



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

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CHELSEA HOUSING AUTHORITY
2019 NOV 25 AM 3:47

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

NOV 21 2019

Dear Mr. Ewing:

This letter is to inform you that the Chelsea Housing Authority's (CHA) 2020 Five Year and Annual Plan for the fiscal year beginning January 1, 2020 (version #3) 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 AHA during normal business hours. If you have any questions, please contact Ellen Bradley, Portfolio Management Specialist, at (617) 994-8416, 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,

Robert P. Cwieka
Deputy Director



54 LOCKE STREET CHELSEA, MASSACHUSETTS 02150

PHONE: (617) 884-5617

FAX: (617) 889-8158

TDD: (617) 884-0586

Marilyn B. O'Sullivan, 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 23, 2019

Dear Ms. O'Sullivan:


Today the Chelsea Housing Authority electronically submitted the FY 2020 Annual/Five 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 September 6, 2019. No 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 11, 2019. If you have any questions, please do not hesitate to contact me at 6217-409-5312.

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

Sincerely,



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: 02/29/2016
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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, 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. 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 of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 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 exceeds 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.																				
A.1	<p>PHA Name: Chelsea Housing Authority PHA Code: <u>MA016</u></p> <p>PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/01/2020</u></p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Public Housing (PH) Units <u>354</u> Number of Housing Choice Vouchers (HCVs) <u>529</u> Total Combined Units/Vouchers <u>883</u></p> <p>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 in sections B and C 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.</p> <p>The CHA's 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 the main administrative office, 54 Locke Street, Chelsea, MA 02150. Copies of the proposed PHA Plan have been provided to the RAB members.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	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:											
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. Annual Plan Elements

B.1 Revision of 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

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

Financial Resources: 2020 Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2020 grants)		
a) Public Housing Operating Fund	\$ 1,966,000	
a) Public Housing Capital Fund '19	\$ 968,363	
a) HOPE VI Revitalization		
b) HOPE VI Demolition		
c) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 6,722,520	
d) Resident Opportunity and Self- Sufficiency Grants	\$72,000	
e) Community Development Block Grant		
f) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP 2018 MA01P016501-18	\$ 919,242	Capital improvements
3. Public Housing Dwelling Rental Income		
	\$ 1,660,300	
4. Other income (list below)		
Administration Fee (Reading Housing HCV)	\$ 75,406	

Administration Fee (Salisbury Housing HCV)	\$ 38,296	
Laundry/parking/misc.	\$ 16,000	
4. Non-federal sources (list below)		
MRVP	\$ 553,832	
State Dwelling Rental Income (DHCD)	\$ 2,610,809	
Total resources	\$ 15,048,936	

(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 Assistance 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 Chelsea Housing Authority is regularly reviewing and considering the issuance of project-based vouchers to address deconcentration of poverty and lack of suitable housing available to voucher holders. 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.

B.3 Civil Rights Certification.

Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

B.4 Most Recent Fiscal Year Audit.

(a) Were there any findings in the most recent FY Audit?

Y N

(b) If yes, please describe:

B.5 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 Chelsea Housing Authority (CHA) is committed to providing a full-range of safe, secure, suitable, and appropriate affordable housing opportunities to extremely low, very-low, and low-income family, elderly, and disabled households in a fair manner.

The CHA continues to revitalize its existing housing stock through the Capital Fund initiatives. With the assistance of the Capital Fund Program, we have continued to implement a needs assessment based on physical improvements that have benefitted residents of the CHA, and most importantly created a heightened sense of safety and security in our developments with enhancements under the Safety and Security grant.

The CHA is committed to deconcentrating poverty within its federal conventional public housing developments and attempting and support wider access to affordable housing opportunities throughout the entire community. The CHA is committed to fair and non-discriminatory practices throughout all its housing programs and activities.

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 Chelsea Housing Authority is committed to both maintain the full viability of our current housing portfolio while seeking to explore and develop affordable housing opportunities for our diverse population.

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 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 real estate market continues to be in an upswing, the mortgage markets remain tight, and rents and sale prices are still out of reach for many low- and moderate-income households due to rapid escalation in recent past years, combined with uncertainty in the market on the parts of buyers, sellers, financiers and investors.

The CHA has seen an increase in the number of voucher holders having trouble finding units that meet the criteria of the rental assistance programs. Consequently, the Authority is redoubling its efforts at outreach and marketing to attract and recruit landlords and quality units.

The Chelsea Housing Authority is committed to utilizing HUD assistance to increase economic security and self-sufficiency, and improve housing stability through supportive services.

In 2018, the CHA was awarded VASH vouchers to assist veterans and their families. Staff work closely with the Veteran's Affairs office on referrals to fully utilize these vouchers.

The CHA is committed to assisting residents who are moving from welfare-to-work with affordable housing opportunities that do not act as disincentives to economic advancement. 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'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 over twenty-five FSS clients.

Staff have attended specific trainings on Section 3, Tax Credits, Fair Housing, DHCD leased housing programs, How to Conduct Hearings, Inspection Training, RAD, PBV, Small Area FMRs. Regular meetings are conducted with senior staff and property managers to ensure a continuous flow of communications with staff.

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 ensures all residents, applicants and various stakeholders are informed of VAWA related requirements and protections.

We are working much more closely with HUD and DHCD to benefit from their experience and oversight. The CHA routinely to add translated documents to its library to create greater access to and improved communications with residents. The CHA continues to completely revise and update the website and online resources available to applicants, residents, landlords, vendors, and other interested parties,

Tremendous 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 designated all its public housing inventory as "No Smoking" during the last Five- Year Plan term and conducted outreach and offered smoking cessation and educational programs to residents.

Our residents and the community at large continue to play a critical role in the development of this Plan and without their input and support, we would not be able to successfully continue fulfilling our mission. Staff worked with the RAB on reviewing management

	<p>policies and procedures, leasing documents and the ACOP/Admin Plan, as well as expanding the scope and number of enrichment programs for residents and families. The Chelsea Housing Authority continually strives to 'do more with less", improving the lives of residents and clients while reducing its expenditures.</p>
B.6	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(c) 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>
B.7	<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>
B.8	<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>
C.	<p>Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
C.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. See EPIC. HUD form 50075.2 approved by HUD on April 8, 2019.</p>

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.

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. Annual Plan. All PHAs must complete this section.

B.1 Revision of 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. 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 and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(1)) 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. (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(e))

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 community service and treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)) 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 under Section 3 and FSS. (24 CFR §903.7(l))

Safety and Crime Prevention. 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. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

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

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: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

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:

<http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Demolition and/or Disposition. Describe any public housing 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; 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. 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, and; 5) the number of units affected. 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. 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. 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 assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](#)

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 PHJ 2009-21](#), (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 Civil Rights Certification. Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, 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 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. (24 CFR §903.7(o))

B.4 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))

B.5 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.6 Resident Advisory Board (RAB) comments. If the RAB provided comments to 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)

B.7 Certification by State or 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.

B.8 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. 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)

C. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

C.1 Capital Improvements. In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: "See HUD Form- 50075.2 approved by HUD on XX/XX/XXXX."

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 9.2 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.

5-Year PHA Plan (for All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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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, 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. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.																																				
A.1	PHA Name: Chelsea Housing Authority		PHA Code: MA016																																		
PHA Plan for Fiscal Year Beginning: (MM/YYYY): 01/01/2020 PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission																																					
<p>Availability of Information. In addition to the items listed in this form, 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. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. 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 websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p>																																					
<p>The CHA's 5-Year 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 the main administrative office, 54 Locke Street, Chelsea, MA 02150. Copies of the proposed PHA Plan have been provided to the RAB members.</p>																																					
<input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA 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) in the Consortia</th> <th rowspan="2">Program(s) 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>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						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:																							
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B.	5-Year Plan. Required for all PHAs completing this form.																																				

<p>B.1</p>	<p>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.</p> <p>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 Chelsea Housing Authority is committed to both maintain the full viability of our current housing portfolio while seeking to explore and develop affordable housing opportunities for our diverse population. 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.</p>
<p>B.2</p>	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.</p> <p>Despite limited resources, increased demand and aging housing developments dating back to the 1950s, the Chelsea Housing Authority (CHA) is committed to providing a full range of safe, secure, suitable and appropriate affordable housing options to extremely-low, very-low, and low-income family, elderly, and disabled households in a fair manner. We are committed to redeveloping our 914 units in our eight developments through public-private partnerships, tax-credit incentives, and the use of federal, state and private fund resources. As housing professionals, we no longer just house our residents. Today it is imperative that we also provide supportive services to our family, elderly and disabled households. To provide these vital wide-ranging services, the CHA has collaborated with the city of Chelsea, community organizations, private businesses and financial institutions along with the federal Department of Housing and Urban Development (HUD) and the state office of the Department of Housing and Community Development (DHCD). Examples are the partnership to maintain safe housing through our Resident Officers Program with the Chelsea Police Department and our work with the Chelsea Senior Center to provide a Brown Bag program that provides a month's worth of healthy groceries at no charge to our seniors. Our partnership with the city of Chelsea and T-Mobile helps to close the "digital divide" for our young people in public housing who can't afford internet access, while our partnership with the MASS Union of Public Housing Tenants and the Chelsea Collaborative helps train our resident councils to become empowered and engaged in housing-related issues. Our dedicated staff and Board of Commissioners are committed to running a fiscally sound agency, improving the quality of our "brick and mortar," workforce development of our adults and youth, encouraging family self-sufficiency and providing supportive services with our partners so that our residents grow and age in place.</p>

B.3

Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

The Chelsea Housing Authority (CHA) is committed to providing a full-range of safe, secure, suitable, and appropriate affordable housing opportunities to extremely low, very-low, and low-income family, elderly, and disabled households in a fair manner.

The CHA continues to revitalize its existing housing stock through the Capital Fund initiatives. With the assistance of the Capital Fund Program, we have continued to implement a needs assessment based on physical improvements that have benefitted residents of the CHA, and most importantly created a heightened sense of safety and security in our developments with enhancements under the Safety and Security grant.

The CHA is committed to deconcentrating poverty within its federal conventional public housing developments and attempting and support wider access to affordable housing opportunities throughout the entire community. The CHA is committed to fair and non-discriminatory practices throughout all its housing programs and activities.

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 Chelsea Housing Authority is committed to both maintain the full viability of our current housing portfolio while seeking to explore and develop affordable housing opportunities for our diverse population.

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 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 real estate market continues to be in an upswing, the mortgage markets remain tight, and rents and sale prices are still out of reach for many low- and moderate-income households due to rapid escalation in recent past years, combined with uncertainty in the market on the parts of buyers, sellers, financiers and investors.

The CHA has seen an increase in the number of voucher holders having trouble finding units that meet the criteria of the rental assistance programs combined with the tight rental market, security deposit requirement, etc.. Consequently, the Authority is redoubling its efforts at outreach and marketing to attract and recruit landlords and quality units.

In 2018, the CHA was awarded VASH vouchers to assist veterans and their families. Staff work closely with the Veteran's Affairs office on referrals to nearly fully utilize these vouchers in 2019.

The Chelsea Housing Authority is committed to utilizing HUD assistance to increase economic security and self-sufficiency, and improve housing stability through supportive services. The CHA is committed to assisting residents who are moving from welfare-to-work with affordable housing opportunities that do not act as disincentives to economic advancement. 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'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 over twenty-five FSS clients.

Staff have attended specific trainings on Section 3, Tax Credits, Fair Housing, DHCD leased housing programs, How to Conduct Hearings, Inspection Training, RAD, PBV, Small Area FMRs and EIV. Regular meetings are conducted with senior staff and property managers to ensure a continuous flow of communications with staff.

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 ensures all residents, applicants and various stakeholders are informed of VAWA related requirements and protections.

We are working much more closely with HUD and DHCD to benefit from their experience and oversight. The CHA routinely to add translated documents to its library to create greater access to and improved communications with residents. The CHA continues to completely revise and update the website and online resources available to applicants, residents, landlords, vendors, and other interested parties,

Tremendous 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 designated all its public housing inventory as "No Smoking" during the last Five- Year Plan term and conducted outreach and offered smoking cessation and educational programs to residents.

Our residents and the community at large continue to play a critical role in the development of this Plan and without their input and support, we would not be able to successfully continue fulfilling our mission. Staff worked with the RAB on reviewing management policies and procedures, leasing documents and the ACOP/Admin Plan, as well as expanding the scope and number of enrichment programs for residents and families. The Chelsea Housing Authority continually strives to "do more with less", improving the lives of residents and clients while reducing its expenditures.

<p>B.4</p>	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>The Chelsea Housing Authority is committed to supporting the needs of victims of domestic violence and offers preference to such victims in both the public housing and housing choice voucher programs.</p> <p>The applicant or household member is a victim of domestic violence (as defined in the Abuse Prevention Act at M.G.L. c. 209A or the Violence Against Women Act, and:</p> <ul style="list-style-type: none"> a. The applicant has been displaced from his/her dwelling unit due to domestic violence and has not secured permanent housing; or b. The applicant or household member is recently displaced or likely to be displaced from his/her dwelling unit due to the loss of income from an abuser who must leave the home (e.g. restraining order issued); and the applicant's rent is documented to be more than 50% of his/her monthly adjusted income as a result of the loss of income from the abuser being separated from the household. <p>In determining eligibility under the domestic violence category the applicant must show:</p> <ul style="list-style-type: none"> a. That he/she, or a household member, is a victim of domestic violence by submission of a certification and, if required by CHA, provide third party documentation as described below. b. The certification form HUD 5382 to be submitted is provided by HUD as part of compliance with the Violence Against Women Act (VAWA). Depending on its initial review of the circumstances, CHA may require more specific, third-party documentation to verify that the applicant or household member is a victim of domestic violence. c. Third party documentation includes a police or court record of the domestic violence; other documentation signed by the victim and an employee, agent, or volunteer of a service provider, a social service provider, domestic violence shelter staff, school personnel, attorney, social worker or a medical professional (psychologists and mental health providers) from whom the victim has sought assistance in addressing the domestic violence. The professional will attest, under penalties of perjury, to the professional's belief that the incident(s) in question are bona fide incidents of abuse. CHA shall not make contact with the abuser if doing so would create a risk of harm to the person claiming abuse and CHA shall maintain confidentiality of all information as per the VAWA policy. d. If the applicant is determined eligible, the applicant must provide the name of the abuser and shall certify that the abuser will not reside with the applicant. <p>Certification of domestic violence and or displacement because of domestic violence referred to in 24 CFR 5.420 (b)(4), shall come from local police department, social service agencies, court of competent jurisdiction, or a clergyman, physician, or public or private facility that provides shelter or counseling to victims of domestic violence</p>
<p>B.5</p>	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan</p> <p>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 was 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:</p> <ul style="list-style-type: none"> 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.6	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the 5-Year 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 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
B.7	<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>

Instructions for Preparation of Form HUD-50075-5Y 5-Year PHA Plan for All PHAs

A. PHA Information 24 CFR §903.23(4)(e)

A.1 Include the full PHA Name, PHA Code, PHA Fiscal Year Beginning (MM/YYYY), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

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

B. 5-Year Plan.

B.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. (24 CFR §903.6(a)(1))

B.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR §903.6(b)(1)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (24 CFR §903.6(b)(2))

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR §903.6(a)(3))

B.5 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

B.6 Resident Advisory Board (RAB) comments.

- (a) Did the public or RAB provide comments?
- (b) If yes, submit 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 §903.17(a), 24 CFR §903.19)

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 PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 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.

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Capital Fund Program - Five-Year Action Plan

Status: Approved

Approval Date: 04/08/2019

Approved By: CWIEKA, ROBERT

Part I: Summary						
PHA Name : Chelsea Housing Authority		Locality (City/County & State)				
PHA Number: MA016		<input checked="" type="checkbox"/> Original 5-Year Plan		<input type="checkbox"/> Revised 5-Year Plan (Revision No:)		
A.	Development Number and Name	Work Statement for Year 1 2019	Work Statement for Year 2 2020	Work Statement for Year 3 2021	Work Statement for Year 4 2022	Work Statement for Year 5 2023
	MARGOLIS-SCRIVANO-MACE APARTMENTS (MA016000001)	\$650,000.00	\$650,000.00	\$650,000.00	\$650,000.00	\$650,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2019				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	MARGOLIS-SCRIVANO-MACE APARTMENTS (MA016000001)			\$650,000.00
ID0001	2019 PHA WIDE Operations (Operations (1406))	PHA WIDE operations		\$130,000.00
ID0002	2019 Administrative (Administration (1410)-Salaries)	Admin Salaries for employees associated with cap fund		\$65,000.00
ID0003	2019 Playgrounds (Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Playground repairs		\$10,000.00
ID0004	2019 Kitchen Upgrades(Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Kitchen Cabinets)	Kitchen upgrades		\$150,000.00
ID0005	2019 Bathroom upgrades (Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks)	Bathroom Upgrades in PHA wide		\$150,000.00
ID0006	2019 Fire Alarm Replacement (Non-Dwelling Construction - Mechanical (1480)-Smoke/Fire Detection,Non-Dwelling Construction - Mechanical (1480)-Security - Fire Alarm)	Fire alarm upgrades in Family units		\$55,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2019		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0007	2019 Sprinkler head Replacement (Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Replace carpet sprinkler heads and drain lines through 16-4		\$25,000.00
ID0008	2019 Window Replacements (Dwelling Unit-Exterior (1480)-Windows, Non-Dwelling Exterior (1480)-Windows)	Replacement of all exterior and interior windows PHA wide		\$25,000.00
ID0016	2019 Common area floors (Non-Dwelling Interior (1480)-Common Area Flooring)	Replace all common area floors		\$20,000.00
ID0017	2019 Common Area heat (Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace all common area heat sources		\$20,000.00
	Subtotal of Estimated Cost			\$650,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (\$)				
Work Statement for Year		2020		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	MARGOLIS-SCRIVANO-MACE APARTMENTS (MA016000001)			\$650,000.00
ID0009	2020 PHA WIDE Operations (Operations (1-106))	PHA WIDE operations		\$130,000.00
ID0010	2020 Administrative (Administration (1410)-Salaries)	Admin Salaries for employees associated with cap fund		\$65,000.00
ID0011	2020 Playgrounds (Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Playground repairs		\$10,000.00
ID0012	2020 Kitchen Upgrades (Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Kitchen upgrades		\$150,000.00
ID0013	2020 Fire Alarm Replacement (Non-Dwelling Construction - Mechanical (1480)-Security - Fire Alarm, Non-Dwelling Construction - Mechanical (1480)-Smoke/Fire Detection)	Fire alarm upgrades in Family units		\$55,000.00
ID0014	2020 Sprinkler head Replacement (Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Replace carport sprinkler heads and drain lines through 16-4		\$25,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2		2020		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0015	2020 Window Replacements (Dwelling Unit-Exterior (1480)-Windows, Non-Dwelling Exterior (1480)-Windows)	Replacement of all exterior and interior windows PHA wide		\$25,000.00
ID0018	2020 Common area floors (Non-Dwelling Interior (1480)-Common Area Flooring)	Replace all common area floors		\$20,000.00
ID0019	2020 Common Area heat (Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace all common area heat sources		\$20,000.00
ID0020	2020 Bathroom upgrades (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical), Dwelling Unit-Interior (1480)-Tubs and Showers)	Bathroom Upgrades in PHA wide		\$150,000.00
	Subtotal of Estimated Cost			\$650,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2021		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	MARGOLIS-SCRIVANO-MACE APARTMENTS (MA016000001)			\$650,000.00
ID0021	2021 PHA WIDE Operations (Operations (1400))	PHA WIDE operations		\$130,000.00
ID0022	2021 Administrative (Administration (1410)-Salaries)	Admin Salaries for employees associated with cap fund		\$65,000.00
ID0023	2021 Playgrounds (Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Playground repairs		\$10,000.00
ID0024	2021 Kitchen Upgrades(Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Kitchen Cabinets)	Kitchen upgrades		\$150,000.00
ID0025	2021 Fire Alarm Replacement (Non-Dwelling Construction - Mechanical (1480)-Security - Fire Alarms,Non-Dwelling Construction - Mechanical (1480)-Smoke/Fire Detection)	Fire alarm upgrades in Family units		\$55,000.00
ID0026	2021 Sprinkler head Replacement (Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Replace carpet sprinkler heads and drain lines through 16-4		\$25,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (e)				
Work Statement for Year		3	2021	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0028	2021 Common Area heat (Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace all common area heat sources		\$20,000.00
ID0029	2021 Window Replacements (Dwelling Unit-Exterior (1480)-Windows, Non-Dwelling Exterior (1480)-Windows)	Replacement of all exterior and interior windows PHA wide		\$25,000.00
ID0030	2021 Bathroom upgrades (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical), Dwelling Unit-Interior (1480)-Tubs and Showers)	Bathroom Upgrades in PHA wide		\$150,000.00
ID0044	2021 Common Area heat (Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace all common area heat sources		\$20,000.00
	Subtotal of Estimated Cost			\$650,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	MARGOLIS-SCRIVANO-MACE APARTMENTS (MA016000001)			\$650,000.00
ID0031	2022 PHA WIDE Operations (Operations (1406))	PHA WIDE operations		\$130,000.00
ID0033	2022 Administrative (Administration (1410)-Salaries)	Admin Salaries for employees associated with cap fund		\$65,000.00
ID0035	2022 Playgrounds (Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Playground repairs		\$10,000.00
ID0037	2022 Kitchen Upgrades (Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Kitchen upgrades		\$150,000.00
ID0039	2022 Fire Alarm Replacement (Non-Dwelling Construction - Mechanical (1480)-Security - Fire Alarm, Non-Dwelling Construction - Mechanical (1480)-Smoke/Fire Detection)	Fire alarm upgrades in Family units		\$55,000.00
ID0041	2022 Sprinkler head Replacement (Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Replace carpet sprinkler heads and drain lines through 16-4		\$25,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0013	2022 Common Area heat (Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace all common area heat sources		\$20,000.00
ID0016	2022 Common area floors (Non-Dwelling Interior (1480)-Common Area Flooring)	Replace all common area floors		\$20,000.00
ID0017	2022 Bathroom upgrades (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Tubs and Showers)	Bathroom Upgrades in PHA wide		\$150,000.00
ID0018	2022 Window Replacements (Dwelling Unit-Exterior (1480)-Windows,Non-Dwelling Exterior (1480)-Windows)	Replacement of all exterior and interior windows PHA wide		\$25,000.00
	Subtotal of Estimated Cost			\$650,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	MARGOLIS-SCRIVANO-MACE APARTMENTS (MA016000001)			\$650,000.00
ID0032	2023 PHA WIDE Operations (Operations (1400))	PHA WIDB operations		\$130,000.00
ID0034	2023 Administrative (Administration (1410)-Salaries)	Admin Salaries for employees associated with cap fund		\$65,000.00
ID0036	2023 Playgrounds (Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Playground repairs		\$10,000.00
ID0038	2023 Kitchen Upgrades(Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Kitchen upgrades		\$150,000.00
ID0040	2023 Fire Alarm Replacement (Non-Dwelling Construction - Mechanical (1480)-Security - Fire Alarm,Non-Dwelling Construction - Mechanical (1480)-Smoke/Fire Detection)	Fire alarm upgrades in Family units		\$55,000.00
ID0042	2023 Sprinkler head Replacement (Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Replace carport sprinkler heads and drain lines through 16-4		\$25,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
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 2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0049	2023 Bathroom upgrades (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Tubs and Showers)	Bathroom Upgrades in PHA wide		\$150,000.00
ID0050	2023 Window Replacements (Dwelling Unit-Exterior (1480)-Windows,Non-Dwelling Exterior (1480)-Windows)	Replacement of all exterior and interior windows PHA wide		\$25,000.00
ID0051	2023 Common Area heat (Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace all common area heat sources		\$20,000.00
ID0052	2023 Common area floors (Non-Dwelling Interior (1480)-Common Area Flooring)	Replace all common area floors		\$20,000.00
	Subtotal of Estimated Cost			\$650,000.00

**Certifications of Compliance with
PHA Plans 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 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including
Required Civil Rights Certifications**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 01/01/2020, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA 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 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.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - 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;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. 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.
10. 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.
11. 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.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. 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.
14. 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.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. 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.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. 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.
19. 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

____ Annual PHA Plan for Fiscal Year 20__

X 5-Year PHA Plan for Fiscal Years 2020 - 2024

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

Name of Authorized Official Bertram Taverna	Title Chairman
Signature 	Date 9-13-19

**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 2/29/2016

**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, Chelsea, MA
Official's Name *Official's Title*

certify that the 2019 Annual PHA Plan of the

Chelsea Housing Authority

PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the

North Suburban Consortium

Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI:

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 Authorized Official

Thomas G. Ambrosino

Signature

Title

City Manager, Chelsea, MA

Date

9/12/19

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 02/29/2016

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the 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, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Chelsea Housing Authority

PHA Name

MA016

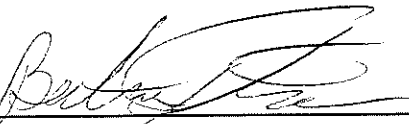
PHA Number/HA Code

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

Name of Authorized Official
Bertram Taverna

Title
Chairman

Signature



Date

9-13-19