

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Medford Housing Authority</u> PHA Code: <u>MA015</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>11/01/2011</u>					
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>557</u> Number of HCV units: <u>987</u>					
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only					
<b>4.0</b>	<b>PHA Consortia</b> <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	
					PH	HCV
PHA 1:						
PHA 2:						
	PHA 3:					
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.					
<b>5.1</b>	<p><b>Mission.</b> 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:</p> <p>The Mission of the Medford Housing Authority is to assist low, very low and extremely low income families, elderly and disabled to help them obtain affordable housing that is safe, decent and sanitary. In doing so, the Medford Housing Authority will advocate for and serve the needs of our residents by encouraging and assisting all those whom can achieve maximum independence to do so. When possible, we will create and expand affordable housing opportunities for the diverse population of Medford, Massachusetts. We will create and encourage resident self-sufficiency and independence. We will efficiently allocate our resources to achieve our Mission, we will encourage resident participation, and foster respect for residents, coworkers and community.</p>					

5.2

**Goals and Objectives. as stated on the 5 year plan submitted in FYB 2010:**

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.

Goals and Objectives

The Medford Housing Authority has attempted to establish realistic goals in relation to the needs and objectives of our community, as well as the available financial and staffing resources of the Authority, both at the present time and in the reasonably foreseeable future. Our most immediate objective is to maintain, protect, and improve the quality of the living environment for our current residents, and to provide a physical plant, financial policies, and an asset management structure which will enable the Authority to continue to offer quality housing to its residents. We shall work closely with our residents to improve development safety and security. We shall endeavor to promote safe, quality and affordable housing, and a suitable living environment free from discrimination, in a manner that will be economically and socially viable for our residents. Presently the Medford Housing Authority conducts a monthly resident meeting for residents from each development to attend, and attends regular tenant association meetings at developments when invited by the council. The attendance has been consistent and we have worked closely with residents associations and residents of the developments.

Our Goals and Objectives to reach out to all residents are:

- Work closely with full resident representation of our buildings by helping residents to create active and productive Resident Associations to involve all residents in the above goals and objectives
- Identify and implement programs to overcome any language barriers particularly at our Family Development. Whenever staff may be added to the Medford Housing Authority, we will make every attempt to hire a qualified individual who speaks Creole, Spanish or any other language that improves communication between the authority and residents. We hope to involve Resident Council participation whereby residents involved in the Council at their development who speak Creole, Spanish or any other language will work with the administrative staff to improve communication between the authority and residents.

Our Plan Goals and Objectives:

1. Improve the quality of living for residents at our developments.
    - Improve PHAS score
    - Increase resident satisfaction
    - Concentrate on efforts to improve asset management functions: improve aesthetic quality of living environment, maintain a strong financial position, and improve development safety and security.
    - Renovate or modernize public housing units to improve the quality of life for our elderly/disabled and families.
    - Modernize and maintain the grounds and appearance of developments while enhancing the neighborhoods where our developments are located.
    - Enhance our close circuit monitoring system to connect developments directly to the Medford Police Department.
    - Begin work associated with ROSS Resident Service Coordinator Grant to provide much needed directional services to our residents.
  2. Increase assisted housing choices
    - Review voucher payment standards.
    - Apply for additional vouchers, if practical.
    - Work with the City of Medford to provide affordable housing by awarding Project Based Vouchers to landlords who meet the requirements set forth by the City and Medford Housing Authority to meet the need of quality affordable rental housing.
  3. Ensure Equal Opportunity and affirmatively further fair housing objectives.
    - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, sex, familial status, and disability.
    - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex familial status, and disability.
    - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.
- The Medford Housing Authority, is working very closely with our family resident organizations to invite community programs into our the developments which will target parents and children to improve health, educational opportunities, provide lunches to children in the development throughout summer months, to provide English as a second language, and encourage residents to become more involved in their community.
4. Increase Modernization and Maintenance focus on environmental and conservation efforts.
    - Work with resident organizations and directly with residents to educate residents on ways to conserve energy.
    - Modernize developments to a high standard of energy efficiency
    - Continue to alter our preventative maintenance program to include energy saving strategies where and when ever possible.

**Progress as submitted in 5 year plan of FYB 2010:**

Over the past five years we have made many improvements at the Medford Housing Authority.

At our 199 unit Elderly/Disabled Building, we have installed new windows in all units; new bathrooms in all units and approximately 3 units have been completed to create full handicapped services toward our goal of 5% or 10 units in this building. We installed new energy efficient washers and dryers, and installed energy efficient refrigerators and ranges in each unit. We installed security cameras on each floor of the building and on the outside of the building for safety and security measures. With resident participation, we worked to improve aesthetic quality of the environment of this building. In this last year of our previous 5 Year Plan, we have hired a full time Security Guard for this building for the safety and security of our residents.

At our 100 unit Elderly/Disabled Building, we painted all balconies and community areas, and worked very closely with the residents of the building to improve the aesthetics of the development. We replaced bedroom windows, windows in common areas, aging heaters in stairwells, aging rugs, aging signs, installed new energy efficient washer dryers, new energy efficient refrigerators and ranges in each unit, and embarked on a general improvement project with full resident involvement. We end our five year plan and begin our new plan with bathroom modernization in all units in this building including apartment/ bathroom upgrades to our 9 handicapped units. For the past 5 years Security Guards have been assigned to this building and security cameras were installed in the development for safety and security for our residents

**Progress (Continued)**

At our Family Development, 150 units, we replaced all windows in all apartments, installed new energy efficient refrigerators and ranges in each unit, and installed security cameras in various areas of the development. Further, we replaced roofs, boilers and renovated the Willis Avenue Community Center. We have detailed Medford police officers assigned to the development on weekend nights and a private security patrol 7 nights per week.

At two of our smaller Elderly/Disabled buildings, new windows were installed in all units, new energy efficient washers and dryers were installed, we installed new energy efficient refrigerators and ranges in each unit, common areas have new carpeting and have been painted, and security cameras were installed in both building.

Our REAC score for the Transition Year is 96. SEMAP score is 93.

We installed a Language Line Service in our Administrative Offices to communicate with our Limited English applicants and residents. The Medford Housing Authority hired a full time employee who speaks and writes Creole to properly communicate with our limited English Haitian applicants and residents.

The MHA has examined its programs and proposed programs to identify and address any impediments to fair housing choice, and has adopted an Affirmatively Furthering Fair Housing Statements and is working with the City of Medford to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the MHA's involvement.

**PHA Plan Update**

**(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:**

The Medford Housing Authority utilized American Recovery and Reinvestment Act (ARRA) fund of 2009 Capital Fund Formula to acquire/construct new family and elderly/disabled ACC units from the Medford Housing Authority's existing Massachusetts state housing program. LaPrise Village 150 units of family housing and Weldon Gardens 75 units of elderly/disabled housing. Weldon Gardens has been Federalized and assigned an AMP Number AMP No. MA015000003 with full operating subsidy as of 10/01/2010 LaPrise Village, AMP No. MA015000002 is scheduled for construction of handicapped units in the summer of 2011 with a target REAC inspection date around or about the fall of 2011.

The Section 8 Administrative Plan has been updated to include the Project-Based Voucher Waiting List Administration and Administrative Requirements for Project-Based Voucher (PBV) Program

The Medford Housing Authority submitted an Public Housing FSS Action Plan and received approval from HUD. A grant application was submitted to HUD for funding of an FSS Service Coordinator for this Public Housing FFS Program.

**(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.**

The Medford Housing Authority 5-Year and Annual PHA Plan including the following elements may obtained and viewed at the Medford Housing Authority Administrative Offices located at 121 Riverside Avenue, Medford, MA 02155

**6.1 Eligibility, Selection and Admissions Policies, including Waiting List Procedures, and Rent Determination Policy including the Methodology for selecting flat rents, and schedule of flat rents.**

These are defined in the Medford Housing Authority ACOP available at the Medford Housing Authority Administrative Offices. Flat rents are discussed with the Resident Advisory Board and listed in Attachment A to this Plan.

**6.2 Financial Resources (FYB 2011)**

The Medford Housing Authority Financial Resources are included in this plan as Attachment B

**6.3 Rent Determination**

Rent Determination is defined in the Medford Housing Authority ACOP and Section 8 Administrative Plan available at the Medford Housing Authority Administrative Offices at 121 Riverside Avenue, Medford. Rent Determination for both Federal Public Housing and Section 8 are also available through the U.S. Department of Housing and Urban Development.

**6.4 Operations and Management**

The Medford Housing Authority Operations and Management Procedures are incorporated into the Medford Housing Authority Master Management Resolution, and Maintenance Plan and Preventative Schedule both available at the Medford Housing Authority Administrative Offices at 121 Riverside Avenue, Medford.

**6.5 Grievance Procedures**

The Medford Housing Authority Grievance Procedures are available at the Medford Housing Authority Administrative Offices at 121 Riverside Avenue, Medford.

**6.6 Designated Housing for elderly and Disabled Families**

The Medford Housing Authority has no plans to designate or apply for designation of elderly and disabled families in the upcoming plan year.

**6.7 Community Service and Self-Sufficiency**

The Community Service Policy is available at the Medford Housing Authority Administrative Offices at 121 Riverside Avenue, Medford.

6.0

	<p>The Medford Housing Authority has a HVC Self-Sufficiency Program. Any and all eligible participant are encouraged to contact the Medford Housing Authority HVC FSS Program Coordinator at 781-396-7200. The HVC FSS Action Plan is available at the Medford Housing Authority Administrative Offices at 121 Riverside Avenue, Medford.</p> <p><b>6.8 Safety and Crime Prevention</b></p> <p>The Medford Housing Authority Security Plan is available at the Medford Housing Authority Administrative Offices at 121 Riverside Avenue, Medford.</p> <p><b>6.9 Pets</b></p> <p>The Medford Housing Authority Pet Policy is available at the Medford Housing Authority Administrative Offices at 121 Riverside Avenue, Medford.</p> <p><b>6.11 Fiscal Year Audit</b></p> <p><b>6.0</b> The latest Medford Housing Authority Fiscal Year Audit is available at the Medford Housing Authority Administrative Offices at 121 Riverside Avenue, Medford..</p> <p><b>6.12 Asset Management</b></p> <p>The Medford Housing Authority is in full compliance with Asset Based Management. We have structured our Accounting, Management and Maintenance Operations toward Asset Based Management. Our organizational structure is created with a Central Office for our AMPs with our staff designated to this structure. An statement of organization is available at the Medford Housing Authority Administrative Offices at 121 Riverside Avenue, Medford.</p> <p><b>6.13 Violence Against Women Act</b></p> <p>The Medford Housing Authority is committed to assist victims of domestic violence. Our Violence Against Women Policy is attached as Attachment D</p> <p>The Medford Housing Authority invites its applicants and residents, and general public to ask any questions that may have regarding the policies and plans of the Medford Housing Authority. For information, please call 781-396-7200.</p>
<p><b>7.0</b></p>	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p> <p><b>Homeownership:</b></p> <p>The Medford Housing Authority has a Section 8 Homeownership program in conjunction with the Lynn Housing Authority who will administer the policy. We use the criteria set forth in their program except for Medford Housing Authority Section 8 Housing Voucher Holders will be allowed in any community within a 25 mile radius of Medford. At this time it is our plan to continue our Section 8 Homeownership Program as long as the Lynn Housing Authority is available to administer for us, and as long as we determine that funding is sufficient.</p> <p><b>Project Based Vouchers:</b></p> <p>The Medford Housing Authority will select PBV proposals pursuant to one or both of the following methods:</p> <ol style="list-style-type: none"> <li>1. A request for PBV proposals as provided in 24 CFR Section 983.51(b)(1). In the event the MHA uses this method to select PBV proposals, the MHA will provide broad public notice of the request for PBV proposals, which may include newspaper publication, dissemination of program guides, and other means of notice, and will provide detailed application and selection information upon request.</li> <li>2. As provided in 24 CFR Section 983.51(b)(2), a prior competitive selection of projects under a federal, state or local governmental housing assistance program that did not involve any consideration that the projects would receive PBV assistance, provided that the prior competition was held no earlier than 3 years of the date that the MHA gives written notice to the Owner of the selection of the project for PBV assistance.</li> </ol> <p>The MHA will select PBV proposals that promote and enhance the development and/or maintenance of an adequate supply of safe, decent and affordable housing and that assure, where applicable, that persons with supportive service needs have access to appropriate services and accessible housing options, consistent with HUD's site selection regulations.</p> <p>The Medford Housing Authority is currently working with the City of Medford requesting proposal from qualified non-profit property owners for the purpose of providing affordable housing within the geographical limits of the City of Medford.</p>
<p><b>8.0</b></p>	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>
<p><b>8.1</b></p>	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> 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. <b>Attached</b></p>

8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> 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. <b>Attached</b></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>See Attachment E</p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p>See Attachment F</p> <p><b>Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction)</b></p>
10.0	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(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.</p> <p><b>The Medford Housing Authority made progress in a number of areas for which goals were established. The Authority has improved its properties and updated the equipment in both the maintenance department and administrative office. Many apartments and development interiors were painted and/or renovated, thus improving the aesthetic quality of the living environment of the developments. Safety and Security at the developments have been a high priority this last year, and we expect that the security enhancements to the developments will show noticeable improvements in the next five years. There were ongoing enhancements to our management and maintenance procedures.</b></p> <p><b>The MHA Service Coordinator has an ongoing class which is well attended for “English as a Second Language.” Other programs offered to families: computer classes, parent support group, after school program, and career placement transitional services. Many other educational programs have been offered, and well attended, to elderly/disabled residents regarding independent living and families regarding self sufficiency. Also offered to residents of all developments was a seminar on Discrimination in housing which was conducted by MCAD. Residents have been very responsive to the Service Coordinator and services brought to them through this ROSS grant.</b></p> <p><b>We have made continual efforts to improve customer satisfaction and management procedures which we believe have been beneficial to our residents and our operational effectiveness. The Medford Housing Authority works closely with Tenant Councils in this area.</b></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p><b><u>Definition of Substantial Deviation and Significant Amendment or Modification</u></b>  <b>(Component 18 Part D)</b></p> <p><b>The Medford Housing Authority hereby defines substantial deviation and significant amendment or modification as any change in policy which significantly and substantially alters the Authority’s stated mission and the persons the Authority serves. This would include admissions preferences, demolition or disposition activities, and homeownership or conversion programs. Discretionary or administrative amendments consonant with the Authority’s stated overall mission and basic objectives will not be considered substantial deviations or significant modifications.</b></p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(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)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

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

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

## Instructions form HUD-50075

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

### 1.0 PHA Information

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

### 2.0 Inventory

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

### 3.0 Submission Type

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

### 4.0 PHA Consortia

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

### 5.0 Five-Year Plan

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

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

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

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

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

#### PHA Plan Elements. (24 CFR 903.7)

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

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

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

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

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

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

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

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

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

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

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

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

**8.2 Capital Fund Program Five-Year Action Plan**

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

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

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

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

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

**9.1 Strategy for Addressing Housing Needs.** Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

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

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

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

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

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

**(REFERRED TO IN PLAN ATTACHMENT A  
MEDFORD HOUSING AUTHORITY**

**FYB 2010 5 Year and Annual Plan**

Discussed at RAB meeting of 4/29/2010

RAB members requested to change flat rents by an increase of 1%.

**New Monthly Flat Rents**

**1 Bedroom = \$ 998.00**

**2 Bedroom = \$1,150.39**

**3 Bedroom = \$1,289.77**

**4 Bedroom = \$1,508.94**

RAB members and staff discussed and agreed upon a discretionary deduction of income for residents the for purpose of federalization (as indicated in the plan).

Discussed at meeting of 7/7/2010

RAB members and staff discussed and agreed upon a change the Sec. 8 Admin Policy allowing Displaced Families to use Income Eligibility Criteria for Low and Very Low Income Limits for its area.

Member of the RAB are

Michael Penta, Willis Avenue Family Buildings  
Arlene Auterio, Tempone Manor Elderly/Disabled Building  
Marilyn McNamara, Saltonstall Building

**FYB 2011 5 Year and Annual Plan**

The RAB met on 04/20/2011 to discuss the 2011 submission of the MHA Annual Plan. At the meeting all attendees reviewed the previous submission and discussed this years plan which include the federalization of LaPrise Village, the PBV Program and change to the Section 8 Administrative Plan, an update to the progress report. RAB also expressed an interest in reviewing the ACOP in the next year as some members of the RAB are new to the Board and expressed an interest in a better understanding of the ACOP.

The RAB met on 05/16/2011 to review and make recommendations on the 2011 Capital Fund and the 5 year Plan. The recommendations made:

Willis Avenue – Do all gutter work in 2011 year.  
Grounds work and playgrounds in future years.

Tempone Apartments – Pleased that if changes have to be made over the 5 year plan  
this can be done.

Weldon Manor - Looking forward to participation in Modernization work.

Authority Wide – Update of security cameras – do different year at different  
site.

The RAB also indicated that they did not wish to have the MHA increase the flat rents for the FYB 2011.

Members of the RAB are:

Michael Penta, Willis Avenue Family Development  
Pat Ferragamo, Weldon Gardens Family Development  
Judith Previte, Tempone Apartments Family Development  
Suzanne Murphy, Tempone Apartment Family Development  
Jim Fyler, Saltonstall Building  
Pauline Hudson, Section 8

(REFERRED TO IN PLAN AS ATTACHMENT B)

**FINANCIAL RESOURCES  
MEDFORD HOUSING AUTHORITY**

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FYB 2010 grants)</b>		
a) Public Housing Operating Fund	1,603,000.00	
b) Public Housing Capital Fund 2011.	793,632.00	
c) HOPE VI Revitalization	-0-	
d) HOPE VI Demolition	-0-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	9,151,040.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-0-	
g) Resident Opportunity and Self- Sufficiency Grants	240,000.00	
h) Community Development Block Grant	-0-	
i) HOME	-0-	
Other Federal Grants (list below)	-0-	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Capital Fund 2010	134,368.00	
<b>3. Public Housing Dwelling Rental Income</b>	2,132,674.00	PH Operations
<b>4. Other income (list below)</b>		
Excess Utility	9,955.00	PH Operations
Miscellaneous <b>Laundry Receipts</b>	32,230.00	PH Operations
Miscellaneous <b>Antenna Receipts</b>	66,253.00	PH Operations
Investment	50,978.00	PH Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total Resources</b>	14,214,130.00	

**(REFERRED TO IN PLAN AS ATTACHMENT C)**  
**MEDFORD HOUSING AUTHORITY**

**Affirmatively Furthering Fair Housing Statement**

The Medford Housing Authority, as one of the largest landlords in the City of Medford, has a great opportunity to support the City of Medford's goals to **overcome impediments to Fair Housing Choice, remedy discrimination in housing, and promote fair housing rights** and fair housing choice: The MHA works with the City to extend any and all opportunities to overcome any impediments in all programs. The programs include public housing, for both families and elderly/disabled, as well as the Section 8 Housing Choice Voucher Program. In public housing the Medford Housing Authority has trained its staff to be sensitive and responsive to housing discrimination issues as well as disabled/handicapped issues including requests for reasonable accommodation. In the Section 8 Housing Choice Voucher Program, we have an active FSS Program and we also cooperate with another housing authority in the administration of an FSS Homeownership Program. In the Section 8 Program we also promote fair housing choice through the use of a Centralized Waiting List where approximately 68 different communities throughout Massachusetts maintain one common centralized waiting list to encourage and facilitate an easier application process with a wider variety of fair housing choice.

The Medford Housing Authority will carry out the public housing programs of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1992, and will affirmatively further fair housing.

With regard to our public housing modernization programs, our staff is aware of and complies with requirements for MBE/WBE and Section 3 documentation for minority and women-owned business and resident participation in construction contracts and subcontracts.

A. Overcoming the Effects of Impediments to Fair Housing Choice.

We have taken a number of steps to overcome the effects of impediments to fair housing choice identified in our jurisdictions Analysis of Impediments to Fair Housing Choice as follows:

1. We regularly participate in discussions, conferences, or fair housing workshops and outreach efforts held by the City to disseminate fair housing information to individuals, community organizations, banks, realtors, etc.
2. The Medford Housing Authority Executive Director has participated in discussions whereby the City of Medford has scheduled meetings with one or more neighboring communities to address the needs of low income individuals and the need for

affordable housing, as well as the need to address services required to avoid potential homelessness.

3. Assisting the City by participating in affirmative marketing for affordable housing sales and rentals. The Medford Housing Authority helps to disseminate marketing information and has allowed the use of its community room for workshops, seminars, drawing of lotteries, etc.

4. The Medford Housing Authority works actively with the Diversity Director of the City of Medford to work proactively to identify or address housing discrimination issues and problems, including issues of bias, race, reasonable accommodation and other existing inequities.

5. The Medford Housing Authority has held discussions with the City of Medford Diversity director regarding the need for handicapped accessible housing units and our efforts in alleviating or responding to said need.

6. The Medford Housing Authority has worked with the city of Medford and real estate developers to assist in the housing lottery selection for first time homebuyers who are on the waiting list for affordable housing.

B. Remedying Discrimination in Housing.

We have taken specific steps to remedy discrimination in housing, as follows:

The Medford Housing Authority distributes at its Section 8 Briefings various forms relative to pursuing housing discrimination complaints. Every Medford Housing Authority Section 8 briefing includes a detailed discussion of various housing discrimination issues and the method by which they can be addressed and remedied. The Medford Housing Authority staff also discusses and explains these issues, including various rights, obligations and penalties for failure to comply with fair housing laws, to landlords who appear to be illegally discriminating or who are involved in questionable discriminatory practices, or where there is any concern in this regard initiated either by Medford Housing Authority staff observation or by Section 8 participant information.

C. Promoting Fair Housing Rights and Fair Housing Choice.

We have taken specific steps to promote fair housing rights and fair housing choice, as follows:

1. The Medford Housing Authority works closely with and cooperates with the City of Medford's Diversity Director and the various organizations she coordinates, including the Human Rights Commission and the Fair Housing Subcommittee. Staff will attend trainings associated with the Fair Housing Laws of Federal and State governments.

2. At all our Section 8 briefings we disseminate information not only about the various organizations, neighborhoods, services, counseling opportunities, and employers in Medford, but also a list of the other housing authorities throughout Massachusetts to advise participants of the portability program which promotes wide spread fair housing choice throughout the entire state. The briefing sessions also provide participants with verbal and written information regarding lead paint issues and dangers. The briefings also extensively discuss the fair housing rights of participants and the various choices Section 8 participants have relative to fair housing choices both in Medford and in other jurisdictions. The Medford Housing Authority disseminates and discusses housing discrimination information and provides an explanation sheet and forms, including housing discrimination forms. The information provided relates to all protected classes which include race, color, national origin, religion, sex, disability, source of income, and familial status.

3. The Medford Housing Authority continually works to further housing choice by encouraging property owners to participate as landlords in our Section 8 program. We have also signed contracts with an increasing number of minority landlords to house applicants from our Section 8 waiting list. We have worked with landlords to overcome any communications issues because of Limited English proficiency.

4. Our Family Self Sufficiency Program, Homeownership Program, participation in the Centralized Waiting List, staff training relative to housing discrimination issues, and active support and encouragement of voucher portability to various communities all serve to promote fair housing rights and fair housing choice.

5. The Medford Housing Authority has a language line to communicate with all applicants and residents who may need translation associated with any and all issues relating to housing, including fair housing issues.

6. The Medford Housing Authority reception area has forms available to all to use to file a discrimination complaint with the appropriate governmental entities associated with Fair Housing. A sign is also posted that the staff of the Medford Housing Authority is available to work help any person who may require assistance to submit the form.

D. Housing Choice Voucher Family-Self Sufficiency Program

We shall take reasonable steps to affirmatively further fair housing in our HCV FSS Program and will maintain records of those steps and their impacts. Reasonable steps include: 1) advertising widely in the community for the coordinator positions or positions; 2) marketing the program to all eligible person, including person with disabilities and person with limited English proficiency; 3) making buildings and communications that facilitate applications and service delivery accessible to persons with disabilities (see, for example, HUD's rule on effective communications at 24 CFR 8.6); 4) providing fair housing counseling services or referrals to fair housing agencies; 5) informing participants of how to file a fair housing complaint, including providing the toll-free number for the Housing Discrimination Hotline: 1-800-669-9777; and 6) if the

program has a goal of homeownership or housing mobility, recruiting landlords and service providers in areas that expand housing choice to program participants. Record-keeping covers, but is not limited to, the race, ethnicity, familial status, and disability status of program participants.

**(REFERRED TO IN PLAN AS ATTACHMENT D)**

**VAWA COMPLIANCE  
MEDFORD HOUSING AUTHORITY**

The Medford Housing Authority has for approximately the past five years, been involved with and actively participating in a number of activities and/or programs whose goals and objectives are to support and assist the victims of domestic violence, both in our Public Housing and Section 8 programs. The Authority works cooperatively with the Domestic Violence Unit of the Medford Police Department and has sponsored or supported domestic violence awareness sessions in our family public housing development. Additionally, the Authority established a Domestic Violence Voucher Program whereby a set-aside of Section 8 vouchers was made available to victims of domestic violence who were referred to us by the Victims Witness Advocates of the various District Attorneys Offices in five counties and seven District Courts in Massachusetts. This program was conducted in concert with a consortium of seven housing authorities. These programs, policies and procedures preceded the passage of the Violence Against Women Act by approximately two years.

Violence Against Women Act Policy

The Medford Housing Authority Admissions and Continued Occupancy and Section 8 Administrative Plan are hereby amended as follows:

The Section Related to tenant selection/suitability is amended by adding the follows:

No applicant for public housing who has been a victim of domestic violence, dating violence, or stalking shall be denied admission into the program if they are otherwise qualified.

An incident or incidents or actual and threatened domestic violence, dating violence, or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence, and shall not be good cause for terminating the assistance, tenancy, or occupancy rights of the victim of such violence.

The Housing Authority may terminate the assistance to remove a lawful occupant or tenant who engages in criminal or threatened acts of violence or stalking to family members or others without terminating the assistance or evicting victimized lawful occupants.

The Housing Authority may honor court orders regarding the rights and access or control of the property, and other orders issued to protect the victim and disused to address the distribution or possession or property among household members where the family “breaks up.”

There is no limitation on the ability of the Housing Authority to evict for other good cause unrelated to the incident or incidents of domestic violence, dating violence or stalking other than the victim may not be subject to a “more demanding standard” than non-victims.

There is no prohibition of the Housing Authority evicting if it “can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant’s (victim’s) tenancy is not terminated.”

Any protections provided by law which give greater protection to the victim are not superseded by these provisions.

The HA may require certification by the victim of victim status on such forms as the HA and/or HUD shall prescribe or approve.

**HOUSING NEED  
ATTACHMENT E**

<b>Housing Needs of Families on the Medford Housing Authority State and Federal Public Housing Authority-Wide Waiting List</b>			
The Medford Housing Authority Waiting Lists are currently open			
	# of families	% of total families	Annual Turnover
Waiting list total	<b>1823</b>		
Extremely low income	<b>1652</b>	<b>90.6%</b>	
Very low income	<b>144</b>	<b>7.9%</b>	
Low income	<b>27</b>	<b>1.5%</b>	
Families with children	<b>417</b>	<b>22.9%</b>	
Elderly families	<b>69</b>	<b>6.6%</b>	
Families with Disabilities	<b>5</b>	<b>0.6%</b>	
Race/ethnicity (W)	<b>990</b>	<b>54.3%</b>	
Race/ethnicity (H)	<b>260</b>	<b>14.3%</b>	
Race/ethnicity (B)	<b>636</b>	<b>34.9%</b>	
Race/ethnicity (AS)	<b>54</b>	<b>0.5%</b>	
Race/ethnicity (Other)	<b>3</b>		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	<b>238</b>	<b>23.4%</b>	
2 BR	<b>432</b>	<b>52.6%</b>	
3 BR	<b>173</b>	<b>20.0%</b>	
4 BR	<b>29</b>	<b>3.2%</b>	
5 BR			
5+ BR			

**Housing Needs of Families on the Medford Housing Authority  
State MRVP, ARVP, HCV Tenant-Based Assistance  
Centralized Waiting List**

The Medford Housing Authority Tenant Based Assistance Programs applicants are drawn from the MassNAHRO Centralized Waiting Lists which are open.

	# of families	% of total families	Annual Turnover
Waiting list total	<b>91,448</b>		
Extremely low income <=30% AMI	<b>87,780</b>	<b>96.0%</b>	
Very low income (>30% but <=50% AMI)	<b>3,930</b>	<b>4.3%</b>	
Low income (>50% but <80% AMI)	<b>236</b>	<b>0.3%</b>	
Families with children	<b>31,757</b>	<b>34.7%</b>	
Elderly families	<b>5,431</b>	<b>5.9%</b>	
Families with Disabilities	<b>30,862</b>	<b>33.7%</b>	
Race/ethnicity (W)	<b>41,116</b>	<b>45%</b>	
Race/ethnicity (H)	<b>32,142</b>	<b>35.1%</b>	
Race/ethnicity (B)	<b>18,426</b>	<b>20.1%</b>	
Race/ethnicity (AS)	<b>2,682</b>	<b>2.9%</b>	
Race/ethnicity (AI)	<b>1,467</b>	<b>1.6%</b>	
Race/ethnicity (Other)	<b>331</b>	<b>0.4%</b>	

**Housing Needs of Families on the Medford Housing Authority  
State MRVP, ARVP, HCV Tenant-Based Assistance  
Centralized Waiting List (Medford Local Applicants)**

The Medford Housing Authority Tenant Based Assistance Programs applicants are drawn from the MassNAHRO Centralized Waiting Lists which are open.

	# of families	% of total families	Annual Turnover
Waiting list total	<b>977</b>		
Extremely low income <=30% AMI	<b>811</b>	<b>83%</b>	
Very low income (>30% but <=50% AMI)	<b>153</b>	<b>15.7%</b>	
Low income (>50% but <80% AMI)	<b>8</b>	<b>0.9%</b>	
Families with children	<b>610</b>	<b>62.4%</b>	
Elderly families	<b>77</b>	<b>7.9%</b>	
Families with Disabilities	<b>255</b>	<b>26.1%</b>	
Race/ethnicity (W)	<b>477</b>	<b>48.8%</b>	
Race/ethnicity (H)	<b>74</b>	<b>7.6%</b>	
Race/ethnicity (B)	<b>371</b>	<b>38%</b>	
Race/ethnicity (AS)	<b>47</b>	<b>4.8%</b>	
Race/ethnicity (AI)	<b>12</b>	<b>1.2%</b>	
Race/ethnicity (Other)	<b>3</b>	<b>0.3%</b>	

**(REFERRED TO IN PLAN AS ATTACHMENT F)**

**STRATEGY FOR ADDRESSING HOUSING NEEDS  
MEDFORD HOUSING AUTHORITY**

The Medford Housing Authority works closely with the City of Medford Community Development Department and participates in their preparation of the Consolidated Plan relative to Housing Needs for resident of the City of Medford.

Based on funding constraints, staffing constraints, limited availability for sites available for housing, evidence of housing needs as demonstrated in the City of Medford Consolidated Plan, and with the consultation of State government, the Medford Housing Authority and Resident Advisory Board together believe the Medford Housing Authority strategies for addressing the housing needs in City of Medford the upcoming year of our MHA Plan include:

1. Employing effective maintenance and management policies to minimize the number of public housing units off-line.
2. Reducing turnover time for vacated public housing units.
3. Reducing time to renovate public housing units.
4. Maintaining or increasing section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction.
5. Undertaking measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
6. Applying for additional section 8 units should they become available.
7. Applying for special-purpose vouchers targeted to families with disabilities, should they become available.
8. Undertake measures to ensure access to affordable housing among families assisted by the Medford Housing authority, regardless of unit size required. The Medford Housing Authority will attempt to acquire, absorb or federalize its state public housing program units, particularly LaPrise Village (150 Units of family housing).
9. The Medford Housing Authority will select PBV proposal pursuant to one or both of the following methods:
  1. A request for PBV proposals as provided in 24 CFR Section 983.51(b)(1). In the event the MHA uses this method to select PBV proposals, the MHA will provide broad public notice of the request for PBV proposals, which may include newspaper publication,

dissemination of program guides, and other means of notice, and will provide detailed application and selection information upon request.

2. As provided in 24 CFR Section 983.51(b)(2), a prior competitive selection of projects under a federal, state or local governmental housing assistance program that did not involve any consideration that the projects would receive PBV assistance, provided that the prior competition was held no earlier than 3 years of the date that the MHA gives written notice to the Owner of the selection of the project for PBV assistance.

The Consolidated Plan for the City of Medford includes the Analysis of Impediments to Fair Housing Choice and any additional backup data to support statements of housing needs in the jurisdiction.

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: 2011	
PHA Name:		Capital Fund Program Grant No: MA06P01550111		FFY of Grant Approval:	
MEDFORD HOUSING AUTHORITY		Replacement Housing Factor Grant No:			
		Date of CFFP:			
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:2)	
Original Annual Statement		Performance and Evaluation Report for Period Ending:		Final Performance and Evaluation Report	
Summary by Development Account		Total Estimated Cost		Total Actual Cost <sup>1</sup>	
Line		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFF Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements	0.			
4	1410 Administration (may not exceed 10% of line 21)	81,819.			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0.			
8	1440 Site Acquisition				
9	1450 Site Improvement	28,000.			
10	1460 Dwelling Structures	683,373.			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	25,000.			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.  
<sup>4</sup> 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

<b>Part I: Summary</b>		FFY of Grant: 2011	
PHA Name:	Grant Type and Number	FFY of Grant Approval:	
Medford Housing Authority	Capital Fund Program Grant No: MA06P01550111		
	Replacement Housing Factor Grant No:		
	Date of CFFP:		
Type of Grant		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 ) <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	
Summary by Development Account		Total Actual Cost <sup>1</sup>	
Line		Original	Revised <sup>2</sup> Obligated
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)	818,192.	
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	0.	
Signature of Executive Director		Signature of Public Housing Director	
<i>[Signature]</i>		<i>[Signature]</i>	
Date		Date	
8.26.11			

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> 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 II: Supporting Pages		Federal FY of Grant: 2011				
PHA Name:		Grant Type and Number				
MEDFORD HOUSING AUTHORITY		Capital Fund Program Grant No: MA06P01550111				
		CFFP (Yes/ No):				
		Replacement Housing Factor Grant No:				
Development Number	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
MA015000001:				Original	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>
WILLIS - AMP 1	Gutter Guard Mod (Phase I)	1460	30	110,000.		
SALTONSTALL - AMP 1	Compactor Upgrade	1475	1	25,000.		
	Elevator Renovations	1460	2	251,269.		
	Granite Curb Parking Area	1450	500 SQ FT	28,000.		
92-94 FELLSWAY - AMP 1	Fire Escape Renovations	1460	2	50,000.		
TEMPONE - AMP 1	Elevator Renovations	1460	2	250,000.		
	Water Heater Mod	1460	1	22,104.		

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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**Capital Fund Program—Five-Year Action Plan**

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

**Part I: Summary**

PHA Name/Number		MEDFORD, MA		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number and Name		Work Statement for Year 1 FFY 2011	Work Statement for Year 2 FFY 2012	Work Statement for Year 3 FFY 2013	Work Statement for Year 4 FFY 2014	Work Statement for Year 5 FFY 2015		
B.	Physical Improvements Subtotal	Annual Statement	668,000.	668,000.	669,000.	634,000.00		
C.	Management Improvements							
D.	PHA-Wide Non-dwelling Structures and Equipment		10,000.	10,000.	0.	35,000.0		
E.	Administration		81,819.	81,819.	81,819.	81,819.		
F.	Other Management Improvement		36,269.	36,269.	45,269.	45,269.		
G.	Operations							
H.	Demolition							
I.								
J.	Capital Fund Financing – Debt Service							
K.	Total CFP Funds		793,632.	793,632.	793,632.	793,632.		
L.	Total Non-CFP Funds	0.	0.	0.	0.	0.		
M.	Grand Total	818,192.	818,192.	818,192.	818,192.	818,192.		



MEDFORD, MA

**Part II: Supporting Pages – Physical Needs Work Statement(s)**

Work Statement for Year 1 FFY 2011	Work Statement for Year: 2012 FFY 2011		Work Statement for Year: 2013 FFY 2011			
	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	MA01500001- amp 1 Willis			MA01500001: - amp 1 Willis		
	Replace/Remove Fencing		40,000.00	Sewer Lines - Phase 2		122,104.00
	Sewer Lines - Phase 1		122,104.00	Electrical Transformers -- Ph. 2		50,000.00
	Electrical Transformers Ph. I		50,000.00	Renovations to Maintenance WH - Phase I		50,000.00
	Inventory Room - WH		50,000.00	Landscaping		20,000.00
	Storm Door Replace		50,000.00	Saltonstall		150,000.00
	Playground MOD		100,000.00	Balcony Door Upgrade - Phase 2		
	Saltonstall			Canal St		
	Granite Curb Parking		48,000.00	Bath MOD - Phase I		79,000.00
	Balcony Door Upgrade -Ph. I		150,000.00	Fellsway		
	Canal St			Bath MOD - Phase I		50,000.00
	Entry Door MOD		5,000.00	Tempone		
	Landscaping MOD		5,000.00	New Roof - Phase I		139,000.00
	Fellsway			Ventilation Systems		30,000.00
	Entry Door MOD		5,000.00			
	Landscaping MOD		5,000.00			
	Tempone					
	Common Area Furniture		10,000.00			
	New Fence		50,000.00			
	PHA Wide		81,819.00	PHA Wide		81,819.00
	Administration Management Improvements AMP I		25,000.00	Administration Management Improvements AMP I		25,000.00
	Resident Svcs. AMP I		11,269.00	Resident Svcs. AMP I		11,269.00
	Maint. Truck AMP I		10,000.00	Maint. Truck AMP I		10,000.00
	<b>Subtotal of Estimated Cost</b>		<b>818,192.00</b>	<b>Subtotal of Estimated Cost</b>		<b>818,192.00</b>

MEDFORD, MA

**Part II: Supporting Pages – Physical Needs Work Statement(s)**

Work Statement for Year 1 FFY 2010	Work Statement for Year: 2014 FFY 2011			Work Statement for Year: 2015 FFY 2011		
	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	MA015000001-amp 1 Willis			MA015000001:- amp 1 Willis		
	Kitchen Floor - Phase I		100,000.00	Cement PADS		10,000.00
	Renovation to Maintenance WH - Phase II		50,000.00	Kitchen Floors - Phase 2		50,000.00
	Playground MOD		25,000.00	Landscaping		20,000.00
	Landscaping Upgrade		20,000.00	Counter Tops		50,000.00
	Counter Tops		75,000.00	CCTV Upgrade		50,000.00
	Saltonstall			Com. Center Upgrade		50,000.00
	Water Pf. Bldg. - Phase I		151,104.00	Light Exterior Upgrade		20,000.00
	Canal St			Vinyl Siding Upgrade		50,000.00
	Bath MOD - Phase 2		50,000.00	Saltonstall		
	Fellsway			Waterproof Bldg - Ph.2		166,104.00
	Bath MOD - Phase 2		50,000.00	CCTV Upgrade		50,000.00
	Tempone			Canal St		
	New Roof - Phase 2		50,000.00	Kitchen MOD		50,000.00
	Common Area Furniture		10,000.00	CCTV Upgrade		10,000.00
	Landscaping		10,000.00	Fellsway		
	Weldon- Amp 3			Kitchen MOD		50,000.00
	Fire Alarms Systems		50,000.00	CCTV Upgrade		10,000.00
	New Heating Systems		50,000.00	Tempone		
				Landscaping		20,000.00
	PHA Wide	Administration Management Improvements AMP I	81,819.00	PHA Wide	Administration	81,819.00
		Residents Svcs. AMP I	25,000.00	Management Improvements AMP I		25,000.00
		Residents Svcs. AMP I	20,269.00	Residents Svcs. AMP I		20,269.00
				Truck w/plow AMP I		35,000.00
	Subtotal of Estimated Cost		818,192.00	Subtotal of Estimated Cost		818,192.00





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 Expires 4/30/2011

Part I: Summary		Grant Type and Number Capital Fund Program Grant No: MA06P01550110 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2010 FFY of Grant Approval:	
PHA Name: MEDFORD, MA					
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 04/30/2011		<input type="checkbox"/> Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: )	
Summary by Development Account		Total Estimated Cost		Total Actual Cost <sup>1</sup>	
Line		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements	25,000.	0.	0.	0.
4	1410 Administration (may not exceed 10% of line 21)	79,600.	79,600.	79,600.	57,500.
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	666,100.	714,032.	714,032.	587,843.
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	22,322.	0.	0.	0.
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

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











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Part I: Summary		Grant Type and Number		FFY of Grant: 2009 ARRA	
PHA Name: Medford Housing Authority		Capital Fund Program Grant No: MA06S01550109		FFY of Grant Approval:	
		Replacement Housing Factor Grant No:			
		Date of CFPP:			
Type of Grant	<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no: )		
	<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 04/30/11		<input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost	Obligated	Total Actual Cost <sup>1</sup>	Expended
		Revised <sup>2</sup>			
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	101,326.	101,326.	101,326.	101,326
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	75,000.	14,700.	14,700.	14,700
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	48,475	48,745.	48,745.	48,745
11	1465.1 Dwelling Equipment—Nonexpendable	835,275	848,492.	848,492.	848,492
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 <sup>4</sup>	0.00			

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
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<b>Part I: Summary</b>		FFY of Grant: 2009 ARRA	
PHA Name: Medford Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06S01550109 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 04/30/11		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Revised <sup>2</sup>
18a	1501 Collateralization or Debt Service paid by the PHA		Obligated
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		Expended
19	1502 Contingency (may not exceed 8% of line 20)	63,337.	0.
20	Amount of Annual Grant:: (sum of lines 2 - 19)	1,013,263.	1,013,263.
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 8/26/11		Date	

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









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Part I: Summary		Grant Type and Number		FFY of Grant: 2009	
PHA Name: Medford Housing Authority		Capital Fund Program Grant No: MA06P015501-09		FFY of Grant Approval:	
		Replacement Housing Factor Grant No:			
		Date of CFPP:			
Type of Grant	Original Annual Statement	Reserve for Disasters/Emergencies	Total Estimated Cost	Obligated	Total Actual Cost <sup>1</sup>
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies	Revised <sup>2</sup>		Expended
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:					
Summary by Development Account					
Line	Original		Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>
1		Total non-CFP Funds			
2		1406 Operations (may not exceed 20% of line 21) <sup>3</sup>			
3		1408 Management Improvements			
4	79,631.00	1410 Administration (may not exceed 10% of line 21)	79,631	79,631.00	79,631
5		1411 Audit			
6		1415 Liquidated Damages			
7	15,000	1430 Fees and Costs	37,055	37,055.00	37,055.00
8		1440 Site Acquisition			
9		1450 Site Improvement			
10	685,000	1460 Dwelling Structures	679,624	679,624	679,624
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 <sup>4</sup>			

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
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<b>Part I: Summary</b>		FFY of Grant: 2009 FFY of Grant Approval:	
PHA Name: Medford Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P015501-09 Replacement Housing Factor Grant No: Date of CFFP:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Estimated Cost	
Line		Original	Revised <sup>2</sup>
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)	16,679	0
20	Amount of Annual Grant:: (sum of lines 2 - 19)	796,310.00	796,310.00
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	679,624	679,624
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

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







