

**PHA Plans**  
**Streamlined Annual**  
**Version**

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

OMB No. 2577-0226  
(exp. 08/31/2009)

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

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**Streamlined Annual PHA Plan**  
**for Fiscal Year: 2006**  
**PHA Name: Beverly Housing Authority**

**File "MA04401"**

<p><b>January 12, 2007</b></p>
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**NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.**

## Streamlined Annual PHA Plan Agency Identification

**PHA Name:** Beverly Housing Authority

**PHA Number:** MA044

**PHA Fiscal Year Beginning:** (mm/yyyy) 04/2007

**PHA Programs Administered:**

**Public Housing and Section 8**

Number of public housing units: 168  
Number of S8 units: 320

**Section 8 Only**

Number of S8 units:

**Public Housing Only**

Number of public housing units:

**PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

**PHA Plan Contact Information:**

Name: Kevin Ascolillo, Executive Director  
TDD:

Phone: (978) 921-2424

Email (if available):

**Public Access to Information**

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

PHA's main administrative office     PHA's development management offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection.     Yes     No.

If yes, select all that apply:

Main administrative office of the PHA

PHA development management offices

Main administrative office of the local, county or State government

Public library     PHA website     Other (list below)

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

Main business office of the PHA     PHA development management offices

Other (list below)

## Streamlined Annual PHA Plan

Fiscal Year 2007

[24 CFR Part 903.12(c)]

### Table of Contents

[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

#### **A. PHA PLAN COMPONENTS**

- 1. Site-Based Waiting List Policies—**Not Applicable**  
**903.7(b)(2) Policies on Eligibility, Selection, and Admissions**
- 2. Capital Improvement Needs  
**903.7(g) Statement of Capital Improvements Needed**
- 3. Section 8(y) Homeownership—**Not Applicable**  
**903.7(k)(1)(i) Statement of Homeownership Programs**
- 4. Project-Based Voucher Programs
- 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- 6. Supporting Documents Available for Review
- 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 8. Capital Fund Program 5-Year Action Plan
- 9. Designated Housing Plan and Related Information (Including Progress Report)**
- 10. Substantial Deviation or Significant Amendment/Modification to the Plan
- 11. PHA Rent Determination Policies (Section 8 Only)**

#### **OTHER ATTACHMENTS**

- CFP 501-06 P&E Report (File *MA044a01*)
- CFP 501-05 P&E Report (File *MA044a02*)
- CFP 501-04 P&E Report (File *MA044a03*)
- CFP 502-03 P&E Report (File *MA044a04*)
- CFP 501-03 P&E Report (File *MA044a05*)

#### **B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

**Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan*** identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

**Form HUD-50070, *Certification for a Drug-Free Workplace*;**

**Form HUD-50071, *Certification of Payments to Influence Federal Transactions*;** and

**Form SF-LLL & SF-LLLa, *Disclosure of Lobbying Activities*.**

**1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)**

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

**A. Site-Based Waiting Lists-Previous Year**

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

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4.  Yes  No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

**B. Site-Based Waiting Lists – Coming Year**

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component. **NOT APPLICABLE**

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

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously?  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

## **2. Capital Improvement Needs**

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

Exemptions: Section 8 only PHAs are not required to complete this component.

### **A. Capital Fund Program**

1.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2.  Yes  No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability: 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.

1.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

<b>HOPE VI Revitalization Grant Status</b>	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
<input type="checkbox"/>	Revitalization Plan under development
<input type="checkbox"/>	Revitalization Plan submitted, pending approval
<input type="checkbox"/>	Revitalization Plan approved
<input type="checkbox"/>	Activities pursuant to an approved Revitalization Plan underway

3.  Yes  No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name(s) below:

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

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

**3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**  
(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

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:

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

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

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

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

#### **4. Use of the Project-Based Voucher Program**

##### **Intent to Use Project-Based Assistance**

Yes  No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

**The BHA is maintaining fifty-four (54) project-based vouchers and has no plans in this plan year to project-base any additional vouchers.**

1.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
  - low utilization rate for vouchers due to lack of suitable rental units
  - access to neighborhoods outside of high poverty areas
  - other (describe below:)
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

## **5. PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: **North Shore HOME Consortium**

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

- The PHA has based its statement of needs of families on its waiting lists 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)  
**Designated Housing Plan**
- Other: (list below)

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

**The North Shore HOME Consortium provides the BHA with both local and regional demographic data on the housing needs of various groups of people. The North Shore HOME Consortium also provides funding to a variety of groups that supplement the BHA in its provision of affordable housing to a diverse population.**

## **6. Supporting Documents Available for Review for Streamlined Annual PHA Plans**

PHAs are to 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>Related Plan Component</b>
✓	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
✓	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans

✓	Fair Housing Documentation Supporting Fair Housing Certifications: 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
✓	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
✓	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
✓	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
✓	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
✓	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
✓	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
✓	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
✓	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
✓	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
✓	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
N/A	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
✓	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
✓	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
✓	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs

✓	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
✓	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
N/A	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
✓	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
N/A	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
✓	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
✓	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
✓	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
N/A	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
N/A	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
✓	Designated Housing Plan Progress Report	Annual Plan: Designation of Public Housing
N/A	Other supporting documents (optional). List individually.	(Specify as needed)

**7. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: <b>Beverly</b>		Grant Type and Number CFP Capital Fund Program Grant No: <b>MA06-P044-501-07</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2007</b>
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$25,000			
3	1408 Management Improvements—Soft Costs	\$35,000			
	1408 Management Improvements—Hard Costs	\$15,000			
4	1410 Administration	\$25,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$135,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	\$15,000			
21	<b>Amount of Annual Grant: (sum of lines 2 – 20)</b>	<b>\$250,000</b>			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	\$25,000			
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	\$15,000			
26	Amount of line 21 Related to Energy Conservation Measures	\$90,000			

**7. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

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>BEVERLY</b>		Grant Type and Number CFP Capital Fund Program Grant No: <b>MA044-P044-501-07</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2007</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations	1406	Lump sum	25,000				
PHA-Wide	Management Improvements— Agency Plan, Policies and Procedures, Designated Housing Plan, Section 504/ADA Study, Web Site Development	1408 Soft Costs	Lump sum est.- several contracts	35,000				
PHA-Wide	Management Improvements-- Security—Lighting, Surveillance Cameras, Monitoring Equipment	1408 Hard Costs	Estimate	15,000				
PHA-Wide	Administration—Salaries, Benefits, Accounting, Advertising	1410	Estimate	25,000				
PHA-Wide	Section 504/ADA Improvements for MA 44-1, MA 44-2, and Central Office	1460	Estimate	25,000				
MA 44-1	Flooring, Painting	1460	Estimate	20,000				
MA 44-1	Window Replacement	1460	Estimate	90,000				
PHA-Wide	Contingency	1502	Estimate	15,000				
<b>TOTAL</b>				<b>\$250,000</b>				

**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

<b>Annual Statement/Performance and Evaluation Report                      Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                      Part III: Implementation Schedule</b>							
PHA Name: <b>BEVERLY</b>			Grant Type and Number CFP Capital Fund Program No: <b>MA044-P044-501-07</b> Replacement Housing Factor No:				Federal FY of Grant: <b>2007</b>
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	
PHA-Wide	9/16/09			9/16/11			
MA 44-1	9/16/09			9/16/11			
MA44-2	9/16/09			9/16/11			

## 8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name <b>BEVERLY</b>		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
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
PHA-Wide--Operations	Annual Statement	\$25,000	\$25,000	\$25,000	\$25,000
PHA-Wide—Soft Mngm't Improvements.		\$40,000	\$40,000	\$50,000	\$50,000
PHA-Wide—Hard Mngm't Improvements.--Security		\$10,000	\$10,000	---	---
PHA-Wide—Admin.		\$25,000	\$25,000	\$25,000	\$25,000
PHA-Wide—A&E Fees		---	\$20,000	\$15,000	\$15,000
PHA-Wide—Non-Dwelling Eqpmt.		---	---	\$15,000	\$15,000
MA 44-1		\$120,000	---	---	---
MA 44-2		---	---	---	---
MA 44-1/44-2 Combined		---	---	\$120,000	\$120,000
PHA-Wide--Facilities		---	\$120,000	---	---
PHA-Wide—Sect. 504/ADA Impr.		\$20,000	---	---	---
Contingency		\$10,000	\$10,000	---	---
CFP Funds Listed for 5-year planning		\$250,000	\$250,000	\$250,000	\$250,000
Replacement Housing Factor Funds					



## 8. Capital Fund Program Five-Year Action Plan

<b>Capital Fund Program Five-Year Action Plan--Beverly</b>					
<b>Part II: Supporting Pages—Work Activities</b>					
Activities for Year :2010 FFY Grant: 2010 PHA FY:2010			Activities for Year:2011 FFY Grant: 2011 PHA FY:2011		
<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
PHA-Wide	Operations	\$25,000	PHA-Wide	Operations	\$25,000
PHA-Wide	Soft Mgm't Improvements—Agency Plan, Policies, Procedures, DHP, Web Site Development, etc.	\$50,000	PHA-Wide	Soft Mgm't Improvements—Agency Plan, Policies, Procedures, DHP, Web Site Development, etc.	\$50,000
PHA-Wide	Admin.--Salaries, Benefits, Accounting, Advertising	\$25,000	PHA-Wide	Admin.--Salaries, Benefits, Accounting, Advertising	\$25,000
PHA-Wide	A&E Fees for Roofs, Painting, Flooring, Paving	\$15,000	PHA-Wide	A&E Fees for Roofs, Painting, Flooring, Paving	\$15,000
PHA-Wide	Computer Upgrades	\$15,000	PHA-Wide	Computer Upgrades	\$15,000
MA 44-1/MA44-2	Painting, Flooring, and Paving	\$80,000	MA41-1/MA44-2	Painting, Flooring, and Paving	\$80,000
MA 44-1	Roofs	\$40,000	MA44-2	Roofs	\$40,000
Total CFP Estimated Cost		\$250,000			\$250,000

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

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 the next component. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Garden City Towers and Chestnut Park 1b. Development (project) number: MA 44-1 and MA 44-2
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"/> * <b>* 70% Elderly; 30% Disabled.</b>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> <b>Approved on 12/23/05.</b> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation <b>approved</b> , submitted, or planned for submission: <b>Dec. 23, 2005</b>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> <b>New Designation Plan**</b> <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 111 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (16 units at MA 44-2) <input checked="" type="checkbox"/> Total development (all 95 units at MA 44-1)

The BHA’s Federal Public Housing ACOP and Section 8 Administrative Plan have been revised to conform to this approved DHP.

**On the following pages, the BHA’s DHP *Progress Report* is presented.**

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

### **Designated Housing Plan (DHP) Progress Report**

On December 23, 2005, HUD approved the BHA's DHP for 111 units at MA 44-1, Garden City Towers (95 units), and MA 44-2, Chestnut Park (16 units). In HUD's approval, the BHA was granted authority to work towards a 70% Elderly and 30% Non-Elderly/Disabled mix at these two developments. The 7 handicapped accessible units (5 at Garden City Tower and 2 at Chestnut Park) at these two developments were not part of the allocation plan and therefore are considered *exempt*. Also, as part of the approved DHP, the BHA committed itself to increase the housing opportunities for the non-elderly/disabled in its state-aided elderly/disabled housing developments.

The BHA began implementing the DHP at the beginning of its FY 2006, April 1, 2006. As part of its on-going efforts to fully implement the HUD approved DHP, the BHA is submitting its *first* progress report for the time period April 6, 2006 through October 26, 2006, a period of approximately 6 and ½ months.

**Table 1** illustrates the progress made in the 95 DHP designated units at MA 44-1 for the 6 and ½ months reporting period. During this period, the elderly population has increased by more than 3%, from 48.4% to 51.6%, while the non-elderly/disabled population has decreased by slightly more than 3%, from 49.5% to 46.3%. This modest progress towards the goal of a 70% Elderly and 30% Non-Elderly/Disabled mix at this development is consistent with the BHA's approved DHP Application to HUD.

<b>Category</b>	<b>Occupancy on 4/6/06 (% of 95)</b>	<b>Vacates</b>	<b>Move-Ins</b>	<b>Occupancy on 10/26/06 (% of 95)</b>
<b>Elderly</b>	46 (48.4%)	3	5	49 (51.6%)*
<b>Near Elderly</b>	1	0	0	1
<b>Vacants</b>	1	9	8	1
<b>Non-Elderly/Disabled</b>	47 (49.5%)	6	3	44 (46.3%)
<b>TOTAL</b>	95 (100.0%)	9	8	95 (100.0%)

*\* Of the 49 elderly, 1 turned 62 during the reporting period.*

**Table 2** illustrates BHA's commitment to continue to serve those needing handicapped accessible units regardless of age on a first-come, first-served basis. Consistent with this commitment, one additional non-elderly/disabled household is being served at MA 44-1.

<b>Category</b>	<b>Occupancy on 4/6/06 (% of 5)</b>	<b>Vacates</b>	<b>Move-Ins</b>	<b>Occupancy on 10/26/06 (% of 5)</b>
<b>Elderly Disabled</b>	2	1	0	1
<b>Non-Elderly/Disabled</b>	3	0	1	4
<b>Handicapped Accessible (Exempt)</b>	5 (100.0%)	1 Elderly	1 Non-Elderly Disabled	5 (100.0%)

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

**Table 3** illustrates the progress made in the 16 DHP designated units at MA 44-2 for the 6 and ½ months reporting period. Since there has been very little turnover in these 16 units, the BHA has only been able to maintain the 43.8% Elderly and 56.2% Non-Elderly/Disabled mix at this development.

<b>TABLE 3: Chestnut Park (MA 44-2) DHP Progress Report for 16 DHP Units (April 6-October 26, 2006)</b>				
<b>Category</b>	<b>Occupancy on 4/6/06 (% of 16)</b>	<b>Vacates</b>	<b>Move-Ins</b>	<b>Occupancy on 10/26/06 (% of 16)</b>
<b>Elderly</b>	7 (43.8%)	0	0	7 (43.8%)
<b>Near Elderly</b>	0	0	0	0
<b>Vacants</b>	0	1	1	0
<b>Non-Elderly/Disabled</b>	9 (56.2%)	1	1	9 (56.2%)
<b>TOTAL</b>	16 (100.0%)	1	1	16 (100.0%)

**Table 4** illustrates BHA's progress in its commitment to continue to serve those needing handicapped accessible units regardless of age on a first-come, first-served basis. During this reporting period, there was no turnover in the 2 handicapped accessible units at the MA 44-2 development.

<b>TABLE 4: Chestnut Park (MA 44-2) DHP Progress Report for 2 Exempt Accessible Units (April 6-October 26, 2006)</b>				
<b>Category</b>	<b>Occupancy on 4/6/06 (% of 2)</b>	<b>Vacates</b>	<b>Move-Ins</b>	<b>Occupancy on 10/26/06 (% of 2)</b>
<b>Elderly Disabled</b>	2	0	0	2
<b>Non-Elderly/Disabled</b>	0	0	0	0
<b>Handicapped Accessible (Exempt)</b>	2 (100.0%)	0	0	2 (100.0%)

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

**Table 5** illustrates BHA's progress in its commitment to increase the housing opportunities for the non-elderly/disabled in its state-aided elderly/disabled housing developments. Progress has been slow, as evidenced by the maintenance of the status quo on the Elderly and Non-Elderly/Disabled mix, during this 6 and ½ months reporting period as the BHA is developing various protocols and procedures, which will result in the increase of housing opportunities for the non-elderly/disabled in its state-aided elderly/disabled housing developments. More progress towards this goal is expected during the next reporting year.

<b>TABLE 5: State Elderly/Disabled Public Housing DHP Progress Report (April 6-October 26, 2006)</b>				
<b>Category</b>	<b>Occupancy on 4/6/06 (%)</b>	<b>Vacates</b>	<b>Move-Ins</b>	<b>Occupancy on 10/26/06 (%)</b>
<b>Elderly</b>	269 (78.0%)	21	20	268 (77.7%)
<b>Near Elderly</b>	2	0	0	2
<b>Vacants</b>	9	25	24	10
<b>Off Line Units</b>	20	---	---	20
<b>Non- Elderly/Disabled</b>	45 (13.0%)	4	4	45 (13.0%)
<b>TOTAL</b>	345 (100.0%)	---	---	345 (100.0%)

**Table 6** illustrates the progress made serving the Non-Elderly/Disabled in the Section 8 Housing Choice Voucher Program. As illustrated in this Table, the BHA has made tremendous progress in serving the Non-Elderly/Disabled in the Section 8 Program with 14 vouchers issued to the Non-Elderly/Disabled, 2 of which were DHP related, during the 6 and ½ months reporting period.

<b>TABLE 6: Section 8 Housing Choice Voucher Program DHP Progress Report (April 6-October 26, 2006)</b>		
<b>Total # of Vouchers Issued to Non-Elderly Disabled</b>	=	14
<b>Total # of Vouchers Issued to Non-Elderly Disabled as a Result of DHP</b>	=	2
<b>Total # of Vouchers Issued to Non-Elderly Disabled no related to DHP</b>	=	12

## **10. Substantial Deviation or Significant Amendment/Modification to the Plan**

The Beverly Housing Authority (BHA) considers one or more of the following to be a *Substantial Deviation* or *Significant Amendment/Modification* to an already submitted Agency Plan:

1. Discretionary changes in rent determination or waiting list preferences.
2. A revision to an already approved Elderly/Disabled Designated Housing Plan (DHP). Note: Changes to waiting list preferences consistent with an approved DHP, which has already gone through the required public processes, do not constitute a *Substantial Deviation* or *Significant Amendment/Modification*.
3. A change in any open Annual Capital Fund Program (CFP) that modifies or changes the work items by greater than 20% of the total grant amount.
4. Establishment of new and/or substantively revised policies and procedures that have not previously been submitted as part of the current or previous years' Agency Plans and/or have not gone through required public processes. Note: Changes required by HUD as may be issued from time-to-time do not constitute a *Substantial Deviation* or *Significant Amendment/Modification*.
5. Any other substantive activities undertaken that have a major affect on resident households (e.g., the conversion of public housing units to Section 8 vouchers).

In the case where there is a *Substantial Deviation* or *Significant Amendment/Modification* to an already submitted Agency Plan, the BHA will:

- a. Consult with the Resident Advisory Board.
- b. Review consistency of the change with the Consolidated Plan.
- c. Allow a 45-day public review period of the amendments, modifications, and deviations.
- d. After the public review period, conduct an open meeting for Board approval of the amendments, modifications, and deviations.
- e. Resubmit the Agency Plan to HUD with the amendments, modifications, and deviations.

## **11. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

*The BHA is adjusting its minimum rent in the Section 8 Program from \$50 to \$100 and therefore is completing the Section 8 Rent Determination part of the Standard Plan's Rent Determination Policies. NO changes to the public housing rent determination policies are planned.*

### **B. Section 8 Tenant-Based Assistance**

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

#### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

**\* The BHA has adopted a combination of FMRs that reflect market conditions as follows:**

***SRO and Studios = 90% FMR  
1 Bedrooms = 95% FMR  
2 Bedrooms and Larger = 105% FMR***

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)

## **11. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

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
- \$100**

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

### **6-III.B. FINANCIAL HARDSHIPS AFFECTING MINIMUM RENT [24 CFR 5.630] HUD-Defined Financial Hardship**

Financial hardship includes the following situations:

(1) The family has lost eligibility for or is awaiting an eligibility determination for a federal, state, or local assistance program. This includes a family member who is a noncitizen lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996.

A hardship will be considered to exist only if the loss of eligibility has an impact on the family's ability to pay the minimum rent.

For a family waiting for a determination of eligibility, the hardship period will end as of the first of the month following (1) implementation of assistance, if approved, or (2) the decision to deny assistance. A family whose request for assistance is denied may request a hardship exemption based upon one of the other allowable hardship circumstances.

- (2) The family would be evicted because it is unable to pay the minimum rent.  
For a family to qualify under this provision, the cause of the potential eviction must be the family's failure to pay rent to the owner or tenant-paid utilities.
- (3) Family income has decreased because of changed family circumstances, including the loss of employment.
- (4) A death has occurred in the family.

## **11. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

In order to qualify under this provision, a family must describe how the death has created a financial hardship (e.g., because of funeral-related expenses or the loss of the family member's income).

- (5) The family has experienced other circumstances determined by the BHA.  
The BHA has not established any additional hardship criteria.

### **Implementation of Hardship Exemption**

#### **Determination of Hardship**

When a family requests a financial hardship exemption, the BHA must suspend the minimum rent requirement beginning the first of the month following the family's request.

The BHA then determines whether the financial hardship exists and whether the hardship is temporary or long-term.

The BHA defines temporary hardship as a hardship expected to last 90 days or less. Long term hardship is defined as a hardship expected to last more than 90 days. When the minimum rent is suspended, the family share reverts to the highest of the remaining components of the calculated TTP. The example below demonstrates the effect of the minimum rent exemption.

<b>Example: Impact of Minimum Rent Exemption</b>			
Assume the BHA has established a minimum rent of \$35.			
<b>Family Share – No Hardship</b>		<b>Family Share – With Hardship</b>	
\$0	30% of monthly adjusted income	\$0	30% of monthly adjusted income
\$15	10% of monthly gross income	\$15	10% of monthly gross income
N/A	Welfare rent	N/A	Welfare rent
\$35	Minimum rent	\$35	Minimum rent
Minimum rent applies. TTP = \$35		Hardship exemption granted. TTP = \$15	

To qualify for a hardship exemption, a family must submit a request for a hardship exemption in writing. The request must explain the nature of the hardship and how the hardship has affected the family's ability to pay the minimum rent.

The BHA will make the determination of hardship within 30 calendar days.

#### **No Financial Hardship**

If the BHA determines there is no financial hardship, the BHA will reinstate the minimum rent and require the family to repay the amounts suspended.

The BHA will require the family to repay the suspended amount within 30 calendar days of the BHA's notice that a hardship exemption has not been granted.

## **11. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

### **Temporary Hardship**

If the BHA determines that a qualifying financial hardship is temporary, the BHA must suspend the minimum rent for the 90-day period beginning the first of the month following the date of the family's request for a hardship exemption.

At the end of the 90-day suspension period, the family must resume payment of the minimum rent and must repay the BHA the amounts suspended. HUD requires the BHA to offer a reasonable repayment agreement, on terms and conditions established by the BHA. The BHA also may determine that circumstances have changed and the hardship is now a long-term hardship.

The BHA will enter into a repayment agreement in accordance with the procedures found in Chapter 16 of this plan.

### **Long-Term Hardship**

If the BHA determines that the financial hardship is long-term, the BHA must exempt the family from the minimum rent requirement for so long as the hardship continues. The exemption will apply from the first of the month following the family's request until the end of the qualifying hardship. When the financial hardship has been determined to be long-term, the family is not required to repay the minimum rent.

The hardship period ends when any of the following circumstances apply:

- (1) At an interim or annual reexamination, the family's calculated TTP is greater than the minimum rent.
- (2) For hardship conditions based on loss of income, the hardship condition will continue to be recognized until new sources of income are received that are at least equal to the amount lost. For example, if a hardship is approved because a family no longer receives a \$60/month child support payment, the hardship will continue to exist until the family receives at least \$60/month in income from another source or once again begins to receive the child support.
- (3) For hardship conditions based upon hardship-related expenses, the minimum rent exemption will continue to be recognized until the cumulative amount exempted is equal to the expense incurred.

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name	Beverly, MA Housing Authority	Grant Type and Number		Federal FY of Grant: 2006
		Capital Fund Program Grant No:	MA06-P044-501-06	
		Replacement Housing Factor Grant No:		

Original Annual Statement     Reserve for Disasters/ Emergencies     Revised Annual Statement (revision no: )

Performance and Evaluation Report for Period Ending: 9/30/2006     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	0.00	0.00	0.00	0.00
2	1406 Operations	21,292.00	0.00	0.00	0.00
3	1408 Management Improvements Soft Costs	42,584.00	0.00	0.00	0.00
4	1410 Administration	21,292.00	0.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	43,000.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	84,754.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization Expense Or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2-20)	0.00	0.00	0.00	0.00
		212,922.00	0.00	0.00	0.00
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00	0.00	0.00	0.00
24	Amount of line 21 Related to Security –Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 related to Security-- Hard Costs	0.00	0.00	0.00	0.00
26	Amount of line 21 Related to Energy Conservation	0.00	0.00	0.00	0.00
	Measures	0.00	0.00	0.00	0.00

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

**Part II: Supporting Pages**

PHA Name: Beverly, MA Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06-P044-501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006 9/30/2006			
Development No.  Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
PHA-wide	<b>Operations</b>	1406		21,292.00				
	<b>Management Improvements:</b>							
PHA-wide	Agency Plan, Policies & Procedures, DHP, 504 Plan	1408		42,584.00				
	<b>Administration:</b>							
PHA-wide	Salaries, Benefits, Accounting, Advertising	1410		21,292.00				
	<b>Fees &amp; Costs:</b>							
MA-44-1	Architect for window job in 501-07 & 08	1430		40,000.00				
PHA-wide	Architect/Planning for ADA Compliance	1430		3,000.00				
	<b>Dwelling Structures:</b>							
MA-44-1	Flooring	1460		20,000.00				
MA-44-2	Stair Treads	1460		27,922.00				
MA-44-2	Boiler Repairs/Hot Water Heaters	1460		25,000.00				
PHA-wide	ADA Compliance Upgrades	1460		11,832.00				
				212,922.00	0.00	0.00	0.00	



**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name Beverly, MA Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06-P044-501-05 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement     Reserve for Disasters/ Emergencies     Revised Annual Statement (revision no: 2 )

Performance and Evaluation Report for Period Ending: 9/30/2006     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	0.00	0.00	0.00	0.00
2	1406 Operations	23,257.00	23,257.00	23,257.00	23,257.00
3	1408 Management Improvements Soft Costs	46,514.00	31,514.00	23,023.46	22,243.46
4	1410 Administration	23,257.00	23,257.00	453.71	453.71
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	0.00	15,000.00	14,800.00	9,060.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	124,545.00	124,545.00	59,333.96	9,956.04
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	15,000.00	15,000.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization Expense Or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2-20)	0.00	0.00	0.00	0.00
		232,573.00	232,573.00	120,868.13	64,970.21
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00	0.00	0.00	0.00
24	Amount of line 21 Related to Security –Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 related to Security-- Hard Costs	0.00	0.00	0.00	0.00
26	Amount of line 21 Related to Energy Conservation	0.00	0.00	0.00	0.00
	Measures	0.00	0.00	0.00	0.00

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

**Part II: Supporting Pages**

PHA Name: Beverly, MA Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06-P044-501-05 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005 9/30/2006		
Development No.  Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
PHA-wide	<b>Operations</b>	1406		23,257.00	23,257.00	23,257.00	23,257.00	
	<b>Management Improvements:</b>							
PHA-wide	Agency Plan, Policies & Procedures, DHP, Energy Audit	1408		46,514.00	31,514.00	23,023.46	22,243.46	
	<b>Administration:</b>							
PHA-wide	Salaries, Benefits, Accounting, Advertising	1410		23,257.00	23,257.00	453.71	453.71	
	<b>Fees &amp; Costs:</b>							
PHA-wide	Fees & Costs	1430			15,000.00	14,800.00	9,060.00	
	<b>Site Improvements:</b>							
MA-44-1	Fencing	1450			0.00			
	<b>Dwelling Structures:</b>							
MA-44-1	New Appliances, Range Hoods	1460		53,000.00	53,000.00	26,777.92		
MA-44-1	Flooring	1460		12,000.00	12,000.00	9,956.04	9,956.04	
MA-44-1	Upgrade Keyless Entry System	1460		10,000.00	10,000.00			
MA-44-1	Fencing	1460		15,000.00	0.00			
MA-44-1	Trash Compactor & shute doors	1460		10,000.00	20,000.00	8,700.00		
MA-44-2	Lighting/Emergency Lighting	1460		5,000.00	5,000.00			
MA-44-2	Mailbox Kiosk	1460		10,000.00	15,000.00	13,900.00		
MA-44-2	Boiler Repairs/Hot Water Heaters	1460		9,545.00	9,545.00			
	<b>Non-dwelling Equipment:</b>							
PHA-wide	Upgrade telephone system	1475		15,000.00	15,000.00			
				232,573.00	232,573.00	120,868.13	64,970.21	



# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name	Beverly, MA Housing Authority	Grant Type and Number	Federal FY of Grant: 2004
		Capital Fund Program Grant No: MA06-P044-501-04	
		Replacement Housing Factor Grant No:	

Original Annual Statement     Reserve for Disasters/ Emergencies     Revised Annual Statement (revision no: 3 )

Performance and Evaluation Report for Period Ending: 9/30/2006     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	0.00	0.00	0.00	0.00
2	1406 Operations	24,668.00	24,668.00	24,668.00	24,668.00
3	1408 Management Improvements Soft Costs	18,400.00	14,686.55	14,686.55	14,686.55
4	1410 Administration	24,668.00	24,668.00	24,668.00	16,580.05
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	15,000.00	15,456.00	15,456.00	15,456.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	163,944.00	163,622.29	163,622.29	70,900.21
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	0.00	3,579.16	3,579.16	3,579.16
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization Expense Or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2-20)	0.00	0.00	0.00	0.00
		246,680.00	246,680.00	246,680.00	145,869.97
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00	0.00	0.00	0.00
24	Amount of line 21 Related to Security –Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 related to Security-- Hard Costs	0.00	0.00	0.00	0.00
26	Amount of line 21 Related to Energy Conservation	0.00	0.00	0.00	0.00
	Measures	0.00	0.00	0.00	0.00





# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name	Beverly, MA Housing Authority	Grant Type and Number		Federal FY of Grant: 2003
		Capital Fund Program Grant No:	MA06-P044-502-03	
		Replacement Housing Factor Grant No:		

Original Annual Statement     Reserve for Disasters/ Emergencies     Revised Annual Statement (revision no: 1 )

Performance and Evaluation Report for Period Ending: 4/30/2006     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	0.00	0.00	0.00	0.00
2	1406 Operations	0.00	0.00	0.00	0.00
3	1408 Management Improvements Soft Costs	0.00	42,451.00	42,451.00	42,451.00
4	1410 Administration	0.00	0.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	0.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	42,451.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization Expense Or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2-20)	0.00	0.00	0.00	0.00
		42,451.00	42,451.00	42,451.00	42,451.00
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00	0.00	0.00	0.00
24	Amount of line 21 Related to Security –Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 related to Security-- Hard Costs	0.00	0.00	0.00	0.00
26	Amount of line 21 Related to Energy Conservation	0.00	0.00	0.00	0.00
	Measures	0.00	0.00	0.00	0.00





**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name Beverly, MA Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06-P044-501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement     Reserve for Disasters/ Emergencies     Revised Annual Statement (revision no: 2 )

Performance and Evaluation Report for Period Ending: 2/28/2006     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	0.00	0.00	0.00	0.00
2	1406 Operations	21,300.00	21,300.00	21,300.00	21,300.00
3	1408 Management Improvements Soft Costs	13,400.00	13,400.00	13,400.00	13,400.00
	Management Improvements Hard Costs	0.00	0.00	0.00	0.00
4	1410 Administration	0.00	21,300.00	21,300.00	21,300.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	11,008.00	11,008.00	11,008.00	11,008.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	42,292.00	0.00	0.00	0.00
10	1460 Dwelling Structures	125,000.00	145,992.00	145,992.00	145,992.00
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization Expense Or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2-20)	0.00	0.00	0.00	0.00
		213,000.00	213,000.00	213,000.00	213,000.00
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21 Related to Section 504 compliance	0.00	0.00	0.00	0.00
24	Amount of line 21 Related to Security –Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 related to Security-- Hard Costs	0.00	0.00	0.00	0.00
26	Amount of line 21 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00



