Continued) Occupancy policy

☒ PHA briefing seminars or written materials

☒ Other source (list) All new residents are required to attend a New Resident Orientation Session at lease-up. This seminar introduces residents to the Housing Manager and Maintenance Foreman of their development. Members from the Resident

Services Department and members of the Tenant's Association are also in attendance to discuss the association and tenant opportunities.

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

☐ Other (list policies and developments targeted below)

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

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

☐ Additional affirmative marketing
☐ Actions to improve the marketability of certain developments

☒ Adoption or adjustment of ceiling rents for certain developments
☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
☒ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
☒ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
☒ Criminal or drug-related activity
☐ Other (describe below)

(2) Waiting List Organization

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

☐ None
☐ Federal public housing
☒ Federal moderate rehabilitation
☐ Federal project-based certificate program
☐ Other federal or local program (list below)

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

☒ PHA main administrative office
☒ Other (list below) The Authority has entered into an agreement with Mass NAHRO to participate in its state wide section 8 centralized waiting list. Any applicant interested in applying for section 8 assistance may apply at any participating PHA.

(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: If the family documents their efforts and additional time can reasonably be accepted to result in success or if a member of the family is disabled.

(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)
#1- Resident Working Veteran
#2- Resident Working- Elderly, Disabled and Victims of Domestic Violence are included in this preference
#3- Resident Veteran
#4- Resident
#5- Non-Resident Working Veteran
#6- Non-Resident Working- Non-Resident Elderly, Disabled and Victims of Domestic Violence are included in this preference
#7- Non-Resident Veteran
#8- Non-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)
#2/#6 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- Resident Working Veteran
#2- Resident Working- Elderly, Disabled and Victims of Domestic Violence are included in this preference
#3- Resident Veteran
#4- Resident
#5- Non-Resident Working Veteran
#6- Non-Resident Working- Non-Resident Elderly, Disabled and Victims of Domestic Violence are included in this preference
#7- Non-Resident Veteran
#8- Non-Resident

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
☒ Date and time of application
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)
☒ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
☒ The Section 8 Administrative Plan

☒ Briefing sessions and written materials
☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
☒ Through published notices
☒ Other (list below) Local community access television, flyers to local non-profit agencies and community service organizations.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)
☐ $0
☒ $1-$25
☐ $26-$50

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

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

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

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

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

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

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

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

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

e. Ceiling rents

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

☒ Yes for all developments
☐ Yes but only for some developments
☐ No

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

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

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

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

f. Rent re-determinations:

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

☐ Never
☐ At family option
☒ Any time the family experiences an income increase
☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
☒ Other (list below) A change in family composition is required anytime there is a change.

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) Flat rents are set at 100% of the FMR

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

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

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

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

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

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) Rents of non-assisted units

(2) Minimum Rent

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

☐ $0
☒ $1-$25
☐ $26-$50

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

☐ A brief description of the management structure and organization of the PHA follows

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	704	
Section 8 Vouchers	1136	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	100	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
ROSS-Elderly	75	25
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)

- Admissions and Continued Occupancy Plan
- Maintenance Handbook
- Emergency Policy
- Fence Policy
- Handbook for the New Resident

Pest control, including cockroach infestation, is contracted on a two-year basis. The initial treatment of each project shall include a complete clean out. The remaining scheduled treatments will be general applications. All treatments shall include all areas of each building including the crawl spaces, storage areas and living areas, basements and recreation halls. The purpose of the service shall be the control and prevention of infestation by all of the usual household vermin and insects including: mice, rats, roaches, water bugs, beetles, ants, silverfish, crickets, fleas, weevils, cereal bugs and bedbugs within the entire structure of each building. The treatment provided shall be guaranteed for the period between scheduled treatments. Re-infestations that occur during the guarantee period shall be promptly treated at the request of the Authority at no additional cost to the Authority. Family developments, MA005-001 and MA005-003 are treated four times per year.MA005-04,5A,5B and 13 are treated three times per year. Falcetti Towers, MA005-06 is treated two times per year.

(2) Section 8 Management: (list below)

- Section 8 Administration Plan
- Section 8 Housing Choice Voucher Homeownership Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

☒ PHA main administrative office
☒ PHA development management offices
☒ Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) ma005a01

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment ma005a01

-or-

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

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: Churchill Homes
2. Development (project) number: MA 005020, MA005021
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: MA005001- Lyman Terrace

☒ 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: Lyman Terrace 1b. Development (project) number: MA005001
2. Activity type: Demolition ☒ Disposition ☒
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☒
4. Date application approved, submitted, or planned for submission: 01/30/2007
5. Number of units affected: 69 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: Dependant on funding b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

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

form **HUD 50075** (03/2003)

☐ Part of the development ☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ 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) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ 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)

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing

Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Oakhill Homes 1b. Development (project) number:MA005-021
2. Federal Program authority: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☒ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☒ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: 08/12/2003
5. Number of units affected: 19 6. Coverage of action: (select one) ☒ Part of the development ☐ Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

☒ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants

☐ more than 100 participants

b. PHA-established eligibility criteria
☐ Yes ☒ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

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

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

2. Other coordination efforts between the PHA and TANF agency (select all that apply)
☒ Client referrals
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
☐ Jointly administer programs
☐ Partner to administer a HUD Welfare-to-Work voucher program
☐ Joint administration of other demonstration program
☒ Other (describe) referral agency for community service participants.

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)
HCV FSS	54	Waiting list	PHA main office	HCV
HCV Homeownership	5	First Come	PHA Main Office	HCV
Public Housing FSS	10	All eligible	PHA main office and site	PHA

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants	Actual Number of Participants

form **HUD 50075** (03/2003)

	(start of FY 2005 Estimate)	(As of: 01/08/06)
Public Housing	0	10 as of 08/01/2006
Section 8	25	56 as of 08/01/2006

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)
Lyman terrace and Toepfert Apartments

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) Becoming an active participant in the City's Weed and seed program.

2. Which developments are most affected? (list below)
Lyman Terrace and Toepfert Apartments

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) Active partner with the City with the Weed and Seed program.

1. Which developments are most affected? (list below)
Lyman Terrace, Toepfert Apartments and elderly developments

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)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

2. What types of asset management activities will the PHA undertake? (select all that apply)

☒ Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☐ Attached at Attachment (File name)
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:

☐ Other: (list below)

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

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

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

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)
☐ Candidates were nominated by resident and assisted family organizations
☐ Candidates could be nominated by any adult recipient of PHA assistance
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
☒ Other: (describe) Appointed by Mayor of Holyoke to a five year term

b. Eligible candidates: (select one)
☒ Any recipient of PHA assistance
☐ Any head of household receiving PHA assistance
☐ Any adult recipient of PHA assistance

☐ Any adult member of a resident or assisted family organization
☐ Other (list)

c. Eligible voters: (select all that apply)
☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
☐ Representatives of all PHA resident and assisted family organizations
☒ Other (list) Mayoral appointment

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: Holyoke, Chicopee, Westfield Consortium

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)
- Increase FTHB activities within the City, FTHB workshop series, HCV FTHB program and BAP loans
- Rehabilitation of existing rental housing, Lyman Terrace HOPE VI
- PHA and HCV FSS activities

☐ Other: (list below)

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

In its 2005-2009 Consolidated Plan the City of Holyoke states five (5) Housing Priorities:

1. Increase availability of housing stock for purchase and occupancy by low and moderate income persons in Holyoke. ***The Holyoke Housing Authority has added to the pool of affordable housing stock for purchase with the construction and sale of 60 homeownership units constructed under its HOPE VI program. Since these homes have deed riders which maintain the***

units affordability for 20 years these homes will remain affordable should they return to the housing market.

2. Preserve and improve the existing owner-occupied housing stock in Holyoke by moderate rehabilitation through home improvement programs. ***While the Authority does not offer rehabilitation improvement programs through its HQS inspections of Section 8 subsidized units the Authority assists the City in assuring that subsidized housing stock meet minimum standards. The Leased Housing Department will work with owners who have units out of compliance and provide information to funding sources for rehabilitation.***
3. Facilitate homeownership for low and moderate income persons in Holyoke by providing assistance with downpayment and closing costs. ***The Holyoke Housing Authority, committed to expanding the range and quality of housing choices available to participants in its tenant-based assistance program, public housing program and to all low to moderate income Holyoke residents, has assisted the City in reaching this priority by partnering to offer CDBG funded First-Time Homebuyer Education series. To assist these buyers with the expenses associated with downpayment and closing costs the Authority administers the City's HOME funded Borrower's Assistance Program. In addition to offering education opportunities the Authority is able to assist Housing Choice Voucher holders with the purchase of a home through its Section 8 Homeownership program. To further assist these buyers the Authority has created the HOPE VI Buyers Program. This program will allow bridge financing for income eligible first-time homebuyers.***
4. Increase availability of elderly assisted living units in Holyoke for low and moderate income persons. ***The Authority will work with the Holyoke Geriatric Association to develop an assisted living facility in the City.***
5. Preserve and improve the rental housing stock by small scale rehabilitation or new construction of rental properties. ***Through its 1996 HOPE VI grant the Authority added 100 units of quality affordable housing to the City's affordable housing inventory. In order to continue being a provider of quality housing options for low and moderate families the Authority will apply for a HOPE VI grant to rehabilitate its oldest Family Housing Development, Lyman Terrace.***

The City has also set as an Anti-Poverty Strategy the need for groundwork to be provided to assist families so that they can lift themselves out of poverty. The Authority's Family Self-Sufficiency program has assisted families, both public housing and HCV participants, in improving their quality of life and to increase their economic situations.

D. Other Information Required by HUD

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

Attachments

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		

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		**Activity Description**						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III *Component 7a*	Development Activities *Component 7b*	Demolition / disposition *Component 8*	Designated housing *Component 9*	Conversion *Component 10*	Home-ownership *Component 11a*	Other (describe) *Component 17*

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

PHA Name: HOLYOKE HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: MA06P00550107 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007

☒ **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	$75,000			
3	1408 Management Improvements	$2,000			
4	1410 Administration	$95,513			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$60,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	$10,000			
10	1460 Dwelling Structures	$712,617			
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	$955,130			
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	$955,130			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: **HOLYOKE HOUSING AUTHORITY**		**Grant Type and Number** Capital Fund Program Grant No: MA06P00550107 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		$75,000				
HA-Wide	Computer Software	1408		$2,000				
Mgmt								
Improvements								
HA-Wide	Administrative salaries & benefits	1410						
Admin	Modernization Coordinator			$57,408				
	Modernization Accounting			$28,600				
	Assistant Executive Director			$9,505				
HA-Wide	A&E Services	1430		$60,000				
Fees & Costs								
MA 5-1	Bathroom Upgrades/Modernization	167		$712,617				
Lyman Terrace								
MA 5-1	Site Repairs/Modernization	167		$10,000				
Lyman Terrace								

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

PHA Name: **HOLYOKE HOUSING AUTHORITY**	**Grant Type and Number** Capital Fund Program No: MA06P00550107 Replacement Housing Factor No:	**Federal FY of Grant:** 2007

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	06/30/09			06/30/11			

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

PHA Name: HOLYOKE HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MA06R00550107	Federal FY of Grant: 2007

☒ **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				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	$189,971			
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	$189,971			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: **HOLYOKE HOUSING AUTHORITY**		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: MA06R00550107				**Federal FY of Grant:** 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Hope VI mixed finance development	1499		$189,971				

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

PHA Name: **HOLYOKE HOUSING AUTHORITY**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: MA06R00550107	**Federal FY of Grant:** 2007

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	06/30/09			06/30/11			

Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name: **HOLYOKE HOUSING AUTHORITY**				☒**Original 5-Year Plan** ☐**Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2011
	Annual Statement				
MA5-01 Lyman Terr.		782,617	782,617	782,617	782,617
MA5-03 Toepfert Apt					
MA5-04 Zilinski Apt					
MA5-5A Coughlin					
MA5-5B Beaudry-					
MA5-6 Falcetti					
MA5-13 Rosary					
HA-Wide		172,513	172,513	172,513	172,513
CFP Funds Listed for 5-year planning		955,130	955,130	955,130	955,130
Replacement Housing Factor Funds		$189,971	$189,971	$189,971	$189,971

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

Activities for Year 1	Activities for Year: 2 FFY Grant: 2008 PHA FY: 2008			Activities for Year: 3 FFY Grant: 2009 PHA FY: 2009		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	MA 5-1 Lyman Terrace	Kitchen Upgrades/Mod.	712,617	MA 5-1 Lyman Terrace	Kitchen Upgrades/Mod.	712,617
Annual						
Statement	MA 5-1 Lyman Terrace	Site Repairs/Improve.	10,000	MA 5-1 Lyman Terrace	Site Repairs/Improve.	10,000
			722,617			722,617
		A&E Fees	60,000		A&E Fees	60,000
	Subtotal:		782,617	Subtotal:		768,617
	HA-Wide	Office & Maintenance	172,513	HA-Wide	Office & Maintenance	172,513
		Equipment, Salaries			Equipment, Salaries	
		Total CFP Estimated Cost	955,130			955,130

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

Activities for Year: 4 FFY Grant: 2010 PHA FY: 2010			Activities for Year: 5 FFY Grant: 2011 PHA FY: 2011		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
MA 5-1 Lyman Terrace	Site Repairs/Improve.	722,617	MA 5-1 Lyman Terrace	Site Repairs/Improve.	722,617
	A&E Fees	60,000		A&E Fees	60,000
Subtotal:		782,617	Subtotal:		782,617
HA-Wide	Office & Maintenance	172,513	HA-Wide	Office & Maintenance	172,513
	Equipment, Salaries			Equipment, Salaries	
	Total CFP Estimated Cost	955,130			955,130

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

PHA Name: HOLYOKE HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: MA06P00550104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: June 30, 2006 ☐ 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	$136,969.04	$136,969.04	$136,969.04	$101,394.00
3	1408 Management Improvements				
4	1410 Administration	$96,858.00	$96,858.00	$96,858.00	$96,858.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$257,358.00	$261,208.00	$261,208.00	$254,150.28
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	$477,395.96	$473,545.96	$266,895.96	$266,895.96
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	$968,581.00	$968,581.00	$968,581.00	$961,523.28
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: **HOLYOKE HOUSING AUTHORITY**		**Grant Type and Number** Capital Fund Program Grant No: MA06P00550104 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		$136,969.04	$136,969.04	$136,969.04	$136,969.04	
HA-Wide	Computer Software	1408						
Mgmt								
Improvements								
HA-Wide	Administrative salaries & benefits	1410	Total:					
Admin	Modernization Coordinator			$52,277.00	$52,277.00	$52,277.00	$52,277.00	
	Assistant Executive Director			$11,996.00	$11,996.00	$11,996.00	$11,996.00	
	Grant Accountant			$32,585.00	$32,585.00	$32,585.00	$32,585.00	
HA-Wide	A&E Services	1430		$257,358.00	$261,208.00	$261,208.00	$254,150.28	
Fees & Costs								
MA 5-04	Comprehensive Modernization	1460	116	$266,895.96	$266,895.96	$266,895.96	$266,895.96	
J.J. Zilinski								
MA 5-05A								
P.A. Coughlin								

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

PHA Name: **HOLYOKE HOUSING AUTHORITY**		**Grant Type and Number** Capital Fund Program Grant No: MA06P00550104 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MA5-6	Roof Replacement	1460	85	$210,500.00	$206,650.00	$206,650.00	$206,650.00	
Falcetti Tower								
MA5-1	Modernization/Pooled Funding	1501						
Lyman Terrace								
MA5-6	Lobby Security Improvements	1460						
Falcetti Tower								
HHA Wide	Purchase Maintenance Building	1440						

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

PHA Name: **HOLYOKE HOUSING AUTHORITY**	**Grant Type and Number** Capital Fund Program No: MA06P00550104 Replacement Housing Factor No:	**Federal FY of Grant:** 2004

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	06/30/06			06/30/08			

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

PHA Name: HOLYOKE HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MA06P00550105	Federal FY of Grant: 2005

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: June 30, 2006 ☐ 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	$215,071	$100,000	$100,000	$4,427.92
3	1408 Management Improvements	$4,751.20			
4	1410 Administration	$107,535.80	$107,535.80	$107,535.80	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$40,000	$40,000	$8,500	0
8	1440 Site Acquisition				
9	1450 Site Improvement		$75,000	0	0
10	1460 Dwelling Structures	$688,000	$752,822.20	$3,522.17	$3,522.17
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	$20,000			
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	$1,075,358	$1,075,358	$422,607.40	$7,950.09
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: **HOLYOKE HOUSING AUTHORITY**		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: MA06P00550105				**Federal FY of Grant:** 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		$215,071	$100,000	$100,000	$4,427.92	
HA-Wide	Computer Software, Training	1408		$4,751.20	0			
Mgmt								
Improvements								
HA-Wide	Administrative salaries & benefits	1410						
Admin	Modernization Coordinator			$52,277.00	$52,277.00	$52,277.00	0	
	Assistant Executive Director			$11,996.00	$11,996.00	$11,996.00	0	
	Grant Accountant			$32,585.00	$32,585.00	$32,585.00	0	
HA-Wide	A&E Services	1430		$40,000	$40,000	$8,500	0	
Fees & Costs								
MA 5-04	Community Room Improvements	1460	116	$10,000	0			
J.J. Zilinski								
MA 5-05A								
P.A. Coughlin								
MA 5-5B	Comprehensive Modernization	1460	34	$353,000	0			
Beaudry-Boucher								
MA5-1	Modernization/Pooled Funding	1460	167	$325,000	0			
Lyman Terrace								
MA5-1	Replace Windows, Bathroom Mod.	1460	167	0	$752,822.20	$3,522.17	$3,522.17	
Lyman Terrace								
MA 5-5B	Relocation	1495.1	34	$20,000	0			
Beaudry-Boucher								
MA5-1	Front Street Beautification	1450	167	0	$75,000	0	0	
Lyman Terrace								
HA-Wide	Purchase Maintenance Facility			0	0			

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

PHA Name: **HOLYOKE HOUSING AUTHORITY**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: MA06P00550105	**Federal FY of Grant:** 2005

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	08/17/07			08/17/09			