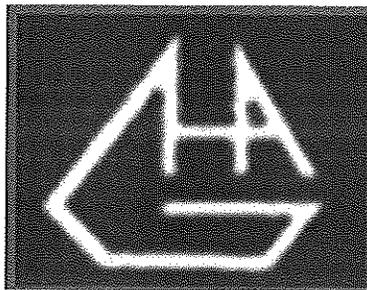


# **GLOUCESTER HOUSING AUTHORITY**



**PHA ANNUAL PLAN - FY 2012**

NOTICE OF PUBLIC HEARING  
GLOUCESTER HOUSING AUTHORITY  
FY 2012 ANNUAL AGENCY PLAN

The Gloucester Housing Authority has developed its FY 2012 Annual Agency Plan in compliance with the Quality Housing and Work Responsibility Act of 1998. It is available for review at the Authority's office located at 259 Washington St., Gloucester between the hours of 8:00 a.m. and 4:15 p.m. Monday through Thursday and on the web at [www.ghama.com](http://www.ghama.com). In addition, a public hearing will be held at 7:30 p.m., on Wednesday, April 11, 2012 at the Lincoln Park Building Community Room, Emerson Avenue, Gloucester, MA.

By: John A. Foote, Chairperson

February 24, 2012

AVISO DE AUDIENCIA PÚBLICA  
AUTORIDAD DE VIVIENDA DE GLOUCESTER  
FY 2012 ANUAL AGENCIA PLAN

La autoridad de vivienda de Gloucester ha elaborado su Plan de Agencia de FY 2012 anual de conformidad con la ley de responsabilidad de trabajo de 1998 y vivienda de calidad. Está disponible para su revisión en la Oficina de la autoridad en 259 Washington St., Gloucester entre las horas de 8:00 y 16:15 el lunes al jueves y en la web en [www.ghama.com](http://www.ghama.com). Además, una audiencia pública se celebrará a las 19:30 en miércoles, 11 de abril de 2012 en la sala de comunidad de edificio de Lincoln Park, Emerson Avenue, Gloucester, MA.

Por: John A. Foote, Presidente

24 De febrero de 2012

**AVISO DE AUDIÊNCIA PÚBLICA**  
**AUTORIDADES DO SISTEMA HABITACIONAL DE GLOUCESTER**  
**PLANO DE AGÊNCIA DO ANO FISCAL 2012 ANUAL**

A autoridade de habitação de Gloucester desenvolveu seu plano de agência FY 2012 anual em conformidade com a habitação de qualidade e trabalho responsabilidade Act de 1998. Está disponível para análise no escritório da autoridade localizado em 259 Washington St., Gloucester, entre as 08:00 e 16:15 segunda-feira a quinta-feira e na web em [www.ghama.com](http://www.ghama.com). Além disso, uma audiência pública será realizada às 19:30, em quarta-feira, 11 de abril de 2012 no Lincoln Park Edificio Comunidade Room, Emerson Avenue, Gloucester, MA.

Por: John A. Foote, Presidente

24 De fevereiro de 2012



**Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.** *Include statements related to these programs as applicable.*

**Demolition/Disposition/Development Activities**

The GHA may submit a Section 32 Application or other Homeownership Plan for some or all of its scattered-site Public Housing Units.  
 The GHA may submit a development plan for additional Public Housing units within its "Faircloth Limit".  
 The GHA may submit a waiver request to HUD to attach Project-based HCV subsidy to GHA owned units  
 The GHA intends to use its five-year Replacement Housing Grants to acquire or build up to 4 units of Federal Public Housing.  
 The GHA may develop other housing that addresses the housing needs identified in Section 9.0.

**Section 8 Homeownership Option**

The GHA will also continue to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982. The GHA will limit the maximum number of participants this fiscal year to 50 and has adopted the following eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria:

- 1) Minimum income limits for non-elderly/disabled households must be above 30% of HUD defined income limits for the Boston PMSA.
- 2) Non-elderly/disabled households must be enrolled in FSS for at least one year, or document that they meet all other requirements.
- 3) 3% Down-payment requirement from family's own resources unless they are an eligible elderly/disabled household.
- 4) Credit report for individual applying for mortgage cannot have any unsatisfied collection accounts/liens or show any late payments for the 12-month period prior to voucher issuance.

The GHA will undertake the following actions to implement the program this year:

- 1) The GHA will continue to work with FSS participants, working families and elderly/disabled households with homeownership interest to meet the minimum homeownership requirements.
- 2) The GHA will continue to market the program to lending institutions.
- 3) The GHA will continue to offer pre-ownership, post-ownership and foreclosure prevention counseling in-house to assist participants exceeding purchase counseling requirements.

7.0

The PHA has demonstrated its capacity to administer the program by:

- Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price come from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):
  - 1) The GHA has operated the 5(h) Homeownership Option and other Homeownership Programs for the past 10 years.
  - 2) The GHA's Homeownership Counseling Program is certified and is the recipient of the Massachusetts Homeownership Seal of Approval (See narrative under Section 10 below)

**Use of the Project-Based Voucher Program**

- Yes  No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year?
  1.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
    - low utilization rate for vouchers due to lack of suitable rental units
    - access to neighborhoods outside of high poverty areas
    - other (describe below :) Housing types for populations identified in the "Housing Needs" section of this plan..
  2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):
    - 10 Dale Avenue, Gloucester, MA (20 Units) – eligible census tract
    - 147 Essex Avenue, Gloucester, MA (8 Units) – eligible census tract
    - 375 Main Street, Gloucester (4 Units) – eligible census tract
    - Various units in buildings being rehabilitated or constructed through funding by the City of Gloucester , or other competitive funding supported in writing by the Mayor of the City of Gloucester including GHA-owned units (40 unit max annually).

8.0	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable. - See Below
8.1	<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. - See Below
8.2	<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. - See Below
8.3	<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.

**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.

**City of Gloucester (2010 Census)**

Total Population 28,789  
Percentage of households 80% AMI 12.8%  
Percentage of households 50% AMI 14.9%  
Percentage of households 30% AMI 15.8%

**Population by Race**

White 95.7%  
Black or African American .8%  
Native American .1%  
Asian .9%  
Native Hawaiian/Pacific Islander .1%  
More than 1 Race 2.4%

**Population by Ethnicity**

Hispanic or Latino 2.7%  
Non-Hispanic or Latino 97.3%

Elderly Households 29.1%  
Non-elderly Disabled Households 16.9%  
Families with Children 23.8%

**Federal Public Housing Waiting List**

Total Applicants 289  
Total Local Applicants 71  
Percentage of households 80% AMI .1%  
Percentage of households 50% AMI 8.9%  
Percentage of households 30% AMI 89.0%

One Bedroom Applicants 33  
Two Bedroom Applicants 204  
Three bedroom Applicants 48  
Four Bedroom Applicants 4

**Population by Race /Ethnicity**

White 55.9%  
Black or African American 13.8%  
Native American .1%  
Asian .1%  
Native Hawaiian/Pacific Islander 0%  
Hispanic or Latino 30.1%

Elderly Households .1%  
Non-elderly Disabled Households 13.4%  
Families with Children 86.5%

**Section 8 HCV Centralized Waiting List**

Total Applicants 113,575  
Total Local Applicants 639  
Percentage of households 80% AMI .25%  
Percentage of households 50% AMI 4.32%  
Percentage of households 30% AMI 95.98%

**Population by Race/ Ethnicity**

White 44.36%  
Black or African American 20.98%  
Native American 1.62%  
Asian 2.97%  
Native Hawaiian/Pacific Islander .38%  
Hispanic or Latino 35.20%

Elderly Households 5.97%  
Non-elderly Disabled Households 33.79%  
Families with Children 34.73%

**Based on current GHA waiting lists, City of Gloucester Consolidated Plan and other relevant demographics, the GHA has identified the following housing needs for the period 2010 - 2014:**

- Creation of additional affordable homeownership opportunities for households below 80% AMI.
- Creation of additional affordable rental housing opportunities for households below 30% and 50% AMI.
- Creation of additional barrier-free housing for households of all income ranges.
- Creation of additional affordable housing for homeless households below 30% and 50% AMI.
- Creation of additional affordable two-bedroom units for households below 30%, 50% and 80% AMI.
- Creation of additional affordable housing for disabled households below 30% and 50% AMI.
- Creation of affordable housing for near-elderly households below 30% and 50% AMI.
- Creation of affordable assisted living for elderly households below 30%, 50% and 80% AMI
- Preservation of existing affordable housing inventory.

9.0

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> <ol style="list-style-type: none"> <li>1) Expand Supply of Housing       <ol style="list-style-type: none"> <li>a) Apply for additional rental vouchers if eligible.</li> <li>b) Reduce public housing vacancy days.</li> <li>c) Leverage private or other public resources to create additional housing opportunities identified under the GHA's approved 5 year plan at one or more locations.</li> <li>d) Establishment of additional Section 8 project-based units.</li> <li>e) Development of any housing identified under the GHA's approved 5-year plan as Federal Public Housing or other Federal, State or local housing program.</li> </ol> </li> <li>2) Improve Quality of Assisted Housing       <ol style="list-style-type: none"> <li>a) Improve PHAS Score from 87</li> <li>b) Renovate or modernize public housing units</li> <li>c) Convert additional State-aided Housing units to Federal Public Housing.</li> <li>d) Reconfiguration of existing 3 &amp; 4 bedroom units to 1 &amp; 2 bedroom units to address wait list demands.</li> <li>e) Redevelop existing affordable housing in the community into sustainable models for future generations.</li> <li>f) Merge all GHA Federal Public Housing developments (AMP) into a single AMP.</li> </ol> </li> <li>3) Increase assisted housing choices       <ol style="list-style-type: none"> <li>a) Continue to support annual landlord outreach event.</li> <li>b) Expand number of Section 8 Homeownership Units</li> <li>c) Work with developers of assisted living units to ensure affordable component to address local need.</li> <li>d) Development of additional homeownership housing opportunities for disabled households to address local need.</li> </ol> </li> <li>4) Promote self-sufficiency and asset development of families and individuals       <ol style="list-style-type: none"> <li>a) Increase number of families assisted under HCV Self-sufficiency Program</li> <li>b) Increase number of households provided with homeownership education</li> <li>c) Increase number of ROSS assisted households.</li> <li>d) Convert existing Public Housing units to homeownership.</li> <li>e) Increase the number and percentage of employed persons in assisted families.</li> <li>f) Attract new supportive services to improve assistance recipients' employability</li> <li>g) Continue supportive services to increase independence for the elderly and disabled.</li> </ol> </li> <li>5) Ensure equal opportunity and affirmatively further fair housing       <ol style="list-style-type: none"> <li>a) Provide additional Fair Housing Training for all field level staff.</li> <li>b) Update Section 504 Plan</li> <li>c) Continuation of Homeownership Education and Foreclosure Prevention efforts.</li> </ol> </li> </ol>
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. – See Below</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" –</p> <p>The GHA hereby defines 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. Discretionary or administrative amendments consistent with the Authority's stated overall mission and basic objectives will not be considered a significant amendment or modification.</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: Faxed copies of these documents will not be accepted by the Field Office.</b></p> <ol style="list-style-type: none"> <li>(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)</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li> <li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li> <li>(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.</li> <li>(g) Challenged Elements</li> <li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li> <li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li> </ol> <p>All attached - See Below</p>

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

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

**DEVELOPMENT**

**Taylor Street Homeownership Development**

On November 2, 2011 the GHA transferred ownership of its former Federal Public Housing property at 10 Taylor Street to private developer Carl Gardner of Ipswich to build three permanently affordable homeownership units. In spite of the difficult economic climate, the GHA was successful in assisting Mr. Gardner securing a \$110,000 grant from the City of Gloucester Community Preservation Committee, a \$30,000 grant from the Gloucester Affordable Housing Trust and a \$60,000 grant from the North Shore HOME Consortium to augment his \$300,000 construction financing from Bank Gloucester. Mr. Gardner immediately proceeded with construction and anticipates project completion in spring 2012. The two 2 bedroom units with harbor view lofts will be sold to qualified buyers through a lottery for \$125,000 and the ADA accessible 1 bedroom unit will be sold to a qualified buyer for \$90,000. Preference will be given to Gloucester residents and households making less than 60% of area median income.

**CAPITAL IMPROVEMENTS**

**Federal Public Housing Capital Improvement Plan**  
See Capital Fund Attachments

**State-aided Housing Capital Improvement Plan**

The GHA's 530 State-aided Public Housing units were built between 1950 and 1985 and have always had to compete against the other 50,000 units of housing across the Commonwealth for limited State Modernization Bond funds. On July 1, 2011, the Commonwealth of Massachusetts Department of Housing and Community Development initiated a new Modernization Formula Funding initiative that will provide a much needed continual stream of capital improvement funds to improve our aging State Housing. DHCD estimates that the GHA will receive \$1,208,449 in Modernization Funding through FY 2015. Working closely with our residents, GHA staff determined that our State-aided Developments have 20 projects totaling over \$10 million that would be eligible for funding under the new DHCD initiative. Incorporating an additional \$85,447 in CPC funding granted by the City of Gloucester and \$242,977 in program reserves and other resources, the GHA received DHCD approval to perform the following work over the next five years:

Development	Project	Estimated Cost	Construction FY
Sheedy Building	Roof Replacement	\$285,494 **	FY 2012
Curtis B. Clark Building	Common Hall Flooring	\$ 39,547	FY 2012
Hillcrest Group Home	Exterior Improvements	\$ 37,391	FY 2012
Riverdale Park	Roof Replacement – 1	\$112,655	FY 2012
Lincoln Park	Roadway Improvements	\$ 57,656	FY 2013
Poplar Park	Road & Walkway Repair	\$266,051	FY 2013
Riverdale Park	Roof Replacement – 2	\$267,927	FY 2014
Curtis B. Clark Building	Boiler Replacement	\$ 85,685	FY 2014
Sheedy Building	Boiler Replacement	\$ 85,447	FY 2014
McPherson Park *	Elevator Upgrades	\$299,020	FY 2015

\* Additional funding may be required

\*\* Includes \$85,447 in CPC funding

**Clark Building Roof Replacement**

The GHA was able to secure an Emergency DHCD Modernization grant to replace the seriously deteriorated roof at the Curtis B. Clark Building. Architect Raymond Guertin did an excellent job designing a new modified bitumen roof system that should stand up well to the elements and seagulls. DHCD provided a fast track design review and we were able to secure a \$164,500 construction contract with Wayne Roofing, who brought the project in on time and within budget.

**Maintenance Building Renovations**

Our Central Maintenance Building on Veterans Way has not seen major improvements in decades. Lacking adequate space for a workshop and with limited resources, our Maintenance Mechanics volunteered their time on nights and weekends to help construct a new addition to the Maintenance Building. By moving their larger equipment into the new space, the mechanics freed up much needed space in the workshop and created a safer work environment. Our Mechanics are to be commended for their generosity and innovation.

**Clark Building Community Room Improvements**

The leaking flat roof on the Clark Building also caused significant damage in two residents' apartments and the building's community room. Under the leadership of the GHA's Assistant Executive Director Alice Sheridan, the GHA was able to utilize program reserves to renovate the room and purchase new furnishings. The new community room offers more of a "living room" feel and will be a model for upcoming common area renovations at the Sheedy Building and McPherson Park.

**PROGRAM DEVELOPMENT**

**Cape Ann Homeownership Center**

The Homeownership Center reached an important milestone in 2011 as it assisted its 1,000<sup>th</sup> client in homeownership education. The GHA's Homeownership Specialist Kathy Erkkila continues to provide her State accredited pre-purchase and post-purchase homebuyer courses in 2011 in addition to a one-night "Introduction to Homeownership" for individuals just beginning to think about purchasing their first home. The Center also became a

certified MHP HomeSafe Agency in 2011. We remain grateful to local bankers, realtors, attorneys, insurance agents and inspectors who provide guidance at these sessions.

Foreclosure Prevention again dominated the Center's activities in 2011 with an alarming 226% caseload increase over 2010. The center was able to address the increased caseload thanks to its strong partnership with Neighborhood of Affordable Housing (NOAH) and the efforts of volunteer counselors Frank Crotty and Stephen Phillips. The GHA also co-sponsored 2 foreclosure clinics with Neighborhood Legal Services and participated in an all-day mortgage workshop sponsored by Congressman John Tierney.

This program is funded through the generous support of the State Division of Banks, Massachusetts Housing Partnership, Massachusetts Mortgage Bankers Association, Gloucester and Rockport CPA and local banks.

#### **Central Grammar Enhanced Voucher Initiative**

Privately-owned Central Grammar Apartments received funding from multiple entities to substantially renovate their 80-unit Elderly Housing Complex on Dale Avenue. The requirements of their funding required Central Grammar to refinance the property under a new rent structure that would have drastically increased tenant rents. Building on its long-standing partnership with Central Grammar, the GHA revised the terms of its contract for 20 Section 8 Project-based units in the building and successfully applied to HUD for 60 Enhanced Section 8 Vouchers allowing the existing building residents to keep their rents at their current level. The end result was the preservation of an important community housing resource and an eventual decrease to the current 5-year wait for Section 8 assistance as the Enhanced Vouchers will convert to traditional Section 8 vouchers when they are no longer needed by the current residents. The GHA's Claudia Haskell, Valerie Cook, Linda Carnevale and Sharon Fortado are commended for their excellent work with Central Grammar residents and staff.

#### **Action Shelter Project-based Program**

The lack of shelter for homeless individuals was front-page news in Gloucester in the later part of 2011. What was not front-page news was the creation of 4 new efficiency units for chronically homeless individuals at the Action Shelter on Main Street. Receiving funding through the City of Gloucester's CDBG program and the North Shore HOME Consortium, Action was able to create 4 units in the rear of their Shelter and the GHA was able to provide long-term project-based Section 8 subsidies for these units. This unique program will transition 4 long-term shelter guests into permanent housing for a year and then offer them a traditional Section 8 voucher freeing up their units for new shelter guests. Full occupancy was achieved immediately when this project opened in the spring.

#### **Maintenance Reorganization**

Ongoing budget reductions have significantly impacted the GHA's ability to preserve its Public Housing portfolio. In an effort to increase the efficiency and effectiveness of our Maintenance Operations, the GHA completed an analysis of our existing systems and with the cooperation of our AFSME Union developed a new delivery maintenance system that reorganized our existing maintenance, modernization, purchasing and informational technologies functions into a single Operations Department.

The reorganization consolidated several positions freeing up over \$90,000 that was re-programmed into ongoing and preventative building maintenance and a greatly strengthened inspection/quality control system. Although the full impact of the re-organization will not be felt until 2012, the GHA has already realized a 50% increase in preventative maintenance functions and 25% decrease in outstanding work orders.

### RESIDENT SERVICES

#### **Housing First**

The grant-funded HFI Program completed its fourth year in 2010. Under HFI the GHA pledges the assignment of 12 units to families referred from state-funded emergency shelters. HFI welcomed Suzette Lomba as the new HFI Case Manager who worked closely with the GHA's Assistant Director of Resident Services Kathy Ross and Riverdale Public Housing Manager Debbie Eason to provide ongoing support and stabilization resources for program families. Individual service plans are designed to address resident's needs and to preserve tenancies. Currently 34 families have completed the program and moved onto full tenancies. Nine families graduated from HFI in 2011.

#### **Resident Opportunity and Self-sufficiency (ROSS) Program**

The GHA was one of a handful of New England Housing Authorities to receive a highly competitive ROSS grant from HUD. This 3-year grant enabled the GHA to hire Danielle Camire as a service coordinator to work directly with residents of our Willowood Gardens, Arthur Street and Scattered-site developments assessing their need to connect with educational opportunities, job training and placement programs and/or computer and financial literacy services to progress toward achieving economic independence. For an elderly or disabled resident, the service coordinator arranges supportive services that allow them to maintain their independent lifestyle. Danielle works in tandem with Housing Manager Maureen Dexter to improve the quality of life at our Federal Public Housing Developments.

#### **Family Self-sufficiency (FSS) Program**

Kathy Ross continues to provide support and assistance to 26 Section 8 households as they work towards building escrow funds to eliminate their need for assistance and move towards homeownership. Currently 14 residents are employed full-time, 6 work part-time and the remainder are furthering their education. The majority of FSS participants have increased their earned income and have accumulated an average escrow savings of \$4,696/household. Four families graduated from FSS in 2011 with one moving on to homeownership.

#### **Senior Supportive Housing**

The Supportive Senior Housing Initiative seeks to bring some of the benefits of assisted living developments to the residents of McPherson Park. Jointly developed by DHCD and the Executive Office of Elder Affairs, the program seeks to help seniors maintain their independence and "age in place" by providing better access to supportive services such as case management, 24-hour on-site personal care staff, housekeeping, a daily meals program, medication reminders, transportation, shopping and laundry service to elders. Senior Care's Nancy Orne currently assists over 50% of the building's residents with their needs. Referrals to this program are made by the GHA's Housing Manager Karen Carter.

#### **Homework Program**

Eleven dedicated volunteers from the Assembly of God Church provide one-on-one tutoring and homework help to students at Riverdale Park. The volunteers also serve as role models and counselors to the youth. An average of 16 children received weekly help in 2011. We are very grateful to the commitment of these dedicated volunteers.

### COMMUNITY PARTNERSHIPS

### **The Open Door**

Collaborations with the Open Door always bring wonderful benefits to our residents. The Mobile Market provides residents at our Family Housing Developments with access to free fruits and vegetables on a weekly basis. Markets include a distribution of fresh produce from local farms, wholesale markets, food banks, and grocery stores; cooking demonstrations and samples; and recipes. Residents of each neighborhood or community volunteer their own time to make the market a success. The Summer Lunch Program brings nutritious meals to the children of our developments during summer vacation. The GHA employed 5 of our residents to run the program under the supervision of Kathy Ross and Maureen Dexter. These activities foster a strong supportive community in our developments and are utilized by over 70% of our residents.

### **Backyard Growers**

The residents of the McPherson Building participated in the Cape Ann Farmers Market Backyard Growers program spearheaded by Lara Lepionka this past summer. This exciting volunteer program helped our residents build and maintain a sustainable vegetable garden in the front of the building. The Backyard Growers group provided the raised beds, compost, garden installation, seedlings, seeds and necessary guidance. Our residents helped with the installation of the garden and did the daily and weekly maintenance. Not only did this project supply our tenants with an abundance of tasty, nutritious vegetables, but it offered a healthy and fun community activity to all those who participated. We look forward to this project continuing in the years ahead.

**Cape Ann Resource Exchange (CARE)** Executive Director David Houlden and Kathy Ross continue to meet every other month with representatives from over a dozen Cape Ann social service providers to discuss issues facing low income households of Cape Ann and share community resources that will assist these households.

### **Hoarding Task Force**

Ms. Ross and Mr. Houlden also meet monthly with representatives from the City of Gloucester Board of Health, Fire & Building Departments, Senior Care and other interested parties in establishing protocols to address hoarding issues within the City. The Task Force released a brochure this year and provided support to agencies for multiple hoarding cases.

### **Coalition for the Prevention of Domestic Abuse (CPDA)**

CPDA completed its 12<sup>th</sup> year as an active, multi-agency group working diligently to support the efforts of HAWC (Healing Abuse Working for Change) and all those who struggle with the terrible challenges of domestic violence. During this past year CPDA worked to increase positive communication with the Gloucester Police Department, the Essex County District Attorney, Gloucester District Court and other area agencies

### **Healthy Gloucester Collaborative**

The GHA's Sharon Fortado and Suzette Lomba are representatives to the HGC Substance Abuse Prevention & Opiate Awareness committees. The HGC received a \$25,000 grant this year from the Department of Public Health to strengthen positive youth development and leadership which led to local needs producing a short film "Out Town – Gloucester through the Eyes of Youth". One major objective for the HGC is combating misnomers concerning marijuana and prescription drug use within the community.

### **Elder TRIAD**

Working closely with Essex County District Attorney's office, the TRIAD designed a new brochure and launched a website to increase elder awareness of the following programs offered by the committee's volunteers: Yellow Dot, File of Life, Medication Disposal, House Numbering and Emergency Bags.

**10.0 (c) 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 that helps child or adult victims of domestic violence, dating violence, sexual assault, or stalking to obtain or maintain housing; (3) any activities, services, or programs provided or offered to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. PHA's are also encouraged to describe in its VAWA statement the PHA procedures in place that assures that tenants are notified of their rights under VAWA.**

The GHA has adopted the following VAWA Policy and adhered to the domestic violence protocol which follows the policy:

## **GLOUCESTER HOUSING AUTHORITY VIOLENCE AGAINST WOMEN ACT (VAWA) POLICY**

### **I. PURPOSE AND APPLICABILITY**

THE PURPOSE OF THIS POLICY (HEREIN CALLED "POLICY") IS TO IMPLEMENT THE APPLICABLE PROVISIONS OF THE VIOLENCE AGAINST WOMEN AND DEPARTMENT OF JUSTICE REAUTHORIZATION ACT OF 2005 (PUB. L. 109-162) AND MORE GENERALLY TO SET FORTH GHA'S POLICIES AND PROCEDURES REGARDING DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING, AS HEREINAFTER DEFINED.

This Policy shall be applicable to the administration by GHA of all federally subsidized public housing and Section 8 rental assistance under the United States Housing Act of 1937 (42 U.S.C. §1437 *et seq.*). Notwithstanding its title, this policy is gender-neutral, and its protections are available to males who are victims of domestic violence, dating violence, or stalking as well as female victims of such violence.

### **II. GOALS AND OBJECTIVES**

This Policy has the following principal goals and objectives:

- A. Maintaining compliance with all applicable legal requirements imposed by VAWA;
- B. Ensuring the physical safety of victims of actual or threatened domestic violence, dating violence, or stalking who are assisted by GHA;
- C. Providing and maintaining housing opportunities for victims of domestic violence dating violence, or stalking;
- D. Creating and maintaining collaborative arrangements between GHA, law enforcement

authorities, victim service providers, and others to promote the safety and well-being of victims of actual and threatened domestic violence, dating violence and stalking, who are assisted by GHA; and

- E. Taking appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting individuals assisted by GHA.

### III. Other GHA Policies and Procedures

This Policy shall be referenced in and attached to GHA's Five-Year Public Housing Agency Plan and shall be incorporated in and made a part of GHA's Admissions and Continued Occupancy Policy and the GHA's Section 8 Administrative Plan. GHA's annual public housing agency plan shall also contain information concerning GHA's activities, services or programs relating to domestic violence, dating violence, and stalking.

To the extent any provision of this policy shall vary or contradict any previously adopted policy or procedure of GHA, the provisions of this Policy shall prevail.

### IV. DEFINITIONS

As used in this Policy:

A. *Domestic Violence* – The term 'domestic violence' includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction."

B. *Dating Violence* – means violence committed by a person—

- (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

- (i) The length of the relationship.
- (ii) The type of relationship.
- (iii) The frequency of interaction between the persons involved in the relationship.

(A) (i) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and (ii) to place under surveillance with the intent to kill, injure, harass or intimidate another person; and

(B) in the course of, or as a result of, such following, pursuit, surveillance or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to—

- (i) that person;
- (ii) a member of the immediate family of that person; or
- (iii) the spouse or intimate partner of that person;

D. *Immediate Family Member* - means, with respect to a person—

- (A) a spouse, parent, brother, sister, or child of that person, or an individual to whom that person stands in loco parentis; or
- (B) any other person living in the household of that person and related to that person by blood or marriage.

E. *Perpetrator* – means person who commits an act of domestic violence, dating violence or stalking against a victim.

### V. ADMISSIONS AND SCREENING

A. *Non-Denial of Assistance*. GHA will not deny admission to public housing or to the Section 8 rental assistance program to any person because that person is or has been a victim of domestic violence, dating violence, or stalking, provided that such person is otherwise qualified for such admission.

B. *Mitigation of Disqualifying Information*. When so requested in writing by an applicant for assistance whose history includes incidents in which the applicant was a victim of domestic violence, GHA, may but shall not be obligated to, take such information into account in mitigation of potentially disqualifying information, such as poor credit history or previous damage to a dwelling. If requested by an applicant to take such mitigating information into account, GHA shall be entitled to conduct such inquiries as are reasonably necessary to verify the claimed history of domestic violence and its probable relevance to the potentially disqualifying information. GHA will not disregard or mitigate potentially disqualifying information if the applicant household includes a perpetrator of a previous incident or incidents of domestic violence.

### VI. TERMINATION OF TENANCY OR ASSISTANCE

A. *VAWA Protections*. Under VAWA, public housing residents and persons assisted under the Section 8 rental assistance program have the following specific protections, which will be observed by GHA:

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

2. In addition to the foregoing, tenancy or assistance will not be terminated by GHA as a result of criminal activity, if that criminal activity is directly related to domestic violence, dating violence or stalking engaged in by a member of the assisted household, a guest or another person under the tenant's control, and the tenant or an immediate family member is the victim or threatened victim of this criminal activity. However, the protection against termination of tenancy or assistance described in this paragraph is subject to the following limitations:

- (a) Nothing contained in this paragraph shall limit any otherwise available authority of GHA' or a Section 8 owner or manager to terminate tenancy, evict, or to terminate assistance, as the case may be, for any violation of a lease or program requirement not premised on the act or acts of domestic violence, dating violence, or stalking in question against the tenant or a member of the tenant's household. However, in taking any such action, neither GHA nor a Section 8 manager or owner may apply a more demanding standard to the victim of domestic violence dating violence or stalking than that applied to other tenants.
- (b) Nothing contained in this paragraph shall be construed to limit the authority

of GHA or a Section 8 owner or manager to evict or terminate from assistance any tenant or lawful applicant if the owner, manager or GHA, as the case may be, can demonstrate an actual and imminent threat to other tenants or to those employed at or providing service to the property, if the tenant is not evicted or terminated from assistance.

**B. Removal of Perpetrator.** Further, notwithstanding anything in paragraph VI.A.2. or Federal, State or local law to the contrary, GHA or a Section 8 owner or manager, as the case may be, may bifurcate a lease, or remove a household member from a lease, without regard to whether a household member is a signatory to a lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in acts of physical violence against family members or others. Such action against the perpetrator of such physical violence may be taken without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also the tenant or a lawful occupant. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by law applicable to terminations of tenancy and evictions by GHA. Leases used for all public housing operated by GHA and, at the option of Section 8 owners or managers, leases for dwelling units occupied by families assisted with Section 8 rental assistance administered by GHA, shall contain provisions setting forth the substance of this paragraph.

## VII. VERIFICATION

**A. Requirement for Verification.** The law allows, but does not require, GHA or a section 8 owner or manager to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in this policy. Subject only to waiver as provided in paragraph VII. C., GHA shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by GHA. Section 8 owners or managers receiving rental assistance administered by GHA may elect to require verification, or not to require it as permitted under applicable law.

Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence or stalking may be accomplished in one of the following three ways:

1. **HUD-approved form** - by providing to GHA or to the requesting Section 8 owner or manager a written certification, on a form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator.
2. **Other documentation** - by providing to GHA or to the requesting Section 8 owner or manager documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence or stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.
3. **Police or court record** - by providing to GHA or to the requesting Section 8 owner or manager a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.

**B. Time allowed to provide verification/ failure to provide.** An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence or stalking, and who is requested by GHA, or a Section 8 owner or manager to provide verification, must provide such verification within 14 business days (*i.e.*, 14 calendar days, excluding Saturdays, Sundays, and federally-recognized holidays) after receipt of the request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.

**C. Waiver of verification requirement.** The Executive Director of GHA, or a Section 8 owner or manager, may, with respect to any specific case, waive the above-stated requirements for verification and provide the benefits of this policy based on the victim's statement or other corroborating evidence. Such waiver may be granted in the sole discretion of the Executive Director, owner or manager. Any such waiver must be in writing. Waiver in a particular instance or instances shall not operate as precedent for, or create any right to, waiver in any other case or cases, regardless of similarity in circumstances.

## VIII. Confidentiality

**A. Right of confidentiality.** All information (including the fact that an individual is a victim of domestic violence, dating violence or stalking) provided to GHA or to a Section 8 owner or manager in connection with a verification required under section VII of this policy or provided in lieu of such verification where a waiver of verification is granted, shall be retained by the receiving party in confidence and shall neither be entered in any shared database nor provided to any related entity, except where disclosure is:

1. requested or consented to by the individual in writing, or
  2. required for use in a public housing eviction proceeding or in connection with termination of Section 8 assistance, as permitted in VAWA, or
  3. otherwise required by applicable law.
- B. Notification of rights.** All tenants of public housing and tenants participating in the Section 8 rental assistance program administered by GHA shall be notified in writing concerning their right to confidentiality and the limits on such rights to confidentiality.
- C. Security.** All information pertaining to the fact that an individual is a victim of domestic violence, dating violence or stalking shall be maintained separately and securely by the Resident Services Department unless such information is subject to the disclosure exceptions noted in this section.

## IX. Transfer to New Residence

**A. Application for transfer.** In situations that involve significant risk of violent harm to an individual as a result of previous incidents or threats of domestic violence, dating violence, or stalking, GHA will, if an approved unit size is available at a location that may reduce the risk of harm, approve transfer by a public housing or Section 8 tenant to a different unit in order to reduce the level of risk to the individual. A tenant who requests transfer must attest in such application that the requested transfer is necessary to protect the health or safety of the tenant or another member of the household who is or was the victim of domestic violence dating violence or stalking and who reasonably believes that the tenant or other household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit.

- B. *Action on applications.* GHA will act upon such an application promptly.
- C. *No right to transfer.* GHA will make every effort to accommodate requests for transfer when suitable alternative vacant units are available and the circumstances warrant such action. However, except with respect to portability of Section 8 assistance as provided in paragraph IX. E. below the decision to grant or refuse to grant a transfer shall lie within the sole discretion of GHA, and this policy does not create any right on the part of any applicant to be granted a transfer.
- D. *Family rent obligations.* If a family occupying GHA public housing moves before the expiration of the lease term in order to protect the health or safety of a household member, the family will remain liable for the rent during the remainder of the lease term unless released by GHA. In cases where GHA determines that the family's decision to move was reasonable under the circumstances, GHA may wholly or partially waive rent payments and any rent owed shall be reduced by the amounts of rent collected for the remaining lease term from a tenant subsequently occupying the unit.
- E. *Portability.* Notwithstanding the foregoing, a Section 8-assisted tenant will not be denied portability to a unit located in another jurisdiction (notwithstanding the term of the tenant's existing lease has not expired, or the family has not occupied the unit for 12 months) so long as the tenant has complied with all other requirements of the Section 8 program and has moved from the unit in order to protect a health or safety of an individual member of the household who is or has been the victim of domestic violence dating violence or stalking and who reasonably believes that the tenant or other household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit.

#### **X. COURT ORDERS/FAMILY BREAK-UP**

- A. *Court orders.* It is GHA's policy to honor orders entered by courts of competent jurisdiction affecting individuals assisted by GHA and their property. This includes cooperating with law enforcement authorities to enforce civil protection orders issued for the protection of victims and addressing the distribution of personal property among household members in cases where a family breaks up.
- B. *Family break-up.* Other GHA policies regarding family break-up are contained in GHA's Public Housing Admissions and Continuing Occupancy Plan (ACOP) and its Section 8 Administrative Plan.

#### **XI. RELATIONSHIPS WITH SERVICE PROVIDERS**

It is the policy of GHA to cooperate with organizations and entities, both private and governmental, which provide shelter and/or services to victims of domestic violence. If GHA staff becomes aware that an individual assisted by GHA is a victim of domestic violence, dating violence or stalking, GHA will refer the victim to such providers of shelter or services as appropriate. Notwithstanding the foregoing, this Policy does not create any legal obligation requiring GHA either to maintain a relationship with any particular provider of shelter or services to victims of domestic violence or to make a referral in any particular case. GHA's annual public housing agency plan shall describe providers of shelter or services to victims of domestic violence with which GHA has referral or other cooperative relationships.

#### **XII. NOTIFICATION**

GHA shall provide written notification to applicants, tenants, and Section 8 owners and managers, concerning the rights and obligations created under VAWA relating to confidentiality, denial of assistance and, termination of tenancy or assistance at time of initial lease-up and at each annual recertification. The full policy and required forms will also be made available on the GHA's website [www.ghama.com](http://www.ghama.com).

#### **XIII. RELATIONSHIP WITH OTHER APPLICABLE LAWS**

Neither VAWA nor this Policy implementing it shall preempt or supersede any provision of Federal, State or local law that provides greater protection than that provided under VAWA for victims of domestic violence, dating violence or stalking.

#### **XIV. AMENDMENT**

This policy may be amended from time to time by GHA as approved by the GHA Board of Commissioners.

This policy was adopted by the GHA Board of Commissioners at their February 14, 2007 Regular Meeting.

#### **Gloucester Housing Authority Domestic Violence Protocol**

All Gloucester Housing Authority employees must report any tenant incidents or threats of domestic violence or tenant family disputes that could lead to domestic violence to the Assistant Executive Director and/or the Assistant Director of Resident Services.

Upon receipt of a referral from Gloucester Housing Authority employees, police or concerned community members, tenant sponsors or tenants regarding tenants who are currently at risk of domestic violence, have a past history of domestic violence or are involved in a family dispute that could lead to domestic violence, the Resident Services Department will implement the following protocol in accordance with Gloucester Housing Authority Confidentiality Policies:

1. Contact tenant and set up an appointment to determine if perpetrator still poses a safety risk to tenant, children and other tenants who reside at GHA properties.
2. Give tenant HAWC Hotline phone number, a list of domestic violence service providers, counseling and referral materials.
3. Advise tenant that HAWC can assist them with Restraining Orders, Safety Plans, shelter placements and community services.
4. Suggest tenant seek a 'No Trespass' Order from the Assistant Executive Director of GHA to ban the perpetrator from GHA Properties.

5. Contact police for assistance when appropriate.
6. Contact DCF Hotline if children are at-risk of abuse or have been abused.
7. Advise tenant that GHA telephones are available to access community assistance and referral services.
8. Advise Assistant Executive Director and Case Manager of tenant's status.
9. Consult community service providers, if appropriate, only after obtaining a
10. Release of Confidentiality from the tenant.
11. Provide ongoing consultation to employees regarding tenants who refuse
12. domestic violence services.
13. GHA may offer Domestic Violence Workshops to education tenants.
14. GHA may offer additional Domestic Violence workshops to education staff.

Upon receipt of a referral from Gloucester Housing authority staff, police or concerned community members, the Resident Services Department will implement the following protocol regarding tenants who are currently at-risk of domestic violence, have a past history of domestic violence or a family dispute that could lead to domestic violence.

1. Immediately contact tenant and set up an appointment to evaluate safety risks for the family. \*
2. Advise tenant of restraining Orders, No Trespass Orders and community services available to assist them.
3. Develop a Safety Plan with tenant of what tenant can do when they do not feel safe.
4. Give tenant referral materials on shelters, hotline numbers, counseling and HAWC. \*\*
5. Assist tenant in obtaining domestic violence services and referrals if they need to immediately leave a dangerous situation (e.g. shelter or safe house).
6. Contact police for assistance when appropriate.
7. Provide short-term crisis intervention or counseling to tenant as appropriate.

When the Resident Services Department determines a child or tenant is at risk of abuse or currently in a situation that could lead to abuse, the following steps will be implemented:

1. Contact Case Manager and/or Assistant Executive Director to advise GHA of tenant's safety risk.
2. Provide consultations with case Managers to determine tenant's safety risk and appropriate interventions.
3. Provide consultations with community service providers after obtaining a Release of Confidentiality from the tenant.

\* Do not assume tenant is safe just because tenant believes they are safe. Find out the location of the abuser.

\*\* The Resident Services Department will not mail domestic violence information to a neither specific tenant nor leave phone messages for the tenant regarding domestic violence prior to obtaining permission from the tenant that it is safe to do so.

If a Case Manager believes that a tenant or child's safety is at risk due to domestic violence or a family dispute that could escalate into domestic violence, or if the tenant has a history of domestic violence or a police report that documents domestic violence, the following protocol will be implemented:

1. Ask if the tenant/children are safe. Do not assume the tenant/family is safe unless you have determined the location of the abuser. \*
2. Advise tenant of Domestic Violence Hotline, HAWC and shelters. If tenant does not want to use local services, advise them of out-of-area services. \*\*
3. Distribute domestic violence materials and phone numbers only after determining that it is safe for the tenant to have them.
4. Ask tenant if they would like to be referred to the Resident Services Department for consultation/referrals.
5. Remind tenant that you will assist them in seeking shelter placement at any time they feel at risk of abuse or choose to leave the abuser.
6. Remind tenant that GHA telephones are available for their use to contact domestic violence services.

If a Case Manager determines that a tenant is in immediate risk of injury and Resident Services is not available, the Case Manager will contact the following domestic violence service provider for consultation:

978-281-9771  
or  
HAWC  
978-283-8642

If the Case Manager believes that children are at risk of abuse or have been abused, the Case Manager will do the following:

1. Advise the Resident Services Department of children at risk of domestic violence.
2. File a 51A with Department of Children and Families.

**The GHA continues to offer a preference on its Federal Public Housing & Housing Choice Voucher Wait lists to victims of Domestic Violence.**

The GHA Resident Services department participated in the following Domestic Violence services from 1/1/09 to 12/31/09.

- Attended monthly meetings of the Domestic Violence Coalition.
- Distributed and posted Domestic violence brochures at the GHA, Resident Services, Riverdale Youth Center, Willowood Gardens and Assembly of God Church. Also, distributed brochures to GHA staff.
- Ongoing assessment and referral of individual residents to HAWC for domestic violence counseling.
- Hosted Children's Friends and Family 12 week Healthy Healing therapy group for HFI residents and purchased reading materials.
- Posted and distributed Older Women's Domestic Violence Group flyers and made several referrals to group.
- Eight residents with histories of domestic violence received ongoing case management.

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

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

Part I: Summary		Grant Type and Number		FFY of Grant	
PHA Name:		Capital Fund Program Grant No: MA06P025501-12		2012	
Gloucester Housing Authority		Replacement Housing Factor Grant No:		FFY of Grant Approval:	
Date of CFFP:				2012	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1 ) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost	Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>
1	Total non-CFF Funds				Expended
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$ 106,421.00			
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
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>				
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)	\$ 106,421.00			
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				

<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.











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

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

Part I: Summary		Grant Type and Number		FFY of Grant	
PHA Name:		Capital Fund Program Grant No:		2012	
Gloucester Housing Authority		Date of CFFP:		FFY of Grant Approval:	
		Replacement Housing Factor Grant No:		2012	
		MA06R025501-12			
Type of Grant		Reserve for Disasters/Emergencies		Total Actual Cost <sup>1</sup>	
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Revised Annual Statement (revision no: )		Obligated	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report		Expended	
Line	Summary by Development Account	Total Estimated Cost	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				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.I Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1493.I Relocation Costs				
17	1499 Development Activities <sup>4</sup>			\$6,178.00	
18a	1501 Collateralization of Debt Service paid by the PHA				
18ba	9000 Collateralization of 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)			\$6,178.00	
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				

<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.

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

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

<b>Part I: Summary</b>	
PHA Name: <b>Gloucester Housing Authority</b>	Grant Type and Number Capital Fund Program Grant No: Date of CFFP: _____
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: Line Summary by Development Account	Replacement Housing Factor Grant No: R02550112 <input type="checkbox"/> FFY of Grant: 2012 FFY of Grant Approval: 2012
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Total Estimated Cost	Total Actual Cost <sup>1</sup>
Original	Revised <sup>2</sup>
Date <i>8/12/12</i>	Signature of Public Housing Director
Signature of Executive Director <i>[Signature]</i>	Date
	Obligated
	Expended









Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/20011

**Part I: Summary**

Gloucester Housing Authority		Gloucester, Essex Co., MA			
Development Number and Name	Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	<input checked="" type="checkbox"/> Original 5-Year Plan Work Statement for Year 4 FFY 2015	<input type="checkbox"/> Revision No: Work Statement for Year 5 FFY 2016
A. MA025000001					
B. Physical Improvements Subtotal	90,000.00	90,000.00		90,000.00	90,000.00
C. Management Improvements					
D. PHA-Wide Non-dwelling Structures and Equipment					
E. Administration					
F. Other					
G. Operations	16,421.00	16,421.00		16,421.00	16,421.00
H. Demolition					
I. Development	6,178.00	6,178.00			
J. Capital Fund Financing -- Debt Service					
K. Total CFP Funds					
L. Total Non-CFP Funds					
M. Grand Total	\$112,599.00	\$112,599.00	\$112,599.00	\$106,421.00	\$106,421.00









**Part III: Supporting Pages – Management Needs Work Statement(s)**

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	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
868	001- Operations	\$16,421	001 - Operations	\$16,421
869				
870				
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874				
875				
876				
877				
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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 4/30/2011

Part I: Summary						
PHA Name: Gloucester Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P025501-09 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2009 FFY of Grant Approval: 2009	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:1 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" 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>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$ 58,238.00	\$ 60,212.65	\$ 52,566.95	\$ 52,566.95	
3	1408 Management Improvements	** See end note	** See end note	\$ 7,645.70	\$ 7,645.70	
4	1410 Administration (may not exceed 10% of line 21)					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	\$ 4,000.00	\$ 2,025.35	\$ 2,025.35	\$ 2,025.35	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	\$ 62,000.00	\$ 62,000.00	\$ 62,000.00	\$ 62,000.00	
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>					
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)	\$ 124,238.00	\$ 124,238.00	\$ 124,238.00	\$ 124,238.00	
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					

<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.

Part I: Summary						
PHA Name: Gloucester Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P025501-09 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2009 FFY of Grant Approval: 2009	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 1 <input checked="" 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>	Obligated	Expended	
Signature of Executive Director <i>[Signature]</i>		Date 12/19/11		Signature of Public Housing Director Date		



Part II: Supporting Pages								
PHA Name: GLOUCESTER HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MA06P025501-09 CFFP (Yes/ No): Replacement Housing Factor Grant No:				Federal FFY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sub>2</sub>	Funds Expended <sub>2</sub>	
	SEE PAGE 3							

<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.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Gloucester Housing Authority					Federal FFY of Grant: 2009
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
MA025000001	09/14/2011	07/26/2011	09/14/2013	09/29/2011	

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

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Gloucester Housing Authority					Federal FFY of Grant: 2009
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
SEE PAGE 5					

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

Part I: Summary					
PHA Name: Gloucester Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06S02550109    Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2009 FFY of Grant Approval: 2009
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: 12/31/10 <input checked="" 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>	Obligated	Expended
1	Total non-CFP Funds	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00
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)	\$ 500.00		\$ 500.00	\$ 500.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 20,987.00		\$ 20,987.00	\$ 20,987.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$ 136,600.00		\$ 136,600.00	\$ 136,600.00
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>	\$ 0.00		\$ 0.00	\$ 0.00
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)	\$ 158,087.00		\$ 158,087.00	\$ 158,087.00
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	\$ 147,837.00		\$ 147,837.00	\$ 147,837.00

<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.  
<sup>4</sup> RHF funds shall be included here.

<b>Part I: Summary</b>					
PHA Name: Gloucester Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06S02550109 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2009 FFY of Grant Approval: 2009
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:4 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <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>	Obligated	Expended
Signature of Executive Director <i>[Signature]</i>		Date 2/23/11		Signature of Public Housing Director Date	

Part II: Supporting Pages								
PHA Name: Gloucester Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06S02550109 CFFP (Yes/ No): Replacement Housing Factor Grant No:				Federal FFY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				\$158,087		\$158,087		
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
MA025000001	Capital Needs Assessment	1408	1	0	0	0	0	Re-programed
MA025000001	Administration	1410	1	\$ 500		\$ 500	\$ 500	Complete
MA025000001	A/E Boiler Replacement	1430	1	\$ 8,087		\$ 8,087	\$ 8,087	Complete
MA025000001	A/E Essex St. Windows etc.	1430	1	\$12,000		\$12,000	\$10,685	Complete
MA025000001	SS Boiler Replacement	1460	10	\$67,183		\$67,183	\$67,183	Complete
MA025000001	Willowood Ext. Painting	1460	9	\$ 8,250		\$ 8,250	\$ 8,250	Complete
MA025000001	Kitchen Faucet Replacement	1460	60	\$16,972		\$16,972	\$ 16,972	Complete
MA025000001	Essex St. - Ext. Painting	1460	1	\$ 1,500		\$ 1,500	\$ 1,500	Complete
MA025000001	Essex St. Windows	1460	18	\$10,000		\$10,000	\$10,000	Complete
MA025000001	Essex St. Doors	1460	6	\$ 2,095		\$ 2,095	\$ 2,095	Complete
MA025000001	Mailbox Replacement	1460	5	0		0	0	Re-programed
MA025000001	Arthur Street Roofs	1499	2	0		0	0	Re-programed
MA025000001	Arthur Street GFI	1499	36	0		0	0	Re-programed
MA025000001	Arthur Street Bathroom Faucets	1499	21	0		0	0	Re-programed
MA025000001	Arthur Street Flooring	1499	2	0		0	0	Re-programed
MA025000001	Arthur St. Legal Fees	1499	1	0		0	0	Re-programed
MA025000001	Arthur St. Environmental Review	1499	1	0		0	0	Re-programed
MA025000001	DHCD Reserves - Arthur Roofs	non-CFP	1	\$13,283		\$13,283	\$13,283	Complete
MA025000001	DHCD Reserves - Aquisition/Closing	non-CFP	1	\$11,717		\$11,717	\$11,717	Complete

<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.







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					
PIA Name: Gloucester Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P025501-10 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2010 FFY of Grant Approval: 2010	
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: 12/31/2011 <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>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$ 15,984.00		\$15,984.00	\$15,984.00
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 10,000.00		\$ 552.50	\$ 552.50
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$ 90,000.00		\$ 0.00	\$ 0.00
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>				
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)	\$ 115,984.00		\$16,536.50	\$16,536.50
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				

<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  
 Expires 4/30/2011

<b>Part I: Summary</b>				
<b>PHA Name:</b> Gloucester Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. MA06P025501-10 Replacement Housing Factor Grant No: Date of CFFP: _____		<b>FFY of Grant:</b> 2010 <b>FFY of Grant Approval:</b> 2010
<b>Type of Grant</b>				
<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: 12/31/2011		<input type="checkbox"/> Final Performance and Evaluation Report		
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>1</sup></b>
		<b>Original</b>	<b>Revised <sup>2</sup></b>	<b>Obligated</b> <b>Expended</b>
<b>Signature of Executive Director:</b> 		<b>Date</b> 1/11/12	<b>Signature of Public Housing Director</b>  <b>Date</b>	









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

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

Part I: Summary					
PHA Name: Gloucester Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P025501-11 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2011 FFY of Grant Approval: 2011
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1 ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011 <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>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$ 25,760.00		\$ 9,799.03	\$ 9,799.03
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 10,000.00		\$ 0.00	\$ 0.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$ 40,000.00		\$ 0.00	\$ 0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	\$ 20,000.00		\$ 0.00	\$ 0.00
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>				
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)	\$ 95,760.00		\$ 9,799.03	\$ 9,799.03
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				

<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.

<b>Part I: Summary</b>					
<b>PHA Name:</b> Gloucester Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: MA06P025501-11    Replacement Housing Factor Grant No: Date of CFFP: _____			<b>FFY of Grant:</b> 2011  <b>FFY of Grant Approval:</b> 2011
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1 ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011 <input type="checkbox"/> Final Performance and Evaluation Report					
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>1</sup></b>	
		Original	Revised <sup>2</sup>	Obligated	Expended
<b>Signature of Executive Director</b> 		<b>Date</b> 1/11/12	<b>Signature of Public Housing Director</b>		<b>Date</b>









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>					
<b>PHA Name:</b> Gloucester Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: _____ Date of CFFP: _____		Replacement Housing Factor Grant No: MA06R025501-10	
				<b>FFY of Grant:</b> 2010	
				<b>FFY of Grant Approval:</b> 2010	
<b>Type of Grant</b>					
<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: 12/31/2011 <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>	Obligated	Expended
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)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
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>	\$6,269.00		\$ 0.00	\$ 0.00
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)	\$6,269.00		\$ 0.00	\$ 0.00
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				

<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.

Part I: Summary					
PHA Name: <b>Gloucester Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: _____ Date of CFFP: _____		Replacement Housing Factor Grant No: R025501-10	FFY of Grant: 2010 FFY of Grant Approval: 2010
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: 12/31/2011 <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>	Obligated	Expended
Signature of Executive Director <i>[Signature]</i>		Date 1/11/12		Signature of Public Housing Director Date	

Part II: Supporting Pages								
PHA Name: Gloucester Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MA06R025501-10				CFPP (Yes/ No): 2010		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				\$6,269.00				
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
MA025000003	New Units on GHA Property	1499	5	\$6,269		0	0	5 year funds

<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.

Part II: Supporting Pages								
PHA Name: Gloucester Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MA06R025501-10			CFFP (Yes/ No):		Federal FFY of Grant: 2010	
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				\$6,269.00				
				Original	Revised <sup>1</sup>	Funds Obligated <sub>2</sub>	Funds Expended <sub>2</sub>	
	SEE PAGE 3							

<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.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Gloucester Housing Authority					Federal FFY of Grant: 2010
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
MA025000003	07/14/2012		07/14/2014		First RHP Pending

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



Part I: Summary					
PHIA Name: <b>Gloucester Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: _____ Date of CFFP: _____		Replacement Housing Factor Grant No: <b>MA06R025501-11</b>	
				FFY of Grant: <b>2011</b>	
				FFY of Grant Approval: <b>2011</b>	
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: <b>12/31/2011</b> <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>	Obligated	Expended
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)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
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>	\$5,176.00		\$0.00	\$0.00
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)	\$5,176.00		\$0.00	\$0.00
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				

<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  
 Expires 4/30/2011

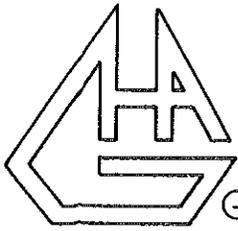
<b>Part I: Summary</b>				
<b>PIA Name:</b> Gloucester Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No: R02550111 Date of CFFP: _____		<b>FFY of Grant:</b> 2011 <b>FFY of Grant Approval:</b> 2011
<b>Type of Grant</b> <input type="checkbox"/> 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: 12/31/2011 <input type="checkbox"/> Final Performance and Evaluation Report				
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>1</sup></b>
		Original	Revised <sup>2</sup>	Obligated      Expended
<b>Signature of Executive Director</b> 		<b>Date</b> 11/11/12		<b>Signature of Public Housing Director</b>  <b>Date</b>











Gloucester Housing Authority

P.O. Box 1599, Gloucester, MA 01931-1599 (978) 281-4770  
FAX 281-6945

February 21, 2012

Mayor Carolyn Kirk  
Gloucester City Hall  
Dale Avenue  
Gloucester, MA 01930

Dear Mayor Kirk:

I seek your cooperation in making our HUD 2012 Annual Agency Plan available for public viewing. I have enclosed two copies. I would appreciate your placing them as follows:

1. At the Sawyer Free Library.
2. In the City Administrative Office that you deem most appropriate for public viewing.

I have sent a copy to the City Community Development Department for their review and certification as to its consistency with Gloucester's Consolidated Plan.

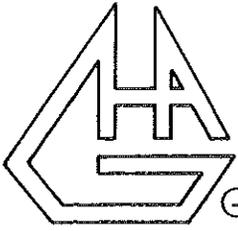
I have also enclosed a copy for you to review. Thank you.

Very truly yours,

GLOUCESTER HOUSING AUTHORITY

David S. Houlden  
Executive Director

Enc. 3



Gloucester Housing Authority

P.O. Box 1599, Gloucester, MA 01931-1599 (978) 281-4770  
FAX 281-6945

February 21, 2012

Sarah Garcia, Director  
Gloucester Community Development Department  
City Hall Annex  
3 Pond Road  
Gloucester, MA 01930

Dear Ms. Garcia:

Enclosed please find a copy of the Gloucester Housing Authority's HUD FY 2012 Annual Agency Plan for your review and comments. HUD has revised the plan submission requirements this year back to a more comprehensive narrative format.

On April 11, 2012 the GHA Board of Commissioners is holding a public hearing to receive comments on the plan. Due to the requirement mentioned in the next paragraph I would like to receive your comments prior to March 15, 2012. If there are some inconsistencies between our plan and your Consolidated Plan we will need some time to revise our plan prior to the scheduled hearing.

The Agency Plan requires certification by the appropriate local official that the plan is consistent with the City of Gloucester's Consolidated Plan including a description of the manner in which the applicable plan contents are consistent with the consolidated Plan. A copy of the HUD-approved Certification Form is included for the appropriate signature.

I would like to meet with you sometime in the near future to discuss this matter after you have had a chance to review our Agency Plan. Thank you.

Yours truly,

GLOUCESTER HOUSING AUTHORITY

David S. Houlden  
Executive Director

Enc (1)

Cc: Mayor Carolyn Kirk

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

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

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

I, Sarah Garcia the Community Development Director certify that the Five Year and  
Annual PHA Plan of the Gloucester Housing Authority (MA025) is consistent with the Consolidated Plan of  
City of Gloucester, MA prepared pursuant to 24 CFR Part 91.

*Aacul Green* 3-15-12

Signed / Dated by Appropriate State or Local Official

**FY 2012 PHA ANNUAL PLAN**

**Public Review Copy \*\***

*Copies available for purchase for \$3.00*

Date Reviewed

Name

Comments

*None RECEIVED*

**PHA PLAN ADVISORY BOARD COMMENTS**  
**Minutes of March 14, 2012 Meeting**

The Gloucester Housing Authority (GHA) PHA Plan Resident Advisory Board was held on Wednesday, March 14, 2012 at 3:00 p.m. at the Willowood Gardens Community Center, Willowood Road, Gloucester.

David Houlden, GHA Executive Director was the only individual in attendance.

The GHA sent outreach notices to 89 Public Housing residents and 573 Section 8 Housing Choice Voucher participants, but no individuals expressed any interest in serving. Participants and residents were also given simultaneous notice on their right to apply for appointment to the GHA Board of Commissioners. Notices (see attached) were also posted on the GHA's website [www.ghama.com](http://www.ghama.com).

There is no Federal Public Housing Resident Organization at this time.

Mr. Houlden convened the meeting in hope that interested parties would still attend, but no one attended the meeting.

The meeting was closed at 3:25 p.m.

Respectfully,



David S. Houlden, Executive Director



Gloucester Housing Authority

P.O. Box 1599, Gloucester, MA 01931-1599 (978) 281-4770  
FAX 281-6945

February 21, 2012

Dear Federal Public Housing Resident/Section 8 Participant:

The Gloucester Housing Authority is seeking Federal Public Housing residents and Section 8 participants to serve on the Agency Plan Resident Advisory Board. The advisory board serves to assist and make recommendations regarding the development of the Gloucester Housing Authority (GHA) Annual Agency.

We have developed our 2012 Agency Plan to reflect the needs of our community and placed it for public comment in accordance with HUD regulations. A copy of the proposed plan is available for review at our office and will be provided to all Advisory Board members.

HUD regulations say "The purpose of the plan is to provide a framework for local accountability and an easily identifiable source by which public housing residents, participants in tenant-based assistance programs and other members of the public may locate basic PHA policies, rules and requirements concerning its operation, programs and services".

If you are interested in serving on the Advisory Board, please contact me at (978) 281-4770 ext. 105, or e-mail to [dhoulden@ghama.com](mailto:dhoulden@ghama.com) prior to March 8, 2012. The meeting of the Advisory Board will be held in the lower level of the Willowood Gardens Community Building on Wednesday, March 14, 2012 at 3:00 p.m. The Advisory Board commitment is usually no more than one meeting.

You are also advised that the GHA is required to have an individual receiving HUD subsidy on its Board of Commissioners. Any individual wishing to serve in that capacity should also contact the GHA.

I look forward to hearing from you.

Yours truly,

GLOUCESTER HOUSING AUTHORITY

David S. Houlden  
Executive Director

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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the  5-Year and/or  Annual PHA Plan for the PHA fiscal year beginning 7/1/12, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

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

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

Gloucester Housing Authority

MA025

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_

Annual PHA Plan for Fiscal Years 2012 - 2013

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

Name of Authorized Official John A. Foote	Title Chairperson
Signature 	Date

**Civil Rights Certification**

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

**Civil Rights Certification****Annual Certification and Board Resolution**

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

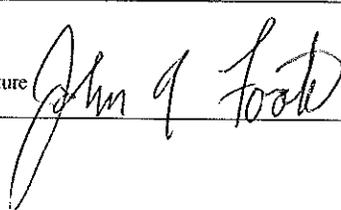
The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further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

Gloucester Housing Authority

MA025

PHA Name

PHA Number/HA Code

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

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Gloucester Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Program/Annual Agency Plan 2012

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

259 Washington Street, Gloucester MA 01930

Willowood Gardens, Gloucester MA 01930

7 Arthur Street, Gloucester MA 01930

25 Prospect Square, 17 Washington Square, 12 Griffin Court, 19 Mason Street, 18 Essex Street & 8 Sargent Street, Gloucester, MA 01930

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

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

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

Name of Authorized Official

David S. Houlden

Title

Executive Director

Signature

X 

Date

4/5/12

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

Gloucester Housing Authority (MA025)

Program/Activity Receiving Federal Grant Funding

PHA Annual Plan/Capital Fund Program 2012

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

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

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

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

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

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

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

Name of Authorized Official

David S. Houlden

Title

Executive Director

Signature



Date (mm/dd/yyyy)

4/5/12

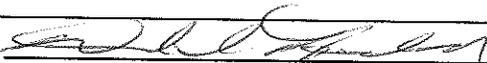
## DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: 4c 6th MA	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known:	
<b>6. Federal Department/Agency:</b> U.S. Dept. of Housing and Urban Development	<b>7. Federal Program Name/Description:</b> PHA Annual Plan/Capital Fund Program CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b> NA	<b>9. Award Amount, if known:</b> \$	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI): NA	<b>b. Individuals Performing Services (including address if different from No. 10a)</b> (last name, first name, MI): NA	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: <u>David S. Houlden</u> Title: <u>Executive Director</u> Telephone No.: <u>(978) 281-4770</u> Date: <u>4-5-12</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)