

<b>1.0</b>	<b>PHA Information</b> PHA Name: <u><b>Quincy Housing Authority</b></u> PHA Code: <u><b>MA 20</b></u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> <b>Standard</b> <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u><b>07/2012</b></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><b>650</b></u> Number of HCV units: <u><b>845</b></u> Number of DHP Vouchers: <u><b>100</b></u>				
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> <b>Annual Plan Only</b> <input type="checkbox"/> 5-Year Plan Only				
<b>4.0</b>	<b>PHA Consortia</b> <u><b>N/A</b></u> <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:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update. <u><b>N/A</b></u>				
<b>5.1</b>	<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: <u><b>N/A</b></u>				
<b>5.2</b>	<b>Goals and Objectives.</b> 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. <u><b>N/A</b></u>				

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<b>6.0</b>	<b>PHA Plan Update</b>  (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:  1. <b>Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.</b> 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.  <b>During FY 2012, the QHA proposes to amend its Public Housing Admissions and Continued Occupancy Policy (ACOP) or Section 8 Administrative Plan so as to allow for an Administrative preference. This Administrative preference is for residents of QHA public housing both federal and State subsidized.</b>
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<b>6.0</b>	<b>PHA Plan Update</b>  (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:  2. <b>Financial Resources.</b> 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.  <b>Information regarding the QHA's Financial Resources is on file.</b>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p style="padding-left: 40px;"><b>3. Rent Determination.</b> A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.</p> <p><b>For FY 2012 the QHA is not revising any of its policies governing rents charged for public housing or HCV dwelling units. Rent determination will be in accordance with HUD requirements and will remain the same as in FY 2011.</b></p>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p style="padding-left: 40px;"><b>4. Operation and Management.</b> 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.</p> <p><b>For FY 2012, the QHA is not revising its operation or management.</b></p>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p style="padding-left: 40px;"><b>5. Grievance Procedures.</b> A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.</p> <p><b>For FY 2012, the QHA is not revising any of its grievance policies or procedures. Grievance policies or procedures will be in accordance with HUD requirements and will remain the same as in FY 2011.</b></p>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p style="padding-left: 40px;"><b>6. Designated Housing for Elderly and Disabled Families.</b> 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.</p> <p><b>The QHA has a valid extension of its Designated Housing Plan through October 15, 2013. No action will be taken with respect to this Plan during FY 2012.</b></p>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p style="padding-left: 40px;"><b>7. Community Service and Self-Sufficiency.</b> 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).</p> <p><b>The QHA has recently applied for the following HUD grants: (1) Public Housing Family Self-Sufficiency; (2) Housing Choice Voucher Family Self-Sufficiency; and (3) ROSS Service Coordinator.</b></p>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>8. <b>Safety and Crime Prevention.</b> 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.</p> <p><b>For safety and crime prevention, the QHA utilizes Crime Watch and Checkpoint Security Systems. The QHA works closely with the Quincy Police Department (QPD) in the following ways:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Police provide crime data to housing authority staff for analysis and action.</b></li> <li>▪ <b>Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence).</b></li> <li>▪ <b>Police regularly testify in and otherwise support eviction cases.</b></li> <li>▪ <b>Police regularly meet with the PHA management and residents.</b></li> </ul> <p><b>Also, the QPD faxes daily arrest log to QHA; QHA coordinates probation info, stay away orders with both QPD and DA’s Office. The City of Quincy also has a very active community policing program, which provides tremendous benefits to the QHA and its residents.</b></p>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>9. <b>Pets.</b> A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.</p> <p><b>For FY 2012, the QHA is not revising its Pet Policy. The Pet Policy will be in accordance with HUD requirements and will remain the same as in FY 2011.</b></p>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>10. <b>Civil Rights Certification.</b> 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.</p> <p><b>The QHA’s Civil Rights Certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations, which will be forwarded to HUD after Board approval of the FY 2012 Plan.</b></p>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>11. <b>Fiscal Year Audit.</b> The results of the most recent fiscal year audit for the PHA.</p> <p><b>The results of the most recent Fiscal Year Audit, dated <u>June 30, 2011</u>, are on file and available for review. The FY 2012 Fiscal Year Audit will be made available for review when it is completed.</b></p>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>12. <b>Asset Management.</b> 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.</p> <p><b>In the furtherance of its move towards full asset management, the QHA has accomplished the following:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Development-based accounting has been put in place.</b></li> <li>▪ <b>A comprehensive stock assessment was completed in 2008.</b></li> <li>▪ <b>The Capital Fund Pooled Bond Program is complete.</b></li> </ul>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>13. <b>Violence Against Women Act (VAWA).</b> 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.</p> <p><b>The QHA is committed to complying with federal requirements regarding the Violence against Women’s Act (VAWA). In FY 2008, the QHA has amended its Public Housing Lease and ACOP and Section 8 Administrative Plan policies, procedures, and practices to comply with the VAWA. AND, also in FY 2008, 2009, 2010, and 2011 the QHA has notified all tenants, voucher holders, and landlords of the Violence against Women’s Act (VAWA) and VAWA-related requirements and protections. In FY 2012, the QHA will continue its initiatives to comply with VAWA.</b></p>
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<b>6.0</b>	<p><b>PHA Plan Update</b></p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <ol style="list-style-type: none"> <li>1. <b>Central Office, 80 Clay Street, Quincy</b></li> <li>2. <b>Riverview, 15A Bicknell St., Quincy</b></li> <li>3. <b>Pagnano Towers, 109 Curtis Avenue, Quincy</b></li> <li>4. <b>O’Brien Towers, 73 Bicknell St., Quincy</b></li> <li>5. <b>Drohan Apartments, 170 Copeland St., Quincy</b></li> </ol>
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7.0	<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><u>DISPOSITION</u></b>  <b>The QHA continues to work with the City on the disposition of land on which the City of Quincy Fire Station is located.</b></p>
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8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>
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8.1	<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.</p> <p><b>The FY 2012 Capital Fund Program Annual Statement Form HUD-50075.1 is attached as Appendix 1 (Electronic File “MA020a01”).</b></p>
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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.</p> <p><b>The FY 2012-2015 Capital Fund Program Five-Year Action Plan HUD-50075.2 is attached as Appendix 2 (Electronic File “MA020a02”).</b></p>
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8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input checked="" 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> <p><b>The CFP Bond Plan Performance and Evaluation Report is attached as Appendix 3 (Electronic File “MA020a03”).</b></p>
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**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.

**Excerpts from**

**The Quincy HOME Consortium 2010 – 2014 Consolidated Plan**

**5.1. Public Housing Specific Objectives**

The Quincy HOME Consortium’s analysis of the characteristics of the housing market and the severity of housing problems and needs of each category of residents were viewed as major considerations, but not the only bases, for determining the relative priority of each priority housing need category for purposes of programming and allocation of HUD resources coming to the Consortium. The Consortium also considered other factors, especially the other resources that are available and strategies that are directed at addressing the various priority housing needs. The following considerations are important to mention.

First, the Consortium will continue to depend on the Consortium’s Public Housing Authorities to be the major providers of subsidized housing via public housing units as well as through Section 8 and MRVP, to address the cost burden of low and moderate income households, especially those that have income below 50% of area median. Most of these households cannot afford to pay market rents and are hoping to move into subsidized housing. For that reason, the number on the waiting list is almost double the number of public housing units in the consortium. The QHA is working towards bringing back 18 units that are off-line and developing a better internal system for preparing vacant units for occupancy by the new tenants to reduce the number of vacant units at any given point in time.

**Excerpts from**

**The Quincy HOME Consortium  
2012 – 2013 Action Plan (submitted to HUD awaiting final approval)**

**8.1. Needs Assessment for the Quincy HOME Consortium Public Housing Authorities**

**8.1.1. Quincy Housing Authority**

The Quincy Housing Authority, located at 80 Clay St., owns and manages public housing units and administers Section 8 housing vouchers and other rental subsidies to benefit low to moderate-income families, seniors and disabled individuals. The director is appointed by the Quincy Housing Board of Commissioners, a five-member board that oversees QHA. Four (4) of its members are appointed by the Mayor, including a labor representative and a resident member. The fifth Commissioner is appointed by the Governor. The Authority owns and manages 1,552 apartment units, 14 of the family units are leased to the City of Quincy for the operation of transitional housing programs. Rental subsidies administered by the Authority include: 721 Federal Section 8 Tenant-Based, 57 Federal Section 8 Project Based, 10 Federal Section 8 Homeownership vouchers, 98 Federal Section 8 Designated vouchers 3 MRVP mobile vouchers, 15 site based MRVP vouchers, and 13 DMH vouchers. Finally, the QHA owns 4 scattered site residences that are leased to social service agencies who provide group homes to more than 20 individuals. Assistance to the most vulnerable households is the primary

mission of the Quincy Housing Authority. Currently, almost 80% of households served by the Authority fall into the extremely low-income range.

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The Authority has made a strong commitment in recent years toward improving relations with tenants. Residents of each of the Elderly housing developments are represented by individual Tenant Councils, while tenants of the two Family housing developments in Germantown elect members of a joint Harborview Residents Committee. In addition, the Senior Residents Council addresses matters of concern to Elderly residents of all Authority properties. All of these bodies have direct impact on agency operations, including modernization, maintenance and policy adoption. The Resident Advisory Board is provides guidance to the Authority in preparation of its annual plan and five-year Public Housing Authority Plan for HUD.

Quincy Housing Authority tenants have also benefited from expanded services. The Authority partners with Manet Community Center and South Shore Elder Services to bring to residents the medical services required by them. The Authority has conducted outreach to its residents and to tenants subsidized under the Section 8 program to provide homeownership assistance. The Authority has partnered with Quincy Community Action to provide a Head Start program and child care on site in the Germantown development. In addition, the Authority has received funding from HUD's Family Self-Sufficiency (FSS) Program to encourage higher resident earnings. Even though the amount of rent increase tenants would face with increased income is escrowed for home ownership or education, further outreach is needed to educate residents that they will not lose their homes and therefore, maximize participation in the program. The Authority has identified a range of Community and Supportive Services provided by local non-profit and state agencies in the fields of Education, Job Training, Family Well-Being, and Recreation.

The Authority has enacted an ambitious set of improvements to its internal management and operations systems. The results of these efforts are most clearly seen in the low vacancy rate and the high rate of rent collections. The turnover rate across all 2,473 Authority owned units and units that are leased is on average 12 units per month. The Public Housing waiting list consists of 1,327 households for Elderly disabled units, and 1,743 households for Family units. The Section 8 Project Based waiting list consists of 181 households. See tables below for complete breakdown by type of waiting list.

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.

**With regard to the housing needs of families on the elderly public housing waiting list,** the QHA has performed an analysis of the waiting list and determined the following:

There are presently 2,420 applicants on the Elderly/Disabled federal public housing waiting list. Of this number 1021 are elderly, 810 are near elderly, and the remaining 589 are disabled.

Of the 2,420 applicants on this waiting list, 1424 are white, 87 Hispanic, 240 Black, 26 American Indian and 643 Asian.

2208 applicants on this waiting list have an annual income which is at or below 30% of the median income. This is 91.24% of the total waiting list. Another 174 are at or below 50% of the median income, reflecting 7.19% of the total waiting list. The remaining 1.5% are at 80%.

**The waiting list for elderly/disabled housing is currently open.**

**With regard to the housing needs of families on the family public housing waiting list,** the QHA has performed an analysis of the waiting list and determined the following:

There are presently 1326 applicants on the family federal public housing waiting list.

Of the 1326 applicants on this waiting list, 547 are white, 234 Hispanic, 269 black, 8 American Indian and 268 Asian.

1206 applicants on this waiting list have an annual income which is at or below 30% of the median income. This is 90.95% of the total waiting list. Another 104 are at or below 50% of the median income, reflecting 7.84% of the total waiting list. The remaining 1.1% are at 80%.

The bedroom breakdown is as follows:

1 bedroom	36 applicants
2 bedroom	936 applicants
3 bedroom	313 applicants
4 bedroom	41 applicants

**The waiting list for 2, 3, and 4 bedroom family housing is currently open.**

**The QHA participates in the State Wide Centralized Section 8 waiting list. This list is currently open.**

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.**

**Strategy 1. Maximize the number of affordable units available for all eligible populations by:**

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Maintain current turnover time for vacated public housing units
- Maintain current time to renovate public housing units
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Provide improved systems of on-site management.
- Maintain section 8 lease-up rates.
- Continue marketing the section 8 program to owners.

**Strategy 2: Increase the number of affordable housing units by:**

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.

**Strategy 3: Target available assistance to families at or below 30 % and 50% of AMI through the Public Housing ACOP and Section 8 Admin Plan.**

**Strategy 4: Target available assistance to Families with Disabilities by:**

- Carry out the modifications needed in public housing based on the section 504 Voluntary Compliance Agreement
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities

**Strategy 5: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs by:**

- Affirmatively market to races/ethnicities with housing needs.

**Strategy 6: Conduct activities to affirmatively further fair housing by:**

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Providing meaningful access to LEP households.

**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.

- (1) Maintaining flat rents at the same level for the eighth year in a row.**
- (2) Achieved a SEMAP score of 100.**
- (3) Continue Capital improvements that address the Voluntary Compliance Agreement under Section 504.**
- (4) Continuing to achieve results with the Homeownership and FSS Programs.**
- (5) Continue to implement and refine practices and procedures relating to Asset Based Management.**
- (6) Continuing to insure that the existing Physical Needs Assessment of all properties complies with HUD's requirements.**

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

**"SUBSTANTIAL DEVIATION" OR "SIGNIFICANT AMENDMENT/MODIFICATION"**

**A. 24 CFR 903.7(r)(2) permits PHAs to define what would constitute a "substantial deviation" or "significant amendment/modification" in Section 18(D) of its Annual Plan. The QHA has defined what constitutes a "substantial deviation" or "significant amendment/modification", as follows:**

- 1. Changes in waiting list preference criteria that are not already included in the Plan.**
- 2. Implementation of a change in program incentives to increase the number of working households in the program that are not already included in the Plan.**
- 3. A change in any open Annual Capital Program that crosses the cumulative 20% of total funds threshold.**
- 4. A decision to request a voluntary conversion of public housing to Section 8 Vouchers; or, a decision to dispose of or demolish public housing.**
- 5. Establishment of new and/or substantively revised policies and procedures for Public Housing and/or Section 8 that have not previously been submitted as part of the current or previous years' Agency Plans, which are not required by HUD through law, rule, or regulation.**

**B. If there is a "substantial deviation" or "significant amendment/modification" to the QHA's Agency Plan, the following procedures outlined in 24 CFR 903.21 will be followed:**

- 1. Seeking the recommendations of the Resident Advisory Board;**
- 2. Ensuring the modification is consistent with the Consolidated Plan by obtaining a certification of consistency for the appropriate local or state official;**
- 3. Conducting a public hearing regarding the modification after 45 days' notice;**
- 4. Adopting of the modification by the PHA's Board of Directors at a public meeting; and**
- 5. Gaining HUD's approval of the modification.**

<b>11.0</b>	<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>
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<b>ATTACHMENTS</b>		
<b>Appendix Number</b>	<b>Description of File</b>	<b>Electronic File Name</b>
1	FY 2012 Capital Fund Program Annual Statement Form HUD-50075.1	MA020a01
2	FY 2012-2016 Capital Fund Program Five-Year Action Plan Form HUD-50075.2	MA020a02
3	FY 2011 Capital Fund Program Performance and Evaluation Report	MA020a03
4	FY 2010 Capital Fund Program Performance and Evaluation Report	MA020a04
5	FY 2009 Capital Fund Program REGULAR Performance and Evaluation Report	MA020a05
6	Update on Section 504 VCA Progress	MA020a06
7	QHA Responses to RAB and Public Hearing Comments	MA020a07
8	Amendments to ACOP and Administrative Plan	MA020a08

Appendix 1

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FY 2012 Capital Fund Program Annual Statement Form HUD-50075.1

File: MA020a01

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 3/31/2014

Part I: Summary

PHA Name: Quincy Housing Authority  
 80 Clay Street  
 Quincy, MA 02170

Grant Type and Number  
 Capital Fund Program Grant No: MA006P020501-12  
 Replacement Housing Factor Grant No: NO  
 Date of CFFP: NA

FFY of Grant: 2012  
 FFY of Grant Approval:

Type of Grant  Original Annual Statement  Reserve for Disasters/Emergencies  
 Performance and Evaluation Report for Period Ending:

Revised Annual Statement (revision no: )  
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>				
3	1408 Management Improvements		9,000		
4	1410 Administration (may not exceed 10% of line 20)		93,993		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs		71,115		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures		455,722		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures		16,000		
13	1475 Non-dwelling Equipment		7,250		
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		286,858		
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)		939,938		
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities		395,722		
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		Date 07/19/2012		Signature of Public Housing Director	
				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 CFP Grants for operations.  
<sup>4</sup> RHHF 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 3/31/2014

Part II: Supporting Pages

PHA Name: Quincy Housing Authority  
 Grant Type and Number: Capital Fund Program Grant No: MA06P020501-12  
 CFFP (Yes/ No): No  
 Replacement Housing Factor Grant No: N/A  
 Federal FFY of Grant: 2012

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AMP 1	Management Improvements	1408		2,500				
AMP 1	Computer School (Residents)	1408		-				
AMP 2	Management Improvements	1408		2,500				
AMP 2	Computer School (Residents)	1408		-				
AMP 4	Management Improvements	1408		2,500				
AMP 4	Computer School (Residents)	1408		-				
AMP 6	Management Improvements	1408		1,500				
AMP 6	Computer School (Residents)	1408		-				
HA Wide	Administrative Salaries	1410		93,993				
AMP 1	Debt Service	9000		286,858				
HA Wide	Architects/Engineers	1430		71,115				AMP Undetermined
AMP 1	Landscape/Site Improvements	1450						
AMP 2	Landscape/Site Improvements	1450						
AMP 4	Landscape/Site Improvements	1450						
AMP 6	Landscape/Site Improvements	1450						
AMP 1	Heating System Replacement	1460						
AMP 1	Roof Replacement	1460						
AMP 1	Basement Drainage	1460						
AMP 1	Reasonable Accommodations	1460						504 Compliance
AMP 1	504 Compliance/Unit Remodeling	1460		82,155				504 Compliance
AMP 1	Electrical/Plumbing Upgrades	1460						
AMP 1	Kitchen Remodeling	1460						
AMP 1	Asbestos Remediation	1460		10,000				
AMP 2	Security System Upgrades	1460						
AMP 2	Reasonable Accommodations	1460						
AMP 2	504 Compliance -- Units	1460		184,824				504 Compliance

<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.

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

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 3/31/2014

Part II: Supporting Pages

PHA Name: Quincy Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P020501-12 CFFP (Yes/No): No Replacement Housing Factor Grant No: N/A	Federal FFY of Grant: 2012
---------------------------------------	---	----------------------------

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>
AMP 2	504 Compliance/Unit Remodeling	1460					
AMP 2	Asbestos Remediation	1460		35,000			
AMP 4	Security System Upgrades	1460					
AMP 4	Windows/Patio Doors/Exterior	1460					
AMP 4	Selective Floor Replacement	1460					
AMP 4	Reasonable Accommodations	1460					
AMP 4	504 Compliance – Units	1460		78,743			
AMP 4	504 Compliance/Unit Remodeling	1460					
AMP 4	Asbestos Remediation	1460		15,000			
AMP 6	Security System Upgrades	1460					
AMP 6	Unit Floors	1460					
AMP 6	Reasonable Accommodations	1460					
AMP 6	504 Compliance/Unit Remodeling	1460		50,000			
AMP 1	Alternative Energy Products	1470		5,000			
AMP 2	Alternative Energy Products	1470					
AMP 2	Roof Survey/LEED Investigation	1470		2,000			
AMP 4	Alternative Energy Products	1470		2,000			
AMP 4	Roof Survey/LEED Investigation	1470					
AMP 6	Alternative Energy Products	1470		2,000			
AMP 6	Common Area Floors	1470					
AMP 6	Roof Survey/Repair	1470		5,000			
AMP 1	Computer Hardware	1475					
AMP 1	Maintenance Equipment	1475		1,500			
AMP 2	Computer Hardware	1475		1,000			
AMP 2	Maintenance Equipment	1475		1,500			
AMP 4	Computer Hardware	1475		1,000			

<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.

FM





Appendix 2

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FY 2012-2016 Capital Fund Program Five-Year Action Plan Form HUD-50075.2

File: MA020a02

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

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 3/31/2014

**Part I: Summary**

QUINCY, MA 020		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No: 2
Development Number and Name MA-020	Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 20156	
B. Physical Improvements Subtotal	Annual Statement	443,072	402,889	171,500	171,500	
C. Management Improvements		20,000	21,500	21,500	21,500	
D. PHA-Wide Non-dwelling Structures and Equipment		9,000	59,183	295,772	289,287	
E. Administration		93,993	93,993	93,993	93,993	
F. Other fees and costs		83,615	74,115	71,115	75,000	
G. Operations						
H. Demolition						
I. Development						
J. Capital Fund Financing – Debt Service		290,258	288,258	286,058	288,658	
K. Total CFP Funds		939,938	939,938	939,938	939,938	
L. Total Non-CFP Funds						
M. Grand Total						

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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 3/31/2014

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

Work Statement for Year 1 FFY 2012	Development Number/Name General Description of Major Work Categories	Work Statement for Year 2 FFY 2013		Work Statement for Year 3 FFY 2014	
		Quantity	Estimated Cost	Quantity	Estimated Cost
See Annual Statement	HA Wide Reasonable Accommodations		-	Unknown	4,500
	HA Wide 504 Compliance		-		5,000
	AMP 1 – Site Improvements		-		-
	AMP 2 – Site Improvements		-		15,000
	AMP 4 – Site Improvements		8,000		10,000
	AMP 6 – Site Improvements		-		3,000
	AMP 1 – Plumbing Electrical Service Upgrades		-		-
	AMP 1 - Roofs		-		-
	AMP 1 – 504 Compliance/Unit Remodel	3.24	157,845		-
	AMP 1 – Kitchen MOD		-		-
	AMP 1 – Asbestos Remediation	Unknown	10,000	Unknown	10,000
	AMP 2 – Security System Upgrades		-		-
	AMP 2 – 504 Compliance/Unit Remodel	3.15	109,434	.85	29,469

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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 3/31/2014

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

Work Statement for Year 1 FFY 2012	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 2 – Asbestos Remediation	Unknown	15,000	AMP 2 – Asbestos Remediation	Unknown	15,000
	AMP 4 – Security System Upgrades		-	AMP 4 – Security Upgrades		-
	AMP 4 – Windows and Exterior Doors		-	AMP 4 – Windows and Exterior Doors		-
	AMP 4 – Asbestos Remediation	Unknown	40,306	AMP 4 – Asbestos Remediation	Unknown	45,266
	AMP 4 – 504 Compliance – Units	2.24	57,102	AMP 4 – 504 Compliance – Units	3.14	229,155
	AMP 4 – Selective Floor Replacement		-	AMP 4 – Selective Floor Replacement		-
	AMP 6 – Reasonable Accommodations		-	AMP 6 – Reasonable Accommodations		-
	AMP 6 – 504 Compliance/Units	1.97	45,385	AMP 6 – 504 Compliance/Units	1.58	36,499
	AMP 6 – Security System Upgrades		-	AMP 6 – Security Upgrades		-
	AMP 6 – Closet Doors, Shelving		-	AMP 6 – Closet Doors, Shelving		-
	AMP 6 – Selective Floor Replacement – Units		-	AMP 6 – Selective Floor Replacement – Units		-
	AMP 1 – Alternative Energy Projects		1,000	AMP 1 – Energy Conservation Measures		1,250
	AMP 2 – Roof Survey/LEED Investigation		-	AMP 2 – Roof Survey/LEED Investigation		-
	AMP 2 – Energy Conservation Measures		1,000	AMP 2 – Energy Conservation Measures		1,250

Handwritten initials/signature in a circle.

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 3/31/2014

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

Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013			Work Statement for Year 3 FFY 2014		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 4 - Common Area Carpet		-	AMP 4 - Common Area Carpet		-
	AMP 4 - Roof Survey/Replacement/LEED Survey		-	AMP 4 - Roof Survey/Replacement/LEED Survey		50,000
	AMP 4 - Alternative Energy Products		1,000	AMP 4 - Alternative Energy Products		1,000
	AMP 6 - Alternative Energy Products		1,000	AMP 6 - Energy Conservation Measures		683
	AMP 6 - Roof Survey		-	AMP 6 - Roof Repair		-
	HA Wide Maintenance Equipment		-			-
	AMP 1 - Computer Hardware		-	AMP 1 - Computer Hardware		-
	AMP 1 - Maintenance Equipment		1,500	AMP 1 - Maintenance Equipment		-
	AMP 2 - Computer Hardware		-	AMP 2 - Computer Hardware		-
	AMP 2 - Maintenance Equipment		1,500	AMP 2 - Maintenance Equipment		-
	AMP 4 - Computer Hardware		-	AMP 4 - Computer Hardware		-
	AMP 4 - Maintenance Equipment		1,500	AMP 4 - Maintenance Equipment		-
	AMP 6 - Computer Hardware		-	AMP 6 - Computer Hardware		-
	AMP 6 - Maintenance Equipment		500	AMP 6 - Maintenance Equipment		-
	Subtotal of Estimated Cost		\$452,072	Subtotal of Estimated Cost		\$462,072

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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 3/31/2014

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

Work Statement for Year 1 FFY 2012	Development Number/Name General Description of Major Work Categories	Work Statement for Year 4 FFY 2015		Work Statement for Year: 5 FFY 2016	
		Quantity	Estimated Cost	Quantity	Estimated Cost
Sec	HA Wide Reasonable Accommodations	Unknown	4,500	Unknown	4,500
Annual	HA Wide 504 Compliance	Unknown	5,000	Unknown	5,000
Statement	AMP 1 – Site Improvements		8,000	AMP 1 – Site Improvements	8,000
	AMP 2 – Site Improvements	.33	5,000	AMP 2 – Site Improvements	5,000
	AMP 4 – Site Improvements	.16	30,000	AMP 4 – Site Improvements	30,000
	AMP 6 – Site Improvements		4,000	AMP 6 – Site Improvements	4,000
	AMP 1 – Asbestos Remediation	Unknown	5,000	AMP 1 – Asbestos Remediation	5,000
	AMP 1 – Kitchen MOD		-	AMP 1 – Kitchen MOD	-
	AMP 1 – Plumbing/Electrical Service Upgrades		-	AMP 1 – Electrical Service Upgrades	-
	AMP 2 – Security System Upgrades		2,000	AMP 2 – Security Upgrades	2,000
	AMP 2 – Asbestos Remediation	Unknown	25,000	AMP 2 – Asbestos Remediation	25,000
	AMP 2 – Apartment Reconfiguration		-	AMP 2 – Apartment Reconfiguration	-
	AMP 4 – Security System Upgrades		2,000	AMP 4 – Security Upgrades	2,000

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Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2012	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Work Statement for Year: 4 FFY 2015		
Work Statement for Year: 5 FFY 2016	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost			
	AMP 4 – Windows and Exterior Doors		10,000	AMP 4 – Windows and Exterior Doors	10,000	
	AMP 4 – Asbestos Remediation	Unknown	55,000	AMP 4 – Asbestos Remediation	55,000	
	AMP 4 – Selective Floor Replacement		10,000	AMP 4 – Selective Floor Replacement	10,000	
	AMP 6 – Security System Upgrades		1,000	AMP 6 – Security Upgrades	1,000	
	AMP 6 – Selective Floor Replacement		5,000	AMP 6 – Selective Floor Replacement	5,000	
	AMP 1 – Energy Conservation Measures		2,000	AMP 1 – Energy Conservation Measures	2,000	
	AMP 2 – Energy Conservation Measures		2,000	AMP 2 – Energy Conservation Measures	2,000	
	AMP 4 – Energy Conservation Measures		1,000	AMP 4 – Energy Conservation Measures	1,000	
	AMP 4 – Roof Repair or Replacement		74,979	AMP 4 – Roof Repair or Replacement	68,494	
	AMP 6 – Energy Conservation Measures		-	AMP 6 – Energy Conservation Measures	-	
	AMP 6 – Roof Survey/Repair		15,500	AMP 6 – Roof Survey/Repair	15,500	
	HA Wide Maintenance Equipment		5,000	HA Wide Maintenance Equipment	5,000	
	AMP 1 – Computer Hardware		1,000	AMP 1 – Computer Hardware	1,000	
	AMP 1 – Maintenance Equipment		1,500	AMP 1 – Maintenance Equipment	1,500	
	AMP 2 – Computer Hardware		-	AMP 2 – Computer Hardware	-	

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

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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 3/31/2014

Work Statement for Year 1 FFY 2012	Work Statement for Year 4 FFY 2015			Work Statement for Year: 5 FFY 2016		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 2 – Maintenance Equipment		1,500	AMP 2 – Maintenance Equipment		1,500
	AMP 4 – Emergency Generator Replacement		189,293	AMP 4 – Emergency Generator Replacement		189,293
	AMP 4 – Computer Hardware		-	AMP 4 – Computer Hardware		-
	AMP 4 – Maintenance Equipment		1,500	AMP 4 – Maintenance Equipment		1,500
	AMP 6 – Computer Hardware		-	AMP 6 – Computer Hardware		-
	AMP 6 – Maintenance Equipment		500	AMP 6 – Maintenance Equipment		500

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Appendix 3

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FY 20011Capital Fund Program Performance and Evaluation Report

File: MA020a03

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 3/31/2014

<b>Part I: Summary</b>	
PHA Name: Quincy Housing Authority 80 Clay Street Quincy, MA 02170	Grant Type and Number Capital Fund Program Grant No: MA06P020501-11 Replacement Housing Factor Grant No: NO Date of CFFP: NA
	FFY of Grant: 2011 FFY of Grant Approval: 2011

Type of Grant  
 Original Annual Statement       Reserve for Disasters/Emergencies  
 Performance and Evaluation Report for Period Ending: June 30, 2012       Revised Annual Statement (revision no: 3)  
 Final Performance and Evaluation Report

Line	Summary by Development Account	Original	Total Estimated Cost		Obligated	Total Actual Cost <sup>1</sup>	Expended
			Revised <sup>2</sup>	Final Performance and Evaluation Report			
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>						
3	1408 Management Improvements	18,000	20,000.00				
4	1410 Administration (may not exceed 10% of line 20)	94,425	94,425.00		94,425.00		31,475.00
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs		75,000	66,096.85			
8	1440 Site Acquisition						
9	1450 Site Improvement		8,550	0.00			
10	1460 Dwelling Structures		366,077	471,905.15			
11	1465.1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures		25,375	0.00			
13	1475 Non-dwelling Equipment		68,570	3,570.00			
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities <sup>4</sup>						
18a	1501 Collateralization or Debt Service paid by the PHA						
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		288,258	288,258	288,258.00		64,129.00
19	1502 Contingency (may not exceed 8% of line 20)						
20	Amount of Annual Grant:: (sum of lines 2 - 19)		944,255	944,255	382,683.00		95,604.00
21	Amount of line 20 Related to LBP Activities						
22	Amount of line 20 Related to Section 504 Activities		275,002	369,405			
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		Date					
		07/19/2012					

<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 3/31/2014

**Part II: Supporting Pages**

PHA Name: Quincy Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P020501-11 CFFP (Yes/ No): No Replacement Housing Factor Grant No: N/A	Federal FFY of Grant: 2011
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Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AMP 1	Management Improvements	1408		5,000	5,500.00			
AMP 1	Computer School (Residents)	1408		0	0.00			
AMP 2	Management Improvements	1408		5,000	5,500.00			
AMP 2	Computer School (Residents)	1408		0	0.00			
AMP 4	Management Improvements	1408		5,000	5,500.00			
AMP 4	Computer School (Residents)	1408		0	0.00			
AMP 6	Management Improvements	1408		3,000	3,500.00			
AMP 6	Computer School (Residents)	1408		0	0.00			
HA Wide	Administrative Salaries	1410		94,425	94,425.00	94,425.00	31,475.00	
AMP 1	Debt Service	9000		288,258	288,258.00	288,258.00	64,129.00	
HA Wide	Architects/Engineers	1430		75,000	66,096.85			
AMP 1	Landscape/Site Improvements	1450		-	-			
AMP 2	Landscape/Site Improvements	1450		-	-			
AMP 4	Landscape/Site Improvements	1450		8,550	0.00			504 Compliance
AMP 6	Landscape/Site Improvements	1450		-	-			
AMP 1	Heating System Replacement	1460		-	-			
AMP 1	Reasonable Accommodations	1460		1,000	0.00			504 Compliance
AMP 1	504 Compliance/Unit Remodeling	1460	2	15,347	100,000.00			504 Compliance
AMP 1	Asbestos Remediation	1460	Unknown	27,500	27,500.00			
AMP 2	Security System Upgrades	1460		-	-			
AMP 2	Reasonable Accommodations	1460	Unknown	2,000	2,000.00			504 Compliance
AMP 2	504 Compliance - Units	1460	2.36		165,176.15			504 Compliance
AMP 2	504 Compliance/Unit Remodeling	1460		49,434	-			504 Compliance
AMP 2	Asbestos Remediation	1460	Unknown	27,500	40,000.00			F/A Finish
AMP 4	Security System Upgrades	1460		-	-			

<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.

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

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 3/31/2014

Part II: Supporting Pages

PHA Name: Quincy Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06FP020501-11 CFPP (Yes/No): No Replacement Housing Factor Grant No: N/A	Federal FFY of Grant: 2011
---------------------------------------	--	----------------------------

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AMP 4	Windows/Patio Doors/Exterior	1460		-	-			
AMP 4	Reasonable Accommodations	1460	Unknown	2,000	-			504 Compliance
AMP 4	504 Compliance/Unit Remodeling	1460		72,217	-			504 Compliance
AMP 4	Asbestos Remediation	1460	Unknown	70,000	35,000.00			F/A Finish
AMP 4	Replace Dumpster Closers	1460		-	3,150.00			504 Compliance
AMP 6	Security System Upgrades	1460		-	-			
AMP 6	Reasonable Accommodations	1460		-	-			
AMP 6	504 Compliance/Unit Remodeling	1460	4.29	99,079	99,079.00			504 Compliance
AMP 1	Alternative Energy Products	1470						
AMP 1	504 Compliance/Common Areas	1470		-	-			Force Account
AMP 2	Alternative Energy Products	1470						
AMP 2	Roof Survey/LEED Investigation	1470		-	-			
AMP 2	504 Compliance/Common Areas	1470		-	-			Force Account
AMP 4	Alternative Energy Products	1470						
AMP 4	Roof Survey/LEED Investigation	1470		-	-			
AMP 4	504 Compliance/Signage	1470		10,375	-			Force Account
AMP 6	Alternative Energy Products	1470		-	-			
AMP 6	Common Area Floors	1470		-	-			
AMP 6	504 Compliance/Common Areas	1470		-	-			Force Account
AMP 6	Common Area Bathroom/Laundry Room	1470	.5	15,000	-			504 Compliance
AMP 1	Computer Hardware	1475		500	500.00			
AMP 1	Maintenance Equipment	1475		820	820.00			
AMP 2	Computer Hardware	1475		-	-			
AMP 2	Maintenance Equipment	1475		750	750.00			
AMP 4	Computer Hardware	1475		-	-			

<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.





Appendix 4

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FY 20010 Capital Fund Program Performance and Evaluation Report

File: MA020a04

**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 3/31/2014

**Part I: Summary**

PHA Name: Quincy Housing Authority 80 Clay Street Quincy, MA 02170	Grant Type and Number Capital Fund Program Grant No: MA06P020501-10 Replacement Housing Factor Grant No: NO Date of CFFP: NA	FFY of Grant: 2010 FFY of Grant Approval: 2010
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Type of Grant  Original Annual Statement  Reserve for Disasters/Emergencies  
 Performance and Evaluation Report for Period Ending: July 31, 2011  Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>				
3	1408 Management Improvements	22,890.00	3,619.00	3,619.00	3,619.00
4	1410 Administration (may not exceed 10% of line 20)	114,367.00	114,367.00	114,367.00	38,122.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	79,526.00	79,526.00	79,526.00	22,004.52
8	1440 Site Acquisition				
9	1450 Site Improvement	50,750.00	168,100.00	168,100.00	1,268.80
10	1460 Dwelling Structures	426,432.00	239,279.50	190,000.00	10,429.50
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	78,000.00	104,323.50	104,323.50	45,075.85
13	1475 Non-dwelling Equipment	82,250.00	145,000.00	145,000.00	0.00
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	289,458.00	289,458.00	289,458.00	289,458.00
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	1,143,673.00	1,143,673.00	1,094,393.50	409,977.67
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities	423,172.00	421,703.00	372,423.50	89,843.17
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		Date	Signature of Public Housing Director		Date
		07/19/2012			

<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 3/31/2014

**Part II: Supporting Pages**

PHA Name: Quincy Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P020501-10 CFFP (Yes/ No): NO Replacement Housing Factor Grant No: N/A	Federal FFY of Grant: 2010
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Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
HA Wide	Resident Training Program	1408		0.00	0.00	0.00		AMP tbd
AMP 1	Management Consultants	1408		5,610.97	1,064.42	1,064.42	1,064.42	504 Compliance
AMP 2	Management Consultants	1408		4,043.69	425.76	425.76	425.76	504 Compliance
AMP 4	Management Consultants	1408		7,117.67	1,064.41	1,064.41	1,064.41	504 Compliance
AMP 6	Management Consultants	1408		6,117.67	1,064.41	1,064.41	1,064.41	504 Compliance
HA Wide	Administrative Salaries	1410		114,367.00	114,367.00	114,367.00	38,122.00	
AMP 1	Debt Service	9000		289,458.00	289,458.00	289,458.00	289,458.00	
AMP 1	Architects/Engineers	1430		26,500.00	26,500.00	26,500.00	202.02	
AMP 2	Architects/Engineers	1430		16,026.00	16,026.00	16,026.00	6,492.50	
AMP 4	Architects/Engineers	1430		27,000.00	27,000.00	27,000.00	15,310.00	
AMP 6	Architects/Engineers	1430		10,000.00	10,000.00	10,000.00	0.00	
AMP 1	Landscape/Site Improvements	1450	1	3,000.00	2,100.00	2,100.00	0.00	504 Compliance
AMP 2	Landscape/Site Improvements	1450	1	10,000.00	48,000.00	48,000.00	634.40	504 Compliance
AMP 4	Landscape/Site Improvements	1450	1	37,750.00	118,000.00	118,000.00	634.40	504 Compliance
AMP 1	HP Ramps	1460	4.0	34,968.00	99,279.50	99,279.50	0.00	504 Compliance
AMP 1	504 Compliance (Interiors)	1460	1.03	95,260.00	50,000.00	50,000.00	0.00	504 Compliance
AMP 1	Asbestos Remediation	1460	Unknown	10,000.00	10,000.00	10,000.00	0.00	Finish F/A
AMP 2	Reasonable Accommodations	1460		2,000.00	0.00	0.00	0.00	504 Compliance
AMP 2	504 Compliance	1460		50,000.00	0.00	0.00	0.00	504 Compliance
AMP 2	Asbestos Remediation	1460		30,000.00	30,000.00	30,000.00	0.00	F/A Finish
AMP 4	Reasonable Accommodations	1460		2,000.00	0.00	0.00	0.00	504 Compliance
AMP 4	504 Compliance (Kitchen/Bath)	1460		104,232.00	0.00	0.00	0.00	504 Compliance
AMP 4	Asbestos Remediation	1460		50,000.00	50,000.00	50,000.00	10,429.50	F/A Finish
AMP 4	Replace Dumpster Closers	1460		3,150.00	0.00	0.00	0.00	504 Compliance
AMP 6	Reasonable Accommodations	1460		0.00	0.00	0.00	0.00	504 Compliance

<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.





Appendix 5

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FY 2009 Capital Fund Program REGULAR Performance and Evaluation Report

File: MA020a05

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  
 3/31/2014

**Part I: Summary**

PHA Name: Quincy Housing Authority 80 Clay Street Quincy, MA 02170	Grant Type and Number Capital Fund Program Grant No: MA06P020501-09 Replacement Housing Factor Grant No: NO Date of CFFP: NA	FFY of Grant: 2009 FFY of Grant Approval: 2009
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Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>				
3	1408 Management Improvements	11,051.00	11,051.00	11,051.00	11,051.00
4	1410 Administration (may not exceed 10% of line 20)	114,753.00	114,753.00	114,753.00	114,753.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	67,699.93	73,269.82	73,269.82	58,144.14
8	1440 Site Acquisition				
9	1450 Site Improvement	197,806.37	197,806.37	197,806.37	197,806.37
10	1460 Dwelling Structures	464,686.08	459,116.19	459,116.19	459,116.19
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	1,078.62	1,078.62	1,078.62	1,078.62
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	290,458.00	290,458.00	290,458.00	290,458.00
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	1,147,533.00	1,147,533.00	1,147,533.00	1,132,407.32
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities	7,000.00	7,000.00	7,000.00	
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	354,852.89	354,852.89	354,852.89	354,852.89

Signature of Executive Director: *[Signature]* Date: 07/19/2012  
 Signature of Public Housing Director: \_\_\_\_\_ 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 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 3/31/2014

Part II: Supporting Pages

PHA Name: Quincy Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06PO20501-09 CFPP (Yes/ No): NO Replacement Housing Factor Grant No: N/A	Federal FFY of Grant: 2009
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Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AMP 1	Management Improvements	1408	2,250.00	3,221.38	3,221.38	3,221.38	504 Survey	
AMP 2	Management Improvements	1408	900.00	1,316.64	1,316.64	1,316.64	504 Survey	
AMP 4	Management Improvements	1408	2,250.00	3,291.59	3,291.59	3,291.59	504 Survey	
AMP 6	Management Improvements	1408	2,250.00	3,221.39	3,221.39	3,221.39	504 Survey	
HA Wide	Resident Training Program	1408	3,401.00	0.00	0.00	0.00		
HA Wide	Administrative Salaries	1410	114,753.00	114,753.00	114,753.00	114,753.00		
AMP 1	Debt Service	9000	290,458.00	290,458.00	290,458.00	290,458.00		
AMP 1	Architects/Engineers	1430	19,956.00	14,234.06	14,234.06	14,234.06		
AMP 2	Architects/Engineers	1430	14,743.93	10,850.00	10,850.00	7,574.94		
AMP 4	Architects/Engineers	1430	25,500.00	23,120.76	23,120.76	13,268.59		
AMP 6	Architects/Engineers	1430	7,500.00	25,065.00	25,065.00	23,066.55		
AMP 1	Landscape/Site Improvements	1450	158,632.36	158,632.36	158,632.36	158,632.36	Step Up	
AMP 2	Landscape/Site Improvements	1450	2,665.09	2,665.09	2,665.09	2,665.09	Step Up	
AMP 4	Landscape/Site Improvements	1450	21,887.38	21,887.38	21,887.38	21,887.38	Step Up	
AMP 6	Landscape/Site Improvements	1450	14,621.54	14,621.54	14,621.54	14,621.54	Step Up	
AMP 1	Basement Drainage	1460	8,032.88	8,032.88	8,032.88	8,032.88	Step Up	
AMP 1	Replace Exterior Siding	1460	337,408.13	337,943.34	337,943.34	337,943.34	F/A	
AMP 1	504 Compliance	1460	1,000.00	0.00	0.00	0.00	504 Compliance	
AMP 1	Kitchen Remodeling	1460	30,685.00	30,685.00	30,685.00	30,685.00	F/A	
AMP 2	Reasonable Accommodations	1460	1,000.00	0.00	0.00	0.00	504 Compliance	
AMP 2	504 Compliance	1460	1,000.00	0.00	0.00	0.00	504 Compliance	

<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.

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 3/31/2014

Part II: Supporting Pages

PHA Name: Quincy Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06FP020501-09 CFFP (Yes/No): NO Replacement Housing Factor Grant No: N/A	Federal FFY of Grant: 2009
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Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AMP 2	Asbestos Remediation	1460		18,035.76	19,957.79	19,957.79	19,957.79	
AMP 4	Windows/Patio Doors/Exterior	1460		17,444.76	17,444.76	17,444.76	17,444.76	
AMP 4	Selective Floor Replacement	1460		2,000.00	0.00	0.00	0.00	
AMP 4	504 Compliance	1460		1,000.00	0.00	0.00	0.00	504 Compliance
AMP 4	Reasonable Accommodations	1460		1,000.00	0.00	0.00	0.00	504 Compliance
AMP 4	Asbestos Remediation	1460		44,079.55	45,052.42	45,052.42	45,052.42	
AMP 6	Reasonable Accommodations	1460		1,000.00	0.00	0.00	0.00	504 Compliance
AMP 6	504 Compliance	1460		1,000.00	0.00	0.00	0.00	504 Compliance
AMP 1	Step Up Tools	1475		97.43	97.43	97.43	97.43	
AMP 1	Force Account Vehicle (Repairs)	1475		981.19	981.19	981.19	981.19	

<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.

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Appendix 6

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Update on Section 504 VCA Progress

File: MA020a06

QUINCY HOUSING AUTHORITY  
UPDATE ON SECTION 504 VCA PROGRESS  
FY 2012 ANNUAL AGENCY PLAN

The QHA entered into a VCA with HUD on June 1, 2010. This agreement was amended by letter of August 25, 2011.

The first milestone date was December 31, 2011. By that date certain actions in the common areas of the 4 AMPS and the administrative offices as well as the maintenance office, were to be completed by the QHA. The QHA submitted its progress report to HUD on January 3, 2012. An updated progress report was submitted on February 2, 2012. An on site inspection was conducted by HUD in April 2012. By letter dated May 1, 2012, HUD stated that the QHA "has made sufficient progress towards bringing the common areas in O'Brien, Drohan, Pagnano, the administrative offices, and the maintenance offices into compliance." The letter further noted that there were issues with respect to the force required to open the doors.

The second milestone date is September 30, 2012. By this date all common area repairs are to be completed. This second group of common area repairs requires the work of outside contractors. As of the date of the Annual Plan progress has been made in the procurement of the contractors to complete this work. QHA anticipates that all work will be completed by the September 30, 2012 deadline.

As part of the VCA, the QHA committed to expend virtually all of its available capital funds to achieve compliance. The QHA has done this. In addition, with the recent change in policy from HUD, QHA is now allowed to expend excess operating reserve on capital projects. The QHA intends to use these funds to complete some of the work required by the VCA. In particular, these funds will allow the QHA to replace / repair the handicap ramps to the 9 accessible units in the Riverview development.

Appendix 7

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QHA Responses to RAB and Public Hearing Comments

File: MA020a07

QUINCY HOUSING AUTHORITY  
RESPONSES TO RAB AND PUBLIC HEARING COMMENTS ON THE  
FY 2012 ANNUAL AGENCY PLAN

*4 RAB members attended a review session with the QHA. RAB members were also in attendance at the Public Hearing and Board Meeting. There was lively discussion during the RAB meeting, issues raised and discussed were the status and future plans for the construction relating to Section 504 compliance. And the smoking policy .There was only one comment raised that required a response. There were no comments at the public hearing.*

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**COMMENT #1:** There is a need for capital expenditures for the O'Brien Towers envelope. Residents are still experiencing water infiltration.

**QHA RESPONSE #1:** The QHA agrees that this is an area that deserves continued attention. Capital projects have been funded in the past to address these issues. Currently, the QHA is focusing upon the compliance with the accessibility issues and section 504 Compliance in its capital budget. The QHA did state that HUD has recently allowed PHA's to use funds from its operating reserve for capital projects. This is one area where the QHA hopes to use those funds to meet the need.

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On September 12, 2012 the RAB was reconvened to discuss changes in the tenant selection process for both Public Housing (ACOP) and Section 8 (Administrative Plan). About 6 members attended this meeting. The benefits to Quincy Housing Residents and the detriments to persons on the waiting list were discussed. After discussion the RAB expressed its support for the changes.

On September 19, the Public Hearing was held RAB members attended this hearing. No comments were made at the public hearing.

Appendix 8

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Amendments to ACOP and Administrative Plan

File: MA020a08

The Quincy Housing Authority proposes the following amendments to its 2012 Agency Plan as approved by its Board of Commissioners on July 18, 2012..

1. To the Admissions and Continued Occupancy Policy:

- a. Section V PREFERENCES: delete everything after the words “Applicants will be granted preference as listed below:” and substitute the following:

**First: Administrative**

A Quincy Housing Authority resident who lives in state subsidized housing or federal subsidized housing who is in good standing and who is eligible for an Administrative Transfer as that term is defined in Section VIII TRANSFERS.

**Second: Veterans**

An applicant who meets the definition of a Veteran, as defined in M.G.L. c 121B, sec. 1.

**Second: Referral from the District Attorney’s Office**

An applicant who meets the definition of a referral from the District Attorney’s Office as defined in Exhibit III of this plan.

Each of the second preferences above shall be granted equal weight however an applicant who may qualify for both preferences shall be housed before an applicant qualifying for only one preference. Selection of applicants qualifying for the preferences above, shall be done based on date and time of application, and Residency preference.

**Third: Quincy Resident 7 points**

An applicant who meets the definition of a Quincy resident, as defined in Exhibit III of this plan.

Applicants may claim qualification for a preference when they apply for admission or anytime thereafter until they are offered housing by certifying to the QHA that they qualify for a preference as outlined in this section. Before executing a lease with an applicant on the basis of a preference, the QHA must require the applicant to provide verification that he or she qualified for a preference by virtue of the applicant's current status.

- b. Section VIII TRANSFERS insert after subsection A (see subsection 1. in Section V PREFERENCES)

2. To the Section 8 Administrative Plan:

a. Section III. ELIGIBILITY FOR ADMISSIONS

i. Subsection A. Selection of Families

- a. Sub subsection 1. Preferences: delete everything after the words "Preferences:" and substitute the following:

**First: Administrative**

Administrative Preferences will be granted to residents of Quincy Housing Authority, regardless of whether the resident lives in state subsidized housing or federal subsidized housing who are in good standing and who are eligible for an Administrative Transfer as that term is defined in Section VIII TRANSFERS of the QHA Admissions and Continued Occupancy Policy. This Administrative Preference shall be granted only after a written determination by the Executive Director or the Assistant Director that a suitable vacancy for transfer within Public Housing will not be available to the resident in an appropriate period of time.

**Second: Homeownership**

The QHA shall give preference to up to ten applicants each year who are successful graduates of the QHA Public Housing Homeownership Program. The definition of "successful graduate" is defined in the Public Housing Homeownership Program Administrative Plan.

**Third: Project Based**

The QHA shall give preference to eligible in-place tenants who reside in a Project-Based unit at the time of initial selection of the unit;

**Fourth: Local**

The QHA shall give preference to applicants who meet the definition of "local resident" as defined in Exhibit A of this Administrative Plan.