U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009
Annual Plan for Fiscal Year 2008

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

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

PHA Plan
Agency Identification

PHA Name: Chicopee Housing Authority

PHA Number: MA 008

PHA Fiscal Year Beginning: July 1, 2008

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☒ PHA local offices
☐ Main administrative office of the local government
☐ Main administrative office of the County government
☐ Main administrative office of the State government
☐ Public library
☒ PHA website
☒ Other
On line @ www. chicopeehousing.org

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)

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5-YEAR PLAN
PHA FISCAL YEARS 2005 - 2009
[24 CFR Part 903.5]

A. Mission

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

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

☐ The PHA's mission is: (state mission here)

B. Goals

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

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

☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
- ☒ Reduce public housing vacancies:
- ☒ Leverage private or other public funds to create additional housing opportunities:
- ☐ Acquire or build units or developments
- ☒ Other (list below)
  To meet the need of our aging population by encouraging assisted housing programs that will enable independent living to the maximum extent possible.

☐ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☒ Improve public housing management: (PHAS score)
- ☒ Improve voucher management: (SEMAP score)

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- ☒ Increase customer satisfaction: By improving communication with residents, increase curb appeal of developments and increase safety through police patrols
- ☒ 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:
- ☒ Assure audits are completed and forwarded within the required time frame.
  Assure that units not meeting HQS within the regulatory time frame are not funded through the program.

☒ 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: (list below)

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

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☒ Increase the number and percentage of employed persons in assisted families:
- ☒ Provide or attract supportive services to improve assistance recipients' employability:
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

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

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

  Work with local agencies (Housing Discrimination Project) to assure equal Access for persons with disabilities.

Other PHA Goals and Objectives: (list below)

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

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

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

☒ **Standard Plan**

Streamlined Plan:
- ☒ **High Performing PHA**
- ☐ Small Agency (<250 Public Housing Units)
- ☐ Administering Section 8 Only

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Chicopee Housing Authority has prepared an Agency Plan in conjunction with residents and local leaders. Our goal in this effort is to better address the needs of our larger community as contained in the Consolidated Plan. This plan reflects the needs of our community and resident population. The Plan is designed to comply with the requirements of the Quality Housing and Work Responsibility Act of 1998 and requirements of the U.S. Department of Housing and Urban Development.

This plan is subject to annual review and revision in order to remain current with all statutory requirements and local needs.

A mission statement has been adopted to guide the management activities of the Chicopee Housing Authority. The Annual Plan, its objectives and goals are reflective of our mission statement. The Plan represents a comprehensive statement of strategies in community building that correspond to our communities Consolidated Plan.

The Annual Plan of the Chicopee Housing Authority includes the following:

Goals and Objectives that are consistent with local needs of our residents and the community as a whole, designed to maintain the current housing stock as an asset to our community. Waiting list preferences and priorities that reflect the need of the community and population served.

Deconcentration initiatives that provide for the support and encourage growth in the resident population. An operating budget and capital fund program that maximize our financial resources to better enable us to preserve affordable housing in Chicopee. Management of housing choice vouchers in order to provide the maximum number of assisted units to families in our jurisdiction. A tenancy preservation component to assure that our residents impacted by the poor lifestyle choices or unseen disabilities have an opportunity to work within the system to improve their lives and their futures. Initiatives to enable the elderly and frail to maintain the maximum level of independence.

Our plan includes the continued operation of the activities previously funded through the Public Housing Drug Elimination Program (as funding permits) as an essential part of our provision of a safe and healthy environment of the families we serve. This program has resulted in the elimination of street corner drug dealing and the presence of the type of adverse traffic such dealing attracts. We are now focused on the promotion and maintenance of a drug free neighborhood. Educational and activity programming for the youth are an integral part of this approach.

Physical improvement of our developments and improvement in CHA management systems continues through the U.S. Department of Housing and Urban Development's Capital Fund Program. The nine (9) years of participation in this program have resulted in significant improvements to our physical plant as well as improvements to our service delivery systems.

The Plan contains information on housing availability, affordability and make-up of the rental population based on 2000 census data currently available. This data appears outdated based on our experience with the housing market but has improved over that available last year. Our plan takes into account our current knowledge of the rental market and the 2000 Census information.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

☒ Admissions Policy for Deconcentration

☒ FY 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

A. Community Service Policy

B. Pet Policy

C. Resident Membership of the Chicopee Housing Authority Governing Board

D. Membership of the Resident Advisory Board
E. Minutes of Advisory Board Meetings
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G. Mission/Goals Progress
H. Performance & Evaluation Report 2004-2005-2006
I. Capital Fund Program Five-year Action Plan 2006-2010
J. Annual Plan 2007

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	☒ check here if included in the public housing A & O Policy	
X	Schedule of flat rents offered at each public housing development ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	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
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent fiscal year audit of the PHA conducted	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	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	
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Dwelling Lease Affirmative Action Plan Reasonable Accommodation Policy Procurement Policy Pet Policy	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction By Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Loca-tion
Income <= 30% of AMI	1650	3	1	1	1	3	1
Income >30% but <=50% of AMI	1048	3	1	1	1	3	1
Income >50% but <80% of AMI	420	2	1	1	1	3	1
Elderly	737	1	1	1	1	N/A	1
Families with Disabilities	1030						
Race/Ethnicity	797	3	1	1	1	3	1
Minority	117	2	1	1	1	3	1
Hispanic	640	3	1	1	1	3	1

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

☒ Consolidated Plan of the Jurisdiction/s
Indicate year: July 1, 2007 to June 30, 2008

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS")

Data set

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year: 2003 RKG Associates, Inc., and Housing Partner's Inc. 2006

☒ Other sources: (list and indicate year of information)
New England Communities, Inc. study of Housing portfolio and future needs (in progress)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☒ Public Housing ☐ Combined Section 8 and Public Housing ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2236		83
Extremely low income <=30% AMI	1654	74%	
Very low income (>30% but <=50% AMI)	443	20%	
Low income (>50% but <80% AMI)	139	6%	
Families with children	1489	67%	
Elderly families	61	2%	
Families with Disabilities	239	11%	
Single Per. Occup.	447	20%	
Hispanic	1498	67%	
White	597	26%	
Black	134	6%	
Other	7	1%	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR + SPO	509	11%	38
2 BR	11135	60%	28
3 BR	476	20%	14
4 BR	116	9%	3
5 BR			
5+ BR			

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

If yes:

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

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

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: Work with office of Community Development on homeownership initiatives.

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)

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

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

☐ Employ admissions preferences aimed at families who are working
☒ Adopt rent policies to support and encourage work
☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

☐ Seek designation of public housing for the elderly
☐ Apply for special-purpose vouchers targeted to the elderly, should they become available

☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

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

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

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

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

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

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

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

(2) Reasons for Selecting Strategies
Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

☐ Funding constraints
☐ Staffing constraints
☐ Limited availability of sites for assisted housing
☐ Extent to which particular housing needs are met by other organizations in the community
☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

☒ Influence of the housing market on PHA programs
☒ Community priorities regarding housing assistance
☒ Results of consultation with local or state government
☒ Results of consultation with residents and the Resident Advisory Board
☒ Results of consultation with advocacy groups
☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources 7/1/08 – 6/30/09	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2008 Grants)**		
a) Public Housing Operating Fund	$1,237,820	PH Operations
b) Public Housing Capital Fund	$689,734	PH Operations
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	$2,309,625	SEC. 8 Operations
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
MA06P008501-07	$579,734	PH Operations
MA06P008501-06	$505,201	PH Operations
3. Public Housing Dwelling Rental Income	$1,063,500	PH Operations

Financial Resources: Planned Sources and Uses		
Sources 7/1/08 – 6/30/09	**Planned $**	**Planned Uses**
4. Other income (list below)		
CHA Investment Income	$102,282	PH Operations, S8
Washer/Dryer Inc./Sec 8 Port In	$16,785	PH Operations, S8
4. Non-federal sources (list below)		
State/Local	$4,297,060	State/local
Total resources	$10,801,741	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)

☒ When families are within a certain time of being offered a unit: (approximately two (2) months)

☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

☒ Criminal or Drug-related activity

☒ Rental history

☒ Housekeeping

☐ Other (describe)

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

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

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

(2)Waiting List Organization

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

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

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

☒ PHA main administrative office
☒ PHA development site management office
☒ Mailing

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?

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

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

(3) Assignment

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

☐ One
☐ Two
☒ Three or More

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

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

(4) Admissions Preferences

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

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
☒ Emergencies
☒ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

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

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

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

Other preferences: (select below)
☐ Working families and those unable to work because of age or disability
☒ Veterans and veterans' families
☒ Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☒ Households that contribute to meeting income goals (broad range of incomes)
☒ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☒ Paying over 50% of income for rent

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

Date and Time

Former Federal preferences:

1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
2 Victims of domestic violence
3 Substandard housing
4 Homelessness
5 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 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
☒ Paying over 50% of income for rent

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
☒ Posted Policies

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

☒ At an annual reexamination and lease renewal
☒ Any time family composition changes
☒ At family request for revision

☐ Other (list)

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

☐ Other (list policies and developments targeted below)

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

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

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

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

☐ Not applicable: results of analysis did not indicate a need for such efforts
☒ List developments below:

Cabot Manor Apartments MA 8-1
Memorial Apartments MA 8-2
Canterbury Arms Apartments MA 8-3

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

☐ Not applicable: results of analysis did not indicate a need for such efforts

☒ List developments below:

Cabot Manor Apartments MA 8-1
Memorial Apartments MA 8-2
Canterbury Arms Apartments MA 8-3

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)

Tenant History
Financial Management History
Personal References

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: Previous landlord's names and addresses providing applicant signs a release.

(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
☒ Specific sites designated at time waiting list opens
The CHA participates in the State-Wide waiting list affording applicants maximum option to apply at LHA's across the state.

(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:
Exemption depending upon circumstances as determined by the Authority, example Handicap and Bedroom size.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

☐ Working families and those unable to work because of age or disability
☒ Veterans and veterans' families
☒ Residents who live and/or work in your jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☒ Households that contribute to meeting income goals (broad range of incomes)
☒ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☒ Other preference(s) (list below)
Rent is > 50 percent of income

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

Date and Time
Former Federal preferences
1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
2 Victims of domestic violence
3 Substandard housing
4 Homelessness
5 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 preferences: Paying over 50 of income for rent

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
☒ Date and time of application
☒ Drawing (lottery) or other random choice technique
CHA has collaborated with 43+ Massachusetts's LHA's on a statewide waiting list. The initial application list was constructed by lottery.

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: Chicopee Housing Authority Website: www.chicopeehousing.org

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
☒ Through published notices
☐ ROC program introduction completed at time of participants briefing sessions.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

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

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

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

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

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

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

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

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

e. Ceiling rents

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

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

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

☒ For all developments

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

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

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

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
☐ Never
☐ At family option
☐ Any time the family experiences an income increase
☒ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) 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)

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

☒ Annually
☐ Other (list below)

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

☒ Success rates of assisted families
☒ Rent burdens of assisted families
☒ Local Rental market surveys
HUD established "Fair Market Rents"

(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)

1-The family has experienced a decrease in income because of changed circumstances, including loss or reduction of employment, death in the family, or reduction in or loss of earnings or other assistance.

2-The family has experienced an increase in expenses, because of changed circumstances, for medical costs, childcare, transportation, education, or similar items.

3- Such other situations as may be determined a hardship by the housing authority.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	383	88
Section 8 Certificates	393	25
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers		

(list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

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:
OKM Associates Inc. Management/Maintenance Plan
September, 1999
(2) Section 8 Management: Administration Plan
(3) Federal Admissions and Continued Occupancy Policy

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
☒ Leased Housing Office

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan as Attachment J

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: Memorial Apartments 1b. Development (project) number: MA008-2
2. Activity type: Demolition ☐ Disposition ☒
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☒
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 157 6. Coverage of action (select one) ☐ Part of the development ☒ Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity: June 30, 2012

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

[24 CFR Part 903.7 9 (i)]

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

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C.

1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

CHA and TANF are fully cooperative with each other and have not experienced any limitations that required a formally structured agreement.

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)
Community Service Program Policy

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
CHA PHDEP Successor: provides for educational opportunities (GED/ESL& GED Readiness)	50	Sign Up	Development Office	Public Housing

Teen counseling/mentoring programs	25	Sign Up	Development Office	Public Housing
Family Finance Program: With Solutions Community Development Corp.	Varies	Sign Up	Provide, solutions CDC	Section 8 Public Housing
Meals on Wheels-Provided by West Mass Eldercare to elders, handicapped and disabled residents who qualify.	Varies	Program Criteria	West Mass Eldercare	Both
Chicopee VNA-Provides health screenings which include a fall and risk of injury screening program and monthly blood pressure clinics.	Varies		Development	Both
City of Chicopee Office of Community Development-Offers a home ownership-training program that gives a preference for participation to CHA residents.	22	Sign Up	Main Office	Both
Gandara Inc.-Coordinates a substance abuse recovery program for CHA residents	23	Residential Program	Main Office	Public Housing
Community Service Program, Inc.-provides mental health services and assistance at a CHA site.	8	Referral	Development	Public Housing
Local temporary employment agencies and homecare provider agencies have held job fairs and conducted outreach to CHA residents in conjunction with the Career Point Valley Opportunity Council.	25+	Open	Main Office Development	Both
Youth After School Homework and Activity Programs	20+	Sign Up	Development Office	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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:

See above list under "Services and Programs"

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)

Cabot Manor Apartments MA 8-1 – MA 8-2

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
☒ **Contract with Chicopee Police Department and installation of Security Camera**

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

Cabot Manor Apartments MA 8-1
Memorial Apartments MA 8-2

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)

Cabot Manor Apartments MA 8-1
Memorial Apartments MA 8-2

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.

☐ 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 2002 in this PHA Plan?
☐ Yes ☐ No: This PHDEP Plan is an Attachment (Public Housing Drug Elimination Program (PHDEP) Plan)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Submitted as a Required Attachment (B)

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

• 16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

☒ Attached at Attachment E
☐ 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:

1. Increased activity for handicap, disabled and elderly tenants.
2. Adjusted security schedules in family developments.
3. Expanded educational opportunities for public housing residents at our new Community Resource Center.

☐ Other: (list below)

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

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

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

3. Description of Resident Election Process

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

b. Eligible candidates: (select one)
☐ Any recipient of PHA assistance
☐ Any head of household receiving PHA assistance
☐ Any adult recipient of PHA assistance
☐ Any adult member of a resident or assisted family organization
☐ Other (list)

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

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 Chicopee

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)

1- Adult Education
2- First Time Home buyers training (co-sponsor)
3- Youth Activity/Education/Counseling, programs
4- Collaboration with, CDBG agency in neighborhood revitalization and independent living initiatives.

☐ Other: (list below)

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

The CHA will work with the CDBG agency in the revitalization of low-income neighborhoods, specifically by the utilization of Capital Fund monies to improve the curb appeal as well as the structural integrity of CHA developments in low-income neighborhoods throughout the city. We will continue to cosponsor First Time Homebuyer work shops and continue to foster programs that encourage independence in home ownership such as: family saving plans, budget counseling and other initiatives that will improve the future of our residence and the city population.

CHA will collaborate with the CDBG and the Home Program in an effort to asset low-income families to maintain independence in their own homes.

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.

Attachment A
Community Service Program Policy

Attachment B
Pet Policy

Attachment C
Resident Membership of Chicopee Housing Authority Governing Board

Attachment D
Member of the Resident Advisory Board

Attachment E
Minutes of Advisory Board Meetings

Attachment F
Organizational Chart

Attachment G
Mission and Goal Progress

Attachment H
Performance and Evaluations

Attachment I
Capital Improvement Five Year 2008 – 2012

Attachment J
Annual Plan 2008

ATTACHMENT "A"

CHICOPEE HOUSING AUTHORITY

POLICY ESTABLISHING A

COMMUNITY SERVICE PROGRAM

Effective July 1, 2001 residents of the Chicopee Housing Authority who are otherwise non-exempt from obligations imposed through the Regulations prescribed by HUD for Community Service Activities or Self Sufficiency Programs (Part 960, Subpart F) shall be required as a condition of their lease to participate in a program, administered through the CHA, designed to improve educational level and employment potential for a minimum of eight hours per month.

The Chicopee Housing Authority, through its Capital Fund Program and the Public Housing Drug Elimination Grant Program provides a GED Program, English as a Second Language and sub GED level remedial programs for residents of federally-aided public housing developments. These programs shall be available, and funded additionally through the annual operating budget, to accommodate residents covered by the Community Service Program requirement.

At the time of annual recertification of eligibility, or interim recertification, the Project Clerk shall be charged with the responsibility of identifying adult household members who are not exempt from the Community Service Requirement as established by HUD. Those adult residents identified as eligible for the program shall be referred to the PHDEP Coordinator at the end of each given month for processing and scheduling of enrollment in the program.

No later than the fifteenth day of each month following the inception of the program the PHDEP Coordinator shall provide the CHA with a list of residents enrolled and certified attendance records for all participants. Participants failing to attend shall be informed of their obligation in writing.

Sixty days prior to the end of the initial enrollment period (recertification date) the Project Clerk shall review the attendance record, send written notice of non-compliance with program requirements and refer the family to the Assistant Executive Director who shall notify the family of the non-renewal of their dwelling lease in accordance with program requirements.

ATTACHMENT "B"

CHICOPEE HOUSING AUTHORITY
Chicopee, Massachusetts

PET POLICY

APPLICABLE ONLY TO FEDERALLY-AIDED DEVELOPMENTS
MA 8-1, MA 8-2 AND MA 8-3

The Chicopee Housing Authority allows for pet ownership in its developments with the written pre-approval of the Housing Authority. In exchange for this right, resident assumes full responsibility and liability for the pet and agrees to hold the Chicopee Housing Authority harmless from any claims caused by an action or inaction of the pet.

Residents are responsible for any damage caused by their pet, including the cost of any pet-related insect infestation in the their unit. The Chicopee Housing authority reserves the right to exterminate and charge the resident.

Residents must have the prior written approval of the Housing Authority before moving a pet into their unit. Residents must request approval on the "Authorization for Pet Ownership Form" that must be fully completed before the Housing Authority will approve the request.

RULES GOVERNING PETS: All residents with pet permits shall comply with the following:

1. Permitted are domesticated dogs or cats only.
2. Only one (1) pet per household will be permitted.
3 Dogs must be licensed yearly with the City of Chicopee (office of the City Clerk).
3. Pet must be appropriately inoculated against rabies, distemper or boosters, as applicable and certification signed by a licensed veterinarian shall be annually filed with the Chicopee Housing Authority to attest to the inoculations.
4. All dogs and cats shall remain inside the resident's unit. No animal shall be permitted to be loose in hallways, lobby areas, Laundromats, community rooms, yards or other common areas of the facility.
5. When taken outside the unit, dogs and cats must be kept on a leash, controlled by an adult and be in complete accordance with the "Dog Leash Law" of the City of Chicopee.
6. Pit bulls, Doberman Pinchers, or any other animal of a vicious or intimidating nature as determined by the CHA will not be allowed.

7. Residents shall not permit their pet to disturb, interfere or diminish the peaceful enjoyment of other residents. The terms “disturb, interfere, and diminish” shall include, but not be limited to barking, howling, biting, scratching, and other like activities.
8. Residents must provide waterproof litter boxes for cat waste, which must be kept in the dwelling unit. Residents shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary.
9. Residents are solely responsible for disposing of dog and cat waste by placing it in a plastic bag and then wrapped in paper and placed in a container outside the building for regular scheduled trash pick-up.
10. Residents shall take adequate precautions and measures necessary to eliminate pet odors within or around the unit and shall maintain the unit in a sanitary condition at all times.
11. If pets are left unattended for a period of twenty-four (24) hours or more, the CHA may enter the dwelling unit, remove the pet and transfer it to the proper authorities, subject to the provisions of Chapter 140, and applicable orders of the Massachusetts General Laws and pertinent local ordinances. The Housing Authority accepts no responsibility for the animal under such circumstances.
12. Residents shall not alter their unit, patio, or unit area in order to create an enclosure for any pet.
13. Residents are responsible for all damages caused by their pets, including the cost of cleaning carpets, and/or fumigation of units.
14. Residents are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without written permission of the CHA.
15. Resident owner agrees to hold CHA harmless from any liability incurred as a result of their pet ownership.
16. Should any pet housed in a CHA facility under Section 227 give birth to a litter, the resident shall remove from the premises all said pets, as the tenant would be in violation of this policy.
17. Residents must identify an alternate custodian for pets in the event of resident illness or other absence from the dwelling unit. This identification of an alternate custodian must occur prior to the Housing Authority issuing a pet registration permit.
18. Pet bedding shall not be washed in any common laundry facilities.
19. Residents must take appropriate actions to protect their pets from fleas and ticks
20. Resident shall physically control or confine his/her pet during the times when Housing Authority employees, agents of the Housing Authority or others must enter the pet owner’s apartment to conduct business, provide services, enforce lease terms, etc.
21. If pet causes harm to any person, the pet’s owner shall be required to permanently remove the pet from the Housing Authority’s property within 24 hours of written notice form the Housing Authority. The pet owner may also be subject to termination of his/her dwelling lease.

22. No animal may exceed thirty (30) pounds in weight projected to full size.

The privilege of maintaining a pet in the facility operated by CHA shall be subject to the rules set forth in RULES GOVERNING PETS mentioned herein. This privilege may be revoked at any time subject to the Housing Authority Hearing Procedures if the animal shall become destructive, create a nuisance, represent a threat to the safety and security of other residents, or create a problem in the area of cleanliness and sanitation.

A pet owner who violates any other condition(s) of this policy may be required to remove his/her pet form the development within 10 days of written notice from the Housing Authority. The pet owner may also be subject to termination of his/her dwelling lease.

Should a BREACH OF THE RULES SET FORTH OCCUR, the CHA may also exercise any remedy granted it in accordance with Chapter 140 and applicable order to the Massachusetts General Laws.

The Housing Authority's grievance procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

I HAVE READ AND UNDERSTAND THE ABOVE POLICY PROVISIONS REGARDING THE KEEPING OF PETS AND AGREE TO ABIDE BY THOSE PROVISIONS.

ACCEPTED BY:_____ DATE:_____
Resident's Signature

ADDRESS:_____

ATTESTED BY:_____ DATE:_____
Staff's Signature

The Chicopee Housing Authority will allow only one (1) common household pet. This means only domesticated animals such as a dog or cat. All dogs and cats must be spayed or neutered before they become six (6) months old. A licensed veterinarian must verify this fact. Any animal deemed to be potentially harmful to the health or safety of others including attack or fight trained dogs, will not be allowed.

ATTACHMENT "C"

RESIDENT MEMBERSHIP OF THE CHA GOVERNING BOARD

Ms. Ruth Vanderlick
88H Riverview Terrace
Chicopee, MA

Method of Appointment:	Mayoral Appointment
Term of Appointment:	Five (5) years
Appointed:	March 24, 2000

ATTACHMENT "D"

MEMBERSHIP OF RESIDENT ADVISROY BOARD

Thomas Girardin

1302 Memorial Drive #6C

Chicopee, MA

Erma Williams

1320 Memorial Drive #1D

Chicopee, MA

Dale Landry

1302 Memorial Drive #5C

Chicopee, MA

Sherry Taylor

165 East Main St. #311

Chicopee, MA

Patricia Bergeron

165 East Main St. #211

Chicopee, MA

Linda Masse

165 East Main St. #301

Chicopee, MA

Francis Peczka

165 East Main St. #214

Chicopee, M A

ADVISORY MEETING

NOVEMBER 27, 2007

Thomas Girardin	Don Dunn
Erma Williams	Jeannette Montemagni
Jeanne Kidwell	Carmen Estrada
Patricia A. Murry	Betsy Daly
James P. Lynch	Dave Dymek

Mr. Lynch informed everyone that the Agency Plan is veryimportant because HUD looks at the plan to see if we are operating with consistency of our Agency Plan. This plan covers Federal properties however because of the study CHA is performing which involves State and Federal properties State information will be included in this year's plan. CHA has hired a Consultant to determine what we need to do to best serve the people we now serve and how we could best serve those needs in the future.

Don Dunn spoke of the Capital Improvement plans and mentioned that because of the study now in progress we will be holding back on capital improvements at the Memorial development. Federal budgets have increased over the years, approx. $687,000 this year. He stated CHA is looking for ideas from tenants regarding needed capital improvements for the development. Don informed the couple of tenants at the meeting to tell the other tenants and they can submit their ideas in writing to the Authority.

Betsy Daly, director of the Chicopee Boys & Girls club asked for demographics for the Memorial apartments as she feels they have been underserved. CHA contracts with the Chicopee Boys & Girls club for after school programs for both State and Federal family developments.

Jean Kidwell, Chicopee Community Development spoke on Housing needs and needs for the residents. She said it makes sense to work with the CHA which she has for several years and is currently working with CHA in regards to Chicopee's housing needs.

Pat Murry briefly explained the purpose of the Agency Plan and that it can serve as a strategic planning tool Also, how important it is for the Authority and to have tenants input regarding capital improvements, maintenance, management and supportive service programs for residents. Also, mention through tenant involvement they will be more aware of the process that CHA undergoes to prioritize agency activities.

DECEMBER 18, 2007

Don Dun	J. Roberge
Patricia A. Murry	R. Bednarz
James P. Lynch	S. Taylor
Dave Dymek	J. Croteau
Robert Kachinski	Mary Ann Pariseau
J. Nowak	F. Peczka
S. Quimet	

Mr. Lynch opened the meeting informing those attended that next year there will be changes in management of federal managed properties. We will be managing under "Asset Management" meaning that all properties are managed as one and have their own accounting process. He also mentioned that last year we were funded 85% and expects it to increase next year, especially due to the cost of the Asset Management.

Mr. Dunn spoke on the Capital Fund Plan and stated that within a month or so a meeting would be scheduled with all federal funded developments to discuss the funds available and the developments needs. He said all tenants would be notified in writing of the date and time of the meeting and explained how important it was that they attend.

Ms. Murry welcomed everyone and how important it is that the tenants attend and have input into the meeting. She explained how their input is an important part to the plan to ensure that their needs are being met and to become more involved in issues that affect them.

Before closing the meeting Mr. Lynch spoke in reference to the study CHA is currently working on to determine what we need to do to best serve the people we now served and how we could best served those needs in the future.

ADVISORY MEETING

JANUARY 15, 2008

Don Dunn	Bob Kachinski
Patricia A. Murry	Jean J. Croteau, Jr.
James P. Lynch	Thomas Girardin
Dave Dymek	Loretta Harbinson
Erma Williams	

Mr. Lynch opened the meeting explaining to those attending just what an Annual Plan is and how it is used by the Authority. Mr. Lynch also gave a brief synopsis of the works the project consultants entails on assessing the most useful use of CHA's properties and the housing needs in the city. He also explained that input is important, especially tenant's input. He spoke of programs in place and that Chicopee Housing Authority will be getting additional funds from HUD this year because of Asset Management being implemented and due to underfunding in the past years.

Mr. Dunn explained the few projects that are going out to bid for the Federal properties and the monies will be coming from the Capital Fund account. He mentioned that the Authority is looking for input from the tenants in regards to the needs of the property.

ADVISORY MEETING

FEBRUARY 5, 2008

Don Dun	Bob Kachinski
Patricia A. Murry	Jean J. Croteau Jr.
James P. Lynch	Thomas Girardin
Dave Dymek	Loretta Harbison
Erma Williams	

Ms. Murry opened the meeting informing all that a Public Meeting has been scheduled for March 12, 2008 @ 6:30 PM at the Senior Center located at Valley View Development. They were informed that the meeting was open to the public and their input is important.

Mr. Lynch informed the attendees that the Authority is working with the consultants on a continuous basis and will keep them inform on the strategic repositioning to enable a better provision of affordable housing in the community.

Mr. Dunn stated he would be having a Modernization meeting on February 12, 2008 and they will be notified in writing of the time and location of the meeting. He told them that it was important that the tenants attend the meeting as CHA will be looking for input from the tenants.

Ms. Harbison mentioned that the tenants would like more lighting and cameras on the property and Mr. Girardin agreed.

CAPITAL FUND PUBLIC HEARING

MEMORIAL DEVELOPMENT

MEETING MINUTES

FEBRUARY 12, 2008

Don Dun	Bob Kachinski
Emma Colon	Deborah Avery
Thomas Giraridin	Joyce Smola
Jeanne Ingle	Donna Flaszynski
Judy Tourigny	Terresa Murray
Mr & Mrs. Girardin	James P. Lynch
Dave Dymek	

The meeting opened at 1:30 PM with an introduction from Mr. Dunn. Mr. Dunn explained the purpose of the public meeting was to gather input from tenants on housing related services and construction improvements to incorporate in the CHA Agency Plan which will be submitted to HUD. Nine (9) tenants attended as well as Mr. Lynch, Executive Director of the Chicopee Housing Authority, Bob Kachinski and Dave Dymek from the CHA.

Several ideas were brought up by the tenants that related to the Memorial Apartments as a whole.

Installing speed bumps in the parking lots to slow down the cars.

Re-painting the parking lot lines.

Construct a fenced area with playground equipment for the children living at the complex.

Put up “No Smoking” signs in Spanish in the common halls.

Invite city police officer to educate tenants on how to be more proactive in protecting themselves on the property.

Install trash compactors instead of the trash cans.

Provide storage spaces for the tenants in the building basements.

Contact the Chicopee school dept. to keep the sidewalk clear of snow from Memorial apartments to the elementary school.

Install more benches in the grassed area of Debra for tenants to use in the summer.

Increase monitoring of tenants with dogs to make sure they clean up after their pets

Provide better lighting at common areas both inside and outside the buildings.

Plant a tree buffer between housing authority property and Burger King.

Replace older carpet and VCT flooring inside apartments.

Replace Memorial hallway carpeting.

Maintenance issues were also discussed by the tenants which will be itemized and passed on to the CHA maintenance Dept.

The meeting adjourned at 2:20 pm.

CAPITAL FUND PUBLIC HEARING

CANTERBURY ARMS DEVELOPMENT

MEETING MINUTES

FEBRUARY 12, 2008

Don Dun	Bob Kachinski
Dave Dymek	Linda Masse
Mary Smith	Frances (Pat) Peczka
Leo Desormier	Suzanne Quimet
Olga Soja	Cecile J. Desforges
Claire L. Jette	Jeanne Roberge
Sherry Taylor	Rosalie Bednarz
Roland Roberge	James P. Lynch

The meeting opened at 3:30 PM with an introduction from Mr. James Lynch, Executive Director of the Chicopee Housing Authority. Mr. Lynch explained the purpose of the public meeting was to gather input from tenants on housing related services and construction improvements to incorporate in the CHA Agency Plan which will be submitted to HUD. Twelve (12) tenants attended as well as Don Dunn, Robert Kacnhinski and Dave Dymek from the CHA.

Several ideas were brought up by the tenants which related to the Canterbury apartments as a whole included:

Upgrade lighting in the kitchens and living rooms.

Change the lower kitchen cabinet half shelf to a full shelf for better accessibility for those tenants who cannot reach the lower space in the cabinets.

Install a wood blocker at the rear of the shelf in the lower kitchen cabinets in the handicap apts. To prevent items from falling off the shelves into the back of the cabinet.

Change first floor mail room and community room entry doors to a wider (possibly a 4 ft.) for the easier access to the rooms by the tenant's population in wheelchairs and scooters.

Install a set tub in the community room kitchen for tenant to fill plant watering jugs.

Reverse the community room layout to make the large storage room the kitchen area and make the current kitchen the storage room.

Maintenance issues were also discussed by the tenants which will be itemized and passed on to the CHA maintenance dept.

The meeting adjourned at 4:15

CAPITAL FUND PUBLIC HEARING

CABOT MANOR DEVELOPMENT

MEETING MINUTES

FEBRUARY 12, 2008

Carol Langlais

Don Dunn

The meeting opened at 6:00 PM with an introduction from Mr. Don Dunn. Mr. Dunn explained the purpose of the meeting. The meeting was sparsely attended although notices were hand delivered to all tenants at the Cabot Manor Development. The following ideas were submitted by a Cabot Manor resident.

Additional lighting in some exterior areas at Cabot Manor.

Garbage disposals for elderly apartments.

Maintenance issues were discussed and passed on to the maintenance department.

The meeting adjourned at 6:35 PM.

ADVISORY MEETING

FEBRUARY 26, 2008

Don Dun

Linda Masse

Patricia A. Murry

Sherry Taylor

Frances Peczka

Ms. Murry opened the meeting informing all attending that a Public Hearing was scheduled for March 12, 2008 @ 6:30 PM at the Valley View Senior Center. She mentioned how important it is that the tenants of CHA give input for the plan. She explained to them that they know their needs for the development more than the Authority as they live there. Also, she asked them to think about programs they may want at the development she gave a brief synopsis of activities at other development.

Mr. Dunn spoke about the Capital Fund Program and handed out information to those attending that showed Proposals for the next five (5) years of spending and the funds CHA has received for the past seven (7) years. A list of several improvements made with these funds over the past seven (7) years were listed. Also, Mr. Dunn mentioned that the improvements planned for the next five (5) years will include continuing the after school programs for our residents and their children. He also asked for ideas on the spending of these funds.

ANNUAL PLAN PUBLIC MEETING

MINUTES

MARCH 12, 2008

Don Dun

James P. Lynch

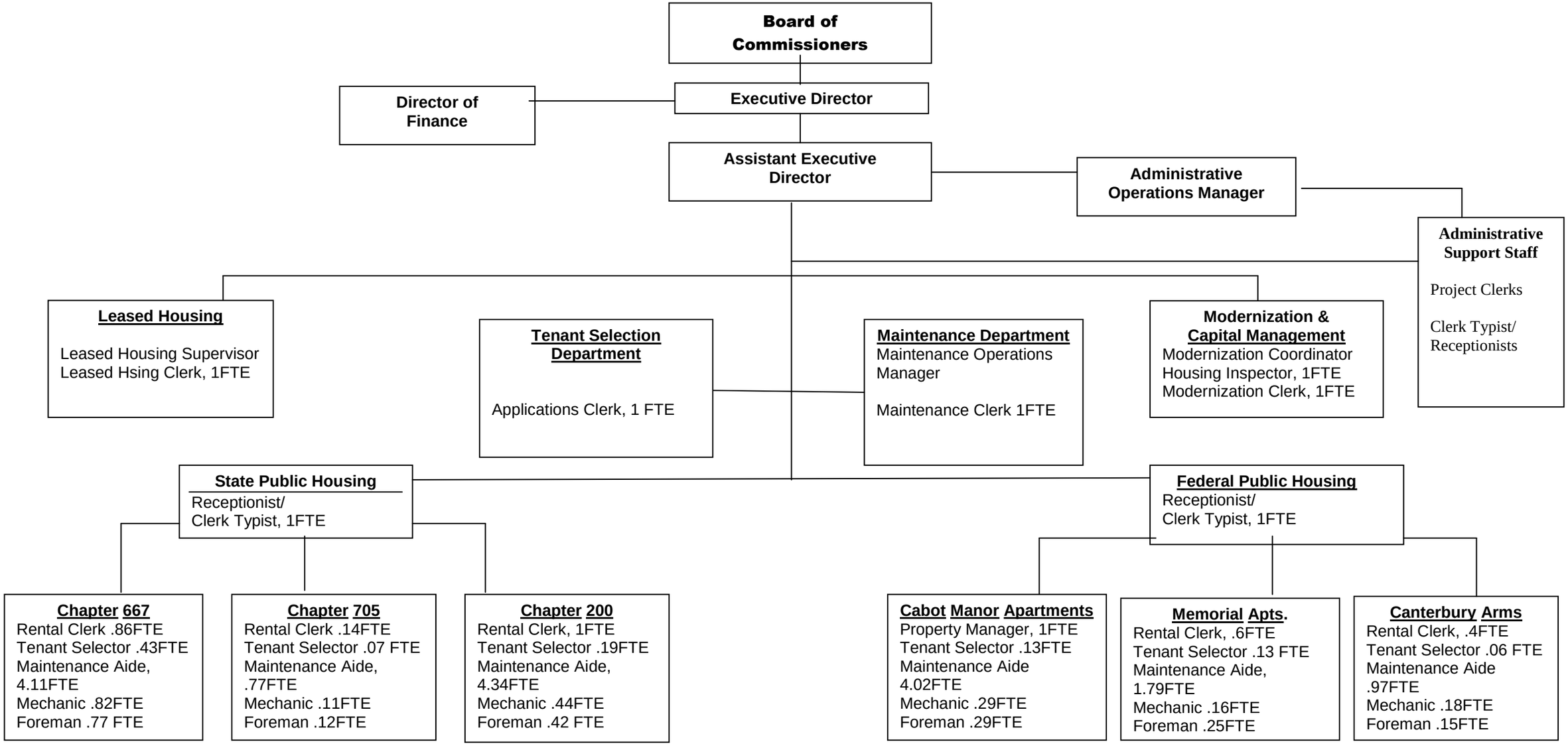
Dave Dymek

The meeting was scheduled for 6:30 PM on March 12, 2008 and the above were in attendance. All attendees were members of the Chicopee Housing Authority's management staff including Mr. James P. Lynch, Executive Director of the Housing Authority.

It was agreed upon that although no one from the general public attended and because a representative from the City of Chicopee attended one of the CHA's Capital Fund Plan meetings, another Public Hearing would not be scheduled.

Management staff waited until 6:55 PM and closed the meeting room at that time.

CHICOPEE HOUSING AUTHORITY ORGANIZATIONAL CHART



May 29, 2007

ATTACHMENT "G"

MISSION GOALS AND PROGRESS REPORT

The mission statement of the Chicopee Housing Authority, as provided in our original Five Year Plan, will continue to remain our guide to the provision of services to low - income residents in our community. Through this past year we have worked diligently to maintain and improve the physical quality of our housing stock and to improve the turnover of vacant units reducing actual lease-up time. We have implemented new initiatives to improve future access to affordable housing and the quality of life of our residents and other persons of low income in the community. Effort will continue to work with the City of Chicopee on issues affecting our communities low income population.

The CHA plans a renewal of its contract with the Tenancy Preservation Program to provide assistance to residents in danger of losing their housing by rehabilitating marginal tenancies as undiagnosed impairments are addressed with support services. This is part of a homelessness prevention initiative in the Western Massachusetts area for which the CHA is the lead housing agency. We also plan a continued collaboration with the Gandara Center with the "Serenity Program" which provides rehabilitation and family reunification services to women who have suffered from substance abuse.

Our efforts in these last two areas are designed to prevent homelessness for the most at risk families and individuals in our community. We believe that the success experienced in these programs justifies our commitment to them.

In a continued effort to enable the self sufficiency of low-income individuals and families in our community the Chicopee Housing Authority has actively participated as a member of the Chicopee Adult Basic Education Advisory Board/Planning Committee organized by the Valley Opportunity Council. The purpose of this group is to maintain the availability of educational programs for eligible individuals in our community and to obtain additional resources to augment current programs. Again in the past year, the increasingly adverse economic situation has caused the number marginally employed residents to increase and the unemployed to increase more significantly than in past years. We intend to support educational opportunities for our residents in order to increase the potential of employability. Our experience through "Families First" shows that basic education is important in moving this population forward.

Our Authority is in the midst of constructing a Strategic Plan that will address future affordable housing needs for our agency, a focus of which will be increased homeownership opportunities.

We have continued to work towards our specific goals over the last year by maintaining a high standard of performance, focusing on improving the rate of unit turn over in public housing as stated above and by increasing the percentage for lease up of

Section 8 Vouchers. The number of families that we are able to assist in our Housing Choice Voucher Program has been adversely affected by the recent change in the budgeting process. This trend will continue with a gradual shrinking of the program as we have consistently exhausted the funds available for housing assistance. The loss of subsidy funding has seriously undercut the viability of the program as well as participant landlord faith in it.

Quality of life improvements within public housing developments have continued through our efforts to provide police patrols within the family developments and by the continuation of educational programs for youths and adults as well as activity programs for youth in our family development. We have indicated our intent to maintain these activities if the funding for them remains available in the next budget year. The youth educational and activity programs have experienced a continued growth in participation in the last year. Police patrols were expanded to include the Memorial Apartments and we have had success with the installation of security cameras. We intend to expand the use of web based security cameras to the Cabot Manor Apartments in the coming year. Tenant comments gathered in the planning stages this year indicate a success in this expansion. We are working with the City of Chicopee Office of Community Development to add to this portion of our program.

In the past year we have attempted to increase communication with our residents through notices on matters of importance and by alternating the scheduling of public meetings at the developments. This has met with mixed results and we will continue to make efforts to reach out to our tenant population, especially at Cabot Manor. Communications are translated to Spanish, the predominant language of the resident population in order to increase successful communication.

Also, in response to the Resident Assessment Survey conducted by the Real Estate Assessment Center the CHA is utilizing services available through the Hampden County Sheriff's Department's "Community Corrections" program. Through this program their participants from the community provide services that enable us to present an improved neighborhood appearance.

The Chicopee Housing Authority has continued the activities supported at the James L. Stefanik Community Resource Center at our Cabot Manor Apartments. The provision of daycare services to approximately 35 children has continued with success. This facility also serves to provide educational and computer learning space on site and an office for community policing. We have continued to make our space available for community activities, especially those design for resident youth at the Stefanik and the Chester A. Korzeniowski Community Resource Center where the Chicopee Boys and Girls Club is the current vendor for such services.

Based upon the survey of elder's needs in our community conducted by the City of Chicopee Council on Aging we have embarked on efforts to restructure the focus on housing and service needs for this population. Housing Partners, Inc. had previously completed a study funded through the City of Chicopee Office of Community Development of public housing developments currently existing and to plan for their repositioning to meet future needs. This year we have been working with New England Communities, Inc., hired to begin the process of planning the reprogramming or disposition of our MA 8-2 development, the Memorial Apartments, based on this study.

This development had been designated as obsolete due to the physical configuration of the units.

While the continuing financial crises for local housing authorities caused by the decreases in the Housing Choice Voucher Program, inadequate levels of federal subsidy funding for conventional programs has taken a toll on our efforts to increase participation and improve our housing stock we appear to be entering a more positive time. Project based accounting will have a very positive impact on our financial position and will enable more effective administration of our programs by increasing a site based management structure.

State-aided public housing, comprising 816 units in Chicopee, is at crises stage. Budgets which had been frozen since 2001 are now seeing an increase. Although many units built as long ago as the early 1960's remain as originally constructed without any updating the passage of a state bond bill dedicated to public housing improvements is seen as a positive first step in the ultimate renewal of these properties.

The continued shift of traditionally supported populations to mixed, and mostly non-elder populations in one bedroom units continues to place a great strain on management abilities and upon the populations themselves. The promised reforms to the federal public housing subsidy calculation are coming closer to reality If the availability of funding to support the revised formula is made available it will facilitate the implementation of management adjustments that will better address the needs of this changing population.

CAPITAL FUND PROGRAM TABLES START HERE

ATTACHMENT H

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Chicopee Housing Authority	Capital Fund Program Grant No: **MA06P00850105** Replacement Housing Factor Grant No:	2005 2nd& E as of 12-31-07

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 12-31-07** ☐ **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-	-0-	-0-	-0-
2	1406 Operations	50,000.00	100,000.00	100,000.00	100,000.00
3	1408 Management Improvements	100,500.00	110,070.67	110,070.67	69,400.00
4	1410 Administration	69,801.00	69,801.00	69,801.00	69,801.00
5	1411 Audit	500.00	350.00	350.00	350.00
6	1415 Liquidated Damages	-0-	-0-	-0-	-0-
7	1430 Fees and Costs	85,000.00	95,000.00	95,000.00	38,194.40
8	1440 Site Acquisition	-0-	-0-	-0-	-0-
9	1450 Site Improvement	-0-	-0-	-0-	-0-
10	1460 Dwelling Structures	377,214.00	307,793.33	307,793.33	94,926.12
11	1465.1 Dwelling Equipment—Nonexpendable	-0-	-0-	-0-	-0-
12	1470 Nondwelling Structures	-0-	-0-	-0-	-0-
13	1475 Nondwelling Equipment	-0-	-0-	-0-	-0-
14	1485 Demolition	-0-	-0-	-0-	-0-
15	1490 Replacement Reserve	-0-	-0-	-0-	-0-
16	1492 Moving to Work Demonstration	-0-	-0-	-0-	-0-
17	1495.1 Relocation Costs	-0-	-0-	-0-	-0-
18	1499 Development Activities	-0-	-0-	-0-	-0-
19	1501 Collaterization or Debt Service	-0-	-0-	-0-	-0-
20	1502 Contingency	15,000.00	15,000.00	15,000.00	-0-
21	Amount of Annual Grant: (sum of lines 2 – 20)	698,015.00	698,015.00	698,015.00	322,671.52
22	Amount of line 21 Related to LBP Activities	-0-	-0-	-0-	-0-
23	Amount of line 21 Related to Section 504 compliance	-0-	-0-	-0-	-0-
24	Amount of line 21 Related to Security – Soft Costs	-0-	-0-	-0-	-0-
25	Amount of Line 21 Related to Security – Hard Costs	-0-	-0-	-0-	-0-
26	Amount of line 21 Related to Energy Conservation Measures	-0-	-0-	-0-	-0-

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

PHA Name: Chicopee Housing Authority		Grant Type and Number Capital Fund Program Grant No: **MA06P00850105** Replacement Housing Factor Grant No:				Federal FY of Grant: **2005 2nd P& E AS OF 12-31-07**		
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	
MA 8-1	Electrical, Phone, Cable and Internet Wiring	1460	27 BLDGS	200,000.00	-0-	-0-	-0-	Completed in 2007
Cabot Manor								
Apartments	Repair and improve termite damage	1460	12 BLDGS	-0-	161,061.00	161,061.00	21,118.00	
MA 8-1								
	Exterior Apartment Doors	1460	23 BLDGS	-0-	56,351.29	56,351.29	-0-	Balance in 2006
	Sub Total 1460			200,000.00	217,412.29	217,412.29	21,118.00	
	Sub Total MA06P008001			200,000.00	217,412.29	217,412.29	21,118.00	
Memorial	Replace Common Hall Carpeting	1460	24 Halls	43,647.00	-0-	-0-	-0-	postponed
Apartments								
MA 8-2	Lockset replacement	1460	64 apts.	-0-	16,481.04	16,481.04	16,481.04	
	Sub Total 1460			43,647.00	16,481.04	16,481.04	16,481.04	
	Sub Total MA06P008002			43,647.00	16,481.04	16,481.04	16,481.04	
Canterbury	Seal and Repair Exterior Masonry	1460	High Rise	133,567.00	73,900.00	73,900.00	57,327.08	
Arms Apartments								
MA 8-3	Sub Total 1460			133,567.00	73,900.00	73,900.00	57,327.08	
	Sub Total MA06P008003			133,567.00	73,900.00	73,900.00	57,327.08	

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

PHA Name: Chicopee Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P00850105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005 2nd P & E AS OF 12-31-07		
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	
Agency- Wide	Resident Training & Step-up	1408	Annual	35,000.00	45,000.00	45,000.00	29,449.47	
Management	Program includes employment							
Improvements	Skills training							
	Admin/ Maint. Training	1408	Annual	5,000.00	2,195.00	2,195.00	2,195.00	
	Office Expenditure's includes	1408	Annual	5,500.00	3,307.81	3,307.81	3,307.81	
	Lights, phones, etc.							
	Drug Elimination program includes	1408	Annual	40,000.00	57,686.82	57,686.82	32,566.68	
	Cooperative programs with other							
	Agencies							
Agency-Wide	Maintenance Office Equipment	1408	Annual	15,000.00	1,881.04	1,881.04	1,881.04	
Management								
Improvements	Sub Total 1408	-	-	100,500.00	110,070.67	110,070.67	69,400.00	
Technical	Administration	1410	Annual	69,801.00	69,801.00	69,801.00	69,801.00	
Salaries								
	Sub Total 1410	-	-	69,801.00	69,801.00	69,801.00	69,801.00	
CFP Audit	Audit Costs	1411	Annual	500.00	500.00	350.00	350.00	
	Sub Total 1411	-	-	500.00	500.00	350.00	350.00	

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

PHA Name: Chicopee Housing Authority		**Grant Type and Number** Capital Fund Program Grant No: MA06P00850105 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2005 1ST P & E AS OF 12-31-07		
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	
Fees & Costs	A & E costs for all projects	1430	Annual	60,000.00	95,000.00	95,000.00	38,194.40	
	Clerk of the works	1430	Annual	25,000.00	-0-	-0-	-0-	
	Atty. & Accounting Fees	1430	Annual	-0-	-0-	-0-	-0-	
	Sub Total 1430	-	-	85,000.00	95,000.00	95,000.00	38,194.40	
Contingency	For Contingencies	1502	Annual	15,000.00	15,000.00	15,000.00	-0-	
Account								
	Sub Total 1502	-	-	15,000.00	15,000.00	15,000.00	-0-	
	Sub Total Management, Etc.	-	-	270,801.00	290,221.67	290,221.67	177,745.40	
	Sub Grand Total	-	-	648,015.00	598,015.00	598,015.00	272,671.52	
	Operations	1406	Annual	50,000.00	100,000.00	100,000.00	50,000.00	
	Grand Total	-	-	698,015.00	698,015.00	698,015.00	322,671.52	

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

PHA Name: Chicopee Housing Authority	**Grant Type and Number** Capital Fund Program No: MA006P00850105 Replacement Housing Factor No:	**Federal FY of Grant:** **2005 1ST P & E AS OF 12-31-07**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MA 8-001	9-30-07	-0-	-0-	9-30-09	-0-	-0-	
Cabot Manor							
MA 8-002	9-30-07	-0-	-0-	9-30-09	-0-	-0-	
Memorial							
Apartments							
MA 8-003	9-30-07	-0-	-0-	9-30-09	-0-	-0-	
Canterbury Arms							
Apartments							
MA 008	9-30-07	-0-	-0-	9-30-09	-0-	-0-	
CHA wide							
Management							
Improvements							
MA 008	9-30-07	-0-	-0-	9-30-09	-0-	-0-	
A & E Costs							

CAPITAL FUND PROGRAM TABLES START HERE ATTACHMENT H

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Chicopee Housing Authority	Capital Fund Program Grant No: **MA06P00850106** Replacement Housing Factor Grant No:	**2006 2nd P & E as of 12-31-07**

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 12-31-07** ☐ **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	230,000.00	230,000.00	-0-	-0-
2	1406 Operations	50,000.00	70,000.00	-0-	-0-
3	1408 Management Improvements	67,382.00	115,000.00	64,391.00	64,390.32
4	1410 Administration	67,382.00	67,382.00	67,382.00	67,382.00
5	1411 Audit	500.00	500.00	-0-	-0-
6	1415 Liquidated Damages	-0-	-0-	-0-	-0-
7	1430 Fees and Costs	90,000.00	95,000.00	20,000.00	6,538.54
8	1440 Site Acquisition	-0-	-0-	-0-	-0-
9	1450 Site Improvement	-0-	-0-	-0-	-0-
10	1460 Dwelling Structures	383,564.00	325,946.00	-0-	-0-
11	1465.1 Dwelling Equipment—Nonexpendable	-0-	-0-	-0-	-0-
12	1470 Nondwelling Structures	-0-	-0-	-0-	-0-
13	1475 Nondwelling Equipment	-0-	-0-	-0-	-0-
14	1485 Demolition	-0-	-0-	-0-	-0-
15	1490 Replacement Reserve	-0-	-0-	-0-	-0-
16	1492 Moving to Work Demonstration	-0-	-0-	-0-	-0-
17	1495.1 Relocation Costs	-0-	-0-	-0-	-0-
18	1499 Development Activities	-0-	-0-	-0-	-0-
19	1501 Collaterization or Debt Service	-0-	-0-	-0-	-0-
20	1502 Contingency	15,000.00	-0-	-0-	-0-
21	Amount of Annual Grant: (sum of lines 2 – 20)	673,828.00	673,828.00	151,773.00	138,310.86
22	Amount of line 21 Related to LBP Activities	-0-	-0-		
23	Amount of line 21 Related to Section 504 compliance	-0-	-0-		
24	Amount of line 21 Related to Security – Soft Costs	-0-	-0-		
25	Amount of Line 21 Related to Security – Hard Costs	-0-	-0-		
26	Amount of line 21 Related to Energy Conservation Measures	-0-	-0-		

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

PHA Name: Chicopee Housing Authority		Grant Type and Number Capital Fund Program Grant No: **MA06P00850106** Replacement Housing Factor Grant No:				Federal FY of Grant: **2006 2nd P & E as of 12-31-07**		
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	
MA 8-1	Electrical, Phone, Internet and Fire Alarm Wiring	1460	27 BLDGS	100,000.00	-0-	-0-	-0-	
Cabot Manor								
Apartments	Exterior Apartment Doors	1460	27 BLDGS	-0-	274,048.71	-0-	-0-	
	Extensive repair of termite damage	1460	26 Bldgs	248,542.00	51,897.29	-0-	-0-	
	Sub Total 1460			348,542.00	325,946.00	-0-	-0-	
	Sub Total MA06P008001			348,542.00	325,946.00	-0-	-0-	
Memorial	Insulate & vent 2 Bldgs containing 61 apartments	1460	2 Bldgs	25,000.00	-0-	-0-	-0-	
Apartments								
MA 8-2	replace common entry doors and locksets	1460	6 bldgs	-0-	-0-	-0-	-0-	
	Sub Total 1460			25,000.00	-0-	-0-	-0-	
	Sub Total MA06P008002			25,000.00	-0-	-0-	-0-	
Canterbury	Seal & Repair exterior	1460	1 Bldg	-0-	-0-	-0-	-0-	
Arms Apartments								
MA 8-3	Renovate Community Room And Kitchen	1460	1 Bldg	10,022.00	-0-	-0-	-0-	
	Masonry	1460	1 Bldg	-0-	-0-	-0-	-0-	
	Sub Total 1460			10,022.00	-0-	-0-	-0-	

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

PHA Name: Chicopee Housing Authority		**Grant Type and Number** Capital Fund Program Grant No: MA06P00850106 Replacement Housing Factor Grant No:				**Federal FY of Grant: 2006 revision # 2 as of 4-25-07**		
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	
Agency- Wide	Management of drug prevention	1408	Annual	50,000.00	100,000.00	50,759.00	50,759.29	
Management	program includes after school							
Improvements	program and summer work							
	program for teens							
	Admin/ Maint. Training	1408	Annual	5,000.00	5,000.00	10,460.00	10,459.08	
	Office Expenditure's includes	1408	Annual	5,000.00	5,000.00	3,172.00	3,171.95	
	Lights, phones, etc.							
Agency-Wide	Maintenance/ Office Equipment	1408	Annual	5,000.00	5,000.00	-0-	-0-	
Management								
Improvements	Sub Total 1408	-	-	65,000.00	115,000.00	64,391.00	64,390.32	
Technical	Administration	1410	Annual	67,382.00	67,382.00	67,382.00	67,382.00	
Salaries								
	Sub Total 1410	-	-	67,382.00	67,382.00	67,382.00	67,382.00	
CFP Audit	Audit Costs	1411	Annual	500.00	500.00	-0-	-0-	
	Sub Total 1411	-	-	500.00	500.00	-0-	-0-	

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

PHA Name: Chicopee Housing Authority		**Grant Type and Number** Capital Fund Program Grant No: MA06P00850106 Replacement Housing Factor Grant No:				**Federal FY of Grant: 2006 2nd P & E as of 12-31-07**		
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	
Fees & Costs	A & E costs for all projects	1430	Annual	65,000.00	65,000.00	-0-	-0-	
	Clerk of the works	1430	Annual	20,000.00	25,000.00	20,000.00	6,538.54	
	Atty. & Accounting Fees	1430	Annual	5,000.00	5,000.00	-0-	-0-	
	Sub Total 1430	-	-	90,000.00	95,000.00	20,000.00	6,538.54	
Contingency	For Contingencies	1502	Annual	15,000.00	-0-	-0-	-0-	
Account								
	Sub Total 1502	-	-	15,000.00	-0-	-0-	-0-	
	Sub Total Management, Etc.	-	-	232,882.00	277,882.00	151,773.00	138,310.86	
	Sub Grand Total	-	-	623,828.00	603,828.00	151,773.00	138,310.86	
	Operations	1406	Annual	50,000.00	70,000.00	-0-	-0-	
	Grand Total	-	-	673,828.00	673,828.00	151,773.00	138,310.86	

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

PHA Name: Chicopee Housing Authority	**Grant Type and Number** Capital Fund Program No: MA006P00850106 Replacement Housing Factor No:	**Federal FY of Grant:** **2006 revision # 2 as of 4-25-07**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MA 8-001	9-30-07	-0-	-0-	9-30-09	-0-	-0-	
Cabot Manor							
MA 8-002	9-30-07	-0-	-0-	9-30-09	-0-	-0-	
Memorial							
Apartments							
MA 8-003	9-30-07	-0-	-0-	9-30-09	-0-	-0-	
Canterbury Arms							
Apartments							
MA 008	9-30-07	-0-	-0-	9-30-09	-0-	-0-	
CHA wide							
Management							
Improvements							
MA 008	9-30-07	-0-	-0-	9-30-09	-0-	-0-	
A & E Costs							

CAPITAL FUND PROGRAM TABLES START HERE

ATTACHMENT H

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

PHA Name:	**Grant Type and Number**	**Federal FY of Grant:**
Chicopee Housing Authority	Capital Fund Program Grant No: **MA06P00850107** Replacement Housing Factor Grant No:	**2007** **1st P & E as of 12-31-07**

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 12-31-07** ☐ **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-	-0-	-0-	-0-
2	1406 Operations	65,000.00	60,000.00	-0-	-0-
3	1408 Management Improvements	75,000.00	155,440.00	50,000.00	40,440.00
4	1410 Administration	68,973.00	68,973.00	50,000.00	34,508.00
5	1411 Audit	500.00	500.00	-0-	-0-
6	1415 Liquidated Damages	-0-	-0-	-0-	-0-
7	1430 Fees and Costs	90,000.00	95,000.00	-0-	-0-
8	1440 Site Acquisition	-0-	-0-	-0-	-0-
9	1450 Site Improvement	-0-	-0-	-0-	-0-
10	1460 Dwelling Structures	375,261.00	294,821.00	-0-	-0-
11	1465.1 Dwelling Equipment—Nonexpendable	-0-	-0-	-0-	-0-
12	1470 Nondwelling Structures	-0-	-0-	-0-	-0-
13	1475 Nondwelling Equipment	-0-	-0-	-0-	-0-
14	1485 Demolition	-0-	-0-	-0-	-0-
15	1490 Replacement Reserve	-0-	-0-	-0-	-0-
16	1492 Moving to Work Demonstration	-0-	-0-	-0-	-0-
17	1495.1 Relocation Costs	-0-	-0-	-0-	-0-
18	1499 Development Activities	-0-	-0-	-0-	-0-
19	1501 Collaterization or Debt Service	-0-	-0-	-0-	-0-
20	1502 Contingency	15,000.00	15,000.00	-0-	-0-
21	Amount of Annual Grant: (sum of lines 2 – 20)	689,734.00	689,734.00	100,000.00	74,948.00
22	Amount of line 21 Related to LBP Activities	-0-	-0-	-0-	-0-
23	Amount of line 21 Related to Section 504 compliance		-0-	-0-	-0-
24	Amount of line 21 Related to Security – Soft Costs		-0-	-0-	-0-
25	Amount of Line 21 Related to Security – Hard Costs		-0-	-0-	-0-
26	Amount of line 21 Related to Energy Conservation Measures		-0-	-0-	-0-

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

PHA Name: Chicopee Housing Authority		**Grant Type and Number** Capital Fund Program Grant No: **MA06P00850107** Replacement Housing Factor Grant No:				**Federal FY of Grant: 2007 1st P & E as of 12-31-07**		
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	
MA 8-1	Balance of termite damage	1460	26 Bldgs	129,828.00	-0-	-0-	-0-	
Cabot Manor	Repair							
Apartments								
	Replace prime front doors	1460	126 Apts	-0-	-0-	-0-	-0-	
	Replace concrete stairs	1460	4 Bldgs	62,714.00	60,000.00	-0-	-0-	
	Replace Interior Doors	1460	500 doors	141,719.00	206,821.00	-0-	-0-	Balance in 08 & 09
	Sub Total 1460			334,261.00	266,821.00	-0-	-0-	
Memorial	Replace 64 locksets	1460	64 doors	16,000.00	-0-	-0-	-0-	
Apartments								
MA 8-2	Landscaping	1460	6 Bldgs	-0-	-0-	-0-	-0-	
	Sub Total			16,000.00	-0-	-0-	-0-	
Canterbury	Accessible Community Room Doors	1460	1 Bldg	25,000.00	28,000.00	-0-	-0-	
Arms Apartments	And Kitchen Renovation							
MA 8-3								
	Sub total 1460			25,000.00	28,000.00	-0-	-0-	

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

PHA Name: Chicopee Housing Authority		**Grant Type and Number** Capital Fund Program Grant No: MA06P00850107 Replacement Housing Factor Grant No:				**Federal FY of Grant: 2007 1st P & E as of 12-31-07**		
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	
Agency- Wide	Management of drug prevention	1408	Annual	30,000.00	100,000.00	9,560.00	-0-	
Management	program includes after school							
Improvements	program and summer work							
	program for teens **							
	Admin/ Maint. Training	1408	Annual	5,000.00	5,000.00	-0-	-0-	
	Office Expenditure's includes	1408	Annual	5,000.00	5,000.00	-0-	-0-	
	Lights, phones, etc.							
	Drug Elimination program includes	1408	Annual	30,000.00	-0-	-0-	-0-	
	Cooperative programs with other			**	(Combined with	Mgm of drug	Prevention	above)
	Agencies **							
	Consultant/ 10 year study	1408		-0-	40,440.00	40,440.00	40,440.00	
Agency-Wide	Maintenance Office Equipment	1408	Annual	5,000.00	5,000.00	-0-	-0-	
Management								
Improvements	Sub Total 1408	-	-	75,000.00	155,440.00	50,000.00	40,440.00	
Technical	Administration	1410	Annual	68,973.00	68,973.00	50,000.00	34,508.00	
Salaries								
	Sub Total 1410	-	-	68,973.00	68,973.00	50,000.00	34,508.00	
CFP Audit	Audit Costs	1411	Annual	500.00	500.00	-0-	-0-	
	Sub Total 1411	-	-	500.00	500.00	-0-	-0-	

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

PHA Name: Chicopee Housing Authority		**Grant Type and Number** Capital Fund Program Grant No: MA06P00850107 Replacement Housing Factor Grant No:				**Federal FY of Grant: 2007 1st P & E as of 12-31-07**		
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	
Fees & Costs	A & E costs for all projects	1430	Annual	65,000.00	65,000.00	-0-	-0-	
	Clerk of the works	1430	Annual	20,000.00	25,000.00	-0-	-0-	
	Atty. & Accounting Fees	1430	Annual	5,000.00	5,000.00	-0-	-0-	
	Sub Total 1430	-	-	90,000.00	95,000.00	-0-	-0-	
Contingency	For Contingencies	1502	Annual	15,000.00	15,000.00	-0-	-0-	
Account								
	Sub Total 1502	-	-	15,000.00	15,000.00	-0-	-0-	
	Sub Total Management, Etc.	-	-	249,473.00	334,913.00	100,000.00	74,948.00	
	Sub Grand Total	-	-	624,734.00	629,734.00	100,000.00	74,948.00	
	Operations	1406	Annual	65,000.00	60,000.00	-0-	-0-	
	Grand Total	-	-	689,734.00	689,734.00	100,000.00	74,948.00	

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

PHA Name: Chicopee Housing Authority	**Grant Type and Number** Capital Fund Program No: MA006P00850107 Replacement Housing Factor No:	**Federal FY of Grant:** **2007 1st P & E as of 12-31-07**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MA 8-001	9-30-09	-0-	-0-	9-30-10	-0-	-0-	
Cabot Manor							
MA 8-002	9-30-09	-0-	-0-	9-30-10	-0-	-0-	
Memorial							
Apartments							
MA 8-003	9-30-09	-0-	-0-	9-30-10	-0-	-0-	
Canterbury Arms							
Apartments							
MA 008	9-30-09	-0-	-0-	9-30-10	-0-	-0-	
CHA wide							
Management							
Improvements							
MA 008	9-30-09	-0-	-0-	9-30-10	-0-	-0-	
A & E Costs							

Capital Fund Program Five-Year Action Plan

ATTACHMENT I

Part I: Summary

PHA Name Chicopee Housing Authority		MA 8-001		☒**Original 5-Year Plan** ☐**Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 2009 FFY Grant: MA 06P00850109 PHA FY: July 1- June 30	Work Statement for Year 3 2010 FFY Grant: MA 06P00850110 PHA FY: July 1- June 30	Work Statement for Year 4 2011 FFY Grant: MA 06P00850111 PHA FY: July 1- June 30	Work Statement for Year 5 2012 FFY Grant: MA 06P00850112 PHA FY: July 1- June 30
	Annual Statement 2008				
MA 8-001		1460- $ 146,241.00	1460- $ 50,241.00	1460- $ 86,531.00	1460- $ 146,241.00
Cabot Manor		1450- $ -0-	1450- $ 96,000.00	1450- $ 59,710.00	1450- $ -0-
Apartments					
Agency Wide		59,310.00	59,310.00	59,310.00	59,310.00
Management					
Improvements					
Administration		33,949.00	33,949.00	33,949.00	33,949.00
Operations		100,000.00	100,000.00	100,000.00	100,000.00
CFP Funds Listed for 5-year planning		339,500.00	339,500.00	339,500.00	339,500.00
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year :_2009___ FFY Grant: MA06P00850109 PHA FY: July 1- June 30			Activities for Year: _2010__ FFY Grant: MA06P00850110 PHA FY: July 1, June 30		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See						
Annual	MA 8-001	1460- Replace bedroom	146,241.00	MA 8-001	1460- Replace rear	-0-
Statement	Cabot Manor	& laundry room doors		Cabot Manor	Screen doors in 126	
	Apartments	Phase 1		Apartments	Apartments	
	1406- Operations	Operations	100,000.00		1460- Renovate Tub	50,241.00
					And Showers Phase 1	
	1408- Agency Wide	Resident training &	-0-			
	Management	Step up program			1450- Construct salt	96,000.00
	Improvements	Includes employment			House & storage bay	
		training				
				1406- Operations	Operations	100,000.00
		Admin./ Maint. Training	2,461.00			
				1408- Agency Wide	Resident training &	-0-
		Office Expenditures	2,461.00	Management	Step up program	
		Including lights,		Improvements	Includes employment	
		Phones, etc.			training	
		Drug Elimination	-0-		Admin./ Maint. Training	2,461.000
		Program includes				
		Cooperative program				
		Total CFP Estimated Cost	$ 251,163.00			$ 248,702.00

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

Activities for Year : 2009 FFY Grant: MA06P00850109 PHA FY: July 1- June 30			Activities for Year: 2010 FFY Grant: MA06P00850110 PHA FY: July 1- June 30		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
	Maint. / Office	4,922.00		Office Expenditures	2,461.00
	Equipment			Including lights,	
				Phones, etc.	
1410- Technical	Administration	33,949.00			
Salaries				Drug Elimination	-0-
				Program includes	
1430- Fees & Costs	A & E costs for all	29,532.00		Cooperative program	
	Projects				
				Maint. / Office	4,922.00
	Clerk of the works	12,305.00		Equipment	
	Atty. & Accounting fees	-0-	1410- Technical	Administration	33,949.00
			Salaries		
1502 Contingencies	Contingencies	7,383.00			
			1430- Fees & Costs	A & E costs for all	29,532.00
1411- Audit Costs	CFP Annual Audit	246.00		Projects	
				Clerk of the works	12,305.00
				Atty. & Accounting fees	-0-
			1502 Contingencies	Contingencies	7,383.00
			1411- Audit Costs	CFP Annual Audit	246.00
	Total CFP Estimated Cost	$ 88,337.00			$ 90,798.00

Total Estimated Cost for 2009 $ 339,500.00

Total Estimated Cost for 2010 $ 339,500.00

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

Activities for Year :_2011___ FFY Grant: MA06P00850111 PHA FY: July 1- June 30			Activities for Year: _2012__ FFY Grant: MA06P00850112 PHA FY: July 1- June 30		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
MA 8-001	1460- Correct back to	86,531.00	MA 8-1	1460- Correct basement	-0-
Cabot Manor	Back plumbing		Cabot Manor	Flooding	
Apartments			Apartments		
	1450- landscaping	59,710.00		1460-Renovate Tub and	100,000.00
				Shower Walls	
1406- Operations	Operations	100,000.00			
				1460- install gutter	-0-
1408- Agency Wide	Resident training &	-0-		Guards	
Management	Step up program				
Improvements	Includes employment			1460- Attic Insulation	-0-
	training				
				1460- Cabot Office	46,241.00
	Admin./ Maint. Training	2,461.00		Roof Replacement	
	Office Expenditures	2,461.00	1406- Operations	Operations	100,000.00
	Including lights,				
	Phones, etc.				
Total CFP Estimated Cost		$ 251,163.00			$ 246,241.00

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

Activities for Year : 2011 FFY Grant: MA06P00850111 PHA FY: July 1- June 30			Activities for Year: 2012 FFY Grant: MA06P00850112 PHA FY: : July 1- June 30		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
			1408- Agency Wide	Resident training &	-0-
	Drug Elimination	-0-	Management	Step up program	
	Program includes		Improvements	Includes employment	
	Cooperative program			training	
	Maint. / Office	4,922.00		Admin./ Maint. Training	2,461.00
	Equipment				
				Office Expenditures	2,461.00
1410- Technical	Administration	33,949.00		Including lights,	
Salaries				Phones, etc.	
1430- Fees & Costs	A & E costs for all	29,532.00		Drug Elimination	-0-
	Projects			Program includes	
				Cooperative program	
	Clerk of the works	12,305.00			
				Maint. / Office	4,922.00
	Atty. & Accounting fees	-0-		Equipment	
1502 Contingencies	Contingencies	7,383.00	1410- Technical	Administration	33,949.00
			Salaries		
1411- Audit Costs	CFP Annual Audit	246.00			
	Total CFP Estimated Cost	$ 88,337.00			$ 43,793.00

Total Estimated Cost for 2011 $ 339,500.00

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

Activities for Year :____ FFY Grant: PHA FY:			Activities for Year: _2012__ FFY Grant: MA06P00850112 PHA FY: July 1- June 30		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
			1430- Fees & Costs	A & E costs for all	29,532.00
				Projects	
				Clerk of the works	12,305.00
				Atty. & Accounting fees	-0-
			1502 Contingencies	Contingencies	7,383.00
			1411- Audit Costs	CFP Annual Audit	246.00
Total CFP Estimated Cost		$			$ 49,466.00

Total Estimated Cost 2012 $ 339,500.00

Capital Fund Program Five-Year Action Plan

ATTACHMENT I

Part I: Summary

PHA Name Chicopee Housing Authority		**MA 8-002**		☒**Original 5-Year Plan** ☐**Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: MA 06P00850109 PHA FY: July 1- June 30	Work Statement for Year 3 FFY Grant: MA 06P00850110 PHA FY: July 1- June 30	Work Statement for Year 4 FFY Grant: MA 06P00850111 PHA FY: July 1- June 30	Work Statement for Year 5 FFY Grant: MA 06P00850112 PHA FY: July 1- June 30
	Annual Statement 2008				
MA 8-002		1460- $ 162,255.00	1460- $ 162,255.00	1460- $ 162,255.00	1460- $ 162,255.00
Memorial		1450- $ -0-	1450- $ -0-	1450- $ -0-	1450- $ -0-
Apartments					
Agency Wide		39,090.00	39,090.00	39,090.00	39,090.00
Management					
Improvements					
Administration		22,375.00	22,375.00	22,375.00	22,375.00
Operations		-0-	-0-	-0-	-0-
CFP Funds Listed for 5-year planning		223,720.00	223,720.00	223,720.00	223,720.00
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year :_2009___ FFY Grant: MA06P00850109 PHA FY: July 1- June 30			Activities for Year: _2010__ FFY Grant: MA06P00850110 PHA FY: July 1, June 30		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See						
Annual	MA 8-002	1460- Kitchen and	162,255.00	MA 8-002	1460- Kitchen and	162,255.00
Statement	Memorial	Bathroom Renovations		Memorial	Bathroom Renovations	
	Apartments	16 Apartments		Apartments	16 Apartments	
	1406- Operations	Operations	-0-			
				1406- Operations	Operations	-0-
	1408- Agency Wide	Resident training &	Transferred to			
	Management	Step up program	Operation 1406	1408- Agency Wide	Resident training &	-0-
	Improvements	Includes employment		Management	Step up program	
		Training		Improvements	Includes employment	
					training	
		Admin./ Maint. Training	1,622.00			
					Admin./ Maint. Training	1,622.00
		Office Expenditures	1,622.00			
		Including lights,			Office Expenditures	1,622.00
		Phones, etc.			Including lights,	
					Phones, etc.	
		Drug Elimination	-0-			
		Program includes				
		Cooperative program				
		Total CFP Estimated Cost	$ 165,499.00			$ 165,499.00

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

Activities for Year : 2009 FFY Grant: MA06P00850109 PHA FY: July 1- June 30			Activities for Year: 2010 FFY Grant: MA06P00850110 PHA FY: July 1- June 30		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
	Maint. / Office	3,244.00		Drug Elimination	Transferred to
	Equipment			Program includes	Operation 1406
				Cooperative program	
1410- Technical	Administration	22,375.00			
Salaries				Maint. / Office	3,244.00
				Equipment	
1430- Fees & Costs	A & E costs for all	19,464.00			
	Projects		1410- Technical	Administration	22,375.00
			Salaries		
	Clerk of the works	8,110.00			
			1430- Fees & Costs	A & E costs for all	19,464.00
	Atty. & Accounting fees	-0-		Projects	
1502 Contingencies	Contingencies	4,866.00		Clerk of the works	8,110.00
1411- Audit Costs	CFP Annual Audit	162.00		Atty. & Accounting fees	-0-
			1502 Contingencies	Contingencies	4,866.00
			1411- Audit Costs	CFP Annual Audit	162.00
	Total CFP Estimated Cost	$ 58,221.00			$ 58,221.00

Total Estimated Cost For 2009 $ 223,720.00

Total Estimated Cost For 2010 $ 223,720.00

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

Activities for Year : 2011 FFY Grant: MA06P00850111 PHA FY: July 1- June 30			Activities for Year: 2012 FFY Grant: MA06P00850112 PHA FY: July 1- June 30		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
MA 8-001	1460- Kitchen and	162,255.00	MA 8-1	1460-Upgrade Electric	69,405.00
Memorial	Bathroom Renovations		Memorial	Breaker Panels	
Apartments	16 Apartments		Apartments		
				1460- Upgrade	92,850.00
1406- Operations	Operations	-0-		Common hallway	
				Lighting &	
1408- Agency Wide	Resident training &	Transferred to		Intercom System	
Management	Step up program	Operation 1406			
Improvements	Includes employment		1406- Operations	Operations	-0-
	training				
			1408- Agency Wide	Resident training &	Transferred to
	Admin./ Maint. Training	1,622.00	Management	Step up program	Operation 1406
			Improvements	Includes employment	
	Office Expenditures	1,622.00		training	
	Including lights,				
	Phones, etc.			Admin./ Maint. Training	1,622.00
				Office Expenditures	1,622.00
				Including lights,	
				Phones, etc.	
Total CFP Estimated Cost		$ 165,499.00			$ 165,499.00

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

Activities for Year : 2011 FFY Grant: MA06P00850111 PHA FY: July 1- June 30			Activities for Year: 2012 FFY Grant: MA06P00850112 PHA FY: : July 1- June 30		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
	Drug Elimination	-0-		Drug Elimination	-0-
	Program includes			Program includes	
	Cooperative program			Cooperative program	
	Maint. / Office	3,244.00		Maint. / Office	3,244.00
	Equipment			Equipment	
1410- Technical	Administration	22,375.00	1410- Technical	Administration	22,375.00
Salaries			Salaries		
1430- Fees & Costs	A & E costs for all	19,464.00	1430- Fees & Costs	A & E costs for all	19,464.00
	Projects			Projects	
	Clerk of the works	8,110.00		Clerk of the works	8,110.00
	Atty. & Accounting fees	-0-		Atty. & Accounting fees	-0-
1502 Contingencies	Contingencies	4,866.00	1502 Contingencies	Contingencies	4,866.00
1411- Audit Costs	CFP Annual Audit	162.00	1411- Audit Costs	CFP Annual Audit	162.00
	Total CFP Estimated Cost	$ 58,221.00			$ 58,221.00

Total Estimated Cost for 2011 $ 223,720.00

Total Estimated Cost for 2011 $ 223,720.00

Capital Fund Program Five-Year Action Plan

ATTACHMENT I

Part I: Summary

PHA Name Chicopee Housing Authority		**MA 8-003**		☒**Original 5-Year Plan** ☐**Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: MA 06P00850109 PHA FY: July 1- June 30	Work Statement for Year 3 FFY Grant: MA 06P00850110 PHA FY: July 1- June 30	Work Statement for Year 4 FFY Grant: MA 06P00850111 PHA FY: July 1- June 30	Work Statement for Year 5 FFY Grant: MA 06P00850112 PHA FY: July 1- June 30
	Annual Statement 2008				
MA 8-003		1460- $ 91,765.00	1460- $ 91,765.00	1460- $ 91,765.00	1460-$ 91,765.00
Canterbury		1450- $ -0-	1450- $ -0-	1450- $ -0-	1450- $ -0-
Apartments					
Agency Wide		22,100.00	22,100.00	22,100.00	22,100.00
Management					
Improvements					
Administration		12,649.00	12,649.00	12,649.00	12,649.00
Operations		-0-	-0-	-0-	-0-
CFP Funds Listed for 5-year planning		126,514.00	126,514.00	126,514.00	126,514.00
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year :_2009___ FFY Grant: MA06P00850109 PHA FY: July 1- June 30			Activities for Year: _2010__ FFY Grant: MA06P00850110 PHA FY: July 1, June 30		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See						
Annual	MA 8-003	1460-renovate kitchen	-0-	MA 8-002	1460- repair and	35,000.00
Statement	Canterbury Arms	& baths phase 1		Canterbury Arms	Insulate crawl space	
	Apartments			Apartments	Over parking area	
		1460- replace roof	91,765.00		& in boiler room	
	1406- Operations	Operations	-0-		1460- Community Rm	56,765.00
					Accessible doors &	
	1408- Agency Wide	Resident training &	-0-		Kitchen renovation	
	Management	Step up program				
	Improvements	Includes employment		1406- Operations	Operations	-0-
		Training				
				1408- Agency Wide	Resident training &	-0-
		Admin./ Maint. Training	917.00	Management	Step up program	
				Improvements	Includes employment	
		Office Expenditures	917.00		training	
		Including lights,				
		Phones, etc.			Admin./ Maint. Training	917.00
		Drug Elimination	-0-		Office Expenditures	917.00
		Program includes			Including lights,	
		Cooperative program			Phones, etc.	
		Total CFP Estimated Cost	$ 93,599.00			$ 93,599.00

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

Activities for Year : 2009 FFY Grant: MA06P00850109 PHA FY: July 1- June 30			Activities for Year: 2010 FFY Grant: MA06P00850110 PHA FY: July 1- June 30		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
	Maint. / Office	1,834.00		Drug Elimination	-0-
	Equipment			Program includes	
				Cooperative program	
1410- Technical	Administration	12,649.00			
Salaries				Maint. / Office	1,834.00
				Equipment	
1430- Fees & Costs	A & E costs for all	11,004.00			
	Projects		1410- Technical	Administration	12,649.00
			Salaries		
	Clerk of the works	4,585.00			
			1430- Fees & Costs	A & E costs for all	11,004.00
	Atty. & Accounting fees	-0-		Projects	
1502 Contingencies	Contingencies	2,751.00		Clerk of the works	4,585.00
1411- Audit Costs	CFP Annual Audit	92.00		Atty. & Accounting fees	-0-
			1502 Contingencies	Contingencies	2,751.00
			1411- Audit Costs	CFP Annual Audit	92.00
	Total CFP Estimated Cost	$ 32,915.00			$ 32,915.00

Total Estimated Cost For 2009 $ 126,514.00

Total Estimated Cost For 2010 $ 126,514.00

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

Activities for Year :_2011___ FFY Grant: MA06P00850111 PHA FY: July 1- June 30			Activities for Year: _2012__ FFY Grant: MA06P00850112 PHA FY: July 1- June 30		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
MA 8-001	1460-kitchen and	91,765.00	MA 8-1	1460- rescreen porches	35,000.00
Canterbury Arms	Bathroom		Canterbury Arms	Paint/weather stripping	
Apartments	Renovations		Apartments		
				1460-kitchen and	56,765.00
1406- Operations	Operations	-0-		Bathroom	
				Renovations	
1408- Agency Wide	Resident training &	-0-			
Management	Step up program		1406- Operations	Operations	-0-
Improvements	Includes employment				
	training		1408- Agency Wide	Resident training &	-0-
			Management	Step up program	
	Admin./ Maint. Training	917.00	Improvements	Includes employment	
				training	
	Office Expenditures	917.00			
	Including lights,			Admin./ Maint. Training	917.00
	Phones, etc.				
				Office Expenditures	917.00
				Including lights,	
				Phones, etc.	
Total CFP Estimated Cost		$ 93,599.00			$ 93,599.00

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

Activities for Year :_2011 FFY Grant: MA06P00850111 PHA FY: July 1- June 30			Activities for Year: 2012 FFY Grant: MA06P00850112 PHA FY: : July 1- June 30		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
	Drug Elimination	-0-		Drug Elimination	-0-
	Program includes			Program includes	
	Cooperative program			Cooperative program	
	Maint. / Office	1,834.00		Maint. / Office	1,834.00
	Equipment			Equipment	
1410- Technical	Administration	12,649.00	1410- Technical	Administration	12,649.00
Salaries			Salaries		
1430- Fees & Costs	A & E costs for all	11,004.00	1430- Fees & Costs	A & E costs for all	11,004.00
	Projects			Projects	
	Clerk of the works	4,585.00		Clerk of the works	4,585.00
	Atty. & Accounting fees	-0-		Atty. & Accounting fees	-0-
1502 Contingencies	Contingencies	2,751.00	1502 Contingencies	Contingencies	2,751.00
1411- Audit Costs	CFP Annual Audit	92.00	1411- Audit Costs	CFP Annual Audit	92.00
	Total CFP Estimated Cost	$ 32,915.00			$ 32,915.00

Total Estimated Cost for 2011 $ 126,514.00

Total Estimated Cost for 2012 $ 126,514.00

CAPITAL FUND PROGRAM TABLES START HERE ATTACHMENT J

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Chicopee Housing Authority MA 8-002	Capital Fund Program Grant No: MA06P00850108 Replacement Housing Factor Grant No:	2008

☒ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☐ **Performance and Evaluation Report for Period Ending:** ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-0-	-0-	-0-	-0-
2	1406 Operations	-0-	-0-	-0-	-0-
3	1408 Management Improvements		-0-	-0-	-0-
4	1410 Administration		-0-	-0-	-0-
5	1411 Audit		-0-	-0-	-0-
6	1415 Liquidated Damages		-0-	-0-	-0-
7	1430 Fees and Costs		-0-	-0-	-0-
8	1440 Site Acquisition	-0-	-0-	-0-	-0-
9	1450 Site Improvement	-0-	-0-	-0-	-0-
10	1460 Dwelling Structures	162,255.00	-0-	-0-	-0-
11	1465.1 Dwelling Equipment—Nonexpendable	-0-	-0-	-0-	-0-
12	1470 Nondwelling Structures	-0-	-0-	-0-	-0-
13	1475 Nondwelling Equipment	-0-	-0-	-0-	-0-
14	1485 Demolition	-0-	-0-	-0-	-0-
15	1490 Replacement Reserve	-0-	-0-	-0-	-0-
16	1492 Moving to Work Demonstration	-0-	-0-	-0-	-0-
17	1495.1 Relocation Costs	-0-	-0-	-0-	-0-
18	1499 Development Activities	-0-	-0-	-0-	-0-
19	1501 Collaterization or Debt Service	-0-	-0-	-0-	-0-
20	1502 Contingency		-0-	-0-	-0-
21	Amount of Annual Grant: (sum of lines 2 – 20)	223,720.00	-0-	-0-	-0-
22	Amount of line 21 Related to LBP Activities	-0-	-0-	-0-	-0-
23	Amount of line 21 Related to Section 504 compliance	-0-	-0-	-0-	-0-
24	Amount of line 21 Related to Security – Soft Costs	-0-	-0-	-0-	-0-
25	Amount of Line 21 Related to Security – Hard Costs	-0-	-0-	-0-	-0-
26	Amount of line 21 Related to Energy Conservation Measures	-0-	-0-	-0-	-0-

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

PHA Name: Chicopee Housing Authority MA 8-002		**Grant Type and Number** Capital Fund Program Grant No: : MA06P00850108 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2008		
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	
MA 8-002	Landscaping/ drainage	1450	6 Bldgs	-0-	-0-	-0-	-0-	
Memorial								
Apartments	Sub Total 1450			-0-	-0-	-0-	-0-	
	Kitchen and Bathroom							
	Replacement phase 1	1460	2 Bldgs	162,255.00	-0-	-0-	-0-	
	Sub Total 1460			162,255.00	-0-	-0-	-0-	
Agency- Wide	Summer Youth Employment	1408	Annual	-0-	-0-	-0-	-0-	See MA 8-1
Management	And Camp Program							
Improvements								
	Admin/ Maint. Training	1408	Annual	1,622.00	-0-	-0-	-0-	
	Office Expenditure's includes	1408	Annual	1,622.00	-0-	-0-	-0-	
	Lights, phones, etc.							
	Drug Elimination program includes	1408	Annual	-0-	-0-	-0-	-0-	See MA 8-1
	Cooperative programs with							
	Other agencies							

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

PHA Name: Chicopee Housing Authority MA 8-002		**Grant Type and Number** Capital Fund Program Grant No: : MA06P00850108 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2008		
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	
Agency Wide	Maintenance Office Equipment	1408	Annual	3,244.00	-0-	-0-	-0-	
Management								
Improvements	Sub Total 1408			6,488.00	-0-	-0-	-0-	
Technical	Administration	1410	Annual	22,375.00	-0-	-0-	-0-	
Salaries								
	Sub Total 1410			22,375.00	-0-	-0-	-0-	
CFP Audit	Audit Costs	1411	Annual	162.00	-0-	-0-	-0-	
	Sub Total 1411			162.00	-0-	-0-	-0-	
Fees & Costs	A & E costs for all projects	1430	Annual	19,464.00	-0-	-0-	-0-	
	Clerk of the works	1430	Annual	8,110.00	-0-	-0-	-0-	
	Atty & Accounting Fees	1430	Annual	-0-	-0-	-0-	-0-	
	Sub Total 1430			27,574.00	-0-	-0-	-0-	

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

PHA Name: Chicopee Housing Authority MA 8-002		**Grant Type and Number** Capital Fund Program Grant No: : MA06P00850108 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2008		
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	
Contingency	For Contingencies	1502	Annual	4,866.00	-0-	-0-	-0-	
Account								
	Sub Total 1502			4,866.00	-0-	-0-	-0-	
	Sub Total Management, Etc.			61,465.00	-0-	-0-	-0-	
	Sub Grand Total			223,720.00	-0-	-0-	-0-	
	Operations	1406	Annual	-0-	-0-	-0-	-0-	
	Grand Total			223,720.00	-0-	-0-	-0-	

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

PHA Name: Chicopee Housing Authority MA 8-002	**Grant Type and Number** Capital Fund Program No: : MA06P00850108 Replacement Housing Factor No:	**Federal FY of Grant:** 2008

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MA 8-001	9-30-10	-0-	-0-	9-30-11	-0-	-0-	
Cabot Manor							
MA 8-002	9-30-10	-0-	-0-	9-30-11	-0-	-0-	
Memorial							
Apartments							
MA 8-003	9-30-10	-0-	-0-	9-30-11	-0-	-0-	
Canterbury							
Arms Apartments							
MA 008	9-30-10	-0-	-0-	9-30-11	-0-	-0-	
CHA wide							
Management							
Improvements							
MA 008	9-30-10	-0-	-0-	9-30-11	-0-	-0-	
A & E Costs							

CAPITAL FUND PROGRAM TABLES START HERE

ATTACHMENT J

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

PHA Name:	**Grant Type and Number**	**Federal FY of Grant:**
Chicopee Housing Authority MA 8-003	Capital Fund Program Grant No: MA06P00850108 Replacement Housing Factor Grant No:	2008

☒ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☐ **Performance and Evaluation Report for Period Ending:** ☐ **Final Performance and Evaluation Report**

Line No.	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost**	
		Original	**Revised**	**Obligated**	**Expended**
1	Total non-CFP Funds	-0-	-0-	-0-	-0-
2	1406 Operations	-0-	-0-	-0-	-0-
3	1408 Management Improvements	3,668.00	-0-	-0-	-0-
4	1410 Administration	12,649.00	-0-	-0-	-0-
5	1411 Audit	92.00	-0-	-0-	-0-
6	1415 Liquidated Damages	-0-	-0-	-0-	-0-
7	1430 Fees and Costs	15,589.00	-0-	-0-	-0-
8	1440 Site Acquisition	-0-	-0-	-0-	-0-
9	1450 Site Improvement	-0-	-0-	-0-	-0-
10	1460 Dwelling Structures	91,765.00	-0-	-0-	-0-
11	1465.1 Dwelling Equipment—Nonexpendable	-0-	-0-	-0-	-0-
12	1470 Nondwelling Structures	-0-	-0-	-0-	-0-
13	1475 Nondwelling Equipment	-0-	-0-	-0-	-0-
14	1485 Demolition	-0-	-0-	-0-	-0-
15	1490 Replacement Reserve	-0-	-0-	-0-	-0-
16	1492 Moving to Work Demonstration	-0-	-0-	-0-	-0-
17	1495.1 Relocation Costs	-0-	-0-	-0-	-0-
18	1499 Development Activities	-0-	-0-	-0-	-0-
19	1501 Collaterization or Debt Service	-0-	-0-	-0-	-0-
20	1502 Contingency	2,751.00	-0-	-0-	-0-
21	Amount of Annual Grant: (sum of lines 2 – 20)	126,514.00	-0-	-0-	-0-
22	Amount of line 21 Related to LBP Activities	-0-	-0-	-0-	-0-
23	Amount of line 21 Related to Section 504 compliance	-0-	-0-	-0-	-0-
24	Amount of line 21 Related to Security – Soft Costs	-0-	-0-	-0-	-0-
25	Amount of Line 21 Related to Security – Hard Costs	-0-	-0-	-0-	-0-
26	Amount of line 21 Related to Energy Conservation Measures	-0-	-0-	-0-	-0-

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

PHA Name: Chicopee Housing Authority MA 8-003		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2008		
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	
MA 8-003	Replace roof	1460	1 bldg	91,765.00	-0-	-0-	-0-	
Canterbury								
Arms	Sub Total 1460			91,765.00	-0-	-0-	-0-	
Apartments								
Agency- Wide	Summer Youth Employment	1408	Annual	-0-	-0-	-0-	-0-	See 1406
Management	And Camp Program							
Improvements								
	Admin/ Maint. Training	1408	Annual	917.00	-0-	-0-	-0-	
	Office Expenditure's includes	1408	Annual	917.00	-0-	-0-	-0-	
	Lights, phones, etc.							
	Drug Elimination program includes	1408	Annual	-0-	-0-	-0-	-0-	See 1406
	Cooperative programs with							
	Other agencies							
Agency Wide	Maintenance Office Equipment	1408	Annual	1,834.00	-0-	-0-	-0-	
Management								
Improvements	Sub Total 1408			3,668.00	-0-	-0-	-0-	

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

PHA Name: Chicopee Housing Authority MA 8-003		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2008		
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	
Technical	Administration	1410	Annual	12,649.00	-0-	-0-	-0-	
Salaries								
	Sub Total 1410			12,649.00	-0-	-0-	-0-	
CFP Audit	Audit Costs	1411	Annual	92.00	-0-	-0-	-0-	
	Sub Total 1411			92.00	-0-	-0-	-0-	
Fees & Costs	A & E costs for all projects	1430	Annual	11,004.00	-0-	-0-	-0-	
	Clerk of the works	1430	Annual	4,585.00	-0-	-0-	-0-	
	Atty & Accounting Fees	1430	Annual	-0-	-0-	-0-	-0-	
	Sub Total 1430			15,589.00	-0-	-0-	-0-	
Contingency	For Contingencies	1502	Annual	2,751.00	-0-	-0-	-0-	
Account								
	Sub Total 1502			2,751.00	-0-	-0-	-0-	
	Sub Total Management, Etc.			34,749.00	-0-	-0-	-0-	
	Sub Grand Total			126,514.00	-0-	-0-	-0-	
	Operations	1406	Annual	-0-	-0-	-0-	-0-	
	Grand Total			126,514.00	-0-	-0-	-0-	

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

PHA Name: Chicopee Housing Authority MA 8-003	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No:	**Federal FY of Grant:** 2008

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MA 8-001	9-30-10	-0-	-0-	9-30-11	-0-	-0-	
Cabot Manor							
MA 8-002	9-30-10	-0-	-0-	9-30-11	-0-	-0-	
Memorial							
Apartments							
MA 8-003	9-30-10	-0-	-0-	9-30-11	-0-	-0-	
Canterbury							
Arms Apartments							
MA 008	9-30-10	-0-	-0-	9-30-11	-0-	-0-	
CHA wide							
Management							
Improvements							
MA 008	9-30-10	-0-	-0-	9-30-11	-0-	-0-	
A & E Costs							