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| PHA 5-Year and Annual Plan | U.S. Department of Housing and Urban Development Office of Public and Indian Housing | OMB No. 2577-0226 Expires 4/30/2011 |
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| 1.0 | PHA Information PHA Name: <u>North Adams (MA) Housing Authority</u> PHA Code: <u>MA034</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2010</u> | | | | |
| 2.0 | Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>306</u> Number of HCV units: <u>313</u> | | | | |
| 3.0 | Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only | | | | |
| 4.0 | PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.) | | | | |
| | Participating PHAs | PHA Code | Program(s) Included in the Consortia | Programs Not in the Consortia | No. of Units in Each Program |
| | PHA 1: | | | | PH HCV |
| | PHA 2: | | | | |
| | PHA 3: | | | | |
| 5.0 | 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update. | | | | |
| 5.1 | Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: See Attachment A: MA034a1 | | | | |
| 5.2 | Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. See Attachment A: MA034a1 | | | | |
| 6.0 | PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: <ul style="list-style-type: none"> • Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures • Financial Resources • Rent Determination • Operation and Management • Grievance Procedures • Designated Housing for Elderly and Disabled Families • Community Service and Self-Sufficiency • Safety and Crime Prevention • Pets • Civil Rights Certification • Fiscal Year Audit • Asset Management • Violence Against Women Act (VAWA) (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. <ul style="list-style-type: none"> • Central Office: 150 Ashland Street North Adams, MA Monday – Friday 8:00 AM – 4:30 PM | | | | |
| 7.0 | Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i> | | | | |
| 8.0 | Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. | | | | |

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| 8.1 | 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. |
| 8.2 | 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. |
| 8.3 | Capital Fund Financing Program (CFFP). <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. |
| 9.0 | 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. See Attachment A: MA034a1 |

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| 9.1 | 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. |
| 10.0 | 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. See Attachment A: MA034a1 (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" See Attachment A: MA034a1 |
| 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, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Tenant 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, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (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 tenant 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 tenant 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 tenants 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 tenants. The statement must include: (i) A description of the need for measures to ensure the safety of public housing tenants; (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:

- At the end of the program year; until the program is completed or all funds are expended;
- 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
- 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) Tenant 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.

5.0 5-Year Plan – North Adams (MA) Housing Authority

5.1 Mission

The Mission of the North Adams Housing Authority over the next five years, 2010-2015 is to promote and provide adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination for those low-, very-low, and extremely low income families within the jurisdiction of North Adams, Massachusetts.

5.2 Goals and Objectives

Following are the quantifiable goals and objectives that will enable the North Adams Housing Authority to meet the stated mission over the next five years.

Goal 1. Improve the Public Housing occupancy rate to 95% .

The NAHA will achieve this goal by aggressively marketing its units to target populations within North Adams, particularly low-income working families. Energy efficiency and modernization improvements across the NAHA's portfolio planned for the upcoming year will also help support this goal by making each development more marketable and appealing to new tenants.

Goal 2. Reduce unit turn-around time by 50% .

The NAHA will analyze the unit turn-around process for opportunities to streamline operations and reduce timeframes. The NAHA will also monitor utilization and productivity of maintenance staff and conduct outreach to encourage tenants to take better care of their units.

Goal 3. Improve energy efficiency performance of public housing developments.

The NAHA will implement an Energy Performance Contract that will result in several energy efficiency improvements and upgrades at each development, including replacing heating equipment and controls, upgrading from electric heat to hot water heating and improving lighting. These upgrades will reduce utility consumption, improve living conditions and help extend the life of the NAHA's public housing stock

Goal 4. Promote placement of low-income working families into public housing.

The NAHA will achieve this goal by reexamining its waiting list preferences and making changes needed to encourage and facilitate more low-income working families residing in the Authority's public housing developments.

6.0 PHA Plan Update

(a) The following specific plan elements have been revised since the NAHA's prior plan submission:

1. Eligibility, Selection and Admissions Policies (Deconcentration and Wait List Procedures)

Public Housing

Eligibility: There are five (5) eligibility requirements for admission to the Public Housing Program:

- a. Qualifies as a family
- b. Income within the Income limits
- c. Meets citizenship/eligible immigrant criteria
- d. Provided documentation of Social Security numbers
- e. Signs consent authorization documents

Waiting List and Preferences: The NAHA purges the public housing waiting list at least annually. Families are selected from the waiting list based on the following preferences within each bedroom size category:

- Involuntarily displaced by natural disaster or governmental action. Includes displacement to avoid reprisals, or hate crimes.
- Involuntarily displaced by landlord's decision not to renew a lease or occupancy agreement or other action beyond applicant's control, or if the applicant has been involuntarily displaced and is not living in standard replacement housing. Includes displacement by inaccessibility of unit and victims of domestic violence.
- Substandard Housing – housing that does not meet the Section 8 Housing Quality Standards. Verifications would be a certification by the Code Enforcement Officer. An applicant who is a homeless family is considered in substandard housing. A family is required to demonstrate that its unit continues to be substandard at the time assistance became available.
- Applicants paying more than 50% of family income for housing costs for at least 90 days. Family must be rent burdened at the same time that they are offered assistance, not only when they apply.
- Health Conditions – disability or physical handicap affecting housing need.
- Military Service – veteran, serviceman, or survivor of a veteran or serviceman.
- Standard Applicant – by date of application, any applicants who do not meet any of the above priorities.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

The NAHA maintains site based waiting lists. All site based waiting lists are currently open. The waiting lists are updated on a quarterly basis to ensure current information on families is maintained and support leasing efforts.

Selection: The NAHA ensures that 40% of newly admitted families in any fiscal year have annual income at or below 30% of the area median income, in compliance with statutory requirements. The NAHA accomplishes this by monitoring on a quarterly basis the incomes of newly admitted families and the incomes of families on the waiting list. The NAHA will skip higher income families on the waiting list to reach extremely low-income families in order to meet its requirements to house extremely low-income families.

Deconcentration: The NAHA will skip families on the waiting list to reach other families with a lower or higher income in an effort to provide for deconcentration of poverty and encourage income mixing. The NAHA implements this policy in a uniform and non-discriminating manner and affirmatively markets housing units to all eligible income groups. The NAHA uses incentives in some instances to encourage applicant families whose income classification helps achieve the deconcentration goals of a particular development. Such incentives may vary, but are always provided in a consistent and nondiscriminatory manner.

Housing Choice Voucher

Eligibility: There are five (5) eligibility requirements for admission to the Housing Choice Vouchers Program:

- a. Family Status

- b. Income
- c. Citizenship/eligible Immigrant Status
- d. Social Security Number Documentation
- e. Signed Consent Forms

Waiting List and Preferences: The NAHA admits applicants from the waiting list as either a special admission or as a waiting list admission. Special admissions are based on funding awards from HUD targeting families with specific characteristics or living in specific units. The following preferences apply:

- Adult family member work/residency in N. Adams and displaced
- Adult family member work/residency in N. Adams
- All Other Applicants

The waiting list is currently closed. The NAHA opens the waiting list annually, on average, and updates the list every six months.

Selection: Applicants are selected from the waiting list based on the order of preference a, b, c and the date and time of application to determine the sequence within the preferences. In addition to the above preferences, elderly, disabled or displaced applicants will be offered housing prior to other single persons.

Deconcentration: The NAHA will skip higher income families on the waiting list to reach the goal of admitting 75% of families who are extremely low-income; only if the goal would not otherwise be met. The NAHA will monitor incomes of newly admitted families and the incomes of families on the waiting list.

2. Financial Resources

The following financial resources are anticipated to be available to the NAHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. All Federal public housing and tenant based Section 8 assistance grant funds will be expended on eligible purposes. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|---|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2010 grants) | | |
| a) Public Housing Operating Fund | \$1,057,446 | Public Housing Operations |
| b) Public Housing Capital Fund (CFP 2010) | \$427,829 | Public Housing Capital Improvements |
| c) HOPE VI Revitalization | \$0 | n/a |
| d) HOPE VI Demolition | \$0 | n/a |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | \$2,193,022 | Section 8 tenant-based assistance, Section 8 Operations |

| Financial Resources: Planned Sources and Uses | | |
|---|--------------------|-------------------------------------|
| Sources | Planned \$ | Planned Uses |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | \$0 | n/a |
| g) Tenant Opportunity and Self-Sufficiency Grants | \$0 | n/a |
| h) Community Development Block Grant | \$0 | n/a |
| i) HOME | \$0 | n/a |
| Other Federal Grants (list below) | | |
| Emergency Safety and Security Funding grant | TBD | Public Housing Safety and Security |
| | | |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| CFP 2009 | \$74,388 | Public Housing Capital Improvements |
| 3. Public Housing Dwelling Rental Income | | |
| | \$863,000 | Public Housing Operations |
| | | |
| 4. Other income (list below) | | |
| Washer and Dryer Commissions | \$3,500 | Public Housing Operations |
| Interest Income | \$2,375 | Public Housing Operations |
| Section 8 Interest Income | \$1,563 | Section 8 Operations |
| 5. Non-federal sources (list below) | | |
| | \$0 | |
| Total resources | \$4,623,123 | |
| | | |

3. Rent Determination

Housing Choice Voucher

The NAHA has implemented Rent Reasonableness to determine initial rents and rent increases, comparing rent for the unit to comparable units in the same or comparable neighborhoods. Location, quality, size, number of bedrooms, age, amenities, housing services, maintenance and utilities of the unit are considered. Surveys are maintained on site by the PHA of comparables in the jurisdiction.

Maximum payment standard is set at 100% of the Fair Market Rent (FMR) published by HUD. It is reviewed annually by the NAHA and it will be developed with consideration for vacancy rates and rents in the market area, size and quality of units leased under the program, rents for units leased under the program, success rates of voucher holders in finding units, and the percentage of annual income families are paying for rent under the program.

The NAHA's minimum Public Housing rent is \$25 with hardship exemptions upon request. The NAHA proposes to increase the minimum rent to \$50 in the upcoming fiscal year.

4. Operation and Management

Public Housing

NAHA has a maintenance policy in place designed to include cost effectiveness, longevity of properties and resident service. Components of the NAHA's maintenance system are:

- *Priorities* – the NAHA prioritizes maintenance according to the greatest need performed in the most cost effective manner and implemented in the following order: Emergencies; Scheduled Operations and Services; Vacancy Preparation and Resident On-Demand Requests.
- *Work Procedures* – Staff is provided with detailed procedures for work activities.
- *Performance Goals* – the NAHA has established measurable standards for maintenance by using a minimum goal of meeting: local housing codes, HUD quality standards, PHAS standards.
- *Work Order System* – the NAHA collects and tracks all work request information in order to evaluate work performance and delivery of services.
- *Training* – the NAHA provides personnel training opportunities for professional development.
- *A long range planning system* – Planning of long range activities allows NAHA to implement non-routine work, while maintaining a routine maintenance schedule.

All maintenance work performed at the NAHA is categorized by the source:

- *Emergencies* – the highest priority that constitutes or has the potential to become a serious health or safety risk.
- *Routine Maintenance* – regular scheduled activities such as: pest control treatment to all apartments for each particular pest infestation but in all cases treatment for cockroaches; grounds maintenance; exterior building and interior common area treatment; and interior painting.
- *Preventive Maintenance* – Scheduled maintenance of major systems such as heating, electrical, life safety and plumbing.
- *Unit inspection* – to insure code compliance and unit condition.
- *Unit turnover* – the NAHA implements an average 14 day turn-around re-occupancy time to minimize vacancy time & maximize income production.
- *Resident request* – Non-emergency maintenance items completed with 7 days of request.

When deemed necessary due to timing or scope of work, NAHA may contract for maintenance work, initiating NAHA's procurement services.

The NAHA's minimum HCV rent is \$25 with hardship exemptions upon request. The NAHA proposes to increase the minimum rent to \$50 in the upcoming fiscal year.

The NAHA also proposes to restrict smoking in units at each of its public housing sites.

5. **Grievance Procedures**

Public Housing

Upon filing a written request, any tenant who is aggrieved by an NAHA action or failure to act in accordance with the lease or any statute, regulation, policy or procedure which affects the tenant's status, rights, duties or welfare is entitled to a grievance hearing, except in certain eviction proceedings spelled out in NAHA's grievance procedures. Key elements of these procedures include the following:

Procedure for private conference in non-eviction cases – tenant grievances in non-eviction cases can be discussed informally and settled outside of a hearing upon request, either orally or in writing. Such requests must be presented to the management office at the development where the tenant resides. If a tenant resides in housing without a local management office, such grievance will be presented initially to the NAHA office or management company that manages the development. Tenants have 30 days to submit a grievance upon receipt of a written notice of proposed adverse action.

Procedure for private conference in eviction cases – tenant grievances in eviction cases are discussed in a private conference upon notification from the management office. Notice is also provided to the tenant with the specific timeframe in which they must file a hearing request: 30 days in most cases; 14 days for non-payment of rent and 5 business days in cases of threatening behavior. Tenants are not entitled to a hearing if an unlawful violation has occurred.

Scheduling a grievance hearing – A hearing is scheduled within 30 days of receipt of the tenants notice to the NAHA hearing coordinator.

Hearing and decision – The hearing will be informal where oral or documentary evidence pertinent to the facts and issues raised by the grievance may be received without regard to admissibility under the rules of evidence applicable to judicial proceedings. The tenant is allowed the review of pertinent documents and may be represented by counsel or another representative. The hearing will be tape recorded. The hearing officer will issue a written decision within 15 days of the hearing. NAHA will make reasonable accommodations for the needs of persons with handicaps.

Appeals – Within 10 business days of receipt of the hearing officer’s decision, the tenant may file an appeal; or in cases where the decision is in favor of the tenant, NAHA may notify the tenant that the hearing officer’s decision is not binding and requires further review from the administrator. In both cases, the administrator will conduct a hearing within 30 days of request receipt. The administrator’s decision will be binding and provided within 15 days of the hearing.

Housing Choice Voucher

The NAHA implements a uniform procedure for conducting informal reviews when an Applicant challenges the NAHA’s final denial of an application for HCV Program assistance and informal hearings when a Participant challenges the NAHA’s decision to terminate HCV Program assistance. The NAHA is required to provide written notice of the adverse determination that specifies the reason for the action and advises the Applicant of the right to an informal review and the Participant of the right to an informal hearing.

Applicants/Participants must request an informal review/hearing within 20 days of NAHA mailing the notice of an adverse determination. All requests for a review or hearing must be submitted to the NAHA in writing. Failure to meet the 20-day time limit will be considered a waiver of the Applicant’s/Participant’s right to request an informal review/hearing.

The Applicant may be represented by counsel or another person of the applicant’s choice at their own expense. Prior to an informal review/hearing, the Applicant/Participant or his/her representative may inspect any documentation on which the adverse determination was based as

well as any other documentation pertinent to the Applicant eligibility for assistance and/or entitlement to priority or preference status, or of the Participant's continuing eligibility.

Informal reviews/hearings are held within 30 days from the NAHA's receipt of the Applicant's/Participant's request. The NAHA executive director shall conduct the informal review/hearing or shall designate one or more impartial persons to do so who was not involved in making or approving the decision under review, or a subordinate of this person. At the informal review/hearing, the Applicant/Participant and the NAHA may offer testimony, may question each other on pertinent matters and may offer other testimony, documentation, information and argument. The Applicant/Participant and the NAHA may also question each other's witnesses.

Within 15 days after the close of an informal review/hearing or as soon thereafter as reasonably possible, the NAHA shall notify the Applicant/Participant in writing of its decision with an explanation of the reasons behind its and shall specify any change, if appropriate, in the prior preliminary determination of the Applicant's eligibility, qualifications and/entitlement to priority or preference status, or of the Participant's continuing eligibility. The decision shall be mailed to Applicant/Participant and his/her representative, if any, at their last known addresses.

6. Designated Housing for Elderly and Disabled Families

Public Housing

The NAHA has not designated any of its developments for occupancy by elderly or disabled families. The NAHA does not intend to apply for such designation in the upcoming fiscal year.

7. Community Service and Self-Sufficiency

Public Housing

The NAHA has a community service program in place whereby nonexempt adult household member of families living in NAHA public housing are required by law to contribute 8 hours per month of community service or participate in an economic self-sufficiency program.

Housing Choice Voucher

The NAHA does not currently manage a Family Self-Sufficiency (FSS) program and does not propose to implement one in the upcoming fiscal year.

8. Safety and Crime Prevention

Public Housing

In an effort to ensure the continued safety of public housing tenants, the NAHA will install security cameras in all public housing developments owned and operated by the Authority in the upcoming fiscal year. The NAHA has already executed contracts for initial installation of security cameras at each development. The NAHA has also applied for an Emergency Safety and Security Funding grant from HUD on July 30, 2010. If funded, the grant monies will be used to increase the number of security cameras at each development.

The NAHA intends to work closely with the North Adams Police department, who will have access to live feeds from the security cameras. The NAHA anticipates this initiative will improve the level of coordination with local law enforcement; enable more proactive and

preventive policing efforts; improve response times and resolutions to any criminal acts committed onsite; and improve the overall security and safety of tenants at each property.

9. **Pets**

Public Housing

Pet ownership by NAHA tenants is allowed, subject to compliance with the Authority's Pet and Assistive Animal Ownership Policy (Pet Policy). The NAHA's Pet Policy establishes reasonable requirements for the ownership of common household pets in order to provide a decent, safe and sanitary environment for existing and prospective tenants, NAHA employees, and the public.

The Pet Policy includes the following elements:

- Definitions of what constitutes a "pet", an "assistive animal" and a "disability"
- Requirements pertaining to the types and number of pets allowed by bedroom size
- Pet ownership rules for tenants who are approved to acquire a new pet, keep an existing pet or add any new pet to their unit
- Guidelines for individual developments to determine no-pet zones
- Requirements for tenants to demonstrate ownership of an assistive animal and exclusion from the provisions of the Pet Policy
- Lease enforcement and eviction policy for unauthorized pets or other policy violations

The NAHA requires tenants to certify receipt, review and compliance with the Pet Policy upon entering into a lease for a public housing unit. Violations of this policy are considered a violation of a material term of the lease. The NAHA may require the removal of a pet or may commence eviction procedures upon violation of these rules. The appeal procedures that apply to other eviction actions, including the right to a grievance hearing apply to violations of these rules.

10. **Civil Rights Certification**

See attached and completed Form HUD-50077.

11. **Fiscal Year Audit**

The NAHA's most recent fiscal year audit was completed on September 30, 2009. The audit revealed no material weaknesses and only one significant deficiency in internal control over financial reporting which has since been addressed.

12. **Asset Management**

Public Housing

The NAHA is not currently operating under Asset Management and has no immediate plans to do so in the upcoming fiscal year. The Authority has taken preliminary steps towards implementing Asset Management in the event that it becomes a requirement, pending clarification of whether the 250 unit or the 400 unit threshold will apply. These steps include establishing two AMPs, locating property managers at two of the Authority's four developments, preparing a chart of accounts, and started allocating certain costs to separate AMPs. These steps have been taken to position NAHA in case it is required to implement Asset Management in full.

13. Violence Against Women Act (VAWA)

The NAHA assists children or adult victims of domestic violence, dating violence, sexual assault or stalking by including a preference on its public housing waiting lists for victims of domestic violence. In calendar year 2009, the NAHA provided a forum for speakers to come to the Housing Authority and to address residents regarding the options available to domestic violence victims. Moving forward, the Housing Authority will continue to take a proactive role in providing information and services to victims of domestic violence, including referring victims to available resources and local agencies that provide counseling and assistance.

(b) A copy of the PHA's 5-Year and Annual Plan at the following location:

- Central Office:
150 Ashland Street
North Adams, MA
Monday – Friday
8:00 AM – 4:30 PM

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

- HOPE VI – non-applicable
- Mixed Finance Mod/Development – non-applicable
- Demo/Disposition – non-applicable
- Mandatory or Voluntary Conversion – non-applicable
- Homeownership Programs – non-applicable
- Project-Based Vouchers – non-applicable

8.0 Capital Improvements

The NAHA continues to monitor and take proactive steps to improve the quality and condition of its public housing inventory. In the upcoming fiscal year, the NAHA is entering into an Energy Performance Contract (EPC) with CTI energy Services, LLC to increase comfort levels for tenants while simultaneously lowering energy costs and reducing maintenance and operating costs. The primary focus of the EPC for each of the developments is as follows:

- Greylock: decentralizing the boiler system, reducing maintenance costs from old distribution piping, improving comfort by replacing thermostats and improving lighting levels.
- Riverview: replacing boilers and controls to reduce the use of energy and improving lighting.
- Ashland: converting from electric heat to hot water heating with improved controls to reduce energy use while improving comfort levels and improved lighting levels.
- Spring Park: replacing electric heating with hot water heating and domestic hot water to improve comfort levels and reduce energy use. Lighting will also be improved.

Additional improvements are being considered for the scope of work that may be instituted if an adequate amount of saving is available to incorporate them into the plan.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report

See attached copy of form HUD-50075.1.

8.2 Capital Fund Program Five-Year Action Plan

See attached copy of form HUD-50075.2.

8.3 Capital Fund Financing Program (CFFP)

NAHA does not currently have, or intends to apply for, a CFFP loan. Therefore, the Authority does not propose to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements

9.0 Housing Needs

The Berkshires region, of which North Adams is a part, has continued to lose population, a trend that dates from the 1970s.(con plan p. 25.) Hence in North Adams as in this region of the Commonwealth pressures upon supply and rental costs are less evident than in the parts of the state that have seen continuing growth such as the Boston area.

In researching local housing needs, NAHA draws upon two main data sources, in addition to its own waiting list: (1) Massachusetts 2010-2014 Consolidated Plan and (2) The State of the Massachusetts Housing Market: A Statewide and Regional Analysis prepared for the Massachusetts Department of Housing and Community Development by the University of Massachusetts Donahue Institute. The importance of the latter source is that it provides regional breakdown of the State-wide data, which is very useful in that the regional differences between the western part of the Commonwealth and the Eastern part are significant.

The Berkshire region of which North Adams is a part is characterized by:

- Declining population; “ ...the Berkshire region was the only one in the State which lost population from 2000-2006....North Adams with a 2006 estimated population of 13,700 experienced a seven percent loss.” .” (2) – page 20. Indications are that this trend has accelerated due to job losses.
- Low diversity of population with 94.1% white, 1.9% black, Asian 1%, Hispanic of any race 1.7% and other 4%. (2) – page 24
- The population is also growing older, with the median age in the Berkshire region increasing from 40.5 in 2000 to 42.3 in 2006. (2) – page 30
- Median gross rents increased in the region, but at a slower pace than other parts of the State; further, increases in homeownership resulted in lower median incomes among renters as the highest income renters moved into ownership... (2) – page 113
- Rent Burdened households have increased in number among those with more than 30%-50 and more than 50% of income devoted to housing cost.

Table 9-1. Total Households Experiencing Housing Cost Burden, by Region, 2000–2005/2006

| Region | Up to 30% | | More than 30% to 50% Burden | | More than 50% Burden | |
|------------------|-----------|-----------|-----------------------------|-----------|----------------------|-----------|
| | 2000 | 2005/2006 | 2000 | 2005/2006 | 2000 | 2005/2006 |
| MA | 1,759,471 | 1,509,255 | 387,513 | 512,205 | 297,614 | 427,419 |
| Berkshire | 41,811 | 38,829 | 7,901 | 8,524 | 6,499 | 7,957 |

Sources: US Bureau of Census, 2000, American Community Survey (ACS) 2005/2006.

Table 9-2. Percentages of All Households Experiencing Housing Cost Burden, by Region, 2000–2005/2006

| Region | Up to 30% Burden | | More than 30% to 50% Burden | | More than 50% Burden | |
|------------------|------------------|-----------|-----------------------------|-----------|----------------------|-----------|
| | 2000 | 2005/2006 | 2000 | 2005/2006 | 2000 | 2005/2006 |
| MA | 72.0% | 61.6% | 15.9% | 20.9% | 12.2% | 17.5% |
| Berkshire | 74.4% | 70.2% | 14.1% | 15.4% | 11.6% | 14.4% |

Source: US Bureau of Census, 2000, American Community Survey (ACS), 2005/2006.

Table 9-3. Median Rent Affordability, by Region (2006\$), 2000–2005/2006

| Region | Median gross rent 2000 | Median gross rent 2005/2006 | Percent change 2000 - 2005/2006 | Median renter income 2000 | Median renter income 2005/2006 | Percent change 2000 - 2005/2006 |
|------------------|------------------------|-----------------------------|---------------------------------|---------------------------|--------------------------------|---------------------------------|
| MA | \$763 | \$898 | 17.7% | \$34,530 | \$32,298 | -6.5% |
| Berkshire | \$544 | \$575 | 5.7% | \$26,045 | \$20,556 | -21.1% |

Sources: U.S. Census Bureau, 2000; American Community Survey (ACS), 2005/2006.

Note: Gross rent includes rent and utilities. All figures are in 2006 dollars.

Statistical significance testing was not done.

- When subsidized housing resources, including both units and rent assistance vouchers, are compared with the need, 37.5% of the need is met by available resources in the Berkshire region. (2) – page 134

Table 9-4. Housing Needs and Affordable Housing Resources by Region

| Region | Total low-income (<80% AMI) renter households | Available resources (units plus 80% of vouchers)^ | Rental resources per low-income renter households |
|------------------|---|---|---|
| Berkshire | 12,957 | 4,853 | 37.5% |
| Total | 571,217 | 256,549 | 44.9% |

Source: B. Heudorfer analysis of 3/14/08 Subsidized Housing Inventory.

^Some Section 8 voucher holders may rent units in subsidized developments. To avoid double counting it was assumed that 80 percent of vouchers were used in the private market. The actual number may be higher or lower. Housing resources are estimated as of 2008, while need is as of 2000.

- According to regional data, the number of units affordable at or below the ELI and VLI income limit indicates a surplus of affordable units in the Berkshire region. This does not however, indicate the appropriate match of need with available units. An aging population, for example, may have accessibility requirements not met by the available affordable housing stock. Affordability also does not speak to housing condition. Job loss and population decline has adversely affected housing quality and increased the number of substandard units.

Table 9-5. Massachusetts Shortage of Units for ELI and VLI Households by Region, 2005/2006

| Region | Income level | Households in income category | Cumulative households at or below income limit | Units affordable at or below income limit | Surplus/deficit of affordable units |
|-----------|----------------------|-------------------------------|--|---|-------------------------------------|
| Berkshire | Extremely Low-Income | 6,806 | 6,806 | 7,757 | 951 |
| | Very Low-Income | 3,653 | 10,459 | 17,231 | 6,772 |
| | Total | 17,644 | 17,644 | 18,942 | 1,298 |

Source: ACS PUMS 2005/2006, HUD Income Limits FY06.

Note: Deficits are shown in red. Very Low-Income households in the “cumulative” column include Extremely Low-Income households and Very Low-Income households, so income categories in this column do not add to totals.

Data sources

- Massachusetts 2010-2014 Consolidated Plan
- The State of the Massachusetts Housing Market: A Statewide and Regional Analysis Produced by the Economic and Public Policy Research Unit, University of Massachusetts Donahue Institute, in conjunction with Bonnie Heudorfer, Housing and Planning Consultant, for the Massachusetts Department of Housing & Community Development, November 2008

9.1 Strategy for Addressing Housing Needs

The following charts report U.S. Census data specifically for North Adams and demographic data compiled from the Housing Authority waiting list upon which the Housing Authority’s strategy is based.

The following chart was compiled from Census data. In the impact columns 1 indicates no impact 5 indicates severe impact.

Table 9.6. Housing Needs in the Jurisdiction

| Family Type | Overall | Affordability | Supply | Quality | Access | Size | Location |
|----------------------------|---------|---------------|--------|---------|--------|------|----------|
| Income <= 30% AMI | 732 | 5 | 1 | 2 | 1 | 2 | 1 |
| Income >30% but <= 50% AMI | 288 | 5 | 1 | 2 | 1 | 2 | 1 |
| Income >50% but <80% AMI | 59 | 5 | 1 | 1 | 1 | 2 | 1 |
| Elderly | 351 | 5 | 1 | 1 | 1 | 2 | 1 |
| Disabled Families | 260 | n/a | n/a | n/a | n/a | n/a | n/a |
| White Non-Hispanic | 1024 | n/a | n/a | n/a | n/a | n/a | n/a |
| Hispanic | 23 | n/a | n/a | n/a | n/a | n/a | n/a |

The following chart shows the combined wait list data for the Public Housing and HCV Programs.

Table 9.7. Waiting List

| Family Composition | # of Families | % of Total Families | Annual Turnover |
|----------------------------|---------------|---------------------|-----------------|
| Income <= 30% AMI | 191 | 86.8 | |
| Income >30% but <= 50% AMI | 27 | 12.3 | |
| Income >50% but <80% AMI | 2 | 1.0 | |
| Families with children | 84 | 38.2 | |
| Elderly Families | 19 | 8.6 | |
| Families with Disabilities | 73 | 33.2 | |
| White, Non-Hispanic | 179 | 81.4 | |
| Black Non-Hispanic | 19 | 8.6 | |
| Hispanic | 1 | .5 | |
| Asian | 21 | 9.5 | |
| TOTAL | 220 | | 74 |

The North Adams Housing Authority will seek to improve its performance in meeting the needs of the persons within its jurisdiction by reducing the time apartments are off line, refurbishing apartments to maintain marketability, and seeking ways to increase the housing stock for working families with children.

10.0 Additional Information

- a) The NAHA has made progress in meeting the Mission and Goals described in the 5-Year Plan. In the past calendar year, the NAHA has refined its policies and procedures for its Public Housing and HCV Programs in an effort to improve and streamline operations. The NAHA has also revised its personnel policies to provide clear direction and expectations to staff as part of its performance management framework.
- b) Significant Amendments and substantial deviation to the Public Housing Authority’s Plan are defined as follows: changes to rent or admissions policies or organization of the waiting list; additions of non-emergency work items (items not included in the current Annual Statement or Five-year Action Plan) or change in the use of replacement reserve funds under the Capital Fund; additions of new activities not included in the current PHDEP Plan; and any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

11.0 Required Submissions for HUD Field Office Review

See attached copies of the following items:

- Form HUD-50077
- Form HUD-50070
- Form HUD-50071
- Form SF-LLL
- Form SF-LLL-A
- Resident Advisory Board (RAB) comments

- Challenged Elements
- Form HUD-50075.1
- Form HUD-50075.2
-

Capital Fund Program—Five-Year Action Plan

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/Number | North Adams Housing Authority | Locality (City/County & State) | North Adams, Berkshire, MA | <input checked="" type="checkbox"/> Original 5-Year Plan | <input type="checkbox"/> Revision No: | |
| A. | Development Number and Name | Work Statement for Year 1 FFY 2010 | Work Statement for Year 2 FFY 2011 | Work Statement for Year 3 FFY 2012 | Work Statement for Year 4 FFY 2013 | Work Statement for Year 5 FFY 2014 |
| B. | Physical Improvements Subtotal | Annual Statement | 80,829 | 127,829 | 332,829 | 357,829 |
| C. | Management Improvements | | 10,000 | 10,000 | 10,000 | 10,000 |
| D. | PHA-Wide Non-dwelling Structures and Equipment | | 287,000 | 250,000 | 45,000 | 20,000 |
| E. | Administration | | 30,000 | 30,000 | 30,000 | 30,000 |
| F. | Other | | 10,000 | 10,000 | 10,000 | 10,000 |
| G. | Operations | | | | | |
| H. | Demolition | | | | | |
| I. | Development | | | | | |
| J. | Capital Fund Financing – Debt Service | | | | | |
| K. | Total CFP Funds | | | | | |
| L. | Total Non-CFP Funds | | | | | |
| M. | Grand Total | 427,829 | 427,829 | 427,829 | 427,829 | 427,829 |

Capital Fund Program—Five-Year Action Plan

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

| Work Statement for Year 1 FFY 2010 | Work Statement for Year 2 (continued) | | | |
|------------------------------------|--|----------|----------------|--|
| | Development Number/Name General Description of Major Work Categories | Quantity | Estimated Cost | Development Number/Name General Description of Major Work Categories |
| See Annual Statement | 1408 Mgt. Improvements | | 10,000 | MA 34-2 Site 1 |
| | 1410 Administrative Costs | | 30,000 | Replace Elevator Doors and Panels |
| | 1430 A & E Fees | | 10,000 | Repave Sidewalks |
| | Total PHA Wide | | 50,000 | Total MA 34-2 Site 2 |
| | | | | |
| | MA 34-1 Site 1 | | | MA 34-6 |
| | Security System Upgrade | | 50,000 | Replace Trash Compactor |
| | Replace Plumbing | | 21,829 | Total MA 34-6 |
| | Foundation Repair | | 50,000 | |
| | Casting | | 48,000 | |
| | Repave Sidewalks | | 20,000 | |
| | Total MA 34-1 Site 1 | | 189,829 | |
| | | | | |
| | MA 34-1 Site 2 | | | |
| | Replace Storm Doors | | 11,000 | |
| | Repair Concrete Stairtreads | | 15,000 | |
| | Upgrade Electrical Panel Boxes | | 10,000 | |
| | Security System Upgrade | | 10,000 | |
| | Repave Sidewalks | | 20,000 | |
| | Total MA 34-1 Site 2 | | 66,000 | |
| | Subtotal of Estimated Cost | | \$ | Subtotal of Estimated Cost |
| | | | | \$ 427,829 |

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
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| Work Statement for Year 1 FFY _____ | Work Statement for Year 3 FFY 2012 | | Work Statement for Year 4 FFY 2013 | | | |
|-------------------------------------|---|----------|---------------------------------------|---|----------|----------------|
| | Development Number/Name General Description of Major Work Categories | Quantity | Estimated Cost | Development Number/Name General Description of Major Work Categories | Quantity | Estimated Cost |
| See Annual Statement | 1408 Management Improvements | | 10,000 | 1408 Management Improvements | | 10,000 |
| | 1410 Administrative Costs | | 30,000 | 1410 Administrative Costs | | 35,000 |
| | 1430 A & E Fees | | 10,000 | 1430 A & E Fees | | 5,000 |
| | Total PHA Wide | | 50,000 | Total PHA Wide | | 50,000 |
| | MA 34-1 Site 1 | | | MA 34-1 Site 1 | | |
| | Vinyl Siding | | 107,829 | Kitchen Cabinets | | 75,000 |
| | Shed Repair | | 20,000 | Vinyl Siding | | 100,000 |
| | Total MA 34-1 Site 1 | | 127,829 | Pipe Casting | | 45,000 |
| | | | | Shed Repair | | 43,000 |
| | MA 34-2 Site 1 | | | Total MA 34-1 Site 1 | | 263,000 |
| | Replacement of Elevators | | 150,000 | MA 34-2 Site 1 | | |
| | Total MA 34-2 Site 1 | | 150,000 | Kitchen Cabinets | | 114,829 |
| | MA 34-2 Site 2 | | | Total MA -2 Site 1 | | 114,829 |
| | Replace Elevators | | 100,000 | | | |
| | Total MA 34-2 Site 2 | | 100,000 | | | |
| | Subtotal of Estimated Cost | | \$ 427,829 | Subtotal of Estimated Cost | | \$ 427,829 |

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 | | FFY of Grant: 2007 | |
| PHA Name: North Adams Housing Authority | | FFY of Grant Approval: | |
| Grant Type and Number Capital Fund Program Grant No: MA034P034501-07 Replacement Housing Factor Grant No: Date of CFFP: | | | |

| Line | Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2010 | Reserve for Disasters/Emergencies <input type="checkbox"/> | Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Final Performance and Evaluation Report | | Total Actual Cost ¹ |
|------|---|---|---|----------------------|--------------------------------|
| | | | Original | Revised ² | |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | | | | |
| 3 | 1408 Management Improvements | 6,000 | 16,500 | 16,500 | 16,500 |
| 4 | 1410 Administration (may not exceed 10% of line 21) | 41,000 | | 41,000 | 41,000 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 40,000 | | 40,000 | 40,000 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | | | | |
| 10 | 1460 Dwelling Structures | 290,845 | 329,126 | 329,126 | 329,126 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Non-dwelling Structures | 0 | 0 | 0 | 0 |
| 13 | 1475 Non-dwelling Equipment | 10,450 | 0 | 5,225 | 5,225 |
| 14 | 1485 Demolition | | | | |
| 15 | 1492 Moving to Work Demonstration | | | | |
| 16 | 1495.1 Relocation Costs | | | | |
| 17 | 1499 Development Activities ⁴ | | | | |

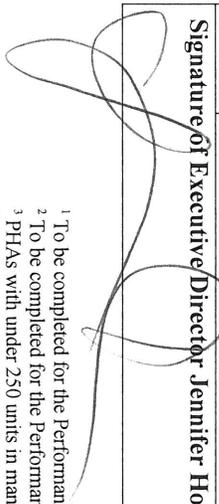
¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

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
 OMB No. 2577-0226
 Expires 4/30/2011

| | | | |
|---|--|------------------------|--|
| Part I: Summary | | FFY of Grant: 2007 | |
| PHA Name: North Adams Housing Authority | Grant Type and Number Capital Fund Program Grant No.: MA034P034501-07 Replacement Housing Factor Grant No.: Date of CFPP: | FFY of Grant Approval: | |

| Line | Summary by Development Account | Total Estimated Cost | | Total Actual Cost ¹ | Expended |
|------|--|----------------------|----------------------|--------------------------------|----------|
| | | Original | Revised ² | | |
| 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) | 32,224 | 0 | | |
| 20 | Amount of Annual Grant: (sum of lines 2 - 19) | 431,851 | | 431,851 | |
| 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 | | | | |

| | | | | |
|---|--|-------------------|--|----------|
| <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2009 <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report | Signature of Executive Director Jennifer Hohn  | Date 11/5/2010 | 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 | | Grant Type and Number | | Federal FFY of Grant: 2007 | | | |
|---|---|--|----------|--------------------------------------|--------------------------------------|-------------------------------------|--|
| PHA Name: North Adams Housing Authority | | Capital Fund Program Grant No: MA034P034501-07 | | | | | |
| | | CFPP (Yes/No): Yes | | Replacement Housing Factor Grant No: | | | |
| 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 | |
| PHA Wide | Extend Computer to Maintenance | 1408 | | Original 1,500 | Funds Obligated ² 0 | Funds Expended ² 0 | |
| | Replace Office Carpet | 1408 | | 4,500 | 0 | 0 | |
| | Management Improvement | 1408 | | 16,500 | 16,500 | 16,500 | |
| PHA Wide | Administrative Costs | 1410 | | 41,000 | 41,000 | 41,000 | |
| PHA Wide | A&E Fees | 1430 | | 40,000 | 40,000 | 40,000 | |
| PHA Wide | Flabbed Trailer | 1475 | | 3500 | 2900 | 2875 | |
| | Pro Press Pipe Tool | 1475 | | 2500 | 2500 | 2350 | |
| | Lawn Tractor | 1475 | | 2,500 | 0 | 0 | |
| | 10" Miter Saw | 1475 | | 650 | 0 | 0 | |
| PHA Wide | Contingency | 1502 | | 32,224 | 0 | 0 | |
| MA 34-1 Site 1 | Install new Bath fans & lights | 1460 | 96 | 57,600 | 15,000 | 15,000 | |
| Greylock Apartments | Heating System Repairs | 1460 | LS | 91,750 | 36,000 | 36,000 | |
| | Floor Replacement | 1460 | 30 | 10,000 | 10,000 | 10,000 | |
| | Replace Toilets | 1460 | 96 | 62,000 | 62,000 | 59,249 | |
| | Asbestos Abatement | 1460 | 96 | 32,224 | 32,224 | 32,224 | |

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

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
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

| Part II: Supporting Pages | | Grant Type and Number | | Federal FFY of Grant: 2007 | | | | | |
|---|---|--|-----------------------------------|--|---------------------------------|--------------------------------------|--|--|--|
| PHA Name: North Adams Housing Authority | | Capital Fund Program Grant No: MA034P034501-07 | | CFPP (Yes/No): Yes | | Replacement Housing Factor Grant No: | | | |
| 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 | | | |
| MA34-1 Site 2 Riverview | Heat Plant repairs | 1460 | LS | 33,950 | 0 | 0 | | | |
| MA34-2 Ashland Park | Security Cameras R/R Stairway Firedoors Repair Cmty Room Windows Reinforce Rebar area at floor seams Replace Toilets & wall plumbing Purchase 60" Round Tables | 1460 1460 1460 1460 1460 1475 | LS LS LS LS 125 10 | 11,000 17,800 2,500 5,000 92,861 1300 | 0 0 0 0 92,861 0 | 0 0 0 0 92,861 0 | | | |
| MA34-35-6 Spring Park | Install floor covering vacant units R/R Stairway Firedoors Install Lighting North Exterior Intall Security Cameras Replace toilets & wall plumbing | 1460 1460 1460 1460 1460 | 6 LS 1 LS 53 | 27,000 3,060 785 11,000 76,192 | 6750 0 850 0 76,192 | 6750 0 850 0 76,192 | | | |
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¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
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
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part III: Implementation Schedule for Capital Fund Financing Program
 PHA Name: North Adams Housing Authority

Federal FFY of Grant: 2007

Reasons for Revised Target Dates ¹

| Development Number Name/PHA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | All Funds Expended (Quarter Ending Date) | | Reasons for Revised Target Dates ¹ |
|---|---|-------------------------------|---|--------------------------------|---|
| | Original Obligation End Date | Actual Obligation End Date | Original Expenditure End Date | Actual Expenditure End Date | |
| 1408 | 9/30/2009 | | 9/30/2011 | | |
| 1410 | 9/30/2009 | | 9/30/2011 | | |
| 1430 | 9/30/2009 | | 9/30/2011 | | |
| 1475 | 9/30/2009 | | 9/30/2011 | | |
| 1502 | 9/30/2009 | | 9/30/2011 | | |
| MA34-01 Site 1 | 9/30/2009 | | 9/30/2011 | | |
| MA34-01 Site 2 | 9/30/2009 | | 9/30/2011 | | |
| MA34-2 | 9/30/2009 | | 9/30/2011 | | |
| MA34-6 | 9/30/2009 | | 9/30/2011 | | |

¹ Obligation and expenditure end dated 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

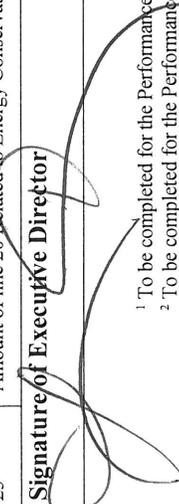
U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

| Part I: Summary | | FFY of Grant: 2009 FFY of Grant Approval: | |
|---|---|---|--------------------------------|
| PHA Name: North Adams Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06P03450109 Replacement Housing Factor Grant No: Date of CFFP: | |
| Type of Grant | <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2010 | <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report | Total Actual Cost ¹ |
| Line | Summary by Development Account | Total Estimated Cost | Obligated Expended |
| 1 | Total non-CFP Funds | Original | Revised ² |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | 80,000 | 80,000 |
| 3 | 1408 Management Improvements | | |
| 4 | 1410 Administration (may not exceed 10% of line 21) | 40,000 | 40,000 |
| 5 | 1411 Audit | | |
| 6 | 1415 Liquidated Damages | | |
| 7 | 1430 Fees and Costs | 32,600 | 32,600 |
| 8 | 1440 Site Acquisition | | |
| 9 | 1450 Site Improvement | | |
| 10 | 1460 Dwelling Structures | 275,788 | 275,788 |
| 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
 OMB No. 2577-0226
 Expires 4/30/2011

| | | | |
|---|---|---|--------------------------------------|
| Part I: Summary | | FFY of Grant: 2009 FFY of Grant Approval: | |
| PHA Name: | Grant Type and Number Capital Fund Program Grant No: MA06P03450109 Replacement Housing Factor Grant No: Date of CFFP: | | |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2010 | | <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report | |
| Type of Grant | Summary by Development Account | Total Estimated Cost | Total Actual Cost¹ |
| Line | Original | Revised² | Obligated |
| 18a | 1501 Collateralization or Debt Service paid by the PHA | | Expended |
| 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) | | |
| 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 | | Signature of Public Housing Director | |
|  | |  | |
| Date | | Date | |
| 10/1/2010 | | | |

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.

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

North Adams Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund

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.)

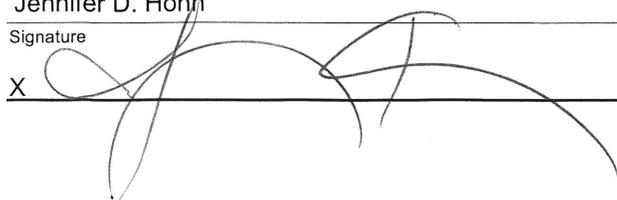
North Adams Housing Authority
Capital Fund

150 Ashland Street, North Adams, Berkshire County, Massachusetts 01247

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 Jennifer D. Hohn | Title Executive Director |
| Signature  | Date 10/13/2010 |

Certification of Payments to Influence Federal Transactions

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

Applicant Name

North Adams Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund

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.

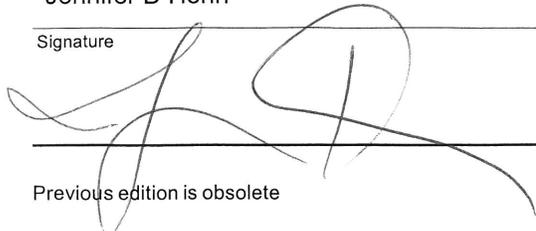
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this 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 Jennifer D Hohn | Title Executive Director |
| Signature  | Date (mm/dd/yyyy) 10/20/2010 |

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

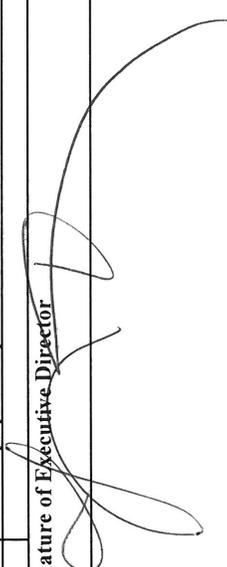
U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

| Part I: Summary | | Grant Type and Number Capital Fund Program Grant No: MA06P03450110 Replacement Housing Factor Grant No: _____ Date of CFFP: _____ | | FFY of Grant: 2010 | FFY of Grant Approval: |
|--|--|--|----------------------|---|--|
| PHA Name: North Adams Housing Authority | | Reserve for Disasters/Emergencies <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: _____ <input type="checkbox"/> Summary by Development Account | | Revised Annual Statement (revision no: _____) <input type="checkbox"/> Final Performance and Evaluation Report | |
| Line | Original | Total Estimated Cost | Revised ² | Obligated | Total Actual Cost ¹ Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) ³ | 80,000 | | | |
| 3 | 1408 Management Improvements | 10,000 | | | |
| 4 | 1410 Administration (may not exceed 10% of line 21) | 42,000 | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 25,000 | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | 110,000 | | | |
| 10 | 1460 Dwelling Structures | 108,829 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Non-dwelling Structures | | | | |
| 13 | 1475 Non-dwelling Equipment | 52,000 | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1492 Moving to Work Demonstration | | | | |
| 16 | 1495.1 Relocation Costs | | | | |
| 17 | 1499 Development Activities ⁴ | | | | |
| 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) | 427,829 | | | |
| 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 | | | | |

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
 Expires 4/30/2011

| | | | | | |
|---|--------------------------------|---|--------------------------------------|---|----------|
| Part I: Summary | | Grant Type and Number Capital Fund Program Grant No: MA06P03450110 Date of CFPP: _____ | | FFY of Grant: 2010 FFY of Grant Approval: | |
| PHA Name: North Adams Housing Authority | | Replacement Housing Factor Grant No: _____ | | | |
| Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Summary by Development Account | | <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report | | | |
| Line | Summary by Development Account | Total Estimated Cost | Revised ² | Obligated | Expended |
| | | Total Actual Cost ¹ | | | |
| Signature of Executive Director | | Date | Signature of Public Housing Director | | |
|  | | 07/14/2010 | | | |

**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 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 09/01/2010, 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.

North Adams Housing Authority

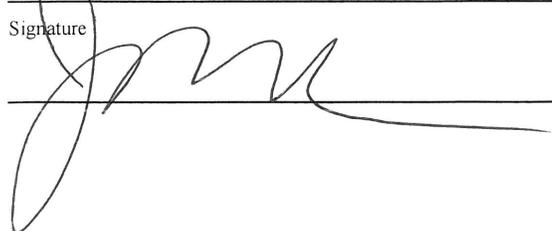
MA034

PHA Name

PHA Number/HA Code

X _____ 5-Year PHA Plan for Fiscal Years 20¹⁰ - 20¹⁴
 x _____ Annual PHA Plan for Fiscal Years 20¹⁰ - 20¹⁰

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 Jennifer Breen Kirsch | Title Chairman, Board of Commissioners |
| Signature  | Date 11/30/10 |

Certification of Payments to Influence Federal Transactions

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

Applicant Name

North Adams Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund

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.

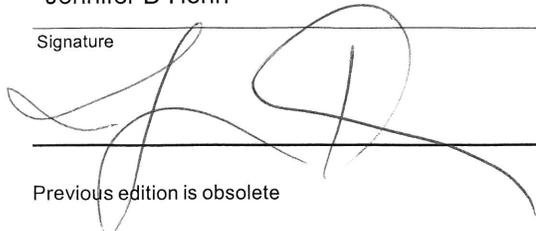
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this 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 Jennifer D Hohn | Title Executive Director |
| Signature  | Date (mm/dd/yyyy) 10/20/2010 |

NORTH ADAMS HOUSING AUTHORITY
COMMENTS OF THE RESIDENT ADVISORY BOARD

The Resident Advisory Board of the North Adams Housing Authority was scheduled to meet on November 1, 2010. Due to scheduling conflicts the only person in attendance was Linda Palumbo.

The Housing Authority hand delivered a copy of the capital fund plan to the Resident Advisory Board members that were unable to attend the meeting. Members were encouraged to submit comments and concerns in writing by November 30, 2010 to the Housing Authority office. There were no comments submitted by the Resident Advisory Board.

Resident Advisory Board Members

Rose Carsten
Glenn Perras
Leslie Erdeski
Linda Polumbo

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

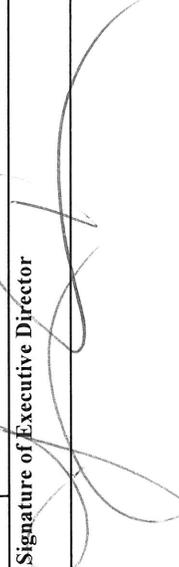
U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

| Part I: Summary | | Grant Type and Number | | FFY of Grant: | |
|--|--|--|----------------------|--|-----------|
| PHA Name: | | Capital Fund Program Grant No: MA06S03450109 | | 2009 | |
| North Adams Housing Authority | | Replacement Housing Factor Grant No: | | FFY of Grant Approval: | |
| Date of CFFP: | | | | | |
| Type of Grant | | Reserve for Disasters/Emergencies | | Revised Annual Statement (revision no:) | |
| Original Annual Statement | | Final Performance and Evaluation Report | | Total Estimated Cost | |
| Performance and Evaluation Report for Period Ending: | | Total Estimated Cost | | Total Actual Cost ¹ | |
| Line | Summary by Development Account | Original | Revised ² | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 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) | 26687 | | 26687 | 0 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 50000 | | 50000 | 50000 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | | | | |
| 10 | 1460 Dwelling Structures | | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | 467800 | | 467800 | |
| 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 | | | | |
| 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) | 544487 | | 544487 | 389800.89 |
| 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 | | | | |

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
 Expires 4/30/2011

| | | | | | |
|---|---------------------------------------|--|---|--|-----------------|
| Part I: Summary | | Grant Type and Number Capital Fund Program Grant No: _____ Date of CFFP: _____ | | FFY of Grant: FFY of Grant Approval: _____ | |
| PHA Name: | | Replacement Housing Factor Grant No: _____ | | | |
| Type of Grant | | <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: _____ <input type="checkbox"/> Revised Annual Statement (revision no: _____) <input type="checkbox"/> Final Performance and Evaluation Report | | | |
| Line | Summary by Development Account | Total Estimated Cost | Revised ² | Obligated | Expended |
| | | | | | |
| Signature of Executive Director | | Date 10/1/2010 | Signature of Public Housing Director | | |
|  | | | | | |

CHALLENGED ELEMENTS

As stated in the Resident Advisory Board's comments there were no challenged elements to this plan either through the Resident Advisory Board or the public comment period or hearing.

Legal Notice

Notice of Public Comment Period and Hearing

Notice is hereby given that copies of the North Adams Housing Authority's Agency plan for the fiscal years 10/01/2010 -9/30/2014, the Five Year Agency Plan. The draft form may be reviewed on Friday, October 15th – November 30th 2010. Interested parties are invited to attend a public hearing on Tuesday, November 30th 2010 at 7:00pm, at 150 Ashland Park's Community Room. This will provide persons an opportunity to express their views regarding the Plans. Anyone desiring to make written comments may present them at the hearing no later than Tuesday, November 30th 2010 to Executive Director Jennifer Hohn, North Adams Housing Authority, 150 Ashland Street, P.O. Box 666, North Adams MA, 01247

Jennifer Breen-Kirsch
Chairperson
October 13, 2010

10-30-2010

Mr. William S. Perreault
150 Ashland Street, Apt # 414
North Adams, MA 01247

Ms. Pearl Mullett
Tenant Representative
North Adams Housing Authority
150 Ashland Street
North Adams, MA 01247

Dear Ms. Mullett,

Allow me to take this opportunity to share with you some of my thoughts regarding the upcoming "5 Year Plan Public Hearing" which will be taking place on ~~October 30th~~, 2010.

With regard to the "High-rise Apartment Complex located at 150 Ashland Street, I would suggest the following conditions be acted upon:

- 1.) That the "Open-Ventilation System" that is currently in place be replaced by a more modern and efficient system.
- 2.) That the "Open Vents" in each apartment be cleaned on a regular basis every 3-6 months.
- 3.) That the "Trash Chute" be sanitized from top-bottom on a regular basis.
- 4.) That every effort be made to have a Maintenance Employee available on a regular basis to work on weekends and Holidays.
- 5.) To ensure that the safety and well being of all the tenants be better secured by having Security Guards on weekends and Holidays. My suggestion would be to have 2 Security Guards per shift. One Guard will take a position at the High-rise, and the other will patrol the Public Housing Properties. They would switch positions throughout the shift.
- 6.) That the stoves be replaced.

Thank you for your time and assistance with this matter.

Respectfully submitted,

