



New England

U.S. Department of Housing and Urban Development

Office of Public Housing
Boston Hub
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street
Boston, Massachusetts 02222-1092

November 8, 2022

Mr. Albert Ewing
Executive Director
Chelsea Housing Authority
54 Locke Street
Chelsea, MA 02150

[Via electronic means only](#)

Dear Mr. Ewing:

This letter is to inform you that the Chelsea Housing Authority's (CHA) 2022 Annual Plan for the fiscal year beginning January 1, 2023 (version #1) submission is approved. This approval of the Annual Plan does not constitute an endorsement of the strategies and policies outlined in the Plan. In providing assistance to families under programs covered by this Plan, the CHA will comply with the rules, standards, and policies established in its approved Plan, as provided in 24 CFR Part 903 and other applicable regulations.

Your approved Plan and all required attachments and documents must be made available for review and inspection at the principal office of the CHA during normal business hours. If you have any questions, please contact Ellen Bradley, Portfolio Management Specialist, at (617) 994-8416 or Ellen.M.Bradley@hud.gov, Michael Coughlin at (617) 994-8441 or Michael.A.Coughlin@hud.gov or Foris Anctil at (617) 994-8410 and A.Foris.Anctil@hud.gov.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Kara E. Norman".

Kara E. Norman
Division Director



54 LOCKE STREET CHELSEA, MASSACHUSETTS 02150

PHONE: (617) 884-5617

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Robert Cwieka, Director
U.S. Department of Housing and Urban Development
Office of Public Housing
Boston Hub
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street
Boston, Massachusetts 02222-1092

September 28, 2022

Dear Mr. Cwieka:

Today the Chelsea Housing Authority electronically submitted the FY 2023 Annual Year Plans. Now, we are submitting hard copies of the Plan and various certifications, resolutions and exhibits either required or incorporated by reference into the CHA's Agency Plan.

The planning process began in the spring and several meetings with the RAB were held over the summer. The RAB is comprised on resident from our federal public housing portfolio and resident councils, as well as representatives from the housing choice voucher program. A public hearing was advertised and held on August 10, 2022. No written comments were received, nor were there any challenged elements. Currently the CHA does not have site-based waiting lists.

The attached Plan and related documents were approved by the Board of Commissioners on September 14, 2022. If you have any questions, please do not hesitate to contact me at 617-409-5312.

Please feel free to call me if you have any questions.

Sincerely,

Diane Cohen

Diane Cohen
Deputy Director

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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Purpose. 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, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Applicability. The Form HUD-50075-ST is to be completed annually by **STANDARD PHAs** or **TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, and PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.
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A.1	<p>PHA Name: Chelsea Housing Authority PHA Code: MA016 PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): 01/01/2023 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units 354 Number of Housing Choice Vouchers (HCVs): 574 Total Combined Units/Vouchers: 928 PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection 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 their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. CHA's PHA Plan, PHA Plan Elements and all information relevant to the public hearing and PHA Plan are available for inspection by the public at the main administrative office, 54 Locke Street, Chelsea, MA 02150 and on our website, www.chelseaha.com. Copies of the proposed PHA Plan have been provided to the RAB members participating in the remote RAB meetings. Once approved, the final Plan will replace the draft PHA Plan and available at the main administrative office and at www.chelseaha.com.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p>
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Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B. Plan Elements

B.1 Revision of Existing PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Operation and Management.
- Grievance Procedures.
- Homeownership Programs.
- Community Service and Self-Sufficiency Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Asset Management.
- Substantial Deviation.

Significant Amendment/Modification: **The Chelsea Housing Authority has defined significant amendments and substantial deviation/modifications to the Plan in accordance with HUD’s Notice PIH 99-51 that provided a working definition as guidance to housing authorities. The CHA’s definition is as follows:**

Only changes to the Section 8 Administrative Plan/ACOP which treat admission policies, local preferences and organization of the waiting list, screening policy and termination policy are considered significant amendments to the Agency Plan. The following actions, therefore, are not considered to be a significant amendment to the Agency Plan.

- a) Actions of the Board of Commissioners to add or delete programs or funding which are discretionary to the HA as long as HUD requirements are met;**
- b) Actions of the Authority necessary to compete for, or to become or remain eligible for, funding or funding sources including, but not limited to, creating, publishing, evaluating and accepting requests for proposals, and preparing and executing any Memorandum of Understanding or any contract approved by the Board of Commissioners;**
- c) Decisions by the Board of Commissioners to open or close application periods for the waiting list.**
- d) Changes to the voucher payment standards;**
- e) Changes to the subsidy standards;**
- f) Changes to the utility allowance schedule;**
- g) Any action necessary to come into or remain in compliance with published rule changes; HUD or other Federal Directives or Notices; Federal, State, and local law. Additions of non-emergency work items (not included in the current Annual Plan or 5 Year Action Plan) or changes in the use of replacement reserve funds under the Capital Fund; Any change with regard to demolition or disposition, designation, homeownership program or conversion activities.**

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):

Financial Resources Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2022 grants)		
a) Public Housing Operating Fund	\$ 2,560,657	
a) Public Housing Capital Fund '22	\$ 1,235,470	
a) HOPE VI Revitalization		
b) HOPE VI Demolition		
c) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 10,287,838	
d) Resident Opportunity and Self- Sufficiency Grants	\$131,856	
e) Community Development Block Grant		
f) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP 2020 MA01P016501-20	\$ 739,643	Capital improvements
CFP 2021 MA01P016501-21	\$ 1,017,464	Capital improvements
3. Public Housing Dwelling Rental Income	\$1,764,000	
4. Other income (list below)		
Administration Fee (Amesbury Housing HCV)	\$ 87,710	
Administration Fee (Reading Housing HCV)	\$ 92,534	
Administration Fee (Saugus Housing HCV)	\$ 121,305	
Laundry/parking/misc.	\$ 3,000	
4. Non-federal sources (list below)		
MRVP	\$ 40,200	
State Dwelling Rental Income (DHCD)	\$ 1,633,280	
Total resources	\$ 19,714,957	

(c) The PHA must submit its Deconcentration Policy for Field Office review. **The CHA does not have site-based waiting lists, as noted in our ACOP. The CHA will annually monitor the income levels of households residing in CHA public housing and placed on the waiting list to assess its progress in attaining deconcentration, and income-mixing goals. The CHA will calculate and compare the average household incomes at each development with the Authority-wide average, as described above. In addition, the income status of Applicants on the CHA's waiting list will be analyzed to determine the percentage of Applicants with "Low," "Very Low" and "Extremely Low" incomes. The CHA will also ascertain its progress in meeting HUD's income targeting goal requiring 40% of new admissions must be Extremely-Low Income households in federal developments. If the monitored data indicates any**

problem, CHA will alter its marketing and deconcentration strategies in accordance with this policy and federal requirements.

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Designated Housing for Elderly and/or Disabled Families.
- Conversion of Public Housing to Tenant-Based Assistance.
- Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
- Occupancy by Over-Income Families.
- Occupancy by Police Officers.
- Non-Smoking Policies.
- Project-Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

The CHA is regularly reviewing and considering the issuance of project-based vouchers with development activities intended to expand the supply of affordable housing. The CHA has not committed to any specific development and will explore all viable options. The underlying motivation is to sustain and expand the affordability and accessibility of local housing units in the City of Chelsea. The CHA will consider project basing vouchers up to the maximum allowed by regulation and will do so in a manner that affirmatively furthers fair housing. This is consistent with the CHA's values to increase assisted housing choices in the City of Chelsea and renovate/modernize public housing units.

B.3 Progress Report.

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.

The mission of the Chelsea Housing Authority is to provide safe, decent, and affordable housing and to establish programs that educate, enhance, and empower the lives of all residents in the community we serve. The CHA is committed to fair and non-discriminatory practices throughout all its housing programs and activities. The CHA will pursue future allocations of housing choice vouchers, targeted toward special populations, such as Mainstream and VASH, to address the issue of homelessness in the City of Chelsea. The CHA strives to manages its resources efficiently and to promote the personal, economic, and social upward mobility necessary to provide families the opportunity to make the transition from subsidized to non-subsidized housing. The North Suburban Consortium, along with local community and supportive services providers have been consulted in order to perform an assessment of local needs. The greatest barriers to increased availability of high-quality, affordable housing continues to be limited public funding and more limited private sector interest in developing affordable housing in Chelsea.

The CHA undertakes affirmative measures to ensure access to assisted housing, regardless of race, color, religion, national origin, sex, familial status, or disability. The CHA promotes and furthers Section 504 and reasonable accommodation practices, through the LEP plan and practices, and

	<p>ensures all residents, applicants and various stakeholders are informed of VAWA related requirements and protections. The CHA routinely to add translated documents to its library to create greater access to and improved communications with residents.</p> <p>The CHA has established a comprehensive capital plan to aging elevators, windows, and other building systems. We continue to research energy programs for the replacement of building systems and structural fixtures for increased energy efficiencies and savings. Examples are energy efficient lighting, aerators for shower heads and the replacement of hot water heater tanks and boilers with energy efficient hot water heater tanks and boilers.</p> <p>The CHA is committed to develop, sustain, and manage programs that support self-sufficiency through education and employment training- for families in public housing and those with vouchers. The CHA's strengthened approach to service coordination and self-sufficiency is accomplished by providing information, educational and employment counseling and opportunities and developing regional partnerships aimed at promoting self-sufficiency to our FSS participants. The CHA continues to provide regular and consistent case management as well as conduct outreach efforts to participants in the Family Self-Sufficiency (FSS) program. The CHA encourages residents to define goals, to pursue self-sufficiency, and to decrease (to a minimum, based on individual situations) their level of support/services in housing through a well- defined housing/support continuum.</p> <p>Continuous effort has been dedicated to strengthening the Resident Councils, the Resident Advisory Board, Resident Officer Program and improving Crime Watch participation and attendance. The CHA has worked hard to create a heightened sense of safety and security in its developments through the Resident Officer Program, partnerships with the law enforcement officials and the upgrades of security cameras and lighting. The CHA works hard to create a common voice and build leadership that can articulate the housing needs of the community and find ways to ensure that these needs are understood and met.</p> <p>The CHA strives to incorporate data driven decision making in all areas of the Authority's operations. Efforts continue at increasing the use of technology among all staff members for secure information storage and streamlining of administrative processes remain a priority. The CHA has implemented an online portal for landlords with PHA-WEB and is exploring expanding this integration to include tenants. Digital filing began earnestly over the past few years and the CHA is currently engaged in digitizing all applicant and tenant files moving forward. Ongoing review of current operations ensures staff identify impediments, strengths, weaknesses related to providing the highest level of effective service delivery. Staff are looking to update maintenance procedures for a more efficient organization and continue to explore possible outsourcing of work through privatization. The CHA implemented a mobile work order process with maintenance staff initiating and completing work orders in the field with the use of tablets and smartphones.</p>
B.4	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>See EPIC. HUD form 50075.2 approved by HUD on June 29, 2022.</p>
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	<p>Other Document and/or Certification Requirements.</p>

C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
C.5	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p>D. Affirmatively Furthering Fair Housing (AFFH).</p>	
D.1	<p>Affirmatively Furthering Fair Housing (AFFH).</p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p> <p>Fair Housing Goal:</p>

Describe fair housing strategies and actions to achieve the goal

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Plan Elements. All PHAs must complete this section.

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.” (24 CFR §903.7)

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income, and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b)) Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA’s procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)). A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

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. (24 CFR §903.7(c))

Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and 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. (24 CFR §903.7(e))

Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of (24 CFR §903.7(l)). Provide a description of: 1) Any programs relating to services and amenities provided or offered to assisted families; and 2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS. (24 CFR §903.7(l))

Safety and Crime Prevention (VAWA). Describe the PHA’s plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (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. (24 CFR §903.7(m)) 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. (24 CFR §903.7(m)(5))

Pet Policy. Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

Asset Management. State 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. (24 CFR §903.7(q))

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the ‘Sample PHA Plan Amendment’ found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked “yes,” describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

HOPE VI or Choice Neighborhoods. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD’s website at:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hopec6. (Notice PIH 2011-47)

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 Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hopec6/mfph#4

Demolition and/or Disposition. With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (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 approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and 2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA’s last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. ([24 CFR §903.7\(h\)](#))

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted, or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. 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, 5) the number of units affected and; 6) expiration date of the designation of any HUD approved plan. Note: The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. ([24 CFR §903.7\(i\)\(C\)](#))

Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received 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>. ([24 CFR §903.7\(j\)](#))

Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD’s website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA’s cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days’ notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD’s website at: [Notice PIH 2011-7, \(24 CFR 960.503\)](#) ([24 CFR 903.7\(b\)](#))

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A “police officer” means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State, or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD’s website at: [Notice PIH 2011-7, \(24 CFR 960.505\)](#) ([24 CFR 903.7\(b\)](#))

Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD’s website at: [Notice PIH 2009-21 and Notice PIH-2017-03.](#) ([24 CFR §903.7\(e\)](#))

Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan

statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan (24 CFR §903.7(b)).

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with 24 CFR §990.145(a)(1).

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section (24 CFR §903.7(e)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements.

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

C.2 Certification by State of Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154 or 24 CFR 5.160(a)(3) as applicable; (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations, 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. (24 CFR §903.7(o)).

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

C.5 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." (24 CFR §903.9)

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks, as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

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 the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 7.52 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Civil Rights Certification
(Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 3/31/2024

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 Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning **January 1, 2023**, in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency 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 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

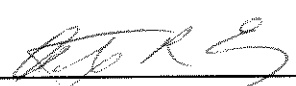

Chelsea Housing Authority

PHA Name

MA016

PHA Number/HA Code

I hereby certify that all the statement above, 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 Executive Director: Albert R. Ewing	Name of Board Chairperson: Bertram Taverna
Signature  Date 9/14/22	Signature  Date 9/14/22

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq. and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 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.

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

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

I, **Thomas G. Ambrosino**, the **City Manager of Chelsea, MA**
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years _____ and/or **Annual PHA Plan for fiscal year 2023** of the **Chelsea Housing Authority** is consistent with the Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

North Suburban Consortium
Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR §§ 903.7(o)(3) and 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

The Chelsea Housing Authority's Annual Plan is consistent with the North Suburban Consortium's Consolidated Plan priority goals of creating viable communities by providing decent housing, enhancing a suitable living environment, and creating opportunities to expand economic activities by preserving existing and increasing the supply of housing, ensuring improved availability and accessibility of housing, providing social services, improving facilities, promoting self-sufficiency and economic development and maintaining quality standards for the administration of these programs.

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 Executive Director: **Albert R. Ewing**

Name Board Chairperson: **Bertram Taverna**

Signature



9/14/22 Date

Signature



Date

9-14-22

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

Public reporting burden for this information collection is estimated to average 0.16 hours per year 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.

**Certifications of Compliance with
PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson 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, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning **January 1, 2023**, 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 (24 CFR § 91.2).
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 (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (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.
4. 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.
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 public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include 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 2011-65);

- 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 a 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 a waiting list is consistent with affirmatively furthering fair housing; and
 - 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 903.7(o)(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. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. 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.
 12. 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.
 13. 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.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. 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.
 16. 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.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. 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.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. 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.
 21. 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.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Chelsea Housing Authority

PHA Name

MA016

PHA Number/HA Code

XX Annual PHA Plan for Fiscal Year **2023**

_____ 5-Year PHA Plan for Fiscal Years 20____ - 20_____

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 Executive Director: **Albert R. Ewing**

Name Board Chairman: **Bertram Taverna**

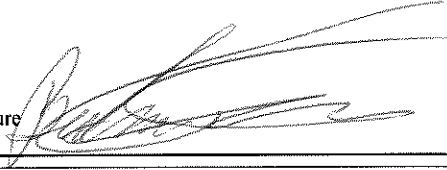
Signature



Date

9/14/22

Signature



Date

9-14-22

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year 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.

Capital Fund Program - Five-Year Action Plan

Status: Approved

Approval Date: 06/29/2022

Approved By: NORMAN, KARA

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 02/28/2022

Part I: Summary

PHA Name : Chelsea Housing Authority

Locality (City/County & State)
 Original 5-Year Plan

Revised 5-Year Plan (Revision No:)

PHA Number: MA016

A. Development Number and Name	Work Statement for Year 1 2022	Work Statement for Year 2 2023	Work Statement for Year 3 2024	Work Statement for Year 4 2025	Work Statement for Year 5 2026
MARGOLIS-SCRIVANO-MACE APARTMENTS (MA016000001)	\$1,305,470.00	\$900,000.00	\$900,000.00	\$900,000.00	\$900,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 1		2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0022	MARGOLIS-SCRIVANO-MACE APARTMENTS (MA016000001)			
ID0022	2022 Administrative/Administration (1410)-Salaries)	Admin salary for employees associated with cap fund		\$70,000.00
ID0023	2022 Playgrounds(Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Playground repairs		\$10,000.00
ID0025	2022 Kitchen Upgrade(Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Kitchen Cabinets)	Upgrade kitchen		\$100,000.00
ID0026	2022 Bathroom Upgrades(Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Interior (1480)-Commodes)	Bathroom upgrades pba wide		\$150,000.00
ID0027	2022 Sprinkler head replacement(Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Replace carport sprinkler heads at 16-4		\$25,000.00
ID0028	2022 Window replacement(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,Dwelling Unit-Exterior (1480)-Windows,Non-Dwelling Exterior (1480)-Windows)	Replace all windows pba wide		\$180,000.00

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Work Statement for Year 1 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0029	2022 Common Area Floors(Non-Dwelling Interior (1480)-Common Area Flooring)	Replace all common area floors		\$12,500.00
ID0030	2022 Common Area Heat(Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System,Non-Dwelling Interior (1480)-Mechanical)	Replace all common area heat sources		\$12,500.00
ID0011	2022 Carport Drain system (Non-Dwelling Exterior (1480)-Gutters - Downspouts,Non-Dwelling Exterior (1480)-Other,Non-Dwelling Exterior (1480)-Roofs,Non-Dwelling Site Work (1480)-Storm Drainage)	Margolis 16-4 roof drains and down spouts from roof need placement leaking into carports		\$50,470.00
ID0060	2022 Apartment Doors (Dwelling Unit-Exterior (1480)-Exterior Doors)	Apartment entry doors need replacement all developments		\$100,000.00
ID0061	2022 Apartment Electric Heat Replace (Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Mechanical)	Replace all electric apartment Heating units		\$50,000.00
ID0064	2022 balcony structural repair(Non-Dwelling Exterior (1480)-Balconies and Railings,Non-Dwelling Exterior (1480)-Tuck Pointing)	Margolis 16-4 repair balconies		\$40,000.00
ID0090	2022 Laundry shut off valves (Dwelling Unit-Interior (1480)-Plumbing)	shut off valves at each apartment laundry room		\$50,000.00

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Work Statement for Year		1		2022	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
	Subtotal of Estimated Cost			\$1,305,470.00	

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Work Statement for Year 2		2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	MARGOLIS-SCRIVANO-MACE APARTMENTS (MAA016000001)			\$900,000.00
ID0032	2023 Administrative(Administration (1410)-Salaries)	Admin salary for employees associated with cap fund		\$70,000.00
ID0033	2023 Playgrounds(Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Playground repairs		\$10,000.00
ID0035	2023 Kitchen Upgrade(Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Kitchen Cabinets)	Upgrade kitchen		\$100,000.00
ID0036	2023 Bathroom Upgrades(Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodies)	Bathroom upgrades pla wide		\$150,000.00
ID0037	2023 Sprinkler head replacement(Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Replace carport sprinkler heads at 16-4		\$25,000.00
ID0038	2023 Window replacement(Dwelling Unit-Exterior (1480)-Windows,Non-Dwelling Exterior (1480)-Windows)	Replace all windows pla wide		\$180,000.00

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Work Statement for Year 2		2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0039	2023 Common Area Floors(Non-Dwelling Interior (1480)-Common Area Flooring)	Replace all common area floors		\$12,500.00
ID0040	2023 Common Area Heat(Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace all common area heat sources		\$12,500.00
ID0063	2023 Carport Drain system (Non-Dwelling Exterior (1480)-Gutters - Downspouts,Non-Dwelling Exterior (1480)-Other,Non-Dwelling Exterior (1480)-Roofs,Non-Dwelling Site Work (1480)-Storm Drainage)	Margolis 16-4 roof drains and down spouts from roof need placement leaking into carports		\$100,000.00
ID0066	2023 Apartment Doors (Dwelling Unit-Exterior (1480)-Exterior Doors)	Apartment entry doors need replacement all developments		\$100,000.00
ID0070	2023 Apartment Electric Heat Replace (Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Mechanical)	Replace all electric apartment Heating units		\$50,000.00
ID0073	2023 balcony structural repair(Non-Dwelling Exterior (1480)-Tuck Pointing,Non-Dwelling Exterior (1480)-Balconies and Railings)	Margolis 16-4 repair balconies		\$40,000.00
ID0095	2023 Laundry shut off valves (Dwelling Unit-Interior (1480)-Plumbing)	shut off valves at each apartment laundry room		\$50,000.00

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Work Statement for Year		2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost			\$900,000.00

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Work Statement for Year 3 2024

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0042	MARGOLIS-SCRIVANO-MACE APARTMENTS (MAA016000001)			
ID0042	2024 Administrative/Administration (1410)-Salaries)	Admin salary for employees associated with cap fund		\$70,000.00
ID0043	2024 Playgrounds(Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Playground repairs		\$10,000.00
ID0045	2024 Kitchen Upgrade(Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Kitchen Cabinets)	Upgrade kitchen		\$100,000.00
ID0046	2024 Bathroom Upgrade(Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Tubs and Showers)	Bathroom upgrades plus wide		\$150,000.00
ID0047	2024 Sprinkler head replacement(Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Replace carpet sprinkler heads at 16-4		\$25,000.00
ID0048	2024 Window replacement(Dwelling Unit-Exterior (1480)-Windows,Non-Dwelling Exterior (1480)-Windows)	Replace all windows plus wide		\$180,000.00

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Work Statement for Year 3 2024

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0049	2024 Common Area Floors(Non-Dwelling Interior (1480)-Common Area Flooring)	Replace all common area floors		\$12,500.00
ID0050	2024 Common Area Heat(Non-Dwelling Interior (1480)-Mechanical, Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace all common area heat sources		\$12,500.00
ID0067	2024 Apartment Doors (Dwelling Unit-Exterior (1480)-Exterior Doors)	Apartment entry doors need replacement all developments		\$100,000.00
ID0071	2024 Apartment Electric Heat Replace (Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Mechanical)	Replace all electric apartment Heating units		\$50,000.00
ID0074	2024 balcony structural repair(Non-Dwelling Exterior (1480)-Balconies and Railings, Non-Dwelling Exterior (1480)-Truck Pointing)	Margolis 16-4 repair balconies		\$40,000.00
ID0075	2024 Carport Drain system (Non-Dwelling Exterior (1480)-Gutters - Downspouts, Non-Dwelling Exterior (1480)-Other, Non-Dwelling Exterior (1480)-Roofs, Non-Dwelling Site Work (1480)-Storm Drainage)	Margolis 16-4 roof drains and down spouts from roof need placement leaking into carports		\$100,000.00
ID0096	2024 Laundry shut off valves (Dwelling Unit-Interior (1480)-Plumbing)	shut off valves at each apartment laundry room		\$50,000.00

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Work Statement for Year		2024		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost			\$900,000.00

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Work Statement for Year 4		2025		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	MARGOLIS-SCRIVANO-MACE APARTMENTS (MA016000001)			\$900,000.00
ID0052	2025 Administrative/Administration (1410)-Salaries)	Admin salary for employees associated with cap fund		\$70,000.00
ID0053	2025 Playgrounds(Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Playground repairs		\$10,000.00
ID0054	2025 Kitchen Upgrade(Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Upgrade kitchen		\$100,000.00
ID0055	2025 Bathroom Upgrades(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodos,Dwelling Unit-Interior (1480)-Tubs and Showers)	Bathroom upgrades pha wide		\$150,000.00
ID0056	2025 Sprinkler head replacement(Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Replace carport sprinkler heads at 16-4		\$25,000.00
ID0057	2025 Window replacement(Dwelling Unit-Exterior (1480)-Windows,Non-Dwelling Exterior (1480)-Windows)	Replace all windows pha wide		\$180,000.00

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Work Statement for Year 4		2025		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0038	2025 Common Area Floors(Non-Dwelling Interior (1480)-Common Area Flooring)	Replace all common area floors		\$12,500.00
ID0059	2025 Common Area Heat(Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace all common area heat sources		\$12,500.00
ID0068	2025 Apartment Doors (Dwelling Unit-Exterior (1480)-Exterior Doors)	Apartment entry doors need replacement all developments		\$100,000.00
ID0072	2025 Apartment Electric Heat Replace (Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Mechanical)	Replace all electric apartment Heating units		\$50,000.00
ID0076	2025 balcony structural repair(Non-Dwelling Exterior (1480)-Balconies and Railings,Non-Dwelling Exterior (1480)-Tuck Pointing)	Margolis 16-4 repair balconies		\$40,000.00
ID0089	2025 Carport Drain system (Non-Dwelling Exterior (1480)-Gutters - Downspouts,Non-Dwelling Exterior (1480)-Other,Non-Dwelling Exterior (1480)-Roofs,Non-Dwelling Site Work (1480)-Storm Drainage)	Margolis 16-4 roof drains and down spouts from roof need placement leaking into carports		\$100,000.00
ID0097	2025 Laundry shut off valves (Dwelling Unit-Interior (1480)-Plumbing)	shut off valves at each apartment laundry room		\$50,000.00

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Work Statement for Year		2025		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost			\$900,000.00

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Work Statement for Year 5		2026		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	MARGOLIS-SCRIVANO-MACE APARTMENTS (MA016000001)			\$900,000.00
ID0069	2026 Apartment Doors (Dwelling Unit-Exterior (1480)-Exterior Doors)	Apartment entry doors need replacement all developments		\$100,000.00
ID0077	2026 Carpet Drain system (Non-Dwelling Exterior (1480)-Gutters - Downspouts; Non-Dwelling Exterior (1480)-Other Non-Dwelling Exterior (1480)-Roofs; Non-Dwelling Site Work (1480)-Storm Drainage)	Margolis 16-4 roof drains and down spouts from roof need placement leaking into carports		\$100,000.00
ID0078	2026 Administrative(Administration (1410)-Salaries)	Admin salary for employees associated with cap fund		\$70,000.00
ID0079	2026 Playgrounds(Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Playground repairs		\$10,000.00
ID0080	2026 Kitchen Upgrade(Dwelling Unit-Interior (1480)-Kitchen Cabinets; Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Upgrade kitchen		\$100,000.00
ID0081	2026 Bathroom Upgrades(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks; Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical); Dwelling Unit-Interior (1480)-Commodes; Dwelling Unit-Interior (1480)-Tubs and Showers)	Bathroom upgrades pha wide		\$150,000.00

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Work Statement for Year 5 2026

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0082	2026 Sprinkler head replacement(Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Replace carpet sprinkler heads at 16-4		\$25,000.00
ID0083	2026 Common Area Floors(Non-Dwelling Interior (1480)-Common Area Flooring)	Replace all common area floors		\$12,500.00
ID0084	2026 Common Area Heat(Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System,Non-Dwelling Interior (1480)-Mechanical)	Replace all common area heat sources		\$12,500.00
ID0085	2026 Apartment Electric Heat Replace (Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Mechanical)	Replace all electric apartment Heating units		\$50,000.00
ID0087	2026 Window replacement(Dwelling Unit-Exterior (1480)-Windows,Non-Dwelling Exterior (1480)-Windows)	Replace all windows pla wide		\$180,000.00
ID0088	2026 balcony structural repair(Non-Dwelling Exterior (1480)-Balconies and Railings,Non-Dwelling Exterior (1480)-Tuck Pointing)	Margolis 16-4 repair balconies		\$40,000.00
ID0098	2026 Laundry shut off valves (Dwelling Unit-Interior (1480)-Plumbing)	shut off valves at each apartment laundry room		\$50,000.00

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Work Statement for Year		2026		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost			\$900,000.00

LEGAL NOTICE

The Chelsea Housing Authority has developed its FY2023 PHA Annual Plan and revised supporting documents in accordance with the federal regulations. We will be sharing the draft of the proposed CHA Annual Plan and all supporting documents with the Resident Advisory Board (RAB). The draft plans and supporting documents are available for review beginning June 24, 2022, at the Authority's main office, located at 54 Locke Street, Chelsea and on CHA's website at www.chelseaha.com. Written comments will be accepted until close of business, Monday, August 8, 2022.

In addition, a public hearing will be held on **Wednesday, August 10, 2022, at 8:30 am** in the main administrative office of the Chelsea Housing Authority, 54 Locke Street, Chelsea. The public is invited to speak, view, and/or listen to the meeting via phone, computer, laptop or tablet.

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/DianeLCohen/cha-board-meeting>

You can also dial in using your phone.

United States (Toll Free): 1 877 309 2073

United States: +1 (646) 749-3129

Access Code: 393-313-917



54 LOCKE STREET CHELSEA, MASSACHUSETTS 02150

PHONE: (617) 884-5617

FAX: (617) 889-8158

TDD: (617) 884-0586

June 14, 2022

Dear RAB member,

The Chelsea Housing Authority is in the process of updating the FY2023 Annual PHA Plan. In accordance with the Quality Housing and Work Responsibility Act of 1998, each housing authority must submit a Five Year and an Annual Plan. We develop this Annual Plan in communication with and consideration of comments from a Resident Advisory Board (RAB). This requirement presents an opportunity for the community to learn more about how a housing authority operates and what guidelines and policies the housing authority has established. The RAB is ideally a cross selection of residents representing our broad constituency of HUD assisted households. This includes families, disabled residents, and seniors of many races and nationalities.

In this regard, one requirement is that the housing authority establishes a **Resident Advisory Board, (RAB)** to review the Five Year and Annual PHA Plans. As a recipient of federal public housing or a participant on the Section 8 Housing Choice Voucher Program, you are eligible and or have indicated you are willing to be a member of the Board.

Membership on this Board will not require an unreasonable time commitment from you. However, you will be asked to review the Plans and comments and suggestions will be taken under advisement by the housing authority. The Resident Advisory Board represents and is a liaison between public housing residents and Housing Choice Voucher participants. The RAB advises the CHA on all areas of housing operations, including but not limited to occupancy, general management, maintenance, security, resident training, and modernization.

I have scheduled two **remote meetings** to review the Plan:

Meeting #1

Thursday, July 7, 2022 @ 11 am

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/301351917>

You can also dial in using your phone.

United States (Toll Free): 1 866 899 4679

United States: +1 (571) 317-3116

Access Code: 301-351-917

Meeting #2
Thursday, July 14, 2022 @ 11 am

Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/233205509>

You can also dial in using your phone.
United States (Toll Free): 1 866 899 4679
United States: +1 (571) 317-3116

Access Code: 233-205-509

I sincerely hope your schedule will permit you to accept this voluntary position and participate in one or both of these remote meetings. Please do not hesitate to reach out if you need any assistance on the instructions for the remote access.

We value your input and hope that you can join us for these important meetings. If you wish to participate or have suggested topics for this year's plan development, please notify me so I can plan accordingly. I can be reached at dcohen@chelseaha.com. Lastly, please feel free to share this with others that may be interested.

Sincerely,

Diane Cohen
Deputy Director