

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Somerville Housing Authority</u> PHA Code: <u>MA031</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>04/2010</u>					
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>421</u> Number of HCV units: <u>1193</u>					
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only					
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
	PHA 1:				PH	HCV
	PHA 2:					
	PHA 3:					
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.					
5.1	Mission: The goal of the Somerville Housing Authority is to assist low and moderate-income families, elderly and disabled and help them obtain affordable housing that is safe, decent, and sanitary. And in so doing, to advocate for and serve the needs of our residents and to encourage and assist all those whom can achieve maximum independence to do so. Through our efforts we will create and expand affordable housing opportunities for the diverse population of Somerville residents. We will create and encourage resident self-sufficiency and independence. We will efficiently allocate our resources encouraging innovation while working together as a team. We will foster respect for residents, co-workers, and community					
5.2	Goals and Objectives. The Somerville Housing Authority's strategic goal is to increase the availability of decent, safe, sanitary and affordable housing and expand the supply of assisted housing objectives by: <ul style="list-style-type: none"> • continue to explore opportunities to leverage private or other public funds to create additional housing opportunities should development funds become available from to match the funding of available programs. • continue to explore the acquisition of properties in the jurisdiction should funds become available. • Review the public housing family development rental income along with development cost to ensure that the rental income and operating subsidies allow the development to meet the SHA's goal to provide decent, safe and sanitary housing to its residents. Increase customer satisfaction by: <ul style="list-style-type: none"> • Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) • Renovate or modernize public housing units 					

PHA Plan Update

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

The Somerville Housing Authority has revised the Reasonable Accommodation Policy to better serve disable applicants

The SHA has been recently awarded 100 Designated Housing Choice Voucher (DHAP) and 50 Family Unification Program Voucher.

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA

Plan elements, see Section 6.0 of the instructions.

The Somerville Housing Authority 5-Year and Annual PHA Plan including the following elements may obtained and viewed at the Somerville

Housing Authority Administrative Office located at 30 Memorial Road, Somerville, MA 02145. Managers Office, 5 Canal Lane and Managers Office 278 Powderhouse Blvd. and on SHA website at www.sha-web.org

6.1 Eligibility, Selection and Admission Policies, including waiting List Procedures, and Rent Determination Policy including the

Methodology for selecting flat rents, and schedule of flat rents.

Flat rents are defined in the Somerville Housing Authority ACOP available at the Somerville Housing Authority Administration Office and in the Tenant Selection Office. Flat rents take into consideration the market rents, other area housing payment standards, and the FMR's, which increased slightly this year, thus resulting is slightly lower flat rents. Flat rents are approved by the Board of Commissioners.

The SHA is part of the Centralized Waiting list. A single standardized Preliminary application is available at the SHA, or at the office of any Housing Authority participating in the centralized waiting list option. When received, the application is date and time stamped. The SHA enters the information from the preliminary application into the Centralized Waiting List. Applicants nearing the top of the waiting list will attend an eligibility interview. At this time applicants will be required to complete a full application which will be utilized to make a final determination of eligibility. The SHA will ensure that verification of all preferences, eligibility, suitability selection factors are current. Applicants will be required to provide verification of: preference/priority; family composition; income; allowances and deductions. After the verification process is completed the SHA will make a final determination of eligibility. If the family is determined eligible, the SHA will mail a notification of eligibility. When vouchers are available, a briefing will be scheduled for the issuance.

Site Based Lists: The SHA currently has eighty-two (82) PBV projects and maintains separate waiting lists for individual projects or buildings (or for sets of units). The SHA places families referred by the PBV owner on its SHA-maintained PBV site specific waiting lists. Families could also apply directly with the SHA for site specific waiting lists. The Centralized Waiting List application also advises families of their right to be listed for both the tenant based and site specific PBV waiting lists. Applicants are determined eligible according to the SHA Admin Plan.

6.2 Financial Resources (FY 2010)

The Somerville Housing Authority Financial Resources are included in this plan Attachment A.

6.3 Rent Determination

Rent Determination is defined in the Somerville Housing Authority ACOP and Section 8 Administrative Plan available at the Somerville Housing Authority Administrative Offices at 30 Memorial Road, Somerville. Rent Determination for both Federal Public Housing and Section 8 are also available through the U.S. Department of Housing and Urban Development.

6.4 Operations and Management

The Somerville Housing Authority Operations and Management Procedures are incorporated into the Somerville Housing Authority Maintenance Management Plan and is available at the Somerville Housing Authority administrative offices at 30 Memorial Road, Somerville.

6.5 Grievance Procedures

PHA established grievance procedures as required by 24CFR Part 966, Subpart B, for residents of public housing

The Somerville Housing Authority Grievance Procedures are available at the Somerville Housing Authority Administration Offices at 30 Memorial Road, Somerville.

6.6 Designated Housing for Elderly and disabled Families

SHA has designated (3) properties under the approved DHAP. The following three properties make up AMP 1 and DHAP approved on April 3, 2009

Highland Gardens MA31-2 Elderly/Disabled, Affected Units 42/ Designated 39

Brady MA31-3 Elderly/Disabled, Affected Units 84/ Designated 79

Weston Manor MA31-7 Elderly/Disabled, Affected Units 80/ Designated 76

6.7 Community Service and Self-sufficiency

The Community Service Policy is available at the Somerville Housing Authority Administrative Offices at 30 Memorial Road, Somerville.

The Somerville Housing Authority has a Family Self-Sufficiency Program. Any and all eligible participant are encouraged to contact the Somerville Housing Authority FSS Coordinator at 617-625-1152. The FSS Action Plan is available at the Somerville Housing Authority Administrative Offices at 30 Memorial Road, Somerville.

6.8 Safety an Crime Prevention (i) In 2009, the SHA documented over 1000 service calls by SHA staff responding to crime and crime prevention, including: 13 violent assaults; 27 acts of vandalism of property; over 130 complaints of noise and disorder; 11 criminal substance abuse issues and more than 30 larcenies. Somerville Police Department numbers not available.

(ii) 1) SHA staffs 150 hours per week of public safety officers to prevent crime and respond to complaints

2) The SHA monitors video surveillance at six sites

3) SHA staff conducted over 800 patrols of specific sites to prevent crime and responded to over 1000 calls for assistance from residents.

6.0

- 4) The SHA assists agencies and victims in the prevention and investigation of child, senior and domestic abuse.
 - 5) The SHA conducts annual resident training concerning crime and fire prevention.
 - 6) The SHA daily inspects properties for safety and security issues and causes them to be repaired.
 - 7) SHA staff meets with parents of troubled juveniles to assist in parenting and rehabilitation.
 - 8) By the end of 2009 we will have a system in place which improves our ability to monitor Somerville Police Department activity on SHA properties.
 - 9) SHA Public Safety staff assist Housing Managers to enforce lease provisions in cases of residents who commit lease violations. SHA staff assists those facing substance abuse or mental health issues preventing criminal behavior.
 - 11) Put responses in place for increased house breaks and street robberies, which virtually eliminated both issues in early 2009.
- (iii)
- 1) The SHA communicates daily with the Somerville Police Department concerning issues of common concern and coordinated response.
 - 2) The SHA participates in criminal justice efforts to prevent crime, specially gang related.
 - 3) The SHA participates in criminal justice system efforts to monitor the rehabilitation of juvenile offenders. We also provide opportunities for those rehabilitation efforts.

The Somerville Housing Authority is committed to the safety and security of our residents. The Somerville Housing Authority Security Plan is available at the Somerville Housing Authority Administrative Offices at 30 Memorial Road, Somerville.

6.9 Pets

The Somerville Housing Authority Pet Policy is available at the Somerville Housing Authority Administrative Offices at 30 Memorial Road, Somerville. The policy prohibits specific animals and sizes and depends on property designation. The policy is reviewed annually with RAB

6.10 Civil Rights Certifications

The Somerville Housing Authority certifies that is administers all of its housing programs without regard to race, color, sexual orientation, religion, age, handicap, disability, national origin, ethnicity, familial status or marital status. The Somerville Housing Authority's AFFH efforts include working with our local jurisdiction and coordinates both plans to be consistent with

6.11 Fiscal Year Audit

The latest Fiscal Year Audit resulted in "No Findings"

6.12 Asset Management

The Somerville Housing Authority has implemented the Asset Based Management model and restructured our accounting, management and maintenance operations to more effectively quantify and manage costs. SHA performs annual PNA's on all portfolio for capital investment management. SHA reviews monthly operating expenditures and implements adjustments.

6.12 Violence Against Women Act

The Somerville Housing Authority is committed to assist victims of domestic violence. Our VAWA policy has helped to guide our relationship with a variety of agencies serving DV victims and families. SHA's Executive division, resident services, tenant selection and management staff have hosted multiple meetings and working sessions to address process issues and improve communications.

7.0

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.*

The Somerville Housing Authority has a Section 8 Homeownership program. Due to current market conditions the program has been rendered inactive. The SHA continues to offer 1st-Time homebuyer training certified by the Massachusetts Homeownership Collaborative in order to prepare residents for the opportunity when market conditions become conducive.

8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing.
8.2	Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.
8.3	Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

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.

Excerpt from City of Somerville Consolidated Plan: Somerville's Extremely Low-, Very Low-, Low- and Moderate-Income Households:

HUD uses the term **low income** in two ways. It uses the term to collectively describe all households with incomes at or below 80% of the "area median income adjusted for household size" (AMI). It also uses the term at times to describe households with incomes between 51% and 80% of median income. This Plan uses the term to describe all households at 0-80% AMI unless otherwise noted. Because the needs of households at the lowest end of this range differ from those at the upper end, HUD requires localities to study the needs of subcategories of low-income households:

- extremely low income households: incomes ranging from 0-30% of AMI
- very low income households: those with incomes ranging from 31-50% AMI
- low income households: those with incomes ranging from 51-80% AMI.

Number of Low Income Households In 1999, 44% of Somerville households (13,598) had incomes at or below 80% AMI. Of these, 5,249 (17% of all Somerville households) were extremely low income; 3,397 (11%) were very low income, and 4,952 (16%) were low income (51-80% of AMI).

9.0

Income bracket	Renter	% of Rente HHs	Own HHs	% of owner HHs	Total HHs	% of HHs
Extremely Low Income (0-	4,301	19.81	948	10.13%	5,249	16.89%
Very Low Income (31-50%	2,605	12.00	792	8.46%	3,397	10.93%
Low Income (51-80% MFI)	3,544	16.32	1,408	15.04%	4,952	15.94%
Subtotal 0=80% AMI	10,450	48.13	3,148	33.64%	13,598	43.77%
Moderate Plus Income (>80%	11,261	52%	6,211	66.36%	17,472	56.23%
Total	21,711	100%	9,359	100.00	31,070	100.00

Source: 2000 U.S. Federal

Ethnicity of Householder	Total Households	Percent of Total	Low-Income Households	Percent of Low-Income Households
White, Non				
Hispanic	56,320	77%	10,509	81%
Hispanic	6,786	9%	865	7%
Black	4,868	7%	952	7%
Asian/Pacific Islander	5,005	7%	668	5%

Source: 2000 U.S. Federal Census

<p>9.1</p>	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>The SHA will continue to employ effective maintenance and management policies to minimize the number of public housing units off-line. Vacancy rates are consistently low and meet expectations. SHA continues our successful reduced turnover time for vacated public housing units. Major Capital Funded projects are selected to both improve the facilities and reduce the need for disruption of tenancy or cause relocation. SHA is nearing construction completion of the replacement of 64 State public housing units with 95-units of PBV assisted facility that will address the identified needs of elderly residents needing independent living with available assistance to age in place. SHA will maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction. SHA will continue to maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance levels. Participate in the Consolidated Plan development process with the City of Somerville to ensure coordination with broader community strategies</p>
<p>10.0</p>	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>The Somerville Housing Authority’s mission is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination; And in so doing, to advocate for and serve the needs of its residents and to encourage and assist all those to achieve maximum independence.</p> <p>The Somerville Housing Authority (SHA) has continued to develop ways to increase the quality and supply of affordable housing. In partnership with the City of Somerville, SHA has established a program to provide property owners with home improvement grants to repair property that will be preserved for voucher holders. The SHA has improved the quality of life in housing by focusing efforts on improved customer service by responding to all resident concerns within a reasonable timeframe and following-up with job satisfaction surveys. SHA accomplished this by improving the level of communication between departments and ensuring that they provide quality service. The SHA continues to renovate units to the highest possible standard upon vacancy. SHA public housing inspector maintains extensive inspection records and diligently performs semi-annual LUI’s to UPCS standards. We have also identified and earmarked extensive modernization improvements funds from its capital fund program for circumstances where routine maintenance is inadequate. This was supported by the fact that in its most recent REAC Physical Inspection the SHA achieved a ranking as a High- Performing Public Housing Authority. The SHA has committed additional staff to its housing choice voucher program and is actively participating in a partnership with the Regional Opportunity Counseling (ROC) program to expand housing choices for low-income families. ROC training provides comprehensive counseling services that include search, mobility and outreach to prospective property owners. As reported in its 5-Year Consolidated Plan, the SHA consistently reviews its financial position to ensure that adequate resources allow it to meet its goal of providing decent, safe and sanitary housing for all residents.</p> <p>SHA continues to enhance supportive service programs that lead to employment opportunities for its unemployed residents and to ensure that all residents have equal access to assisted housing under affirmative action. Its preference for hiring residents has resulted in the recruitment and training of numerous previously unemployed public housing residents.</p> <p>As part of our efforts to modernize parts and add new affordable housing to our current portfolio, the Somerville Housing Authority is nearing completion of Capen Court, a new 95-unit PBV assisted elderly public housing development.. This new development is adjacent to the new Visiting Nurses Association (VNA) Assisted Living residence of consisting of 99-units. The completed development s will create a community for low-income seniors offering a high- quality continuum of care that is accessible to all regardless of means. Residents of the new Capen Court facility will receive services from the VNA and will have direct access to the community facilities at the VNA for dining, activities, wellness and personal care. The redeveloped Capen Court will provide supportive and more comprehensive services if needed in a cost effective manner to promote independent and aging in place. The SHA worked closely with the Massachusetts Housing Partnership Fund (MHP) to arrange financing under the Match Program. Through this joint program of MHP and Mass Development, the project will receive tax-exempt bond financing and bond-cap allocated Low-Income Housing Tax Credits for the Project. The remaining costs will be financed through the Massachusetts Department of Housing & Community Development (DHCD) public housing funds, City of Somerville HOME funds and the state’s Community-Based Housing program for special needs populations. SHA has committed (64) project-based Section 8 vouchers and requested (8) additional project-based vouchers from DHCD.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>(SEE ATTACHED POLICY)</p>

11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none">(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.(g) Challenged Elements(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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RESIDENT ADVISORY BOARD MEMBERS

Ellen Shachter: Cambridge and Somerville Legal Services

Susan Hegel: Cambridge and Somerville Legal Services

Warren Goldstein-Gelb: The Welcome Project

Jill Currier: Somerville Homeless Coalition

Pierre Jean-Louis: Resident and President of the Mystic Tenant Association

Elizabeth Marie Gillis: Resident, Brady Towers

Edward Marquardo: Resident, Weston Manor

RESIDENT ADVISORY BOARD COMMENTS

No comments filed

**SOMERVILLE HOUSING AUTHORITY
BOARD OF COMMISSIONERS
2009- 2010**

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NOTE: A Board vote electing officers was held on January 13, 2010. The only change for 2010, was Ronald Bonney, Jr. was elected to Vice-Chairman. James McCallum was elected to Chairman. The Public Hearing and vote to approve the 2010 Annual Plan was held prior to the Officer elections. Ronald Bonney signed Certifications.

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Somerville Housing Authority
POLICY
Substantial Deviation or Significant Amendment or Modification to the
Annual Plan

As required, the Somerville Housing Authority hereby adopts the following policy to address the threshold for revisions to Annual or 5-year Plans that would require a public process.

The Somerville Housing Authority defines such revisions as;

- Revision that impact application preferences and selection order, changes in lease provisions, rent calculation or tenant grievances.
- Modifications by adding a new non-emergency work item exceeding 25% of the total grant for that specific year.
- Revisions to policies on pets.
- Conversion to homeownership, demolition and disposition of public housing.
- Community service requirements.

The PHA will convene a meeting of the RAB and hold a public hearing prior to amending the Annual or 5-year Plan and will submit Plan including summary or copy of written comments of the RAB