

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 4/30/2017
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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>04/01/2018</u>																										
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>584</u> Number of HCV units: <u>1193</u>																										
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" 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.)																										
	<table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program		PH	HCV	PHA 1:						PHA 2:						PHA 3:					
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PHA 3:																											
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.																										
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: Somerville Housing Authority's mission is to assist low and moderate-income families, elderly and disabled and help them obtain affordable housing that is safe, decent, and sanitary. SHA will advocate for and serve the needs of our residents. SHA will assist in the efforts of our residents to achieve maximum independence. Through our efforts we will create and expand affordable housing opportunities for the diverse population of Somerville residents. <ul style="list-style-type: none"> • We will create and encourage resident self-sufficiency and independence. • We will efficiently allocate our resources and seek available opportunities to increase affordable housing development. • We will foster respect for residents, co-workers and community. 																										
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. The Somerville Housing Authority's strategic goal is to both continue effective management and maintenance of our current portfolio to provide decent, safe, sanitary and affordable housing and to explore and develop opportunities to expand. Efforts will include; <ul style="list-style-type: none"> • Recent REAC scores indicate a successful management and maintenance of portfolio. SHA recently began construction of 25-units of Elderly housing in a National historic structure. • Continued improvement of Maintenance Systems response time and follow up – Improved Extermination results – Improving and expanding tenant participation in recycling efforts and water conservation – Implemented a NO-Smoking Policy. • SHA will continue to utilize CFP and Operating income to renovate and modernize public housing units concentrating on aging Elevators, Site Improvements Roofs and Kitchen & Bath facilities. 																										

6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: The 2017 Plan implements no significant changes.</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. SHA 30 Memorial Road – Somerville MA City of Somerville – Housing Division – 50 Evergreen Ave Somerville MA The PHA Plan will be posted on www.sha-web.org once approved. See Attached Supplemental Response: 6.1 through 6.13</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>Homeownership: The Somerville Housing Authority currently administers a Homeownership Program. The SHA offers the monthly homeownership assistance to eligible participants in the Section 8 Housing Choice Voucher Program. Due to area high housing costs, FSS participants continue to face challenges and barriers. SHA works cooperatively with local government to increase participation in affordable lottery programs offered by City of Somerville.</p> <p>Project-based Vouchers: SHA anticipates issuing 25 PBV's for "Waterworks" development located at 485 Mystic Valley Parkway – Somerville MA.</p> <p>Consistent with past practice SHA administers a PBV Program and is engaged in an overall strategy to increase affordable housing. Somerville is a densely populated city and current market conditions and zoning restrictions create challenges for large scale development. SHA will support affordable housing opportunities where supported by the local jurisdiction. SHA currently administers 118 PBV's at scattered sites PBV utilization will not exceed 20% of total allocation.</p> <p>The SHA is notifying the residents and public that under the Housing Opportunity Through Modernization Act of 2016 that the SHA intends to provide PBV assistance to improve, develop, or replace a public housing property or property that is controls or has an ownership interest in without having to use a competitive process.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. "See HUD Form 50075.2 218-2022"</p>
8.1	<p>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.</p>
8.2	<p>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.</p>
8.3	<p>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.</p>
9.0	<p>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. Submitted with 2018-2022</p>
9.1	<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. Submitted with 2018 5-Year Plan</p>
10.0	<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. Submitted with 2018 5-Year Plan</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" SEE ATTACHED POLICY (EXHIBIT F)</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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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

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

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

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

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

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

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

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

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:
<http://www.hud.gov/offices/mh/programs/ph/capfund/cffp.cfm>

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

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

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

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

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

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

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

**Somerville Housing Authority
Resident Advisory Board (RAB)**

Kevin Bumpus	Somerville Housing Authority	617-625-1152
Blanca Bonilla	Somerville Housing Authority	617-625-1152
Susan Hegel	Cambridge and Somerville Legal Services 60 Gore Street Cambridge, MA 02141	617-603-2700
Ellen Shachter	Cambridge and Somerville Legal Services 60 Gore Street Cambridge, MA 02141	617-603-2700
Charlie Snyder	Resident, Brady Towers 252 Medford Street, Apt. 406 Somerville, MA 02143	781-266-6377
Stephenson Aman	Resident, Mystic Tenant Association 45 Memorial Road, #17C Somerville, MA 02145	857-236-2810
John Raboin	Resident, Properzi Manor 13-25 Warren Avenue Somerville, MA 02144	617-710-4817

October 2, 2017

Somerville Housing Authority: MA031
2018 Annual Plan
Supplemental Response to
6.1 – 6.13

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.

Section 8: 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 one hundred-sixteen (116) 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.

Public Housing: All Selection and Admission Policies including Waitlist procedures are contained in the Somerville Housing Authority Admission and Continued Occupancy Policy (ACOP). The ACOP is available on-line at www.sha-web.org and at Tenant Selection offices during regular business hours.

Flat rents: SHA has established, pursuant to Section 238 of Title II of P.L. 113-235, the Department of Housing and Urban Development Appropriations Act of 2015. The FY 2015 Appropriations Act amended Section 210 of Title II of P.L. 113-76, the HUD Appropriations Act of 2014.

6.2 Financial Resources (FY 2018)

The Somerville Housing Authority Financial Resources are attached as (EXHIBIT C).

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. The plan 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 (5) properties under the approved DHAP. The following three properties make up AMP 2, approved on March 10, 2017

AMP 2

Highland Gardens: Elderly/Disabled, Affected Units 42/ Designated 37
Brady Towers: Elderly/Disabled, Affected Units 84/ Designated 79
Weston Manor: Elderly/Disabled, Affected Units 80/ Designated 76
Ciampa Manor: Elderly/Disabled, Affected Units 53/Designated 48
Properzi Manor: Elderly/Disabled, Affected Units 110/Designated 109

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 MA.

6.8 Safety and Crime Prevention

In 2016, the SHA documented 2,110 service calls by SHA staff responding to crime and crime prevention, including: 11 crimes of violence; 18 acts of vandalism of property; 180 complaints of noise and disorder; 1 criminal substance abuse issues and 4 larcenies. Somerville Police Department numbers not available.

- 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 12 sites
- 3) SHA staff conducted over 4500 patrols of specific sites to prevent crime.
- 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) SHA Public Safety staff assists each Housing Manager with enforcement of lease provisions.
- 9) SHA staff assists those facing substance abuse or mental health issues preventing criminal behavior.

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 MA.

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 it 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 efforts include working with our local jurisdiction to maintain consistency with Consolidated Plan and review of HUD's guidance and AFFH regulations and goals.

6.11 Fiscal Year Audit

The latest Fiscal Year Audit resulted in "No Findings"

6.12 Asset Management

SHA will continue to effectively manage each AMP applying best property management tools and techniques to assure desired outcomes. SHA applies a management strategy that includes the following:

1. **Financial Management and Sustainability:** In addition to implementing required asset-based budgeting and accounting, SHA finance staff meet regularly with managers, division directors and executive staff to review financial data related to each AMP. Occupancy data, rent collection, utility costs and all operating and maintenance expenses are reviewed and directives are issued.
2. **Property Management Tools and Techniques:** A formal and ongoing Physical Needs Assessment is performed to analyze conditions. SHA is able to collect real-time data of property issues by generating a work order report. Reports are able to identify recurring component failures. This information combined with resident input detailed below, allows SHA to plan both short-term and long-term capital improvements.
3. **Resident Participation:** Through productive relationships with Tenant Associations, supported by SHA operating funds and a program that shares laundry income, SHA is able to further maintain each asset by direct communication with on-site residents. Once per month, SHA hosts a meeting with all Tenant Associations. Key SHA staff are required to attend. The meeting agenda is open to all tenant concerns.
4. **On-Site Inspections, Manager On-Site hours and Executive site visits:** In addition to Living Unit Inspections (LUI's) performed annually and upon turnover, each manager is required to hold regular posted office hours to respond to tenant concerns and suggestions. Executive staff visit each site on a regular basis to confirm proper operations.

Overall, SHA's vacancy rate averages under 1% - this high occupancy rate coupled with SHA's rent collection efforts will continue to significantly contribute to operational expenses. SHA's 5-year Capital Fund plan is designed to address the most urgent improvements while acknowledging the need to update common areas and aging kitchen and bath facilities.

6.13 Violence Against Women Act (VAWA)

SHA maintains an effective working relationship with area agencies focused on child or adult victims of domestic violence - assault or stalking. SHA will continue to host area agencies to inform and assist with applications for housing and discussion of policies and procedures. SHA employs Special Municipal Police officers that work and report directly to SHA. This arrangement allows SHA to respond to tenant incidents and to track and follow up with services as required. SHA staff, actively participate in area efforts to prevent violence. SHA Police and Resident Services staff are able to guide affected tenants. VAWA Policy is available at Administrative Office 30 Memorial Road - Somerville MA

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

Part I: Summary		FFY of Grant: 2018 FFY of Grant Approval:	
PHA Name: Somerville Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P0315011.8 Replacement Housing Factor Grant No: Date of CFFP:		
Type of Grant	()		
<input checked="" type="checkbox"/> Original Annual Statement and Evaluation Report for Period Ending:	<input type="checkbox"/> Revised Annual Statement (revision no:)		
<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 ¹
		Original	Obligated
		Revised ²	Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) ³	\$212,139.00	
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)	\$84,855.00	
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	\$54,000	
8	1440 Site Acquisition		
9	1450 Site Improvement	\$50,000	
10	1460 Dwelling Structures	\$447,563	
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities ⁴		

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

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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		FFY of Grant: 2018	
PHA Name:	Grant Type and Number	FFY of Grant Approval:	
Somerville Housing Authority	Capital Fund Program Grant No: MA06P03150118 Replacement Housing Factor Grant No: Date of CFPF:		
Type of Grant		<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Revised Annual Statement (revision no:)	
Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> First Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Revised ² Obligated Expended
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)	\$848,557.00	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities	\$134,000	
23	Amount of line 20 Related to Security - Soft Costs	\$5,000	
24	Amount of line 20 Related to Security - Hard Costs	\$33,496	
25	Amount of line 20 Related to Energy Conservation Measures	\$33,496	
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

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

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

DRAFT

Part II: Supporting Pages		Federal FFY of Grant: 2018						
PHA Name: Somerville Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P03150118 CFFP (Yes/No): Replacement Housing Factor Grant No:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
AMP-1 MYSTIC VIEW	A/E Fees	1430		\$20,000				
	Window and/or Screen Replacement Ph 3	1460	20%	\$137,496				
	Exterior Paint/Waterproof Ph 1	1460	10%	\$69,618				
	Site Improvements-Concrete Panels	1450	1,500 sf	\$50,000				
AMP-2 HIGHLAND GARDENS	A/E Fees	1430		\$4,000				
	Walk in Shower Install	1460	2 showers	\$10,000				
AMP-2 WESTON MANOR	A/E Fees	1430		\$10,000				
	Common Floor Replacement	1460	Floors 1-8	\$80,000				
	Walk In Shower Install	1460	5 showers	\$25,000				
AMP 2-BRADY TOWERS	A/E Fees	1430		\$5,000				
	Walk in Shower Install	1460	3 showers	\$15,000				
AMP-2 CIAMPA MANOR	A/E Fees	1430		\$5,000				
	Walk in Shower Install	1460	2 showers	\$10,000				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

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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 II: Supporting Pages		Federal FFY of Grant: 2018						
PHA Name: Somerville Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P03150118 CFPP (Yes/No): Replacement Housing Factor Grant No:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
AMP 2PROPERZI MANOR-	A/E Fees	1430		\$10,000				
	Common Area Flooring Replacement PHI	1460	Floors 2-8	\$80,449				
	Walk in Shower Install	1460	4 showers	\$20,000				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

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

Part III: Implementation Schedule for Capital Fund Financing Program						Federal FFY of Grant: 2018	Reasons for Revised Target Dates ¹
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Actual Expenditure End Date	Original Expenditure End Date	
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date			
AMP 1-MYSTIC VIEW Window and/or Screen Replacement	4/16/2020		4/16/2022		4/16/2022		
Exterior Paint/Waterproof Ph 1	4/16/2020		4/16/2022		4/16/2022		
Site Imp-Concrete Panels	4/16/2020		4/16/2022		4/16/2022		
AMP 2-HIGHLAND GARDENS							
Walk in Shower Install	4/16/2020		4/16/2022		4/16/2022		
AMP-2 BRADY TOWERS							
Walk in Shower Installs	4/16/2020		4/16/2022		4/16/2022		
AMP-2 CLAMPA MANOR							
Walk in Shower Installs	4/16/2020		4/16/2022		4/16/2022		
AMP-2 Properzi Manor							
Walk in Shower Install	4/16/2020		4/16/2022		4/16/2022		
Common Area Flooring Replacement Ph 1	4/16/2020		4/16/2022		4/16/2022		
AMP-2 WESTON MANOR							
Common Floor Replacement	4/16/2020		4/16/2022		4/16/2022		
Walk in Shower Install	4/16/2020		4/16/2022		4/16/2022		

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

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

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

DRAFT

Part III: Implementation Schedule for Capital Fund Financing Program				Federal FFY of Grant: 2018	
PHA Name: Somerville Housing Authority					
Development Number Name/PIIA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

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

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2001

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Part I: Summary					
Somerville Housing Authority		Somerville Mass		Revision No:	
Development Number and Name	Work Statement for Year 1 FFY 2018	Work Statement for Year 2 FFY 2019	Work Statement for Year 3 FFY 2020	<input checked="" type="checkbox"/> Original 5-Year Plan Work Statement for Year 4 FFY 2021	<input type="checkbox"/> Revision No: Work Statement for Year 5 FFY 2022
B. Physical Improvements Subtotal		\$584,066	\$584,066	\$584,066	\$584,066
C. Management Improvements					
D. PHA-Wide Non-dwelling Structures and Equipment					
E. Administration		\$83,437 (to be updated)	\$83,437 (to be updated)	\$83,437 (to be updated)	\$83,437 (to be updated)
F. Other					
G. Operations		\$166,875 (to be updated)	\$166,875 (to be updated)	\$166,875 (to be updated)	\$166,875 (to be updated)
H. Demolition					
I. Development					
J. Capital Fund Financing - Debt Service					
K. Total CFP Funds		\$834,378	\$834,378	\$834,378	\$834,378
L. Total Non-CFP Funds					
M. Grand Total					

Capital Fund Program--Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2001

DRAFT

Part I: Summary (Continuation)

Somerville Housing Authority		Somerville Mass		Work Statement for Year 3 FFY 2020		Work Statement for Year 4 FFY 2021		Revision No: Work Statement for Year 5 FFY 2022	
A.	Development Number and Name	Work Statement for Year 1 FFY 2018	Work Statement for Year 2 FFY 2019	Work Statement for Year 3 FFY 2020	Work Statement for Year 4 FFY 2021	Work Statement for Year 5 FFY 2022	Work Statement for Year 4 FFY 2021	Work Statement for Year 5 FFY 2022	Work Statement for Year 5 FFY 2022
	AMP 1/Mystic View		\$235,000	\$363,684	\$404,066	\$	\$	\$	\$
	AMP 2/ Highland		\$10,000	\$10,000	\$10,000	\$	\$	\$	\$
	Brady Towers		\$190,000	\$15,000	\$65,000	\$	\$	\$	\$
	Weston Manor		\$25,000	\$15,000	\$50,000	\$	\$	\$	\$
	Ciampa Manor		\$15,000	\$10,000	\$35,000	\$	\$	\$	\$
	Properzi Manor		\$109,066	\$55,000	\$20,000	\$	\$	\$	\$
	Mac Center			\$115,382					

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

Work Statement for Year 1 FFY <u>2017</u>	Work Statement for Year <u>2019</u>		Work Statement for Year: <u>2020</u>			
	Development Number/Name General Description of Major Work Categories AMP 1/ MYSTIC VIEW	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories AMP 1/ MYSTIC VIEW	Quantity	Estimated Cost
	Roof Replacement Ph 1	16% of Development 17,000 sf	\$165,382	Roof Replacement Ph 2	17,000 SF 16% of Development	\$160,000
	Exterior Paint/Waterproof Ph 2	16% of Development 1 Building	\$69,618	Exterior Painting/ Waterproofing PH 3	30% of Development 1 Building	\$69,618
	AMP 2 HIGHLAND Walk in Shower Install	2 Units	\$10,000	F.A. Window Repairs & Replacement Ph 3	20% of Development	\$134,066
	BRADY TOWERS Common Area Flooring Replacement	100% 7,000 sq ft Common Flooring	\$175,000	AMP 2 HIGHLAND Shower Surround Install	2 Units	\$10,000
	Walk in Shower Install	3 Units	\$15,000	BRADY TOWERS Shower Surround Install	3 Units	\$15,000
	WESTON MANOR Walk in Shower Install	5 Units	\$25,000	WESTON MANOR Shower Surround Install	3 Units	\$15,000
	CIAMPA MANOR Walk in Shower Install	3 Units	\$15,000	CIAMPA MANOR Shower Surround Install	2 Units	\$10,000
	PROPERZI MANOR Walk in Shower Install	4 Units	\$20,000	PROPERZI MANOR Shower Surround Install	3 Units	\$15,000
	Common Area Floor Replacement	Floors 5-10	\$89,066	Site Improvements Parking Lot/Walkways	3,000 SF Paving Stripping & 300 SF Walkways	\$40,000
	Subtotal of Estimated Cost		\$584,066	Subtotal of Estimated Cost		\$584,066
				Generator Installation		\$115,382

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

DRAFT

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

Work Statement for Year 1 FFY <u>2017</u>	Work Statement for Year <u>2021</u>			Work Statement for Year: <u>2022</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 1/ MYSTIC VIEW Roof Replacement Ph 3	16% of Development 17,000 sf	\$160,000	AMP 1/ MYSTIC VIEW Administration Office Roof Replacement	100% 2,500 sf	\$100,000
	Exterior Painting/Waterproofing PH 4	30% of Development 2 Buildings	\$175,000	AMP 2 HIGHLAND		
	Site Improvement- Concrete Panel Replacement	1,918 Lf of Concrete Panels	\$69,066	Elevator Replacement PH 1		\$175,000
	AMP 2 HIGHLAND			Roof Exhaust Fan Replacement	3 Exhaust Fans	
	Shower Surround Install	2 Units	\$10,000	BRADY TOWERS		
	BRADY TOWERS					
	Shower Surround Install	3 Units	\$15,000	WESTON MANOR		
	Site Imp-Parking Lot Paving		\$50,000	(Force Account) Closet Doors Apartment Renovations		\$112,000
	WESTON MANOR			CIAMPA MANOR		
	Shower Surround Install	5 Units	\$25,000	(Force Account) Kitchen and Bath Remodel	5 Units	\$125,000
	Site Imp- Parking Lot Paving			PROPERZI MANOR		
	CIAMPA MANOR		\$25,000			
	Shower Surround Install	2 Units	\$10,000	Drain Line Replacement		\$200,000
	Site Imp-Parking Lot Paving		\$25,000			
	PROPERZI MANOR					
	Shower Surround Install	4 Units	\$20,000			

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

DRAFT

		\$584,066	
	Subtotal of Estimated Cost		
			Subtotal of Estimated Cost
			\$

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

Work Statement for Year 1 FFY 2017	Work Statement for Year 2021		Work Statement for Year 2022	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
	Management Improvements: Promote Energy Conservation and Sustain Project Improvements	\$5,000	Management Improvements: Promote Energy Conservation and Sustain Project Improvements	\$5,000
	Subtotal of Estimated Cost	\$5,000	Subtotal of Estimated Cost	\$5,000

(REFERRED TO IN PLAN AS EXHIBIT C)
 FINANCIAL RESOURCES
 SOMERVILLE HOUSING AUTHORITY

Financial Resource: <u>PROJECTED/ESTIMATED 2018</u> Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY2018 grants)		
a) Public Housing Operating Fund	1,550,486	Daily Operations
b) Public Housing Capital Fund 2018	848,557	Federal Mod
c) Annual Contribution SRO	106,260	Haps SRO 1& 3
Tenant Based Assistance	19,320	Admin
d) HOPE VI Demolition	0	
e) Annual Contribution for Section 8	14,106,177	Haps Sec 8 Admin
Tenant –Based Assistance	1,215,187	Admin
f) Shelter Plus Care Grant aka SNAP	151,219	HAPS & Admin for Shelter plus Care Program
g) Resident Opportunity and Self Sufficiency Grants		Resident Services
ROSS FSS	131,392	
ROSS 3 year	82,000	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (un-obligated funds only) (list below)		
Capital Fund 2015	0	P H Capital Improvements
Capital Fund 2016	392,458	P H Capital Improvements
Capital Fund 2017	848,557	P H Capital Improvements
		P H Capital Improvements
3. Public Housing Dwelling Rental Income	2,940,000	PH OPERATIONS
4. Other income (list below)		
Excess Utility		
Miscellaneous / Laundry Receipts	14,597	PH OPERATIONS
Investment	6,500	PH OPERATIONS
5. Non-Federal Sources		
Non dwelling rent: rooftop antenna leases	334,485	PH OPERATIONS
Total Resources	22,747,195	

EXHIBIT F



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 to the Capital Fund Program 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



SOMERVILLE HOUSING AUTHORITY
30 Memorial Road, Somerville, Massachusetts 02145
Telephone (617) 625-1152 Fax (617) 628-7057 TDD (617) 628-8889

Amendment
IMPORTANT PUBLIC NOTICE

The Somerville Housing Authority (SHA) has rescheduled the **PUBLIC HEARING** regarding the **2018 Annual Plan** from Wednesday, December 13, 2017 to Wednesday, December 20, 2017 at 4:30 p.m. It will be held at Properzi Manor, 13-25 Warren Avenue, Somerville, Massachusetts. The Plan and related documents are available at the Somerville Housing Authority, 30 Memorial Road and the City of Somerville, Housing Division, 50 Evergreen Ave, Somerville, Massachusetts during regular business hours. The forty-five (45) day review and comment period commenced on **October 31, 2017**. Any questions may be directed to Paul Mackey, Deputy Director, at 617-625-1152.

