

BROOKLINE HOUSING AUTHORITY MISSION STATEMENT

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

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

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

TO ACHIEVE OUR MISSION WE CHALLENGE OURSELVES TO THESE GOALS:

To manage the agency in full compliance with all applicable laws, regulations and statutes.

To manage the agency to be HUD High Performer under Public Housing Management Assessment & Section Eight Management Assessment and other Regulatory Compliance Audits.

To increase availability of affordable options and safe homes for eligible families, seniors, and persons with disabilities.

To develop service components for residents in need so they may maintain their apartment or Rental Assistance Certificate.

To promote participant self-sufficiency and program integrity.

To advocate for sufficient resources with responsible housing and supportive services policies on a local level, state and national level.

To achieve public efficiency in property management that preserves existing public housing as a resource for future decades.

Through quality affordable housing improve the quality of life for low-income seniors, families and persons.

To encourage residents to participate in building and neighborhood activities and support the development of community and neighborhoods.

5.2	<p>Goals and Objectives</p> <p>The BHA is committed to providing affordable housing in the Town of Brookline for low and extremely low income families. Brookline is an affluent suburb of Boston (geographically bordering on 3 sides) that is largely unaffordable for renters or homeownership earning less than 110% of median income. Despite a declining area real estate market, Brookline has remained without decline and increases in several housing types.</p> <p>Brookline Housing has met with success over the past year using a HUD approved 100% exception rent that has opened opportunities for a handful of Section 8 voucher holders. New Port-in's from other communities has also increased by approximately 10. Six new project base vouchers were opened in the Summer of 2009 at the St. Aiden's development. There has been state authorization (and local permitting approval) for two additional units at Trustman Apartments as part of a state modernization program. Further as part of this program, there will be conversion of four units for full wheelchair accessibility. Mass 33-1 (22 High and Walnut Street) is undergoing a building review for long term viability and possible redevelopment under a Federal Home Loan Bank and CHAPA (Citizens Housing and Planning Association).</p> <p>Existing federal public housing portfolio is being protected and preserved with completion of upgrades of all elevators, Walnut Street roofs, fire safety doors at 22 High, fire alarm upgrades at Walnut Street, parking areas at 22 High, Juniper St, 50 Pleasant, 61 Park, 90 Longwood and 190 Harvard St. Contracts are awarded for balcony renovations at Park and Morse, façade at Sussman, and carpeting at Kickham. This work should be completed in calendar year 2010</p> <p>Further, work in design or in bidding stage includes roof at O'Shea, fire alarm replacement at Morse, modifying unit for full accessibility at Sussman, and accessibility upgrades to site, community rooms and BHA offices and elevator upgrades at O'Shea and Morse Apartments.</p> <p>HUD approved a BHA application to convert Col. Floyd Apartments (60 elderly/disabled units) to federal public housing. BHA strongly believes this complex will benefit from federal operating subsidies and be preserved for low income persons for a long term and indefinite period. Work scheduled to be completed at this new development includes unit window replacement (under contract) and storefront entry windows and canopies (final design stage) For additional information on Capital Grants please see attached HUD 50075.1 as part of Section 8.0 of this Plan.</p>
6.0	<p>PHA Plan Update</p> <p>(a) The PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>The 2010 Annual Plan is available for public viewing at the BHA main office during normal business hours (M-F 8:30 to 4:30). Once approved, the 2010 Plan will be posted on the BHA website. Modifications to the 2009 Annual Plan were twofold. First, capital improvement work items were moved 2009 funding to Stimulus Grant funding in the Spring of 2009. Public Hearings were convened in accordance with the expedited comment period authorized under the Stimulus Grant. Secondly, Stimulus Grant funding and the application for converting Col. Floyd Apartments as a federal public housing development (from state public housing) was submitted and approved by HUD in March 2010. Budget revisions and progress statements are included as part of The Performance and Evaluation Report (Section 8) of the Plan.</p>

Eligibility, Selection and Admissions Policies

Eligibility, selection and admissions policies, including wait list procedures, are defined in the Brookline Housing Authority “Admissions and Continued Occupancy Policy for Public Housing”. The policy is available to the public at the main office located at 90 Longwood Avenue, Suite #1, Brookline, MA 02446, during regular business hours. Applicants and tenants may also refer to the U. S. Department of Housing and Urban Development (HUD) or Massachusetts Department of Housing and Community Development (DHCD).

Eligibility for units and vouchers issued by the Brookline Housing Authority follow regulations as controlled by the Department of Housing and Urban Development. Income eligibility is based upon family size and Government standards of 80% area medium income. These are adjusted annually. For Section 8, 75% of the vouchers are required to be issued to families at or below 30% AMI. In addition to the income limits, BHA does utilize certain priorities and preferences for selection. For conventional housing, there is a preference for families living in or working in Brookline. In addition to the preference there is an alternate priority of income below 40% AMI followed by income above 40% AMI. In practice there are very few placed applicants above 40% AMI, but it is a requirement that agencies make an attempt to house a “broad Range of Incomes”. For the Section 8 program, the BHA also employs a residency preference as described above. Priorities include:

6.1

- 1. Local resident who is displaced by Natural disaster, displaced by public action, fleeing domestic violence, or board of health condemnation.**
- 2. Local resident who is or about to be displaced by landlord non-renewal through no-fault of their own.**
- 3. Non-local resident who is displaced by Natural disaster, displaced by public action, fleeing domestic violence, displaced by hate crimes or reprisals, or board of health condemnation.**
- 4. Local families with either head or family members that are disabled or veterans**
- 5. Local resident**
- 6. Standard applicant**

Financial Resources

In addition to rents, resident charges and interest, the BHA budgets a subsidy from the federal government of approximately \$1,700,000 to meet expenses of the 438 conventional apartments under the aegis of BHA via HUD. In addition, the BHA receives an average of \$600,000 for modernization of sites, buildings, systems and apartments. Under this program in 2009, BHA intends to replace roof at Morse, replace air conditioner sleeves at Kickham and carpet corridors at Kickham.

Source	Planned	Planned Uses
1. Federal Grants (FY2011)		
a). Public Housing Operating Fund FY 3/31/2011	1,804,920	Federal housing operating costs, insurance
b). Public Housing Capital Fund-2010	588,910	33-3&5 Elevator Controllers Façade – 33-7
c). Hope VI Revitalization		
d). Hope VI Demolition		
e). Annual Contributions for Sec 8 Tenant-Based Assistance	6,780,204	Rent subsidies
f). Program Administrative Fee	675,768	HVCP Administrative expenses
g). Public Housing Drug Elimination Program		
h). Resident Opportunity & Self Sufficiency Grants		
i). Community Development Block Grant		
j). HOME		
Other Federal Grants (list below)		
2. Prior Year federal Grants (unobligated funds only)		
CFPFY09	446,860	Roof @ 33-5 AC sleeves@ 33-7 Carpet corridors @ 33-7
CFPFY08	153,796	Completion of all Elevators
3. Public Housing Dwelling Rental Income FY 3/31/2011	1,800,000	Management maintenance costs & utilities
4. Other Income (list below)		
a) Interest Income	2,600	
b). Tenant Charges	34,861	Key replacement, lock outs & damage control, Surplus utilities
5. ARRA Funds (list below)	788,716	Facades @ 33-2,3,5 Roof 33-1
ARRA Formula		
ARRA Competitive	523,600	Accessibility upgrades
Total Resources	13,600,235	

6.2

6.3	<p>Rent Determination</p> <p>Rent will be calculated using the method and income as determined by HUD or DHCD regulations.</p> <p><i>Minimum Rents:</i> For federally funded programs, BHA has established, pursuant to and in compliance with HUD regulations, a minimum rent of \$50.00. Residents of the BHA are charged the greater of \$50.00 or 30% of their adjusted gross income.</p> <p><i>Flat Rents:</i> For federally funded programs, BHA has established, pursuant to and in compliance with all HUD regulations, a flat rent. The flat rent for BHA residents is set at the Brookline Section 8 Payment Standard as established and periodically updated in accordance with HUD regulations. Once per year, the BHA shall give each family the opportunity to choose between paying a flat rent or an income-based rent. Except for financial hardship cases, the family shall not be offered this choice more than once a year.</p> <p>For families who choose flat rents, the BHA shall conduct a reexamination of family composition at least annually, and shall conduct a reexamination of family income at least once every three years. If the family chooses to pay a flat rent, the BHA will not pay any utility reimbursement.</p> <p><i>Disallowance of Increase in Annual Income:</i> For federally funded programs, a disallowance of increase in annual income is granted a family in certain circumstances as a self-sufficiency incentive, per HUD regulations.</p>
6.4	<p>Operations and Management</p> <p>Statement of the rules, standards, and policies are of the Brookline Housing Authority governing maintenance management of housing owned, assisted by the BHA are available to the public at the main office located at 90 Longwood Avenue, Suite #1, Brookline, MA 02446, during regular business hours 8:30 AM – 4:30 PM, Monday – Friday. Inquires are directed to the appropriate administrative department.</p>
6.5	<p>Grievance Procedures</p> <p>Grievances procedures and informal hearing and review procedures for applicants and tenants are defined in the Brookline Housing Authority “Admissions and Continued Occupancy Policy for Public Housing” the Policy is available to the public at the main office located at 90 Longwood Avenue, Suite #1, Brookline, MA 02446, during regular business hours 8:30 AM – 4:30 PM , Monday – Friday.</p>
6.6	<p>Designated Housing for Elderly and Disabled Families</p> <p>The BHA has an approved waiver from HUD to provide priority to persons 62 years and over for placement in all apartments designated for elderly/disabled.</p> <p>The waiver applies to all non accessible apartments until that development has a ration of 80% aged 62 and above, and 20% aged below 62. The waiver further provides a near elderly preference to persons between 50-62 in the event of no 62 or older applicants.</p> <p>The waiver further provides if a unit is offered to 3 persons 62 or older and not accepted, the unit would be offered to the first person on the wait list. Applicants that are passed over are offered a Section 8 voucher if they chose, or they can remain on the wait list. Section 8 vouchers are provided at the nearest opportunity based on availability. The waiver from HUD is for 5 years.</p>

6.7	<p>Community Service and Self-Sufficiency</p> <p>The Brookline Housing Authority has implemented a Community Service and Self Sufficiency Policy at all of its federal conventional developments. The policy requires that all non-exempt adult residents of federal public housing contribute (8) hours per month of community service or participate in (8) hours of training, counseling, classes or other activities that help an individual toward self sufficiency and economic independence. This policy has been incorporated into the federal public housing lease by addendum.</p> <p>All residents are given copies of the Brookline Housing Authority Community Service and Self Sufficiency Policy. Household members between the ages of 18 and 62 who claim an exemption must certify their exemption. Non-exempt household members are identified and informed of their obligations under their lease with regard to Community Service and Self Sufficiency requirements. These individuals are referred to the BHA Next Steps Program counselor for referral to community service opportunities or self sufficiency activities. At the time of annual rent recertification, these Community Service and Self Sufficiency activities are verified. If a non-exempt resident fails to verify compliance with the policy, additional steps are taken with the household, including legal eviction action if necessary.</p>
6.8	<p>Safety and Crime Prevention</p> <p>BHA is aggressive in trying to maintain safe and secure neighborhoods. All applicants for housing are admitted only after a criminal background screening of adults 18 years and older.. BHA work closely with Brookline Police to ensure neighbors and visitors are in compliance with lease. BHA site managers meet every two weeks with Community Service Division of Police. BHA administration meets seasonally with Police administration. BHA Board of Commissioners also meets with Police during regular monthly meetings as needed. Brookline Police annually conduct Police, Fire and Personal Safety meetings at all developments.</p>
6.9	<p>Pets</p> <p>The BHA has a pet policy conforming to HUD regulations. To comply with this policy, a tenant must fully register their animal with the BHA before bringing it onto the premises. Tenants are given a copy of the written policy and registration form and must sign and acknowledge the following: the right of the BHA to enter the registered pet owner's dwelling unit when there is evidence that an animal left alone is in danger or distress; that they have received a copy of all animal-related requirements and restrictions administered by the BHA; that failure to abide by any animal-related requirement or restriction constitutes a violation of a BHA tenant's lease and is grounds for lease termination.</p> <p>The pet policy defines animals that are not permitted. It mandates compliance with state and local ordinances. It also lists registration requirements including evidence that all cats or dogs have been spayed or neutered and designation of an alternative pet care giver. Other restrictions include limits on numbers of pets according to the size of the unit and weight limits for pets.</p> <p>The pet policy defines ongoing tenant responsibilities including proper pet waste disposal, restraint and confinement of pets, the requirement of the pet owner to prevent the pet from interfering with BHA management and maintenance functions, proper care of the pet, restrictions on housing stray animals, liability for property damage or personal injury caused by a pet, requirement to exterminate for fleas, ticks or other animal-related pests, and pet noise restrictions.</p>

6.10	<p>Civil Rights Certification</p> <p>As a public agency the Brookline Housing Authority certifies our compliance with Civil Rights and Fair Housing Requirements. BHA works with federal, state and local agencies to investigate issues, identify impediments, and implement initiatives that further fair housing.</p>
6.11	<p>Fiscal Year Audit</p> <p>The fiscal year audit and financial statements for March 31, 2009, are available to the public for at the main office located at 90 Longwood Ave., Suite #1, Brookline, MA 02446, during regular business hours 8:30 AM – 4:30 PM, Monday – Friday. Hurley O’Neil and Company conducted the fiscal audit. The audit contained no findings.</p>
6.12	<p>Asset Management</p> <p>The BHA is in compliance with requirements of HUD Asset Management. BHA prepares annual operating budgets for AMP and Central Office Cost Center.</p>
6.13	<p>Violence Against Women Act (VAWA) The BHA has trained site management staff on the requirements of VAWA. BHA has complied with the requirements of resident notification of the Act.</p> <p>As required under the Violence Against Women Act of 2005, the Brookline Housing Authority has advised all households that they may not be evicted or denied housing because they are victims of domestic violence. This has been completed in all federally assisted housing and recipients of Section 8 Assistance. Leases and amendments have been changed outlining this provision. Further, the BHA has informed all Section 8 landlords of this law and amended the Housing Assistance Contract to include the laws provisions.</p> <p>Program Directors, family application staff, and housing managers have been trained in the provisions and protections of the Act.</p> <p>Brookline Housing Authority Staff participate in the Norfolk County Roundtable against Violence held at the Brookline District Court for purposes of information ad networking for referral. BHA management and application staff meet monthly to discuss issues and with the Brookline Center, for the possibility of client referral. BHA site management staff meets bi-monthly with the Brookline Police and follow-up on police incidents. Both parties use the Brookline Center and the Courts for referral of possible or known issues of domestic violence. With reasonable evidence, claim or request, trespass writs are assigned to batters’, stalkers, aggressors or perpetrators of domestic violence.</p> <p>For purpose of application, BHA has provided preference to persons fleeing domestic violence in the Section 8 program.</p> <p>Copies of HUD form 50066 are available at BHA main office located at 90 Longwood Avenue, Suite #1, Brookline, MA 02446, during regular business hours 8:30 AM – 4:30 PM , Monday – Friday.</p>

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</p> <p>The Brookline Housing Authority is committed to exploring options to preserve all BHA units for occupancy by low income persons. The BHA will continue to fully explore opportunities to expand portfolio, make modifications for anticipated resident needs, address capital needs to preserve units and buildings and improve cost efficiency.</p> <p>There is no anticipated disposition, building demolition or public housing conversion at any BHA public housing being supported by HUD dollars.</p> <p>In 2009, BHA received \$788,716 in formula Recovery Grant money. These funds will be used to address site, common area, façade and roof deficiencies. BHA was awarded \$523,600 under the Competitive Category of improving building access and addressing aging concerns. These grants will be used to modify a unit for accessibility, widen office and common area doorways, add ramps and handrails and add outside access and activities at Morse, Sussman, and O’Shea Apartments.</p> <p>BHA plans to solicit proposals to project base an additional 40 units of Section 8 this year. It is a goal of the BHA to expand affordable housing units in Brookline by partnering with Brookline property owners. While this was an early goal for 2009, it was not achieved in the other time demands of Stimulus Grant Applications and federalization of Col. Floyd.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p>8.0 thru 8.3 Capital Funds Improvements, American Recovery and Re-Investment Funds, and Performance and Evaluation Reports are attached to this Summary.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>See Attachments</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>See Attachments</p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>Housing Needs: In the Town of Brookline Comprehensive Plan (2005-2015) it was identified that market forces and available land, the prudent strategy to address affordability is incremental growth. BHA remains the largest provider of affordable housing within the Town. Twenty three new rentals and homeownership units were occupied over the past year at the St. Aiden’s location. Included in this project are 6 BHA project based section 8 vouchers.</p>

Strategy for Addressing Housing 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. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

9.1

BHA is exploring design and financial feasibility to add units at a state owned site along Dummer St. Present studies consider approximately 30 units. BHA is also exploring comprehensive renovations and possible new units at 22 High St (MA-33-1). A preliminary feasibility is expected in late April. BHA has completed some preliminary feasibility for adding units at Sussman House (MA 33-2). This expansion has not been advanced beyond the “concept of possibility”.

Additional Information. Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5- Year Plan.

In February 2010, HUD conditionally accepted Col. Floyd for acceptance as a federally subsidized development rather than a state subsidized property. One of the differences in regulation between state and federal rent calculation and income definitions is the state allows persons over 60 to exclude 20 hours of income for employment at the rate of minimum wage. This applies only as a maximum to earned income and does not apply to any other source, including unemployment. For the Col. Floyd resident recertification period February 2010 to February 2011, the BHA will "hold both the resident in occupancy prior to 2/28/2010 and HUD harmless" as it relates to rent amount and subsidy. It is the present intent to "grandfather" present 10 recipients and phase in the increase over the following 3 year period:

**2011 Annual Plan count 25% of income
2012 Annual Plan count 50 % of income
2013 Annual Plan count 100% of income**

This phase in is a concept, not a commitment. Future years and Plans will be addressed at appropriate time following appropriate opportunity for public comment.

Progress Statement- 2010 Annual Plan

New Housing opportunities

In the summer of 2009, six project base housing choice vouchers took occupancy at the St. Aiden's renovation on Pleasant St. In the fall of 2009, BHA applied to convert 60 units of senior/disabled housing at foster and Marion Streets (Col. Floyd) previously subsidized by the state to be funded in the future by HUD. The proposal was accepted, making this site eligible for higher federal subsidies and predictable capital grants.

BHA is exploring opportunities to add private financed units at the BHA state site at the Trustman Apartments. a total of 32 units are in the "plan". BHA participated in a competition sponsored by the Boston Federal Home Loan Bank to expand and preserve affordable Housing. A Team of graduate students from Harvard and MIT redeveloped MA. 33-1 (22 High and Walnut Street) to 100% renovation and adding new units. This will serve as a blueprint for property overhaul.

Services to Seniors and Families.

With budgets tight, BHA performed a program review of all resident services programs in 2008. Meeting with service providers to focus on new issues and provide more informative reports to managers was a beneficial program. Two case management programs from Springwell Inc at Sussman and O'Shea report great success, services with Brookline Community Mental Health remain highly used for counseling and social service events. These programs are essential for some BHA residents to maintain their tenancy. These programs also provide assistance to Section 8 clients. BHA has strengthened our partnerships with the Brookline Schools Steps to Success Program. BHA financially supports one of four staff positions. Brookline public housing residents graduating Brookline High School now attend post high school education at a 90% rate, compared to national averages of less than 10%. BHA has received private grants to expand our computer learning centers to most senior buildings. Many seniors are now "connected" and active internet users.

10.0

Promotion of Self Sufficiency and Program Integrity

BHA has used applicant screening provided to the industry for more than 15 years. The income screening of a credit review often indicate some inconsistencies. BHA requires every effort be made for uncontaminated third party verification for income and deductions. Staff in both management and leased housing utilize an automobile registration bureau as one means of determining unauthorized guests. BHA staff work closely with Brookline police and public schools to identify non leased persons interacting with those two departments. We look forward to a trouble free HUD EIV system as a resource to program compliance issues.

BHA employs a job and training referral Specialist for all BHA residents and participants. The program carries an average monthly caseload of 25 persons. Over the past few years dozens of placements are made annually. Fund sources include Capital Fund for Section 3, Community Service Activities, DHCD grant for Homeless Family services and CDBG from the Town of Brookline,

b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

BHA Substantial Deviation or Significant Amendment or Modification

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

The BHA will convene a meeting of the RAB and hold a public hearing prior to Board adoption. Amendments to the Annual Plan will be submitted to HUD for their review with a summary or copy of written comments of the RAB.

*** Not included in the 5-year plan**

- 11.0 Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.
- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
 - (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
 - (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
 - (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
 - (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
 - (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.
 - (g) Challenged Elements
 - (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)
 - (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a 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. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part I: Summary						
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-10 Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: 2010 Federal FY of Grant Approval: 2010	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 20) ³	95,519				
3	1408 Management Improvements	98,000				
4	1410 Administration (may not exceed 10%)	58,891				
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	86,500				
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	250,000				
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					

- 1 To be completed for the Performance and Evaluation Report.
- 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.
- 3 PHAs with under 250 units in management may use 100% of CFP Grants for Operations.
- 4 RHF funds shall be included here.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part II: Supporting Pages								
PHA Name: Brookline Housing Authority			Grant Type and Number Capital Fund Program Grant No: MA06P033501-10 CFFP (Yes/No): No Replacement Housing Factor Grant No:			Federal FY of Grant: 2010		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
PHA-Wide	Operations	1406		95,519				
	Computer Learning Center Staff	1408		43,000				
	Section 3 Coordinator	1408		5,000				
	Development Planner	1408		20,000				
	Management Needs Assessment	1408		10,000				
	Green Operations Consultant	1408		20,000				
	Physical Needs Assessment	1430		20,000				
	A/E Fees & misc. costs	1430		66,500				
	Administration	1410		58,891				

1 To be completed for the Performance and Evaluation Report.
 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary						
PHA Name/Number Brookline Housing Authority MA033		Locality (City/County & State) Town of Brookline, Norfolk County, Massachusetts			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: 1	
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2010</u>	Work Statement for Year 2 FFY <u>2011</u>	Work Statement for Year 3 FFY <u>2012</u>	Work Statement for Year 4 FFY <u>2013</u>	Work Statement for Year 5 FFY <u>2014</u>
	AMP 1	See Annual Statement	251,500	292,000	308,000	297,000
	AMP to be determined (Col. Floyd)		35,000	0	0	0
	PHA - Wide		0	15,000	40,000	50,000
B.	Physical Improvements Subtotal	Annual Statement	286,500	307,000	348,000	347,000
C.	Management Improvements		75,000	95,000	55,000	55,000
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		58,984	58,984	58,984	58,984
F.	Other (Fees & Costs)		51,500	35,000	35,000	35,000
G.	Operations		117,860	93,860	92,860	73,860
H.	Demolition					
I.	Development					20,000
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		589,844	589,844	589,844	589,844
L.	Total Non-CFP Funds					
M.	Grand Total	\$589,844	\$589,844	\$589,844	\$589,844	\$589,844

**Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
Office of Public Housing
OMB No. 2577-0226
Expires 4/30/2011**

Part I: Summary						
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-07 Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: 2007 Federal FY of Grant Approval: 2007	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-09 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 20) ³	113,264	113,264	113,264	113,264	
3	1408 Management Improvements	92,142	92,142	92,142	92,142	
4	1410 Administration (may not exceed 10%)	56,632	56,632	56,632	56,632	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	1,200	161	161	161	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	303,084	304,123	304,123	101,234	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					

- 1 To be completed for the Performance and Evaluation Report.
- 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.
- 3 PHAs with under 250 units in management may use 100% of CFP Grants for Operations.
- 4 RHF funds shall be included here.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part I: Summary					
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-07 Replacement Housing Factor Grant No: Date of CFFP:		Federal FY of Grant: 2007 Federal FY of Grant Approval: 2007	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-09 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
18a	1501 Collateralization or Debt Service paid by PHA				
18b	9000 Collateralization or Debt Service paid via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2-19)	566,322	566,322	546,122	262,038
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security --Soft Costs				
24	Amount of Line 20 related to Security-- Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director: Brian Cloonan		Date 6/14/10		Signature of Public Housing Director:	
				Date	

- 1 To be completed for the Performance and Evaluation Report.
- 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.
- 3 PHAs with under 250 units in management may use 100% of CFP Grants for Operations.
- 4 RHF funds shall be included here.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part II: Supporting Pages								
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-07 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FY of Grant: 2007		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
MA 33-1 Walnut St. Apts.	Elevator Upgrades	1460		20,000	20,000	20,000	20,000	Construction
MA 33-2 Sussman House	Elevator Upgrades	1460		101,000	101,000	101,000	77,931	Construction
MA 33-3 O'Shea House	Elevator Upgrades	1460		103,000	103,000	84,000	0	Construction
MA 33-5 Morse Apts.	Elevator Upgrades	1460		75,781	76,820	76,820	0	Construction
MA 33-7 Kickham Apts.	Elevator Upgrades	1460		3,303	3,303	3,303	3,303	Construction

1 To be completed for the Performance and Evaluation Report.
 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part II: Supporting Pages									
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-07 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FY of Grant: 2007			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised 1	Funds Obligated 2	Funds Expended 2		
PHA-Wide	Operations	1406		113,264	113,264	113,264	113,264		
	Computer Learning Center Staff	1408		56,193	56,193	56,193	56,193	On-going	
	Section 3 Coordinator	1408		8,618	8,618	8,618	8,618	On-going	
	Special Initiatives Coordinator	1408		27,331	27,331	27,331	27,331	On-going	
	Administration	1410		56,632	56,632	56,632	56,632	On-going	
	A/E Fees and misc. costs	1430		1,200	161	161	161		

1 To be completed for the Performance and Evaluation Report.
 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part III: Implementation Schedule					
PHA Name: Brookline Housing Authority					Federal FY of Grant: 2007
Development Number Name/HA-Wide Activities	All Fund Obligated		All Funds Expended		Reasons for Revised Target Dates 1
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
MA 33-1	9/12/09	9/30/08	9/12/11	12/31/09	
MA 33-2	9/12/09	9/30/08	9/12/11	12/31/09	
MA 33-3	9/12/09		9/12/11		
MA 33-5	9/12/09	9/30/08	9/12/11		
MA 33-7	9/12/09	9/30/08	9/12/11	12/31/09	
HA-Wide:					
Mgmt. Imp.	9/12/09	9/30/08	9/12/11	9/30/08	
Fees & Costs	9/12/09	12/31/09	9/12/11	12/31/09	

1 Obligation and expenditure end date can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

**Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
Office of Public Housing
OMB No. 2577-0226
Expires 4/30/2011**

Part I: Summary						
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-08 Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: 2008 Federal FY of Grant Approval: 2008	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-09 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 20) ³	124,619	124,619	124,619	113,264	
3	1408 Management Improvements	84,000	84,000	84,000	84,000	
4	1410 Administration (may not exceed 10%)	62,309	62,309	62,309	62,309	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	127,190	126,190	113,458	46,292	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	224,978	225,978	84,914	0	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					

- 1 To be completed for the Performance and Evaluation Report.
- 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.
- 3 PHAs with under 250 units in management may use 100% of CFP Grants for Operations.
- 4 RHF funds shall be included here.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part I: Summary				
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-08 Replacement Housing Factor Grant No: Date of CFFP:		Federal FY of Grant: 2008 Federal FY of Grant Approval: 2008
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-09 <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹
18a	1501 Collateralization or Debt Service paid by PHA			
18b	9000 Collateralization or Debt Service paid via System of Direct Payment			
19	1502 Contingency (may not exceed 8% of line 20)			
20	Amount of Annual Grant: (sum of lines 2-19)	623,096	623,096	469,300
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Activities			
23	Amount of line 20 Related to Security --Soft Costs			
24	Amount of Line 20 related to Security-- Hard Costs			
25	Amount of line 20 Related to Energy Conservation Measures			
Signature of Executive Director: Brian Cloonan		Date 6/14/10	Signature of Public Housing Director:	
			Date	

- 1 To be completed for the Performance and Evaluation Report.
- 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.
- 3 PHAs with under 250 units in management may use 100% of CFP Grants for Operations.
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**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part II: Supporting Pages								
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-08 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
MA 33-1 Walnut St. Apts.	Elevator Upgrades	1460		21,000	20,000	20,000	0	Construction
	Corridor Doors, Magnetic Holders	1460		25,000	0	0	0	Alt. Funds
MA 33-2 Sussman House	Elevator Upgrades	1460		26,000	20,000	20,000	0	Construction
	Bldg. Envelope: caulking, seal wood	1460		96,978	0	0	0	To CFRG
MA 33-3 O'Shea House	Elevator Upgrades	1460		26,000	20,000	20,000	0	Construction
MA 33-5 Morse Apts.	Elevator Upgrades	1460		26,000	20,014	20,014	0	Construction
	Upgrade Fire Alarm System	1460		0	141,064	0	0	From FY09
	A/E for Fire Alarm	1430		25,000	29,450	24,363	15,762	Design
MA 33-7 Kickham Apts.	Elevator Upgrades	1460		4,900	4,900	4,900	0	Construction

1 To be completed for the Performance and Evaluation Report.
 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part II: Supporting Pages									
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-08 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FY of Grant: 2008			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised 1	Funds Obligated 2	Funds Expended 2		
PHA-Wide	Operations	1406		124,619	124,619	124,619	113,264		
	Computer Learning Center Staff	1408		48,000	47,608	47,608	47,608	On-going	
	Section 3 Coordinator	1408		10,000	10,101	10,101	10,101	On-going	
	Special Initiatives Coordinator	1408		26,000	26,291	26,291	26,291	On-going	
	Administration	1410		62,309	62,309	62,309	62,309	On-going	
	A/E Fees and misc. costs	1430		102,190	96,740	89,095	30,530	On-going	

- 1 To be completed for the Performance and Evaluation Report.
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**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part III: Implementation Schedule					
PHA Name: Brookline Housing Authority					Federal FY of Grant: 2008
Development Number Name/HA-Wide Activities	All Fund Obligated		All Funds Expended		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
MA 33-1	6/12/10		6/12/12		
MA 33-2	6/12/10		6/12/12		
MA 33-3	6/12/10		6/12/12		
MA 33-5	6/12/10		6/12/12		
MA 33-7	6/12/10		6/12/12		
HA-Wide:					
Mgmt. Imp.	6/12/10	9/30/08	6/12/12	12/30/09	
Fees & Costs	6/12/10		6/12/12		

¹ Obligation and expenditure end date can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

**Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
Office of Public Housing
OMB No. 2577-0226
Expires 4/30/2011**

Part I: Summary					
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-09 Replacement Housing Factor Grant No: Date of CFFP:		Federal FY of Grant: 2009 Federal FY of Grant Approval: 2009	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-09 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20) ³	117,968	117,968		
3	1408 Management Improvements	114,000	76,000		
4	1410 Administration (may not exceed 10%)	58,984	58,984		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	6,000	9,766		
8	1440 Site Acquisition				
9	1450 Site Improvement	80,000	0		
10	1460 Dwelling Structures	212,892	327,126		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

- 1 To be completed for the Performance and Evaluation Report.
- 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.
- 3 PHAs with under 250 units in management may use 100% of CFP Grants for Operations.
- 4 RHF funds shall be included here.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
 OMB No. 2577-0226
 Expires 4/30/2011**

Part I: Summary				
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-09 Replacement Housing Factor Grant No: Date of CFFP:		Federal FY of Grant: 2009 Federal FY of Grant Approval: 2009
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-09 <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹
18a	1501 Collateralization or Debt Service paid by PHA			
18b	9000 Collateralization or Debt Service paid via System of Direct Payment			
19	1502 Contingency (may not exceed 8% of line 20)			
20	Amount of Annual Grant: (sum of lines 2-19)	\$589,844	\$589,844	
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Activities			
23	Amount of line 20 Related to Security --Soft Costs			
24	Amount of Line 20 related to Security-- Hard Costs			
25	Amount of line 20 Related to Energy Conservation Measures			
Signature of Executive Director: Brian Cloonan		Date 6/14/10	Signature of Public Housing Director:	
			Date	

- 1 To be completed for the Performance and Evaluation Report.
- 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.
- 3 PHAs with under 250 units in management may use 100% of CFP Grants for Operations.
- 4 RHF funds shall be included here.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
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 Expires 4/30/2011**

Part II: Supporting Pages								
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-09 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
PHA-Wide	Operations	1406		117,968	117,968			
	Computer Learning Center Staff	1408		48,000	48,000			
	Section 3 Coordinator	1408		10,000	10,000			
	Special Initiatives Coordinator	1408		26,000	8,000			
	Physical/Management Needs Assessment	1408		30,000	10,000			
	A/E Fees & Costs	1430		6,000	9,766			
	Administration	1410		58,984	58,984			

- 1 To be completed for the Performance and Evaluation Report.
- 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

**U.S. Department of Housing and Urban Development
 Office of Public Housing
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 Expires 4/30/2011**

Part III: Implementation Schedule					
PHA Name: Brookline Housing Authority					Federal FY of Grant: 2009
Development Number Name/HA-Wide Activities	All Fund Obligated		All Funds Expended		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
MA 33-1	09/14/2011		09/14/2013		
MA 33-2	09/14/2011		09/14/2013		
MA 33-3	09/14/2011		09/14/2013		
MA 33-5	09/14/2011		09/14/2013		
MA 33-7	09/14/2011		09/14/2013		
HA-Wide:					
Mgmt. Imp.	09/14/2011		09/14/2013		

¹ Obligation and expenditure end date can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		
PHA Name: Brookline Housing Authority 90 Longwood Avenue Brookline, MA 02446	Grant Type and Number Capital Fund Program Grant No: MA03300000109E Capital Fund Recovery Competitive Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2009 FFY of Grant Approval:

Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 12-31-09 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds	26,180	26,180	0	0
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	52,360	52,360	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0	42,000	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	221,240	101,740	0	0
10	1460 Dwelling Structures	250,000	327,500	0	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
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Part I: Summary					
PHA Name: Brookline Housing Authority 90 Longwood Avenue Brookline, MA 02446	Grant Type and Number Capital Fund Program Grant No: MA03300000109E CFRC Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2009 FFY of Grant Approval:			
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-09 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	523,600	523,600	0	0
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities	523,600	523,600	0	0
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director: Brian Cloonan 		Date 6/14/10		Signature of Public Housing Director 	
				Date	

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: Brookline Housing Authority 90 Longwood Avenue Brookline, MA 02446			Grant Type and Number Capital Fund Program Grant No: MA03300000109E CFRC CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
MA033000001 Morse	Widen 7 doors to 42" from 30" Work includes demolition and rebuilding and widening of doorways; Installation of lowered windows and shelving; relocation of electric switches; and infilling around existing carpets.	1460	7 doorways	50,000	50,000	0	0	
MA033000001 Morse	Install 3 automatic door openers with interior and exterior paddles and remote controls. 2 at side entry off community room and 1 at rear entry off community room to new Patio	1460	3	6,000	6,000	0	0	
MA033000001 Morse	Walkway paving from rear courtyard to recycle and trash areas and upper courtyard	1450	Project	30,000	30,000	0	0	
MA033000001 Sussman	Ramping, rails and lighting. Provide access to manager and case manager office from community room in addition to common hallway and lobby.	1460	Project	20,000	20,000	0	0	
MA033000001 Sussman	New Handrail at Community Room Ramps	1460	Project	8,000	8,000	0	0	

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² To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
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Part II: Supporting Pages								
PHA Name: Brookline Housing Authority 90 Longwood Avenue Brookline, MA 02446			Grant Type and Number Capital Fund Program Grant No: MA03300000109E CFRC CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
MA033000001 Sussman	Renovate a one-bedroom unit to meet UFAS code for a one-bedroom accessible unit. Work would include substantial renovation to the unit including code compliant kitchen, bathroom and all other measures at Sussman House, and associated measures at Sussman House	1460	Project	250,000	228,000	0	0	
MA033000001 Sussman	Site Work at Sussman House to support accessibility and safety, including New Exterior courtyard paving, passive and active recreational activities; and other site improvements	1450	Project	56,740	51,740	0	0	
MA033000001 O'Shea	Widen 3 doorways, Laundry, Social Worker Office, and Site Manager Office	1460	3	7,500	7,500	0	0	
MA033000001 O'Shea	Install 4 automatic door openers with interior and exterior paddles and remote controls. 2 at side entry off community room and 1 at rear entry off community room to new Patio	1460	4	8,000	8,000	0	0	
MA033000001 O'Shea	New Exterior courtyard paving, for improved access to community room in place of grass	1450	Project	35,000	20,000	0	0	
MA033000001	A/E Fees & misc. costs	1430		0	42,000	0	0	

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 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
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**U.S. Department of Housing and Urban Development
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 Expires 4/30/2011**

Part I: Summary					
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06S033501-09 Capital Fund Recovery Grant Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: 2009 Federal FY of Grant Approval: 2009
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 4) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-09 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds	213,159	213,159	0	0
2	1406 Operations (may not exceed 20% of line 20) ³				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10%)	78,871	78,871	78,871	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	38,750	38,750	4,750	0
8	1440 Site Acquisition				
9	1450 Site Improvement	103,908	103,908	0	0
10	1460 Dwelling Structures	540,112	540,112	43,189	0
11	1465.1 Dwelling Equipment—Nonexpendable	27,075	27,075	0	0
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴	0	0		

1 To be completed for the Performance and Evaluation Report.
 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.
 3 PHAs with under 250 units in management may use 100% of CFP Grants for Operations.
 4 RHF funds shall be included here.

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program**

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 Expires 4/30/2011**

Part I: Summary				
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06S033501-09 CFRG Replacement Housing Factor Grant No: Date of CFFP:		Federal FY of Grant: 2009 Federal FY of Grant Approval: 2009
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 4) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-09 <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹
18a	1501 Collateralization or Debt Service paid by PHA			
18b	9000 Collateralization or Debt Service paid via System of Direct Payment			
19	1502 Contingency (may not exceed 8% of line 20)			
20	Amount of Annual Grant: (sum of lines 2-19)	\$788,716	\$788,716	126,810
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Activities			
23	Amount of line 20 Related to Security --Soft Costs			
24	Amount of Line 20 related to Security-- Hard Costs			
25	Amount of line 20 Related to Energy Conservation Measures	27,075	27,075	0
Signature of Executive Director: Brian Cloonan		Date 6/14/10	Signature of Public Housing Director:	
			Date	

- 1 To be completed for the Performance and Evaluation Report.
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- 4 RHF funds shall be included here.

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 Expires 4/30/2011**

Part II: Supporting Pages								
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06S033501-09 CFRG CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
AMP 1								
Walnut St.	EPDM Roofing buildings A, E1, E2	1460		43,189	43,189	43,189	0	Completed
Sussman	Bldg. Envelope repair/replace Siding & Caulking	1460		191,698	191,698	0	0	Design
O'Shea & Morse	Bldg. Envelope: Repair Concrete Balconies & Rails	1460		99,750	99,750	0	0	Bidding
Kickham	Carpeting in Common Areas	1460		18,824	18,824	0	0	Design
Walnut, Sussman, O'Shea & Kickham	Site Improvements & Paving Repairs	1450		64,780	64,780	0	0	Design
Morse	Site Improvements: Re-Paving	1450		39,128	39,128	0	0	Design
AMP 1	Appliances - Refrigerators	1465.1		27,075	27,075	0	0	
AMP 1	A/E for Electrical upgrades Study	1430		4,750	4,750	4,750	0	In progress
AMP to be determined								
Col. Floyd	Unit Window Replacement	1460	60 Units	186,651	186,651	0	0	Design
Col. Floyd	A/E for Unit Windows	1430		16,000	16,000	0	0	Design
Col. Floyd	Storefront Entry Window Replacement	CDBG Funds	15 Entries	213,159	213,159	0	0	Design
Col. Floyd	Development Activities	1499	60 Units	0	0			

1 To be completed for the Performance and Evaluation Report.

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 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
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Part III: Implementation Schedule					
PHA Name: Brookline Housing Authority					Federal FY of Grant: 2009 CFRG
Development Number Name/HA-Wide Activities	All Fund Obligated		All Funds Expended		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
AMP 1	03/17/2010		60% 03/17/2011		
			100% 03/17/2012		
AMP to be determined	03/17/2010		60% 03/17/2011		
			100% 03/17/2012		
HA-Wide	03/17/2010		60% 03/17/2011		
			100% 03/17/2012		

¹ Obligation and expenditure end date can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Public Meeting
Resident Advisory Committee Meeting
April 12, 2010

No residents attended the Public Comment Meeting prior to the adoption of the BHA 2010 Annual Plan

Resident Advisory Meeting and Public Participation

Because of lack of participation and comment at the Annual Plan meeting, BHA extended a "post plan" conversation with a dozen residents and a dozen BHA staff.

The BHA invited half dozen residents from each of the five BHA public housing properties and local participants of Section 8. The meeting was held after the adoption of the Plan. The agenda included highlights of the BHA Plan and Capital Plan, a review of eligibility and rent requirements, asset management and governance, federalization of Col. Floyd, leased housing activities and financial perspectives. The sole resident issue was aging in place residents with no family and little support. All agreed BHA vertical neighborhoods had some residents and hoped that folks would not get burned out by good neighborliness. Assistance from Brookline Center and Springwell is possible, and residents have been offered transfers to improve access to services

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 4/2010, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Brookline Housing Authority

MA 033

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 10 - 20 14

Annual PHA Plan for Fiscal Years 20 - 20

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

David Trietsch

Title

Chairman

Signature

David Trietsch

Date

8-14-10

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Brookline Housing Authority

Program/Activity Receiving Federal Grant Funding

Annual Plan

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

33-1 Walnut Street Apartments, 22 High Street Brookline, MA 02445

33-2 Sussman House, 50 Pleasant Street Brookline, MA 02446

33-3 Arthur O'Shea House, 61 Park Street Brookline, MA 02446

33-5 Theresa Morse Apartments, 90 Longwood Avenue Brookline, MA 02446

33-7 Kickham Apartments, 190 Harvard Street Brookline, MA 02446

Check here if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Brian Cloonan

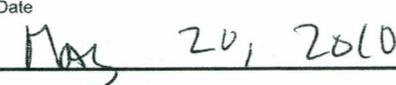
Title

Executive Director

Signature

X 

Date



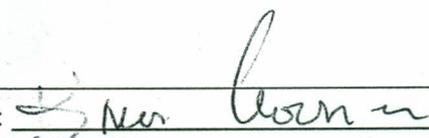
DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 4c	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency: U. S. Department of Housing & Urban Development	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known: N/A	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> N/A	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> <div style="text-align: right; margin-right: 50px;">  Signature: _____ Print Name: Brian Cloonan Title: Executive Director Telephone No.: 617-277-2022 Ext. 301 Date: Nov 20, 2010 </div>	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

**Certification of Payments
to Influence Federal Transactions**

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

Applicant Name

Brookline Housing Authority

Program/Activity Receiving Federal Grant Funding

Annual Plan

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

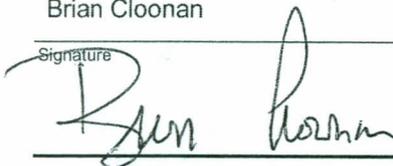
Name of Authorized Official

Brian Cloonan

Title

Executive Director

Signature



Date (mm/dd/yyyy)

May 20, 2010

Civil Rights Certification

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Brookline Housing Authority

MA033

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)			
Name of Authorized Official 	Brian Cloonan	Title	Executive Director
Signature	Date May 20, 2010		

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan**

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011**

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, Richard Kelliher the Town Administrator certify that the Five Year and
Annual PHA Plan of the Brookline Housing Authority is consistent with the Consolidated Plan of
Brookline Massachusetts prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official