

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
MA031

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# Somerville Housing Authority's PHA Plans

5 Year Plan for Fiscal Years 2007 – 2011  
Annual Plan for Fiscal Year 2007

**Date of Submission: December 18, 2006**

VERSION #1

**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:** Somerville Housing Authority

**PHA Number:** MA 031

**PHA Fiscal Year Beginning:** April 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
- [www.SHA-web.org](http://www.SHA-web.org)

### 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)  
[www.SHA-Web.org](http://www.SHA-Web.org)

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

**A. Mission**

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

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

The PHA's mission is:  
The goal of the Somerville Housing Authority is to assist low and moderate-income families, elderly and disabled, and help them obtain affordable housing that is safe, decent, and sanitary. And in so doing, to advocate for and serve the needs of our residents and to encourage and assist all those whom can achieve maximum independence to do so.

Through our efforts we will create and expand affordable housing opportunities for the diverse population of Somerville residents.

We will create and encourage resident self-sufficiency and independence.

We will efficiently allocate our resources encouraging innovation while working together as a team.

We will foster respect for residents, co-workers, and community.

**Statement of Progress:**

During the past year, the Authority has worked towards achieving its established goals identified in our Mission Statement and in our previously submitted Five-Year Plan.

The SHA continues to look at various ways to increase the quality and supply of affordable housing. The SHA, to date has leased 76 project based vouchers to assist in the increase quality and supply of affordable housing. In a partnership with our municipality, we have established a program to provide property owners with home improvement grants to repair property that will be preserved for voucher holders. The SHA has improved the quality of life in housing by focusing efforts on improved customer service by responding to all resident concerns within a reasonable time frame and following-up with satisfaction surveys. We are accomplishing this by improving the level of communication between departments and ensuring that we provide quality service. The SHA continues to renovate units to the highest possible standard upon vacancy. Our public housing inspector maintains extensive inspection records and diligently performs semi-annual LUI's to UPCS standards. We have also identified and earmarked extensive modernization improvements from our capital fund program where routine maintenance is inadequate. This is supported by the fact that in our most recent REAC Physical Inspection the SHA again achieved a ranking as a High performer.

The SHA has recently been awarded a Family Self Sufficiency program for public housing residents. This program is designed to allow residents to become self sufficient and to take the steps necessary to achieve independence. The program provides support and assistance to the entire family. The SHA has hired FSS coordinator. This coordinator helps the family obtain the services necessary to achieve the goals listed in the resident's service plan.

The SHA has committed additional staff to our housing choice voucher program and is actively participating in a partnership with the Regional Opportunity Counseling (ROC) program to expand housing choices for low-income families. ROC training provides comprehensive counseling services that include search, mobility and outreach to prospective landlords.

The SHA consistently reviews our financial position to ensure that adequate resources allow us to meet our goal of providing decent, safe and sanitary housing for all residents. We continue to enhance supportive services programs that lead to employment opportunities

for our unemployed residents and to ensure that all residents have equal access to assisted housing under affirmative action. Our preference for hiring residents has resulted in the recruitment and training of numerous previously unemployed public housing residents.

**B. Goals**

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

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

PHA Goal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments
- Other*

*The Somerville Housing Authority’s strategic goal is to increase the availability of decent, safe, sanitary and affordable housing and expand the supply of assisted housing objectives by:*

- applying for additional rental vouchers if the SHA has determined that existing staff can handle the extra caseload and/or funding is available to support the need of extra staff.
- continue to explore opportunities to leverage private or other public funds to create additional housing opportunities should development funds become available from to match the funding of available programs.
- continue to explore the acquisition of properties in the jurisdiction should funds become available.

PHA Goal: Improve the quality of assisted housing

Objectives:

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

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

- PHA Goal: Provide an improved living environment  
Objectives:
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements:
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - Other: Review the public housing family development rental income along with development cost to ensure that the rental income and operating subsidies allow the development to meet the SHA's goal to provide decent, safe and sanitary housing to its residents.

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

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

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

**Other PHA Goals and Objectives: (list below)**

- Other: (list below) Implementation of affirmative measures to comply with section 603 in Title VI of Violence against Women Act. PIH 2006-23. The SHA attached policy, MA031 j, which has outlined our goal to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

**Table of Contents:**

		<u>Page #</u>
<b>Annual Plan</b>		
i.	Executive Summary	N/A
ii.	Table of Contents	5
	1. Housing Needs	9-14
	2. Financial Resources	15-17
	3. Policies on Eligibility, Selection and Admissions	18-23
	4. Rent Determination Policies	23-26
	5. Operations and Management Policies	26-27
	6. Grievance Procedures	27-28
	7. Capital Improvement Needs	31-52
	8. Capital Fund	31-52
	9. Optional 5 Year Action Plan	31-52
	10. Demolition and Disposition	53-54
	11. Designation of Housing	54-55
	12. Conversions of Public Housing	56-57
	13. Homeownership	58
	14. Section 8 Tenant-Based	59
	15. Community Service Programs	59-62
	16. Crime and Safety	62-64
	17. Pets	64
	18. Civil Rights Certifications	64
	19. Audit	64

20. Asset Management	65
21. Other Information	65-67
22. List of Attachments	68

- MA031a Resident Advisory Board Comments
- MA031b Response to RAB Public Housing Comments
- MA031c Response to RAB Section 8 Comments
- MA031d Somerville Housing Authority (SHA) Pet Policy
- MA031e SHA Rent Limit Policy
- MA031f List of Resident Organizations creating RAB
- MA031g Admissions Policy for Deconcentration
- MA031h Section 8 - Project Based Unit Table
- MA031i Violence against Women Policy

**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

**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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
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 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
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
	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
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	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)]

Addressed in Supporting Documentation

**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	4,362	5	4	4	5	5	4
Income >30% but <=50% of AMI	2,614	5	4	4	5	5	4
Income >50% but <80% of AMI	3,594	5	4	4	5	5	4
Elderly	2,764	5	4	4	5	5	4
Families with Disabilities	4,410	5	4	4	5	5	4
Race/Ethnicity C	25,169	5	4	4	5	5	4
Race/Ethnicity B	1,587	5	4	4	5	5	4
Race/Ethnicity H	1,720	5	4	4	5	5	4
Race/Ethnicity A	1,534	5	4	4	5	5	4

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: 2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	3,291		PH: 15%
Extremely low income <=30% AMI	2,906	88%	
Very low income (>30% but <=50% AMI)	335	10%	
Low income (>50% but <80% AMI)	50	2%	
Families with children	2,045	58%	
Elderly families	90	4%	
Families with Disabilities	607	21%	
Race/ethnicity W	980	30%	
Race/ethnicity B	1,222	37%	
Race/ethnicity Am I	20	0.00%	
Race/ethnicity H	733	23%	
Race/ethnicity As P	150	5%	
Race/ethnicity Other	187	5%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1,246	38%	
2 BR	1,524	46%	
3 BR	397	12%	
4 BR	118	4%	
5 BR	6	0%	
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Emergencies			

**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.

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	225	5%	
Extremely low income <=30% AMI	155	69%	
Very low income (>30% but <=50% AMI)	56	25%	
Low income (>50% but <80% AMI)	13	6%	
Families with children	175	75%	
Elderly families	1	.01%	
Families with Disabilities	3	.05%	
Race/ethnicity W	59	26%	
Race/ethnicity B	90	40%	
Race/ethnicity H	53	24%	
Race/ethnicity AI	1	0%	
Race/Ethnicity Asian	13	6%	
Race/Ethnicity Other	8	4%	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 64 months May 10 2001			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

**C. Strategy for Addressing Needs**

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

**(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

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

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

Select all that apply

- Apply for additional section 8 units should they become available\*
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

\* contingent upon being penalized by PHAS.

**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)
  - Administer existing wait list.

**Need: Specific Family Types: Families at or below 40% 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)
  - Administer existing wait list.

**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 (contingent upon being penalized by PHAS.
- Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available contingent upon being penalized by PHAS.

- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2005 grants)</b>		
a) Public Housing Operating Fund	\$ 1,079,287	
b) Public Housing Capital Fund	\$711,637	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	12,547,490	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	81,984	Public Safety
i) HOME		
Other Federal Grants (list below)		
Shelter Home Care Grant	77,591	Housing for McKinney Homeless Individuals
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
	0	0
	0	0
<b>3. Public Housing Dwelling Rental Income</b>	1,693,595	Actual Rents 3/31/06
<b>4. Other income (list below)</b>		
Interest Income	125,238	Operations 3/31/06
Miscellaneous	173,006	Operations 3/31/06
<b>4. Non-federal sources (list below)</b>		
State Subsidy	1,795,020	Operations State Housing
MRVP	4,485	Operations MRVP
State Rental Income	4,818,814	Operations State Housing
<b>Total Resources</b>	<b>\$23,108,147</b>	

**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 Within the Top 20)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) Combination Method based upon BR size/# of vacancies/wait list history.

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 – Ins Background review

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) (applying for)

**(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)  
Mystic Activity Center-Tenant Selection Office

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

1. How many site-based waiting lists will the PHA operate in the coming year?

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

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists? 1-6

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 Family
- Two Elderly
- 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: Not applicable to family developments.

- Applicable to Federal elderly developments only.

**(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?

- \*We most likely will exceed because our wait list indicates that more than 40% of all applicants have income below 30% of area median income.

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

- Handicapped/Disability Preference
- Victims of Katrina

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:

- 3 Involuntary Displacement (Disaster, Government Action,
- 4 Action of Housing Owner
- 6 Victims of domestic violence
- 6 Substandard housing (Condemnation)
- 5 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
- 2 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)
  - '6 acute medical emergency
  - '7 SHA transfer
  - '9 (a) Handicapped/Disability Preference
  - '9 (b) Elderly
  - '8 Veteran Preference
  - 1 – Victims of Katrina

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)
- SHA Web Site – SHA-web.org

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

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

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete.

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
  - SHA has only one federal family development.
- 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
  - SHA has only one federal family development.
- 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)  
Income, Family Composition, citizenship or citizen eligibility.

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)

• Resident name, Current Address, Current Landlord name and address, and any other HUD requirements.

**(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)

Mystic Activity Center – Tenant Selection Office

**(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: Voucher holders are granted 120 days at issuance. The Authority shall grant an extension of another 120 days, which shall not exceed 365 days providing an applicant can demonstrate diligent search effort. Tolling will occur in case of discrimination complaint or dire medical circumstances, e.g.; hospitalized.

**(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 (Condemnation)

- 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. SHA Transfer.
  2. Emergency Applicants which include residents who are paying >50% of gross income towards rent and utilities and can be leased in place.
  3. Displaced by City of Somerville
  4. Disabled/handicapped person.
  5. 'Single Individual Elderly or Displaced Individual.
  6. 50% Shelter burden and in place.

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

- 2 Involuntary Displacement (Disaster, Government Action,,
- 3 Action of Housing Owner
- 3 Victims of domestic violence
- 2 Substandard housing (Condemnation)
- Homelessness
- 3 High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - 4.SHA Transfers.
  - 3. Emergencies which include residents who are paying >50% of gross income towards rent and utilities and can be leased in place.
  - 5. Disabled /handicapped person.
  - 6. Veterans
  - 2. Displaced by the city of Somerville, public improvement project
  - 3. Displaced by acute medical.
  - 5 Single individual elderly or displaced individual

1. 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) Somerville Community Access Television local media, minority publications, other social service agencies, other affiliated government agencies, web site

**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)
  - A deduction from income for Educational expenses up to a maximum of \$1,000 per year.

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)
- 95<sup>th</sup> 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 > 10%
- Other (list below)

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

**(2) Flat Rents**

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

- The section 8 rent reasonableness study of comparable housing
  - Survey of rents listed in local newspaper
  - Survey of similar unassisted units in the neighborhood
  - Other (list/describe below)
- Annually published FMR, as of October 1

**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).**

The Somerville Housing Authority will operate a project-based voucher program using up to 20 percent of its budget authority for project-based assistance. Except as otherwise noted or prohibited, the SHA policies for the tenant-based voucher program contained in the Administrative Plan also apply to the project-based program.

Somerville is historically one of the most densely populated cities in the country with 80,000 people residing in four square miles. Our low vacancy rate (estimated at 1%) contributes to our affordable housing shortage. Our limited housing supply combined with our proximity to Boston has forced rents to remain among the highest in Massachusetts. Attaching funding to specific units rather than using all budget authority for tenant-based assistance facilitates the need to increase the supply of affordable units in Somerville. As such, project basing is consistent with the stated needs of Consolidated Plan of the city of Somerville as well as the goals of our Annual Plan.

The SHA is aware that it may only project base vouchers if consistent with its PHA Plan and the goal of deconcentrating poverty and expanding housing opportunities. The SHA will consider a proposed PBV site if it is consistent with the following deconcentration goals: The housing site must be consistent with the deconcentration goals already established in the SHA's PHA plan and with civil rights laws and regulations, including HUD's rules on accessibility at 24 CFR 8.4 (b)(5). The SHA will evaluate each proposal based on whether the site is in

an Enterprise Zone, Economic Community or Renewal Community (EZ/EC/RC); whether the concentration of assisted units will or has decreased as a result of public housing demolition; whether the census tract is undergoing significant revitalization; whether government funding has been invested in the area; whether new market rate units are being developed in the area, which are likely to positively impact the poverty rate in the area; if the poverty rate in the area is greater than 20%, whether in the past five years there has been an overall decline in the poverty rate; and whether there are meaningful opportunities for educational and economic advancement in the area. The SHA will only award PBV assistance to projects consistent with the goal of deconcentrating poverty and expanding housing and economic opportunities. The SHA will determine that the site is suitable from the standpoint of facilitating and furthering full compliance with the applicable Civil Rights Laws, regulations and Executive Orders, and that the site meets the Housing Quality site and neighborhood standards at 24 CFR982.401(1).Ft

The SHA will select PBV proposals based on a public competition. The selection criteria is reflected in the SHA’s Section 8 Administrative Plan and is available for public viewing. The SHA may opt not to conduct a separate competition if proposals presented to the SHA were accepted as part of a different competition for federal funds (HOME, HOPE VI, Tax Credits) within 3 years of the PBV proposal selection date. The original competition, however cannot have considered the possibility of future PBV assistance, but the selection must be based on the project’s merits at the time of the competition. The SHA may give a preference to Community Housing Development organizations or projects with Low Income Housing Tax Credits. The Somerville Housing Authority may submit a proposal for a project which it owns or manages subject to HUD approval of the selection process.

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

**(2) Minimum Rent**

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

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

\$26-\$50

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

- SHA is a high performer

### **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	421	15%
Section 8 Vouchers	1034	10%
Section 8 Certificates		10%
Section 8 Mod Rehab	N/A	10%
Special Purpose Section 8 Certificates/Vouchers		10%
DHAP	150	5%
Mainstream	100	5%
SRO	13	10%
		N/A
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)
- (2) Section 8 Management: (list below)

**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:

-or-

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

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part I: Summary</b>					
<b>PHA Name: SOMERVILLE HOUSING AUTHORITY</b>		<b>Grant Type and Number MA06P03150203</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2003</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<b>XX</b> <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <b>6-30-2006</b> <b>XX</b> <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	173,682		173,682	173,682
3	1408 Management Improvements	118,044		149,119	149,119
4	1410 Administration	86,841		86,841	86,841
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	35,000		49,538	49,538
8	1440 Site Acquisition				
9	1450 Site Improvement	60,000		71,314	71,314
10	1460 Dwelling Structures	309,846		281,437	281,437
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	60,000		7,430.00	7,430.00
13	1475 Nondwelling Equipment	25,000		49,052	49,052
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	868,413		868,413	868,413
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				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part I: Summary</b>						
<b>PHA Name: SOMERVILLE HOUSING AUTHORITY</b>		<b>Grant Type and Number MA06P03150203</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2003</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )						
XX <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6-30-2006                        XX <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
	Costs					
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures					

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: <b>SOMERVILLE</b> <b>HOUSING AUTHORITY</b>		<b>Grant Type and Number MA06P03150203</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
31-1 a	AE Fees	1430		20,000		26,435	26,435	
31-1 b	Repair-Repl Stucco	1460		100,000				
31-1c	Kitchen & Bathroom Imp	1460		81,846				
31-1 d	Hallway Repairs	1460		10,000		6137	6137	
31-1 e	Boiler Rm Rep & Imp	1460		22,000				
31-1 f	Exterior Elect Recept	1460		25,000				
31-2a	AE FeesB	1430		5,000		810	810	
31-2b	Boiler Rm Rep & Imp	1460		21,000		1327	1327	
31-3a	AE Fees	1430		5,000		10570.00	10570.00	
31-3 b	Boiler Room Repl & Imp	1460		30,000				
31-3c	Apt ceilings & upgrades	1460				14,730	14,730	
31-7a	AE Fees	1430		5,000		11,723	11,723	
31-7b	Lobby Imp	1460		20,000		98,175	98,175	
	Safety Screens-31-1	1460				50,090	50,090	
	Elevators 31-2	1460				110,978	110,978	
HAW a	OPERATIONS	1406		173,682		173,682	173,682	
HAWb	SITE IMPROVEMENTS	1450		60,000		71,314	71,314	
HAWc	Admin Bldg Imp	1470		60,000		7430.00	7430.00	
HAWd	Upgrades Computers/Equip	1475		25,000		49,052	49,052	
HAW e	Equip for Mod Dept	1408		10,000				
HAW f	Board & Staff Training	1408		20,000		32,289	32,289	
HAW g	Energy Consv Studies	1408		25,000		24,733	24,733	
HAW h	Activity Center Coor	1408		25,000		37,430	37,430	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: SOMERVILLE HOUSING AUTHORITY		Grant Type and Number MA06P03150203 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HAW I	HTVN Subscription	1408		6,000		5700.00	5700.00	
HAW j	Resident & Youth Training Activities	1408		30,000		43,877	43,877	
HAWk	Gaap convesion-ongoing	1408		2044		5090	5090	
HAW l	Mod Dept Salaries & Benes	1410		86,841		86,841	86,841	
<b>Total</b>				<b>868,413</b>		<b>868,413</b>	<b>868,413</b>	

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

PHA Name: Somerville Housing Authority	Grant Type and Number MA06P03150203 Capital Fund Program No: Replacement Housing Factor No:	Federal FY of Grant: 2003
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
31-1 a	9-30-2005			9-30-2006			
31-1 b	“			“			
31-1 c	“			“			
31-1 d	“			“			
31-1 e	“			“			
31-1f	“			“			
31-1 g	“			“			
31-1 h	“			“			
31-2 a	“			“			
31-2 b	“			“			
31-2 c	“			“			
31-2 d	“			“			
31-3 a	“			“			
31-3 b	“			“			
31/3 c	“			“			
31-3 d	“			“			
31-3 e	“			“			
31-7 a	“			“			
31-7 b	“			“			
31-7 c	“			“			
31-7 d	“			“			
31-7 e	“			“			
HAW a	“			“			
HAW b	“			“			

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

PHA Name: Somerville Housing Authority	Grant Type and Number MA06P03150203 Capital Fund Program No: Replacement Housing Factor No:	Federal FY of Grant:  2003
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HAW c	“			“			
HAW d	“			“			
HAW e	“			“			
HAW f	“			“			
HAW g	“			“			
HAW h	“			“			
HAW I	“			“			
HAW j	“			“			
HAW k	“			“			

**CAPITAL FUND PROGRAM TABLES START HERE**

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

PHA Name: SOMERVILLE HOUSING AUTHORITY	Grant Type and Number MA06P03150104 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement    Reserve for Disasters/ Emergencies    Revised Annual Statement  
 Performance and Evaluation Report for Period Ending: 6-30-2006    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	167,717		167,717	167,717
3	1408 Management Improvements	120,000		94,460	94,460
4	1410 Administration	83,858		83,858	83,858
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000		11,602	11,602
8	1440 Site Acquisition				
9	1450 Site Improvement	30,000		34,330	34,330
10	1460 Dwelling Structures	361,970		439,062	439,062
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	30,044		0	0
13	1475 Nondwelling Equipment	25,000		7,560	7,560
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	838,589		838,589	838,589
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				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part I: Summary</b>					
<b>PHA Name: SOMERVILLE HOUSING AUTHORITY</b>		<b>Grant Type and Number MA06P03150104</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2004</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <b>6-30-2006</b> XX <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
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: <b>SOMERVILLE</b> <b>HOUSING AUTHORITY</b>		Grant Type and Number <b>MA06P03150104</b> Capital Fund Program Grant No: 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	
31-1 a	AE Fees	1430		5,000		4,862	4,862	Done
31-1 b	Hallway Reapirs	1460		20,000		0	0	NA
31-1c	Exterior Elec Receptacles	1460		46,000		0	0	“
31-1 d	Safety/Security Screens	1460		60,000		0	0	“
31-1 e	Boiler rm Rep & Imp	1460		25,000		0	0	“
31-2a	AE Fees	1430		5,000		3,900	3,900	Done
31-2b	Boiler rm Rep & Imp	1460		10,000		0	0	NA
31-2c	TV master Ant	1460		50,000		0	0	“
31-3a	AE Fees	1430		5,000		2,840	2,840	Done
31-3 b	Boiler Room Repl & Imp	1460		20,000		0	0	NA
31-2c	Hallway Imp	1460		50,000		0	0	“
31-7a	AE Fees	1430		5,000		0	0	“
31-7b	Trash-chute/Compactor	1460		70,970		0	0	“
31-7c	HTG-DHW Imp	1460		10,000		0	0	“
	Imp 31-3	1460				3,073	3,073	Done
	Elev Rep 31-2	1460				5,490	5,490	“
	Kitchen/Bath – 31-1	1460				430,499	430,499	Curr
HAW a	OPERATIONS	1406		167,717		167,717	167,717	Done
HAWb	SITE IMPROVEMENTS	1450		30,000		34,330	34,330	Done
HAWc	Admin Bldg Imp	1470		30,044		0	0	NA
HAWd	Upgrades Computers/Equip	1475		25,000		7,560	7,560	Done
HAW e	Equip for Mod Dept	1408		10,000		2,000	2,000	“
HAW f	Board & Staff Training	1408		25,000		26,630	26,630	“

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: SOMERVILLE HOUSING AUTHORITY		Grant Type and Number MA06P03150104 Capital Fund Program Grant No: 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	
HAW g	Energy Consv Studies	1408		20,000		15,931	15,931	“
HAW h	Activity Center Coor	1408		25,000		5,603	5,603	“
HAW I	HTVN Subscription	1408		7,000		6,201	6,201	“
HAW j	Resident & Youth Training Activities	1408		30,000		34,735	34,735	“
HAWk	Gaap convesion-ongoing	1408		3000		3,360	3,360	“
HAW l	Mod Dept Salaries & Benes	1410		83,858		83,858	83,858	“
Total				838,589		838,589	838,589	

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

PHA Name: Somerville Housing Authority	Grant Type and Number MA06P03150204 Capital Fund Program No: Replacement Housing Factor No:	Federal FY of Grant:  2004
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
31-1 a	9-30-2006		6-30-06	9-30-2007		6-30-06	Obligated & Expended early
31-1 b	“			“		“	
31-1 c	“		“	“			
31-1 d	“		“	“			
31-1 e	“		“	“		“	
31-1f	“			“			
31-1 g	“		“	“			
31-1 h	“			“		“	
			“				
31-2 a	“			“			
31-2 b	“		“	“		“	
31-2 c	“			“			
31-2 d	“			“			
						“	
31-3 a	“			“			
31-3 b	“		“	“			
31/3 c	“			“		“	
31-3 d	“			“			
31-3 e	“1		“	“			
						“	
31-7 a	“			“			
31-7 b	“		“	“			
31-7 c	“			“		“	
31-7 d	“			“			
31-7 e	“		“	“			
						“	
HAW a	“			“			
HAW b	“		“	“			

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

PHA Name: Somerville Housing Authority	<b>Grant Type and Number MA06P03150204</b> Capital Fund Program No: Replacement Housing Factor No:	<b>Federal FY of Grant:</b>  2004
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HAW c	“			“		“	
HAW d	“			“			
HAW e	“		“	“			
HAW f	“			“		“	
HAW g	“			“			
HAW h	“		“	“			
HAW I	“			“		“	
HAW j	“			“			
HAW k	“		“	“			
						“	

**CAPITAL FUND PROGRAM TABLES START HERE**

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

PHA Name: SOMERVILLE HOUSING AUTHORITY	Grant Type and Number MA06P03150105 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement  Reserve for Disasters/ Emergencies   
xxx  Performance and Evaluation Report for Period Ending: 6-30-2006  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	160,900		160,900	160,900
3	1408 Management Improvements	120,000		72,905	72,905
4	1410 Administration	80,450		49,288	49,288
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000		23,514	23,514
8	1440 Site Acquisition				
9	1450 Site Improvement	30,000		124,812	124,812
10	1460 Dwelling Structures	338,108		182,703	182,703
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	30,044		2,018	2,018
13	1475 Nondwelling Equipment	25,000		7,560	7,560
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	804,502		623,700	623,700
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				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part I: Summary</b>						
<b>PHA Name: SOMERVILLE HOUSING AUTHORITY</b>		<b>Grant Type and Number MA06P03150105</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2005</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <b>6-30-2006</b> <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures					

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: <b>SOMERVILLE</b> <b>HOUSING AUTHORITY</b>		<b>Grant Type and Number MA06P03150105</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 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	
31-1 a	AE Fees	1430		5,000		19,939	19,939	
31-1 b	Kitchen/Bath-phase 2	1460		162,108		26,688	26,688	
31-1c	Exterior Elec Receptacles	1460		46,000		0	0	
	Hallway rep 31-1	1460				6410	6410	
	Ext Painting 31-1	1460				119,731	119,731	
31-2a	AE Fees	1430		5,000		0	0	
31-2b	Boiler rm Rep & Imp	1460		10,000		0	0	
31-2c	TV master Ant	1460		40,000		0	0	
31-3a	AE Fees	1430		5,000		0	0	
31-3 b	Boiler Room Repl & Imp	1460		20,000		0	0	
31-2c	Hallway Imp	1460		10,000		7,150	7,150	
31-7a	AE Fees	1430		5,000		3,575	3,575	
31-7b	Boiler rm Repl & Imp	1460		50,000		0	0	
	DHW imp-31-7	1460				9,932	9,932	
	Imp 31-3	1460				12,792	12,792	
	<b>OPERATIONS</b>	1406		160,900		160,900	160,900	
HAWb	<b>SITE IMPROVEMENTS</b>	1450		30,000		124,812	124,812	
HAWc	Admin Bldg Imp	1470		30,044		2,018	2,018	
HAWd	Upgrades Computers/Equip	1475		25,000		7,560	7,560	
HAW e	Equip for Mod Dept	1408		10,000		0	0	
HAW f	Board & Staff Training	1408		25,000		14,252	14,252	
HAW g	Energy Consv Studies	1408		20,000		16,403	16,403	
HAW h	Activity Center Coor	1408		25,000		6,887	6,887	
HAW I	HTVN Subscription	1408		7,000		2500	2500	

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

PHA Name: <b>SOMERVILLE</b> <b>HOUSING AUTHORITY</b>		Grant Type and Number <b>MA06P03150105</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HAW j	Resident & Youth Training Activities	1408		30,000		30,063	30,063	
HAWk	Gaap convesion-ongoing	1408		3000		2800	2800	
HAW l	Mod Dept Salaries & Benes	1410		80,450		49,288	49,288	
<b>Total</b>				<b>804,502</b>		<b>623,700</b>	<b>623,700</b>	

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

PHA Name: Somerville Housing Authority	Grant Type and Number MA06P03150205 Capital Fund Program No: Replacement Housing Factor No:	Federal FY of Grant:  2005
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
31-1 a	9-30-2007			9-30-2008			
31-1 b	“			“			
31-1 c	“			“			
31-1 d	“			“			
31-1 e	“			“			
31-1f	“			“			
31-1 g	“			“			
31-1 h	“			“			
31-2 a	“			“			
31-2 b	“			“			
31-2 c	“			“			
31-2 d	“			“			
31-3 a	“			“			
31-3 b	“			“			
31/3 c	“			“			
31-3 d	“			“			
31-3 e	“1			“			
31-7 a	“			“			
31-7 b	“			“			
31-7 c	“			“			
31-7 d	“			“			
31-7 e	“			“			
HAW a	“			“			
HAW b	“			“			

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

PHA Name: Somerville Housing Authority	Grant Type and Number MA06P03150205 Capital Fund Program No: Replacement Housing Factor No:	Federal FY of Grant:  2005
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HAW c	“			“			
HAW d	“			“			
HAW e	“			“			
HAW f	“			“			
HAW g	“			“			
HAW h	“			“			
HAW I	“			“			
HAW j	“			“			
HAW k	“			“			

**CAPITAL FUND PROGRAM TABLES START HERE**

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

PHA Name: SOMERVILLE HOUSING AUTHORITY	Grant Type and Number MA06P03150106 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement  Reserve for Disasters/ Emergencies   
**XX**  Performance and Evaluation Report for Period Ending: 6-30-06  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	142,327			
3	1408 Management Improvements	120,000			
4	1410 Administration	71,163			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000			
10	1460 Dwelling Structures	213,147			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	110,000			
13	1475 Nondwelling Equipment	25,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	711,637			
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				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part I: Summary</b>					
<b>PHA Name: SOMERVILLE HOUSING AUTHORITY</b>		<b>Grant Type and Number MA06P03150106</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:		<b>Federal FY of Grant: 2006</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6-30-06 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: SOMERVILLE HOUSING AUTHORITY		Grant Type and Number MA06P03150106 Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 2006			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
31-1 a	AE Fees	1430		5,000				
31-1 b	Kitchen/Bath-phase 3	1460		43147				
31-1c	Exterior Elec Receptacles	1460		10,000				
31-1d	Exterior painting of bldgs	1460		100,000				
31-1e	Maint Vehicle Garage	1470		100,000				
31-2a	AE Fees	1430		5,000				
31-2b	Boiler rm Rep & Imp	1460		10,000				
31-2c	TV master Ant	1460		10,000				
31-3a	AE Fees	1430		5,000				
31-3 b	Boiler Room Repl & Imp	1460		20,000				
31-2c	Hallway Imp	1460		10,000				
31-7a	AE Fees	1430		5,000				
31-7b	Boiler rm Repl & Imp	1460		10,000				
HAW a	OPERATIONS	1406		142,327				
HAWb	SITE IMPROVEMENTS	1450		10,000				
HAWc	Admin Bldg Imp	1470		10,000				
HAWd	Upgrades Computers/Equip	1475		25,000				
HAW e	Office Equip	1408		10,000				
HAW f	Board & Staff Training	1408		25,000				
HAW g	Energy Consv Studies	1408		20,000				
HAW h	Activity Center Coor	1408		25,000				
HAW I	HTVN Subscription	1408		7,000				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: <b>SOMERVILLE</b> <b>HOUSING AUTHORITY</b>		<b>Grant Type and Number MA06P03150106</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HAW j	Resident & Youth Training Activities	1408		30,000				
HAWk	Gaap convesion-ongoing	1408		3000				
HAW l	Mod Dept Salaries & Benes	1410		71,163				
Total				711,637				

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

PHA Name: Somerville Housing Authority	Grant Type and Number MA06P03150206 Capital Fund Program No: Replacement Housing Factor No:	Federal FY of Grant: 2006
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
31-1 a	9-30-2008			9-30-2009			
31-1 b	“			“			
31-1 c	“			“			
31-1 d	“			“			
31-1 e	“			“			
31-1f	“			“			
31-1 g	“			“			
31-1 h	“			“			
31-2 a	“			“			
31-2 b	“			“			
31-2 c	“			“			
31-2 d	“			“			
31-3 a	“			“			
31-3 b	“			“			
31/3 c	“			“			
31-3 d	“			“			
31-3 e	“1			“			
31-7 a	“			“			
31-7 b	“			“			
31-7 c	“			“			
31-7 d	“			“			
31-7 e	“			“			
HAW a	“			“			
HAW b	“			“			

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

PHA Name: Somerville Housing Authority	<b>Grant Type and Number MA06P03150206</b> Capital Fund Program No: Replacement Housing Factor No:	<b>Federal FY of Grant:</b>  2006
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HAW c	“			“			
HAW d	“			“			
HAW e	“			“			
HAW f	“			“			
HAW g	“			“			
HAW h	“			“			
HAW I	“			“			
HAW j	“			“			
HAW k	“			“			

**CAPITAL FUND PROGRAM TABLES START HERE**

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

PHA Name: SOMERVILLE HOUSING AUTHORITY	Grant Type and Number MA06P03150107 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
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XX  Original Annual Statement  Reserve for Disasters/ Emergencies   
 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	142,327			
3	1408 Management Improvements	110,000			
4	1410 Administration	71,164			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	30,000			
10	1460 Dwelling Structures	303,146			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	20,000			
13	1475 Nondwelling Equipment	15,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	711,637			
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				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part I: Summary</b>					
<b>PHA Name: SOMERVILLE HOUSING AUTHORITY</b>		<b>Grant Type and Number MA06P03150107</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:		<b>Federal FY of Grant: 2007</b>	
XX <input type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: <b>SOMERVILLE</b> <b>HOUSING AUTHORITY</b>		<b>Grant Type and Number MA06P03150107</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 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	
31-1 a	AE Fees	1430		5,000				
31-1 b	Kitchen/Bath-phase 3	1460		188,146				
31-1c	Exterior Elec Receptacles	1460		10,000				
31-1d	Exterior landscaping of bldgs	1460		10,000				
31-2a	AE Fees	1430		5,000				
31-2b	Boiler rm Rep & Imp	1460		5,000				
31-2c	Paint Balcony	1460		10,000				
31-2d	New Roof	1460		10,000				
31-3a	AE Fees	1430		5,000				
31-3 b	Boiler Room Repl & Imp	1460		10,000				
31-3c	Hallway Imp	1460		5,000				
31-3d	Paint balcony	1460		10,000				
31-3e	New Roof	1460		10,000				
31-7a	AE Fees	1430		5,000				
31-7b	Boiler rm Repl & Imp	1460		5,000				
31-7d	Landscape	1460		10,000				
31-7d	New Roof	1460		10,000				
31-7e	Ventilation	1460		10,000				
HAW a	OPERATIONS	1406		142,327				
HAWb	SITE IMPROVEMENTS	1450		30,000				
HAWc	Admin Bldg Imp	1470		20,000				
HAWd	Upgrades Computers/Equip	1475		15,000				
HAW e	Office Equip	1408		5,000				
HAW f	Board & Staff Training	1408		20,000				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: SOMERVILLE HOUSING AUTHORITY		Grant Type and Number MA06P03150107 Capital Fund Program Grant No: 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	
HAW g	Energy Consv Studies	1408		20,000				
HAW h	Activity Center Coor	1408		25,000				
HAW I	HTVN Subscription	1408		7,000				
HAW j	Resident & Youth Training Activities	1408		30,000				
HAWk	Gaap convesion-ongoing	1408		3000				
HAW l	Mod Dept Salaries & Benes	1410		71164				
Total				711,637				

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

PHA Name: Somerville Housing Authority	Grant Type and Number MA06P03150207 Capital Fund Program No: Replacement Housing Factor No:	Federal FY of Grant: 2007
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
31-1 a	9-30-2009			9-30-2010			
31-1 b	“			“			
31-1 c	“			“			
31-1 d	“			“			
31-1 e	“			“			
31-1f	“			“			
31-1 g	“			“			
31-1 h	“			“			
31-2 a	“			“			
31-2 b	“			“			
31-2 c	“			“			
31-2 d	“			“			
31-3 a	“			“			
31-3 b	“			“			
31/3 c	“			“			
31-3 d	“			“			
31-3 e	“1			“			
31-7 a	“			“			
31-7 b	“			“			
31-7 c	“			“			
31-7 d	“			“			
31-7 e	“			“			
HAW a	“			“			
HAW b	“			“			

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

PHA Name: Somerville Housing Authority	<b>Grant Type and Number MA06P03150207</b> Capital Fund Program No: Replacement Housing Factor No:	<b>Federal FY of Grant:</b>  2007
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HAW c	“			“			
HAW d	“			“			
HAW e	“			“			
HAW f	“			“			
HAW g	“			“			
HAW h	“			“			
HAW I	“			“			
HAW j	“			“			
HAW k	“			“			

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name Somerville Housing Authority		<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 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		100,000		
1 <i>Mystic River</i>		233,000		\$165,000	\$165,000
2 Highland Gardens		20,000	\$110,000	\$10,000	\$30,000
3 Brady Towers		30,000	\$25,000	\$105,000	25,000
7 <i>Weston Manor</i>		\$30,000	95,000	50,000	\$110,000
OP Funds Listed for Year planning		\$313,000	\$330,000	\$330,000	\$330,000
Placement Housing Sector Funds					

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
<b>See</b>	<b>31-1 Mystic View</b>	<b>Kitchen/Bath Phase 3</b>	150,000	<b>31-1 Mystic River</b>		
<b>An</b>		<b>Landscape</b>	73,000		<b>Landscape</b>	75,000
<b>ual</b>		Exterior Receptacles	10,000		<b>Kitchen-bath phase 4</b>	20,000
<b>Statement</b>					Exterior receptacles	5,000
	31-2 Highland Gardens	Paint balconies	\$10,000	31-2 Highland Gardens	Boiler Rm. Improvements	5,000
		Boiler room	5,000		Paint balconies	5,000
		New roof	5,000		New roof	100,000
	31-3 Brady Towers	Boiler Rm. Improvements	\$10,000	31-3 Brady Towers	Boiler room	10,000
		Paint balconies	10,000		Replace Roof	5,000
		New roof	10,000		Paint balconies	10,000
	31-7 Weston Manor			31-7 Weston Manor		
		Landscape	10,000		Landscape	5,000
		New roof	10,000		New roof	80,000
		Ventilation	10,000		Ventilation	10,000

Total CFP Estimated Cost	313,000	- 62 -		\$330,000

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
<i>1-1 Mystic View</i>	<i>Kitchen/bath 4</i>	160,000	<i>31-1 Mystic View</i>	<i>Kitchen/bath 4</i>	160,000
	<i>Exterior receptacles</i>	5,000		<i>Exterior receptacles</i>	5,000
-2 Highland Gardens	Paint balconies	5,000	31-2 Highland Gardens	Paint balconies	25,000
	Boiler room	5,000		Boiler room	5,000
31-3 Brady Towers	New Roof	100,000	31-3 Brady Towers	Paint balconies	25,000
	Paint balconies	5,000			
31-7 Weston Manor	Landscape	10,000	31-7 Weston Manor	Roof Replacement	\$100,000
	New roof	10,000		Landscape	10,000
	Ventilation	30,000			
<b>Total CFP Estimated Cost</b>		\$330,000			\$330,000

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

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

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

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

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

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

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

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

- 1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 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.)

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
---

1a. Development name: Highland Garden 1b. Development (project) number: MA031-2
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (07/20/2005)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 42 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

**Designation of Public Housing Activity Description**

1a. Development name: Brady Tower 1b. Development (project) number: MA 031-3
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (07/20/2005)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
7. Number of units affected: 84 7. Coverage of action (select one) <input type="checkbox"/> Part of the development

Total development

**Designation of Public Housing Activity Description**

1a. Development name: Weston Manor  
 1b. Development (project) number: MA031-7

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: (07/20/2005)

5. If approved, will this designation constitute a (select one)  
 New Designation Plan  
 Revision of a previously-approved Designation Plan?

8. Number of units affected: 80

7. Coverage of action (select one)  
 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.

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

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

Yes  No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

**12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

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

**A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

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

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

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

**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. )

<b>Services and Programs</b>				
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)
<i>Computer Learning Center</i>	<i>291</i>	<i>Open to Public</i>	<i>Mystic Activity Center</i>	<i>SHA Identification</i>
Family Self Sufficiency			Administration Building	SHA Section 8 Residents
Mystic Learning Center		<i>Open to Public</i>		
Welcome Project		<i>Open to Public</i>	<i>Mystic Activity Center</i>	
Mystic Learning Center		<i>Open to Public</i>	<i>Mystic Activity Center</i>	
Bunker Hill Comm College		<i>Open to Public</i>	<i>Mystic Activity Center</i>	
Mystic Health Center		<i>Open to Public</i>	Mystic River Apartment Community	Somerville Residents
Infant Toddler Day Care		<i>Open to Public</i>	Mystic River Apartment Community	
Elizabeth Peabody House Day Care		<i>Open to Public</i>	Mystic River Apartment Community	
Children & Youth Activities		<i>Open to Public</i>	Various sites in Somerville	Somerville Residents

**Other Information:**

The Somerville Housing Authority has included as required under PIH 2003-22 in our operating budget eligible costs in our subsidy calculation for the reasonable cost of salary and fringe benefits for an Elderly/Disabled program coordinator. These eligible Elderly/Disabled Service coordinator costs are eligible under 24 CFR 990.108 © as costs attributable to changes in Federal law or regulation. The subsidy amount will be entered on Part A, Line 7 of form HUD-52723, calculation of operating subsidy.

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2004 Estimate)	Actual Number of Participants (As of: 10/14/06)
Public Housing	30	Grant approved on 8/11/2006. outreach for participants has begun
Section 8	50	36

- 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)

- Mystic View Apartments MA031-0007

**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)

Develop a follow-up plan to the Resident Survey 2002 which is required under the safety component.

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

All Family Developments Mystic View 31-01

Mystic River & Clarendon (State Program Chapter 200)

**C. Coordination between PHA and the police**

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

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

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

All Family Developments Mystic View 31-01

Mystic River & Clarendon (State Program Chapter 200)

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

N//A

- 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 2000 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)]

5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C.

- 1.  Yes  No: Is the PHA required to have an audit conducted under section 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, Attachment A & B

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)

- The SHA worked with the RAB(s) in developing the Plan. Some changes were considered and others will be further reviewed during the upcoming year.

**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) The Somerville Housing Authority has a resident commissioner, Mary Griffin, who was appointed by the Mayor of local jurisdiction, Somerville, MA. on September 9, 2000 for 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) Any adult resident of SHA public housing programs.

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) The Somerville Housing Authority has a resident commissioner, who was appointed by the Mayor of local jurisdiction, Somerville, MA. for a five-year term.

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- Other: (list below)

The SHA shall make efforts towards communicating public housing needs to the local jurisdiction's Office of Housing and Community Development (OHCD) to include in upcoming Consolidated Plan.

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

**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.

MA031 a03	Resident Advisory Board Comments
MA 031 b03	Resident Advisory Board Comments
MA031 c03	Response to RAB From SHA
MA031 d03	Pet Policy
MA031 e03	Rent Limit Policy
MA031 f03	List of resident organization creating RAB
MA031 g03	Admissions Policy for Deconcentration
MA031 h03	Schedule of Project based Units
MA031 j03	Violence Against Women Policy



**From:** Shachter, Ellen [mailto:eshachter@gbls.org]  
**Sent:** Monday, September 11, 2006 3:32 PM  
**To:** Kevin Bumpus  
**Cc:** mystictenant@hotmail.com; Hegel, Susan; Shachter, Ellen  
**Subject:** Suggested agenda for the upcoming RAB meetings

Hi Kevin. As you know we met with the officers of the Mystic Tenants Association to discuss topics for our upcoming RAB meetings with the SHA. We propose the following agenda and request information as indicated below:

1. Status of the public housing account for homeownership - and report on the new self sufficiency program for federal public housing program;
2. Brief discussion on the status of the tenant representative on the SHA Board of Commissioners (status of and process for appointment). In particular it is our understanding that the current tenant representation's term expired on September 5, 2005. We want to know if she was re-appointed or if she is a hold-over? We also want to discuss the process for MTA input into tenant appointments.
3. Update on rent issues:
  - a. How many tenants are currently paying flat rents?
  - b. Zero income policy and procedures (ie. is SHA using the procedure agreed to during previous RAB negotiations)
  - c. Documentation of interim income decreases (ie. is SHA using the forms and procedures agreed to during previous RAB negotiations)
  - d. Discussion of treatment of non-regular overtime income at recertifications
  - e. How many residents are benefitting from current optional income exclusions? How are tenants being notified of the possible deductions? Are the deductions incorporated into current rent calculation program/worksheets?
4. Implementation of new Violence Against Women Act (VAWA) statutory amendments into current administrative plans (or other documents)
5. Discussion and update on bed bug policy and expenditures
6. Discussion of public safety department staffing
7. Funds - Of projected expenditures in last year's budget for resident services what was spent and how? Are there any carry over funds? What, if any, funds have been approved for this year (indicate

time frames)?

8. Update on Section 3 compliance. List of anticipated projects subject to Section 3 requirements (job types and approximate project costs)

9. How many people are subject to community service? What are their current placements?

11. Can you provide us with a copy of the current towing contract. Was a specific tow rate set forth in the contract (as we understand it was in the initial proposal)? What can MTA and SHA do to enforce the tow rate, if any is specified?

12. Comments on SHA's new Section 8 Project Based Assistance Plan (we will bring an outline of the issues we discussed in June, 2006 by telephone to the initial RAB meeting)

13. Update on the Section 8 housing choice voucher program

-What are current placement rates for vouchers within Somerville (ie. how many families are able to lease up in Somerville? How many are losing vouchers due to unsuccessful housing search?)

-We are concerned about the effect of decreased payments standards, particularly in the larger units - of those remaining in their units how many are paying more than 40% of their adjusted income for shelter expenses? How many have had to relocate due to the decreased payments standards? How many have been evicted as a result of decreased payment standards/high rents?

-We heard there are almost no Somerville residents currently on the updated Section 8 waitlist - is this accurate?

**Possible meeting dates: The following dates/times work for Ellen and Susan. Can you check with Abdul and your staff, where appropriate, and let us know if any of these work for an initial meeting?**

**Wednesday Sept. 20 at 9:00 A.M**

**Thursday Sept. 21 at 2:00 (or any other time in the afternoon)**

**Friday Sept. 22 any time**

**Monday Sept. 25 any time**

**Tuesday Sept. 26 at 9:00 A.M.**

-

Rab agenda

At Friday's meeting, could you give us an update on the pilot homeownership policy?

Also, at some point could you give us the following documents/information:

1. Tenant Services

budget and expenditures to date (similar to what has been provided in prior years)

2. proposed use of Capital Funds

3. copy of wage verification form for public housing (and Section 8 if any) - to follow up on the 10 paystub issue

4. Section 3 outreach

a list of small contracts (under \$25,000) which SHA awarded over the last year. Information wanted includes the name of the company/person who was awarded the contract and for what work/service.

any plans for the award of small future contracts? In particular, we are trying to determine if tenant-owned business (like cleaning and painting) could be hired by SHA.



GREATER BOSTON  
LEGAL SERVICES  
*...and justice for all*

Cambridge & Somerville Legal Services Office

December 13, 2005

Board of Commissioners  
Somerville Housing Authority  
30 Memorial Road  
Somerville, MA 02145

RE: Annual Plan

Dear Commissioners:

We are writing to support the SHA's most recent Annual Plan and to express our continued appreciation of the willingness of SHA staff to maintain an open and meaningful dialogue on important policy issues.

As you probably know, starting in September 2005, we met with SHA staff on several occasions to discuss SHA's policies as part of the Annual Plan process. Unlike prior years, there were few new policy areas for discussion regarding federal public housing tenants. At our request, the SHA timely provided us with updates on its Section 3, community service, and other policies and also revised its wage verification procedures for interim rent reductions. We continue to discuss the SHA's proposed major overhaul to its Section 8 Administrative Plan and recent decreases in the Section 8 payment standards. Once this process is completed, we hope to have the opportunity to address the Board on these issues.

Thank you for your thoughtful oversight of the SHA's policies.

Sincerely yours,



Ellen Shachter



Susan Hegel

cc: Mystic Tenant Association

To: Resident Advisory Board Members  
Susan Hegal & Ellen Shachter

From: Kevin Bumpus, Deputy Director

Date: October 23, 2006

RE: Response to Residence Advisory Board (RAB) List of topics dated September 11, 2006.

1. Homeownership Account – Balances are being escrowed for program participants. We have attached a listing showing the escrow balances to date. FSS for public housing was approved on August 11, 2006 by HUD. We have just recently hired a FSS coordinator and are in the process of conducting outreach for program participants.
2. Tenant Representative was re-appointed until 9/2010.
3. Only one tenant is currently paying a flat rent. The last five have vacated, four of which purchased a home.
  - b. There have been no issues reported with respect to the Zero income policy.
  - c. There have been no issues reported with respect to the Interim rent determination with respect to tenant reporting of decreases in income.
  - d. Overtime was discussed and the discussion of irregular overtime would not be included in income for rent predetermination if through subsequent payroll checks or employer verification that the overtime is not a regular occurrence.
  - e. There are a total of 23 residents, who are benefiting from the optional income exclusions. We will include the two deductions of the rental calculation worksheet.
4. The current draft of the Violence against Women Act has been forwarded to the Executive Director and legal for final approval.
5. The Bed bug policy was reviewed and a discussion on the expenditures was also provided.
6. The Public Safety Department staffing was discussed with issues noted.
7. The resident services funding was reviewed with no problems noted.
8. A review of Section 3 compliance was reviewed with nothing to report.
9. Currently there are 14 residents, who are subject to community service. All fourteen of them have been cleaning hallways for SHA. The SHA has noted several problems with the inconsistent performance of their duties and therefore have instituted a schedule for all residents.

10. No items.
11. A copy of the current tow contract was provided and reviewed. We have advised the tow company to display the current tow rates for the residents of the SHA. As always the SHA will investigate any resident complaint and resolve the issue expeditiously.
12. We are still waiting for the issues with regards to the section 8 project based assistance plan.
13. General discussion on the current changes. A review of the current lease up rates and the fact that there are no Somerville resident's on the list. Discussed that the SHA is in the process opening up the waiting list. Also review of payment standards and the fact that some residents are paying more than 40% of their adjusted income in rent.

As always if you have any further issues you would like to discuss please do not hesitate to call me.

D

## **SOMERVILLE HOUSING AUTHORITY PET POLICY AND PROCEDURES**

The purpose of the Pet Policy (hereinafter “policy”) is to establish rules and guidelines regulating the keeping of “common household pets” in the Somerville Housing Authority (SHA). Management must approve of any pet except for caged birds and fish. A service animal which is specially trained to assist an individual with a disability in specific activities of daily living (for example, a dog guiding individuals with impaired vision or alerting individuals with impaired hearing) is not considered a pet for which permission to keep is required. When it is kept in a safe and sanitary manner by an individual with a disability to whom the animal gives necessary assistance in activities of daily living, a service animal shall be considered a pet in computing the number of pets kept.

For this policy an example of a “common household pet” includes domesticated animals such as dogs, cats, birds, hamster, gerbil, fish, or turtles. A monkey or snake is an example of an animal that is not a “common household pet” (hereinafter “pet”).

This policy provides that the SHA will not prohibit an elderly or disabled resident from owning and/or keeping a common household pet in their dwelling unit.

This policy is deemed to be an addendum to the residents lease.

### **A. Ownership of Pets**

Because of the vast number of young children residing in the family developments, and the threat to personal safety and sanitary conditions, dogs will not be permitted in the Mystic or Clarendon developments. Senior buildings will retain their right to keep a small dog in accordance with the provisions of this policy.

1. Each pet kept in a dwelling unit must be licensed and immunized to the extent required by state or local law. The pet must be restrained while in any common area of the development.
2. Cats or dogs that are kept in dwelling units must be spayed or neutered and certified clean by a veterinarian.

### **B. Number and Size of Pets**

1. A resident may only have one (1) pet at a time. However, any resident that owned more than one cat prior to December 15, 1998 will be permitted to keep a maximum of two (2) cats. Cats are the only pets that will be recognized as preexisting under this provision.

2. No pet may exceed 30 pounds in weight. **Animals used to assist the disabled are excluded from this size limitation.**
3. Any pet other than a cat or dog must be kept in a cage when in a dwelling unit. No rodents are allowed unless kept in a cage. Fish and turtle tanks are limited to 20 gallons.

#### **C. Financial Obligation of Pet Care**

1. Each pet owner must provide adequate daily care to maintain the pet in good health including immunization.
2. Damage to any property within the dwelling unit or common areas that is the direct result of a pet's behavior is the financial responsibility of the pet owner.
3. If an owner is incapacitated to the extent that they cannot provide daily care for the pet, the owner will arrange to provide for the pet's care, either on a temporary or permanent basis, depending on the individual circumstances.

#### **D. Pet Registration**

1. All pet's must be registered (form SHA-PF) annually with the SHA property manager. Registration must include the following:
  - a. for cats and dogs, veterinary certificate of inoculation;
  - b. for cats and dogs, license information about the pet;
  - c. The name of the person who will care for the pet if the owner dies or becomes incapacitated.

The designated pet caretaker and the pet owner must sign the lease addendum for pets (Form ) indicating that they have read the Pet Policy and agree to comply with it.

2. SHA may refuse to register a pet if SHA reasonably determines that the pet owner, because of practices, habits, or physical condition, is unable to keep the pet according to the rules, or if the pet temperament is such that the rules will not be followed. SHA will notify the pet owner in writing within ten (10) business days if registration of pet is refused. The notice will state the basis for the refusal.
3. A resident keeping an unregistered pet is violating Policy rules and will be treated according to the rules in section J of this Policy.

#### **E. Pet Deposit**

A pet deposit must be paid upon registration of any cat or dog registered after the implementation date of this policy (March 1, 1999). The pet deposit is \$ 50.00 A pet owner unable to pay this deposit in full may request a payment agreement. A down payment of \$10.00 will be required for the payment agreement. The pet deposit is refundable when the dwelling unit is vacated or upon removal of the pet if an inspection of the premises reveals no evidence of pet-

related damage. Pet damage includes, but is not limited to, grounds cleanup, carpet cleaning and/or replacement if stained, carpet deodorizing, and scratching or clawing damage to any surfaces.

#### **F. Pet Restraints**

1. Pets must be restrained at all times when not in the dwelling unit.
2. A pet may not roam loose. Each pet **must be attended** when outside the dwelling unit.
3. Tethering of unattended pets is not allowed.
4. Pets are not allowed in any common areas unless entering or exiting the dwelling unit.

#### **G. Disposal of Pet Wastes**

1. Each pet owner is responsible for the immediate removal of all pet waste in a sanitary manner. Disposal must be in waterproof containers to avoid leakage and odor and must be in the manner prescribed by the SHA for each development.
2. Pet owners who fail to remove pet waste will be charged a cleanup fee of \$5.00 per occurrence. Repeated failures to remove pet waste and/or pay cleanup fees are grounds for eviction.

#### **H. Pet Behavior**

1. Each pet owner is responsible for the behavior of his/her pet and must control behavior such as noisiness to ensure the peaceful enjoyment of the premises.
2. If there are pet-related disturbances or damages, a notice of lease violation will be issued to the pet owner by the management staff. If the pet owner fails to correct the condition or permits its reoccurrence after notification, SHA may terminate the resident's lease for good cause.
3. In an emergency, when it is necessary for the protection of the pet, other residents, resident's guests, or SHA staff, SHA may immediately remove the pet.
4. Dogs may not be left unattended inside a dwelling unit for more than ten (10) hours. All other pets may not be left unattended for more than 24 hours.
5. In the event of an animal bite or attack on another tenant or pet, the pet owner is solely responsible for any costs arising from the incident.
6. All pets must be housebroken.

## **I. Visiting Pets**

The SHA will not allow visiting pets in any dwelling unit for any period of time unless expressly approved in advance by the management staff.

## **J. Pet Rule Violation Procedures**

If the SHA determines that an owner has violated a provision of the Policy, a lease violation will be issued. Failure to correct any identified problems within (10) days, or a repetition of a similar violation occurring within six (6) months, will constitute grounds for eviction. Failure to correct violations of the policy or pay for pet damages will result in removal of the pet and/or termination of the resident's lease.

## **K. Pet Grievance Panel**

A pet grievance committee will be established for the purposes of resolving disputes arising from the SHA pet policy. The pet grievance panel will be comprised of one SHA designee, one resident representative, and a third member agreed upon by these two members. The panel will render written decision based upon majority opinion, based upon material facts, applicable law and regulations.

In cases where appeals are sought, the SHA will directly furnish a list to the tenant concerning information and process necessary to pursue an appeal.

## **RENT LIMIT POLICY**

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### **PREFACE**

The Somerville Housing Authority has established standards of rent for its federal housing residents for the period of April 1, 2007 – March 31, 2008 under the Housing reform Act of 1998, Final Rule October 21, 1999.

Subtitle A of the QHWRA Minimum Rent Section 507

In response to HUD 50075, Annual Plan template, expires 03/31/2008, the Authority shall continue its policy of \$0 for a minimum rent and maintain the ceiling rent at 70% of the most current Fair Market Rent for the area, as established by HUD.

Ma031f1

**OTHER LOCAL AGENCIES**

The Welcome Project  
Mystic Tenant Association  
CSLS

**RESIDENT ADVISORY BOARD MEMBERSHIP**

Warren Goldstein-Gelb  
**The Welcome Project**  
530 Mystic Avenue  
Somerville, MA 02145

Abdullah Magan, Pierre Jean-Louis  
Betty Adams, Maria Garcia  
**Mystic Tenant**  
Association  
530 Mystic Avenue  
Somerville, MA 02145

Susan Hegal, and Ellen Shachter  
**Cambridge and Somerville Legal Services**  
(CASLS)  
60 Gore Street  
Cambridge, MA 02141

## **TENANT ASSOCIATIONS – SENIOR BUILDINGS**

### **TRUSTEES, BRADY TOWERS**

#### **Housing Manager – Cathy Federico, 617- 666-2117**

Tom White, Apt. 101 (617-412-6226)  
Elizabeth Marie Gillis, Apt. 203 (617-666-0094)  
252 Medford Street  
Somerville, MA 02143

### **BRYANT MANOR**

#### **Housing Manager – Cathy Federico, 617- 666-2117**

Floyd Richardson, Apt. 527 (617-718-2462)  
75 Myrtle Street  
Somerville, MA 02145

### **TRUSTEES, CAPEN COURT**

#### **Housing Manager – Rosewelt Cornet, 617-666-0425**

Rita McCarthy, Apt. 6C (617-627-9704)  
Capen Court  
Somerville, MA 02144

### **TRUSTEES, CIAMPA MANOR**

#### **Housing Manager – Rosewelt Cornet, 617-666-0425**

Harriett Terlage, Apt. 405 (617-623-2113)  
27 College Avenue  
Somerville, MA 02144

### **TRUSTEES, HIGHLAND GARDENS**

#### **Housing Manager – Cathy Federico**

Maureen Spear, Apt. 502 (617-623-6726)  
Tom Ebrecht, Apt.204 (617-623-1181)  
114 Highland Avenue  
Somerville, MA 02143

### **JAMES J. CORBETT APTS.**

#### **Housing Manager – Bernice Dizon, 625-1152**

Ethel Ross, Apt. 103 (617-629-2446)  
32 Jaques Street  
Somerville, MA 02145

### **JAMES J. CORBETT APTS.**

#### **Housing Manager – Bernice Dizon**

Leslie Muise, Apt. 104 (617-625-0982)  
125 Jaques Street  
Somerville, MA 02145

### **PROPERZI MANOR**

#### **Housing Manager – Annmarie Whitney- 625-1152**

Betty Mederios, Apt. 501(617-628-3631)  
13-25 Warren Avenue  
Somerville, MA 02143

### **TRUSTEES, WESTON MANOR**

#### **Housing Manager – Cathy Federico**

Kathleen Allosso, Apt. 510 (617-629-0072)  
15 Weston Avenue, Apt. 510  
Somerville, MA 02144

### **HAGAN MANOR**

#### **Housing Manager – Cathy Federico**

NO TENANT ASSOCIATION

268 Washington Street

Somerville, MA 02143

## **TENANT ASSOCIATIONS – FAMILY DEVELOPMENTS**

### **CLARENDON HILL**

#### **Housing Manager – Rosewelt Cornet**

Wendy Minzer (617-666-0869)  
278 PHB, Apt. 17C

Josepha Dorleans (617-666-6099)  
268R PHB, Apt. 14B

### **MYSTIC VIEW ASSOC. (Off. # 617-625-2348)**

#### **Housing Manager – Annmarie Whitney (Federal) and Bernice Dizon (State)**

Pierre Jean Louis (617-776-9574)

60 River Road  
Betty Adams  
5 River Road, Apt. 505 (617-623-7241)  
Somerville, MA 02145

**Somerville Housing Authority  
Admissions Policy for Deconcentration**

The Somerville Housing Authority (SHA) has not adopted a policy for Deconcentration because it only has one federal family housing development, Mystic View Apartments MA031-1.

The SHA has collected and analyzed the demographics, race, income and family size of its federal family residents.

Also, the SHA has determined that the current wait list will allow the SHA to still be compliant with the new HUD regulation of 40% of the new residents to be below 30% of area median income.

PROJECT BASED UNITS  
EFFECTIVE: 7/1/02

<i>WALNUT STREET CENTER</i>	<i>ACC. 701</i>			<i>UNITS ALLOTTED: 33</i>
TENANT NUMBER	ADDRESS	CITY	START LEASE	BEDROOM SIZE
0706-01	390 MEDFORD STREET	SOMERVILLE	1/15/2002	0
0707-01	390 MEDFORD STREET	SOMERVILLE	1/15/2002	0
0736-01	390 MEDFORD STREET	SOMERVILLE	1/15/2002	0
9224-03	390 MEDFORD STREET	SOMERVILLE	5/1/2004	0
0708-01	86R MARSHALL STREET	SOMERVILLE	1/15/2002	0
0709-01	86R MARSHALL STREET	SOMERVILLE	1/15/2002	0
0737-01	86R MARSHALL STREET	SOMERVILLE	1/15/2002	0
0710-01	53 WEATLAND STREET	SOMERVILLE	1/15/2001	0
0712-01	53 WEATLAND STREET	SOMERVILLE	1/15/2002	0
0716-01	53 WEATLAND STREET	SOMERVILLE	1/15/2002	0
0734-01	53 WEATLAND STREET	SOMERVILLE	1/15/2002	0
0738-01	53 WEATLAND STREET	SOMERVILLE	1/15/2002	0
9171-04	53 WEATLAND STREET	SOMERVILLE	5/1/2004	0
0713-01	236 SCHOOL STREET	SOMERVILLE	1/15/2002	0
0731-01	236 SCHOOL STREET	SOMERVILLE	1/15/2002	0
0714-01	26 RICHDAL E AVENUE	SOMERVILLE	1/15/2002	0
0727-01	26 RICHDAL E AVENUE	SOMERVILLE	1/15/2002	0
0728-01	26 RICHDAL E AVENUE	SOMERVILLE	1/15/2002	0
4543-04	26 RICHDAL E AVENUE	SOMERVILLE	5/1/2004	0
0717-01	40 BOSTON AVENUE	SOMERVILLE	1/15/2002	0
0718-01	40 BOSTON AVENUE	SOMERVILLE	1/15/2002	0
3973-04	40 BOSTON AVENUE	SOMERVILLE	5/1/2004	0
0719-01	38 BOSTON AVENUE	SOMERVILLE	1/15/2002	0
4312-04	38 BOSTON AVENUE	SOMERVILLE	5/1/2004	0
3918-04	360 SOMERVILLE AVENUE	SOMERVILLE	5/1/2004	0
0722-01	360 SOMERVILLE AVENUE	SOMERVILLE	1/15/2002	0
0729-01	320 SOMERVILLE AVENUE	SOMERVILLE	1/15/2002	0
0730-01	320 SOMERVILLE AVENUE	SOMERVILLE	1/15/2002	0
1610-04	320 SOMERVILLE AVENUE	SOMERVILLE	5/1/2004	0
4729-04	320 SOMERVILLE AVENUE	SOMERVILLE	5/1/2004	0
<b>TOTALS</b>		<b>UNITS LEASED</b>	<b>0 BEDROOM</b>	
390 MEDFORD STREET	5	4	4	
86R MARSHALL STREET	3	3	3	
53 WEATLAND STREET	7	6	6	
236 SCHOOL STREET	2	2	2	
26 RICHDAL E AVENUE	6	4	4	
38-40 BOSTON AVENUE	5	5	5	
360 SOMERVILLE AVENUE	2	2	2	
320 SOMERVILLE AVENUE	3	4	4	

PROJECT BASED UNITS  
EFFECTIVE: 7/1/02

<b>GRAND TOTAL LEASED</b>		<b>30</b>	30		
<b>EXPIRES: 12/01/2006</b>					

SHA PROJECT-BASED UNITS

<b>YMCA ACC: 702</b>					<b>ALLOTTED UNITS: 12</b>
<b>TENANT NUMBER</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>START LEASE</b>	<b>BEDROOM SIZE</b>	
0509-01	101 HIGHLAND AVENUE	SOMERVILLE	1/15/2002	0	
0937-01	101 HIGHLAND AVENUE	SOMERVILLE	5/1/2002	0	
0938-01	101 HIGHLAND AVENUE	SOMERVILLE	5/1/2002	0	
0021-44	101 HIGHLAND AVENUE	SOMERVILLE	8/1/2003	0	
0030-04	101 HIGHLAND AVENUE	SOMERVILLE	8/1/2003	0	
0038-06	101 HIGHLAND AVENUE	SOMERVILLE	8/1/2003	0	
1534-04	101 HIGHLAND AVENUE	SOMERVILLE	9/1/2004	0	
0136-10	101 HIGHLAND AVENUE	SOMERVILLE	11/1/2002	0	
0583-03	101 HIGHLAND AVENUE	SOMERVILLE	8/1/2003	0	
2010-70	101 HIGHLAND AVENUE	SOMERVILLE	8/1/2003	0	
0942-04	101 HIGHLAND AVENUE	SOMERVILLE	2/1/2004	0	
0563-04	101 HIGHLAND AVENUE	SOMERVILLE	11/1/2001	0	
<b>TOTALS:</b>	<b>UNITS LEASED</b>		<b>0 BEDROOM</b>		
101 HIGHLAND AVENUE					
<b>GRAND TOTAL LEASED</b>	<b>12</b>			<b>12</b>	
<b>EXPIRES: 11/21/2006</b>					
<b>NORTH CHARLES ACC. 703</b>					<b>ALLOTTED UNITS: 8</b>
<b>TENANT NUMBER</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>START LEASE</b>	<b>BEDROOM SIZE</b>	
0511-01	769 BROADWAY STREET	SOMERVILLE	1/15/2002	0	
3758-03	769 BROADWAY STREET	SOMERVILLE	1/1/2004	0	
0703-01	769 BROADWAY STREET	SOMERVILLE	1/15/2002	0	
3815-03	769 BROADWAY STREET	SOMERVILLE	04/1/047	0	
0705-01	769 BROADWAY STREET	SOMERVILLE	1/15/2002	0	
1036-01	769 BROADWAY STREET	SOMERVILLE	1/15/2002	0	
5233-03	769 BROADWAY STREET	SOMERVILLE	10/15/2004	0	
3179-03	769 BROADWAY STREET	SOMERVILLE	10/15/2004	0	
<b>TOTALS:</b>	<b>UNITS LEASED</b>	<b>0 BEDROOM</b>			
769 BROADWAY STREET	8	8			
<b>GRAND TOTAL LEASED</b>	<b>8</b>				
<b>MIRRIAM STREET ACC.704</b>					<b>ALLOTTED UNITS: 8</b>
0151-02	57 MERRIAM STREET	SOMERVILLE	6/1/2002	0	
0153-02	57 MERRIAM STREET	SOMERVILLE	6/1/2002	0	
0172-02	57 MERRIAM STREET	SOMERVILLE	6/1/2002	0	
0177-02	57 MERRIAM STREET	SOMERVILLE	6/1/2002	0	
0948-02	57 MERRIAM STREET	SOMERVILLE	6/1/2002	0	
0764-03	57 MERRIAM STREET	SOMERVILLE	10/15/2004	0	
1731-04	57 MERRIAM STREET	SOMERVILLE	10/15/2004	0	
4349-04	57 MERRIAM STREET	SOMERVILLE	6/15/2004	0	
<b>TOTALS:</b>	<b>UNITS LEASED</b>	<b>0 BEDROOM</b>			

SHA PROJECT-BASED UNITS

57 MERRIAM STREET	8	8				
<b>GRAND TOTAL LEASED:</b>		<b>8</b>				
<i>EXPIRES: 12/15/2006</i>						

SHA PROJECT-BASED UNITS

<i>LINDEN STREET</i>	ACC. 705				ALLOTTED UNITS: 18
TENANT NUMBER	ADDRESS	CITY	START LEASE		BEDROOM SIZE
9753-02	20 CHARLESTOWN STREET	SOMERVILLE	1/1/2003		2
0594-03	10 CHARLESTOWN STREET	SOMERVILLE	2/1/2003		2
0547-03	10 CHARLESTOWN STREET	SOMERVILLE	1/15/2003		2
0546-04	34 LINDEN STREET	SOMERVILLE	1/15/2003		3
0001-72	36 LINDEN STREET	SOMERVILLE	1/15/2003		3
0030-02	32 MERRIAM STREET	SOMERVILLE	2/1/2003		3
0030-58	30 LINDEN STREET	SOMERVILLE	1/1/2003		3
0076-02	36 LINDEN STREET	SOMERVILLE	2/15/2003		3
0115-02	20 MERRIAM STREET	SOMERVILLE	12/1/2002		2
0289-03	26 MERRIAM STREET	SOMERVILLE	12/15/2002		2
0300-03	26 MERRIAM STREET	SOMERVILLE	12/15/2002		2
0312-04	20 MERRIAM STREET	SOMERVILLE	12/15/2002		2
0316-10	24 CHARLESTOWN STREET	SOMERVILLE	12/15/2002		2
0366-04	24 CHARLESTOWN STREET	SOMERVILLE	12/15/2002		2
0407-03	26 MERRIAM STREET	SOMERVILLE	12/15/2002		2
0439-03	20 CHARLESTOWN STREET	SOMERVILLE	1/1/2003		2
0460-03	34 LINDEN STREET	SOMERVILLE	1/15/2003		3
0480-03	30 LINDEN STREET	SOMERVILLE	1/1/2003		3
<b>TOTALS</b>	<b>UNITS LEASED</b>	<b>2-BR</b>	<b>3-BR</b>		
<i>CHARLESTOWN STREET</i>	<b>6</b>	<b>6</b>	<b>0</b>		
<i>LINDEN STREET</i>	<b>6</b>	<b>0</b>	<b>6</b>		
<i>MERRIAM STREET</i>	<b>6</b>	<b>5</b>	<b>1</b>		
	<b>TOTAL LEASED: 18</b>				
<b>TOTAL PROJECT BASED UNITS LEASED:</b>		<b>76</b>			

## Somerville Housing Authority

### Board of Commissioners

James McCallum, Chairman  
145 Sycamore Street  
Somerville, MA 02145

Thomas P. Bent, Vice Chairman  
3 Harvard Place  
Somerville, MA 02143

Ronald Bonney, Jr., Treasurer  
28 Vinal Avenue  
Somerville, MA 02143

Tanya Cafarella, Vice Treasurer  
102 Grant Street, Unit B  
Somerville, MA 02145

Mary Griffin, **Resident Member**  
13-25 Warren Avenue, Apt. 409  
Somerville, MA 02143

FIRST DRAFT - September 25, 2006

Proposed VAWA policy - add as Appendix to ACOP, amend Section 8 Administrative Plan, add to Annual and Five Year Plans [see Section 603], distribute to existing public housing and Section 8 tenants (in different languages) and post in SHA offices (in different languages).

1. The SHA may not seek to evict, terminate the tenancy of, or terminate the Section 8 subsidy of a victim of actual or threatened domestic violence, dating violence, or stalking [as defined below but hereafter collectively referred to as “domestic violence”] because of the actions of the abuser. In appropriate circumstances where the SHA may otherwise have grounds to evict the household, or terminate the household’s Section 8 subsidy, the SHA may seek to remove or evict the abuser, through court process or with the consent of the victim (regardless of who is designated as head of household on the lease).
2. The SHA shall not terminate participation in the Section 8 program because the family leaves a contract unit due to domestic violence, whether or not the family provided any termination notice to the SHA or owner and whether or not the lease was otherwise terminated.
3. For public housing tenancies, where property damage is caused by an abuser, the SHA shall not seek to terminate the Section 8 subsidy or evict from public housing the victim of domestic violence. Additionally, in such circumstances, the SHA may not charge the victim for the property damage, but instead may seek recovery from the abuser.
4. Where nonpayment of rent or other charges due the SHA is caused by the abuser, and where the victim of domestic violence removes said abuser from the lease, the SHA shall offer the remaining household members a reasonable repayment plan (without charging late fees or costs) and shall not evict the remaining household members for such nonpayment so long as they substantially comply with said plan.
5. The SHA shall allow public housing and Section 8 tenants an immediate transfer where moving would allow the family to escape or remain free from actual or threatened domestic violence. Said transfer policy shall include providing the next available housing choice voucher, providing a public housing unit, and/or developing reciprocity arrangements with another PHA to facilitate the person’s relocation.
6. The SHA may not deny admission to public housing or Section 8 programs because the applicant or member of the applicant’s family are or were victims of domestic violence. Where the SHA receives adverse information about an applicant/household member and is aware that domestic violence might be involved, the SHA shall determine whether there is a substantial connection between the adverse information and the fact that the applicant/household member is a victim of domestic violence. If the SHA determines that there is such a connection, then the SHA shall disregard the adverse information (provided that the abuser will not be part of the applicant’s household).

A substantial connection includes, but is not limited to, where a victim loses financial

support (e.g. her job or abuser's wages) due to domestic violence and is evicted (or receives a negative landlord reference) for late or nonpayment of rent; where a victim is evicted or receives a negative landlord reference due to property damage and/or noise or other interference with neighbors caused by the abuser; and where a victim receives a negative landlord reference for breaking a lease prior to its expiration due to domestic violence.

7. All information obtained by the SHA relative to the incidents of abuse shall be retained by the SHA in confidence, shall not be entered into any shared database, and shall not be provided to any person or entity except to the extent that disclosure is authorized in writing by the victim (or victim's caretaker), required for use in an eviction, or otherwise provided by applicable law.

8. [need to review ACOP and Section 8 preferences, Section 8 family break up policy, and when a victim on wait list assumes abuser's application date for admission purposes).

9. A copy of this policy shall be distributed to all existing public housing tenants and Section 8 tenants within a reasonable time after its adoption and, thereafter, shall be distributed to applicants at the final briefing prior to admission to the Section 8 or public housing programs. It shall also be posted at the SHA's offices and made available to anyone upon request.

10. For the purpose of this policy, the following definitions apply:

1. Domestic Violence: The term "domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of a victim under the state's domestic or family violence laws, or by any other person against an adult or youth victim who is protected from that person's acts under the state's domestic or family violence laws.

2. Dating Violence: The term "dating violence" means violence committed by a person

(A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

(i) the length of the relationship;

(ii) the type of relationship;

(iii) the frequency of interaction between the persons involved in the relationship.

3. Stalking: The term "stalking" means

(A) (i) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and (ii) to place under surveillance with the intent to kill, injure, harass, or intimidate another person; and

(B) in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or cause substantial emotional harm to –

(i) that person;

(ii) a member of the immediate family of that person; or

(iii) the spouse or intimate partner of that person

Adopted: \_\_\_\_\_

The Somerville Housing Authority (SHA) provides counseling and assistance to any residents, who seek help with a domestic violence issue. The SHA has coordinated a referral network with several local agency who are well equipped to handle the