

PHA Plans

5-Year Plan for Fiscal Years 2004 – 2008
Annual Plan for Fiscal Year 2004 - 2005

MA023v03
Submitted to HUD
8/18/04

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Lynn Housing Authority

PHA Number: MA023

PHA Fiscal Year Beginning: (04/2004)

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2004 - 2008
[24 CFR Part 903.5]

A. 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. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

The Lynn Housing Authority's Mission is to assist low and moderate income families and/or individuals with safe, decent, adequate, and affordable housing with an emphasis on fostering economic independence and homeownership opportunities, without discrimination, and addressing housing impediments for the special needs population. Additionally, the Lynn Housing Authority is committed to enhancing the quality of our community and building better neighborhoods by providing comprehensive neighborhoods services and funding a range of loan and grant activities that address the needs of renters, owners, homebuyers and non-profit housing providers.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)

Other PHA Goals and Objectives: (list below)

*****Any goals and or representations made in this PHA Plan may be amended and/or removed as a result of Federal funding reductions. Funding reductions to the Capital Fund Operating budget or a reduction in the Section 8 Administrative Fees will result in the loss of services, staffing, and physical improvements**.***

Goal 1 – Manage the LHA’s existing public housing program in an efficient and effective manner thereby maintaining PHAS High Performer designation from HUD.

- Maintain acceptable levels on the Resident Satisfaction PHAS Indicator including the submission of a follow-up plan.
- Maintain all properties to UPCS standards and receive acceptable inspections in accordance with PHAS.
- The LHA shall be in full compliance with all applicable City ordinances and laws, and the LHA will seek full cooperation from the city in making its properties litter free.

Goal 2 – Develop a Master Plan to address the long term viability of the Curwin Circle Family Public Housing Development including the physical condition of the Curwin Circle site, structures, and infrastructures.

Goal 3 – Provide high quality tenant and project based rental assistance programs by achieving and maintaining a “High Performer” designation under SEMAP.

Goal 4 – Develop and implement a citywide housing strategy responsive to the broad range of community needs and the special needs population.

- Improve the quality of units under lease by LHA’s Office of Rental Assistance to a minimum of a “B” rating by tracking the improvement of units through the Inspection Department.
- The LHA shall be the lead agency of Lynn PACT, a consortium of social service agencies that work collaboratively to provide high quality care to impoverished persons and will work to continue to build the Continuum of Care System.
- The LHA shall complete an annual GAPS analysis in order to identify the specific needs of the community’s homeless.
- Implement our Neighborhood Revitalization Strategy Initiative.

Goal 5 – Expand affordable housing opportunities, both rental and homeownership, to serve low and moderate-income families and individuals.

- The LHA shall provide mobility counseling to help reduce the concentration of voucher holders within the LHA jurisdiction.
- Expand permanent housing options for families and individuals by ten units per year.
- Continue the Section 8 Homeownership Program including applying for additional vouchers when available for use as homeownership opportunities.
- As available, the LHA will apply for additional vouchers to be used for possible relocation efforts and, as available, apply for Special Purpose Use Vouchers
- The LHA shall assist 30 families move from renting to homeownership by March 31, 2008.
- The LHA shall assist 30 public housing families from renting to homeownership by March 31, 2008
- The LHA shall provide 50 families with homebuying counseling by March 31, 2008

Goal 6 - Utilize Project Based Rental Assistance Program

- The LHA will utilize the Project Based Rental Assistance Program in order to expand housing opportunities for low and moderate income families and individuals.
- The LHA will utilize the Project Based Rental Assistance Program to leverage funds for privately financed housing developments such as the Brickyard Village Development, the St. Jean’s Redevelopment, and the YMCA SRO Project
- The LHA will utilize the Project Based Rental Assistance Program in order to achieve and maintain a HUD acceptable utilization rate for the Housing Choice Voucher Program.

Goal 7 – Identify and secure sufficient funding to continue to the agency’s present mission and to possibly expand the agency’s mission and role in the community given the present financial constraints.

- The LHA will continue to maintain its operating reserves at a level prescribed by HUD.
- The LHA will make every attempt to increase or maintain the amount of revenue received from federal, state and local sources.
- To develop an increased and positive revenue stream from entrepreneurial housing endeavors.
- To maintain a positive revenue stream from non-housing sources.

Goal 8 – Implement supportive service programs to assist residents to maximize their potential for independent living and/or economic self-sufficiency.

- The LHA shall maintain 100 public housing and Section 8 tenants in its Family Self Sufficiency Program.
- Bi-annually conduct an updated needs assessment of residents needs.

Annual PHA Plan
PHA Fiscal Year 2004 - 2005
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
 Small Agency (<250 Public Housing Units)
 Administering Section 8 Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2000 Capital Fund Program Annual Statement (*see Table Library*)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- X Performance & Evaluation Forms

Word Attachments

- Ma023a02 Performance & Evaluation Report 2000**
- Ma023b02 Performance & Evaluation Report 2001**
- Ma023c02 Performance & Evaluation Report 2002**
- Ma023d02 Performance & Evaluation Report 2003**
- Ma023e02 Annual Statement and Five- Year Capital Fund**

Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan

- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

| List of Supporting Documents Available for Review | | |
|--|---|--|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| XX | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations | 5 Year and Annual Plans |
| XX | State/Local Government Certification of Consistency with the Consolidated Plan | 5 Year and Annual Plans |
| XX | Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement. | 5 Year and Annual Plans |
| XX | Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction | Annual Plan: Housing Needs |
| XX | Most recent board-approved operating budget for the public housing program | Annual Plan: Financial Resources; |
| XX | Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP] | Annual Plan: Eligibility, Selection, and Admissions Policies |
| XX | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| XX | Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis | Annual Plan: Eligibility, Selection, and Admissions Policies |
| | Public housing rent determination policies, including the methodology for setting public housing flat rents | Annual Plan: Rent Determination |

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| | <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | |
| | Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| | Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| XX | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) | Annual Plan: Operations and Maintenance |
| | Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| | Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| XX | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year | Annual Plan: Capital Needs |
| | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant | Annual Plan: Capital Needs |
| XX | Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option) | Annual Plan: Capital Needs |
| | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing | Annual Plan: Capital Needs |
| | Approved or submitted applications for demolition and/or disposition of public housing | Annual Plan: Demolition and Disposition |
| XX | Approved or submitted applications for designation of public housing (Designated Housing Plans) | Annual Plan: Designation of Public Housing |
| | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act | Annual Plan: Conversion of Public Housing |
| | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |
| | Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| XX | Any cooperative agreement between the PHA and the TANF agency | Annual Plan: Community Service & Self-Sufficiency |
| XX | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| XX | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | Annual Plan: Community Service & Self-Sufficiency |
| XX | The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) | Annual Plan: Safety and Crime Prevention |
| XX | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit |
| | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| | Other supporting documents (optional) (list individually; use as many lines as necessary) | (specify as needed) |
| | | |
| XX | Community Service Policy | |

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|----------------|-----------------------|---------------|----------------|-----------------------|-------------|------------------|
| Family Type | Overall | Afford-ability | Supply | Quality | Access-ibility | Size | Loca-tion |
| Income <= 30% of AMI | 4,200 | 5 | 5 | 3 | 3 | 4 | 5 |
| Income >30% but <=50% of AMI | 840 | 4 | 4 | 3 | 3 | 4 | 4 |
| Income >50% but <80% of AMI | 210 | 3 | 4 | 2 | 3 | 3 | 3 |
| Elderly | 2135 | 5 | 1 | 2 | 2 | 1 | 2 |
| Families with Disabilities | 1871 | 4 | 5 | 3 | 5 | 3 | 4 |
| Race/Ethnicity | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| Race/Ethnicity | N/A | N/A | N/A | N/A | N/A | N/A | N/A |

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|---------|----------------|--------|---------|----------------|------|-----------|
| Family Type | Overall | Afford-ability | Supply | Quality | Access-ibility | Size | Loca-tion |
| Race/Ethnicity | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| Race/Ethnicity | N/A | N/A | N/A | N/A | N/A | N/A | N/A |

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2002
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: 1998
- Other sources: (list and indicate year of information)
2000 Census Data

FY’ 04 Statement of Housing Need

Lynn is an older city with an aged housing stock reflective of its industrial heritage, which has become a bedroom community. Current conditions in Lynn’s residential real estate market are at their best in the last twelve years. However, despite strong revitalization efforts and recent investment, LHAND and the City still have many challenges ahead of them. While Lynn remains the most populated community on the North Shore, its prominence as an economic center has diminished and the City ranks below regional, statewide and national indicators. For example, the City’s tax base, on a comparative basis, increased by only 11% between 1990 and 2002 while statewide the increase was 50%. Lynn’s home ownership rate also declined during the 1990s contrary to trends elsewhere.

One major issue facing Lynn, that also creates future opportunities, is that nearly two-thirds of its housing is contained in multi-unit structures. In addition, more than 20% of the City’s housing is affordable, including Chapter 40B units (13%) or Section 8 certificates (7%). Lynn exceeds the statewide goal of Chapter 40B and appears to be a major supplier of low-income housing in the region. Lynn should continue initiatives to revitalize its neighborhoods including its under-performing urban core, and encourage more owner occupancy and market rate rentals, if the City wants to maintain a balance within all its market sectors.

IN 2003, LHAND conducted a comprehensive housing market study of Lynn. The purpose of the study was to present a detailed profile of Lynn’s residential market that would inform and guide not only LHAND in updating its residential strategy, but also to assist the city with its housing and community development planning and policy development efforts. Below are some of the key findings of the study that “paint the picture” of the housing needs for Lynn.

1. Socio-Economic Trends and Projections

a. Demographic Trends

- *Lynn's estimated population (90,440) in 2002 recovered to 1970s levels, but remained below the 100,000-person benchmark of the 1930s. Much of the population growth during the 1990s occurred in the baby-boom generation (35 to 54) and the echo-boom generation (0-19), which resulted in larger household sizes. Offsetting these increases were declines in Lynn's elderly population.*
- *Lynn demographic changes were dissimilar to those in the region, the Commonwealth as well as the nation. Lynn experienced a higher increase in its minority population, as well as a higher increase in the average household size. Elderly households declined in Lynn contrary to increases elsewhere.*
- *Households are forecasted to increase by 2,000 in Lynn over the next ten years or so depending on a variety of municipal actions and macro economic variables. This forecasted household growth equates to roughly 50% of the potential dwelling units available for future residential development in Lynn.¹*

b. Income Trends

- *Income and wages in Lynn have kept pace with inflation during the 1990s, and continued growth resulted through 2002. However, income trends in Lynn under performed those of the region, state and nation, as local median income levels failed to keep pace.*
- *Lynn's median household income (\$37,400) in 2000 was lower than the region (-20%), the state (-26%), and the nation (-10%), and the differences between the City and the other markets increased during the 1990s.*
- *Lynn also had the highest poverty rate (17%) in relation to the other geographies, as well as the highest concentration of low-income households (42%). Lynn also has a high percentage of affordable housing (20%) whose tenants influence the concentration of households at the lower income brackets.*

c. Labor Force and Employment Trends

- *Lynn's resident labor force experienced gains during the 1990s, but at a slower pace than its population. Meanwhile, employment declined in Lynn,*

¹ Metropolitan Area Planning Council (MAPC) identified a future capacity of 4,239 dwelling units including 506 future lots primarily for single-family units, and the remainder would be multi-unit structures within redevelopment districts.

while jobs in the region increased. This means that more persons live in Lynn today, who commute outside the City for work. Lynn therefore has become a “bedroom” community like other towns on the North Shore.

- The unemployment rate in Lynn increased to more than 6% in 2002, and this was the first time since 1995 the rate exceeded this level. The unemployment rates regionally and statewide also increased in the last few years, but their rates remained below that indicated in Lynn.

2. **Housing Characteristics And Real Estate Market Conditions**

a. Housing Supply Trends

- Lynn had a housing supply of nearly 34,700 units in 2003, but the net change since 1990 was nominal, despite selected new construction and/or adaptive reuse of older structures.
- During the 1990s new development in Lynn totaled about 900 units, which coupled with the inventory built in the 1980s (2,550 units), accounts for only 10% of the overall stock. Housing production in Lynn during the 1990s was well below that indicated in the region, the state or nation because of the limited amount of available land for new development in Lynn.
- Nearly 50% of Lynn’s housing is more than 60 years old, and Lynn has a higher concentration of older stock than the three market areas. Only 36% of housing in Lynn is single family, while 64% is multi-family, which is unlike the other geographies.
- Lynn enjoyed a low vacancy rate (3%) that was equivalent to the statewide rate and only slightly higher than the regional rate.

b. Home Ownership Trends

- Owner-occupancy in Lynn declined to 45.6% during the 1990s despite citywide efforts to increase home ownership. In comparison, owner-occupancy nationwide was 66%, and statewide it was 62% in 2000. Lynn’s low owner-occupancy is not surprising given that the supply of units developed over the last sixty years was more heavily weighted toward multi-family tenure, and only 36% of the housing in Lynn is currently single-family.
- Despite the decline in Lynn’s owner-occupancy, the **minority owner-occupancy nearly doubled during the 1990s**. However, the owner-occupancy for minorities (23%) remained at roughly half that citywide, and below the national standard (47%) and the Commonwealth’s benchmark (31%).

Continued efforts to increase ownership are recommended, and condominium conversions of some multi-unit properties over the long term would assist in this effort.

c. Chapter 40B Housing

- In 2001 Lynn (12.7%) had the **highest percentage of Chapter 40B housing in the region (9.7%) surpassing the statewide goal of 10%**. In fact, the percentage of Chapter 40B units in the Commonwealth is lower (8.5%) than its own benchmark. Many of Lynn's neighboring communities also fell short of this 10% goal including Lynnfield (1.8%), Nahant (2.9%), Peabody (7.6%), Saugus (6.2%) and Swampscott (3.2%). The lack of affordable housing in these communities forced their low-income households to seek "affordable" housing elsewhere.*
- Lynn's Chapter 40B housing increased by 825 units during the 1990s, despite nominal gains in the total housing supply. In 1990, Chapter 40B housing represented 10.3% of the City's total units. Chapter 40B housing in Lynn increased by 23% during the 1990s, as compared to 28% regionally and 17% statewide.*

d. Residential Tax Base Trends

- Between 1990 and 2002, full-value assessment in Lynn increased by 11%, which was well below that indicated for the region (39%) or the Commonwealth (50%). In addition, equalized values in Lynn did not keep pace with inflation. These changes also impacted Lynn's tax rate, leaving the City with one of the highest residential tax rates in the region for FY-2003. Because average values in Lynn were much lower, Lynn's average tax bill was relatively low in comparison to other communities in the region.*
- The residential portion of Lynn's tax base is a very important source of municipal revenue, since it **generates nearly 82% of the real estate taxes in the City**. Residential values in FY-2003 surpassed those in the 1990s, but nearly all the gain was experienced in just the last two years. Residential uses also contribute more in terms of assessment and real estate tax revenue in FY-2003 than in prior years. Lynn's dependence on residential uses is higher than indicated for the region and state, but lower than a few towns in the region.*
- Nearly 48% of Lynn's residential tax base is single-family that accounts for 36% of the City's housing. Another 35% of the tax base is multi-family that accounts for 64% of the City's supply. Rents at multi-family properties will need to be commensurate to support higher assessed values. Since LHAND*

has some influence on the rental market with Section 8 certificates, continued monitoring of “market” rents is recommended in order to ensure sufficient balance.

- *Roughly 65% of the Lynn’s Chapter 40B housing (4,400 units), or 8% of total units, contribute only 3% of Lynn’s residential tax revenue. The remaining 35% are tax-exempt and generate little if any tax revenue for municipal services. The City may want to evaluate alternative ways for tax-exempt owners of Chapter 40B units to contribute revenue to offset costs for municipal services.*

f. Investment Trends and Future Opportunities

- *Total investment from building permit activity increased significantly in the past few years in comparison to what occurred in the 1990s. New housing starts since 2000 averaged between 60 and 100 units per year, while more than 20 to 30 units were lost to consolidation or demolition on an annual basis. Over the short term, LHAND and the City should consider this ratio (3 to 1) of new units to consolidated/razed units as a benchmark for future residential development.*
- *Nearly 5% of Lynn’s housing units (1,725 units) currently have very low values, and are considered in poor condition. Nearly all these units are in multi-unit structures and primarily in and around the urban core. In light of recent investment and unit consolidation the amount of poor condition units in the City declined from 2,200 units identified in the 1998 Lynn Housing Study. However, comparing this supply of low-valued units with the current vacancy of 3% (1,050 units) indicates **2% of Lynn’s occupied housing (675 units) might currently be substandard.***
- *Lynn has a limited amount of land for future development, and subdivisions in the pipeline will potentially increase the supply by 160 single-family homes. Lynn also has another 500 or so potential units in new mid-or-high-rise development along its waterfront. Therefore, adaptive reuse and/or redevelopment should be the focus of future residential development.*
- *The potential redevelopment of Curwin Circle as a possible Hope VI project represents a major long-term opportunity for LHAND and future investment in the City. This potential redevelopment would complement recent investment at Lynn Classical High School, while upgrading the neighborhood by removing a potentially negative economic influence and ensuring LHAND’s supply of modern affordable units.*

- *Pending zoning changes in the Downtown could potentially stimulate the redevelopment of a few buildings that would increase the supply in this area by another 140 or so units. At this time, redevelopment activity has not yet started on any of the Downtown projects, despite some verbal commitments by owners.*

g. Real Estate Market Activity and Trends

- *Median sale values in Lynn are presently at new high levels, having doubled or tripled in some cases since the 1998 Lynn Housing Study. New high benchmarks have been set every year since 1999. This rapid increase in pricing can be attributed in part to declining interest rates that are currently at historic 40-year lows.*
- *From a regional perspective, Lynn’s pricing is very competitive since it is roughly 30% lower than the region. However, recovery in Lynn took longer than in the region, since local value depreciated more sharply during the early 1990s. While current trends are positive for Lynn, the relatively high percentage of Chapter 40B housing in the City may be holding down average values in relation to the region, since the regional supply is below 10%.*
- *Between 1998 and 2002 median rents in Lynn increased by 36%, and this change is one-quarter the appreciation experienced in multi-family unit values (150%). Local rents (\$950) are currently about 30% below “market” rents in the region, as well as lower than the regional fair market rents estimated by HUD. Median rents in Lynn did not keep pace with those in the region between 1998 and 2002, which may be due in part to more modern rental product being developed in the region.*

h. Affordability

- *With the rapid rise in values, ownership of a home at the median value (\$240,000) in Lynn is presently **unattainable** for local families at or below the median income level (\$59,230). Condominium ownership would be the exception, since its median value of \$158,000 would be affordable to the local median family income.*
- *From a regional perspective, home ownership in Lynn is relatively affordable to moderate- income families (\$70,000) who may be priced out of other areas close to Boston. Condominium developments or conversions are considered short and long-term opportunities for the City since current median pricing is “affordable” and would increase owner occupancy.*

- *Lynn's rental market is more affordable than its owners market, since the current median rent (\$950) would require an income that is only 76% of the 2002 estimated median household income (\$46,960) in Lynn. From a competitive advantage, current rents in Lynn are roughly 30% lower than the region.*

3. Assessment Of Affordable Housing Needs

a. Low-Income Households

- *An estimated 42% of Lynn households in 2003 would **qualify for rental assistance**, under the income limits used by HUD for determining eligibility. Overall, the number of eligible households declined from 51% estimated in the 1998 housing study.*
- *Roughly 60% of the elderly households in Lynn could potential qualify for rental assistance in 2003, which accounts for 31% of all low-income households. The remaining 69% of low-income households would qualify for non-elderly or family housing.*

b. Supply of Rental Assisted Housing

- *Lynn has roughly **4,400 units of Chapter 40B** housing, or project-based developments, representing 12.7% of the year-round housing. Only 22% of the Chapter 40B supply is operated by the LHA, while the remaining 78% are owned by private sector or non-profit entities.*
- *Another 2,630 low-income households lease housing in Lynn with rental vouchers or Section 8 Certificates. These households represent another 7.6% of Lynn's housing supply. Combining Chapter 40B units with tenant vouchers or Section 8 certificates, **Lynn has a total of 7,029 affordable units in 2003, or more than 20% of total housing.** For comparison purposes, nearly 6,400 units were identified as affordable (Chapter 40B and Section 8 certificates) in the 1998 Lynn Housing Study, or 18.5% of the City's housing at that time.*
- *Roughly 10% of the private sector Chapter 40B housing, or 315 units, have use restrictions that could expire at some point within the next five years. Assuming these units convert to market rate housing with no substitutions, the project based supply would be reduced to 4,087 units, or 11.8% of the year round housing in 2000.*

c. Reconciliation of Low-Income Housing Demand and Supply

- *Lynn has a supply of 7,029 units and/or certificates for its low-income population. Lynn also has 7,320 households with incomes below \$15,000. This suggests a shortage of roughly 300 units for this cohort at the lowest income level. This shortfall is at the low end of the range indicated by LHAND's waiting lists (264 to 529 applicants).*
- *Approximately 32% of affordable housing in Lynn (Chapter 40B units and Section 8 Certificates) are for the elderly while 64% are for non-elderly or families, and the remaining 2% for special needs. This finding suggests that elderly affordable units are almost in balance with local demand (31%), but special needs housing (2%) may be undersupplied in comparison to the percentage of Lynn's disabled population under age 65 (19%).*

- *The current percentage (20.3%) of affordable housing in Lynn is slightly higher than the household poverty rate (17.1%). This finding indicates that the City of Lynn has been successful in meeting the needs of its most impoverished households.*

4. Submarket Analysis And Comparison

- *Conditions throughout the City have improved over the last few years, and in some cases, quite significantly. This improvement has been enjoyed by nearly all the submarkets but to a varying degree. Exhibited in Table 1 at the end of this section are selected variables used in this chapter when comparing conditions and trends in Lynn's twenty-four submarkets.²*
- *As illustrated in Map 1 and Table 1, at the end of this summary, owner-occupancy in six of Lynn's submarkets was in excess of 66% or the national benchmark. These submarkets (map number key) include:*
 - *Upper Lynnfield St. (1), Fay's Estate (3), Indian Ridge (2), Parkland Ave (7), Lower Broadway (5) and Victory Road (12).*
- *Conversely, five submarkets had renter-occupancy of 66% or higher, and include:*
 - *Downtown (23), Central Lynn (21), Lower O'Callahan (9), Highlands (20), Diamond District (22) and Fayette St (19).*
- *Demographic, housing and market characteristics of the eleven submarkets that are north of Western Avenue are dissimilar in many cases from those in the thirteen submarkets that are in the southern portion of the City. The latter group includes five submarkets (West Lynn [16], Central Lynn [21], the Highlands [20], Fayette Street [19] and the Downtown [23]) located in and around the urban core, that make-up the Neighborhood Revitalization Strategy Area (NRS). Selected findings about the submarkets in the NRS from the data in Table 1 are as follows:*

They have the highest concentration of the minority population, the persons in poverty and the low-income population.

- *They have the highest concentration of Chapter 40B units (70%) in the City.*
- *They have the lowest owner-occupancy and the highest amount of poor condition and vacant units.*
- *They have a higher concentration of housing units (39%) than their contribution to the residential tax base (24%).*

B. Consideration for a Long-Term Residential Strategy

² Please refer to Chapter 5 where Map 1 illustrates the locations of these submarkets, and Table 1 provides the names and geographies.

The residential real estate market in Lynn has shown remarkable improvement since 1998, as a result of strong economic conditions in the region through 2000, and historic low interest rates. The residential market is currently at the top of its cycle, not only in Lynn but also throughout the region and the Commonwealth. However, the recovery from the last cycle is more recent in Lynn than elsewhere.

One of the best market opportunities for Lynn over the near and long term is condominium development or conversion. This is a means to increase ownership rates, since current median pricing (\$160,000) is affordable to the indigenous population including some low-income families.³ Some of the existing rental infrastructure appears adaptable for this use and suitable to capture this type of market. Another opportunity is the potential development of more market rate rental housing in the City. These possibilities could help revitalize some of Lynn's neighborhoods, including the Downtown, as well as strengthen their commercial vitality. Future residential opportunities are available for the City of Lynn and its many submarkets including those in its urban core. The course of action to reposition the housing stock to capture these opportunities will determine the success of future policy decisions.

³ Based on lending criteria, \$160,000 would require income between \$41,000 and \$51,000 depending on the down payment. This range of income is between the very low (50%) and low-income (80%) categories for a family of four (\$40,400 and \$62,650) according to HUD's FY-2003 income limits for the Boston MA-NH PMSA.

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

| Housing Needs of Families on the Waiting List | | | |
|--|---------------|---------------------|-----------------|
| Waiting list type: (select one) | | | |
| <input type="checkbox"/> Section 8 tenant-based assistance | | | |
| <input checked="" type="checkbox"/> Public Housing Curwin Circle 23 -1 | | | |
| <input type="checkbox"/> Combined Section 8 and Public Housing | | | |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) | | | |
| If used, identify which development/subjurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 572 | | 25 |
| Extremely low income <=30% AMI | 441 | 77 | |
| Very low income (>30% but <=50% AMI) | 101 | 17 | |
| Low income (>50% but <80% AMI) | 30 | 5 | |
| Families with children | 258 | 45 | |
| Elderly families | 121 | 21 | |
| Families with Disabilities | 183 | 31 | |
| White / Hispanic | 199 | 34 | |
| White / Non Hispanic | 71 | 12 | |
| Black / Hispanic | 101 | 17 | |
| Black / Non Hispanic | 141 | 24 | |
| American Indian | 3 | 1 | |
| Asian | 27 | 4 | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |

Housing Needs of Families on the Waiting List

| | | | |
|-------|-----|----|--|
| 1BR | 182 | 31 | |
| 2 BR | 213 | 37 | |
| 3 BR | 138 | 24 | |
| 4 BR | 34 | 5 | |
| 5 BR | 4 | 1 | |
| 5+ BR | | | |

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? 1 bedroom closed 11/2000, 2 bedroom closed 10/99, 3 bedroom closed 12/01, 4 bedroom closed 12/01, 5 bedroom closed 12/01

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing **M. Henry Wall Plaza 23-2**
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

| | # of families | % of total families | Annual Turnover |
|---|---------------|---------------------|-----------------|
| Waiting list total | 158 | | 7 |
| Extremely low income <=30% AMI | 145 | 92 | |
| Very low income (>30% but <=50% AMI) | 11 | 7 | |
| Low income (>50% but <80% AMI) | 2 | 1 | |
| Families with children | 0 | 0 | |
| Elderly families | 121 | 76 | |
| Families with Disabilities | 37 | 23 | |
| White / Hispanic | 30 | 18 | |
| White / Non Hispanic | 84 | 53 | |
| Black / Hispanic | 95 | 60 | |
| Black / Non Hispanic | 26 | 16 | |
| American Indian | 4 | 2 | |
| Asian | 7 | 4 | |
| | | | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | 158 | 100 | |
| 2 BR | | | |
| 3 BR | | | |
| 4 BR | | | |
| 5 BR | | | |
| 5+ BR | | | |

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? 26 months

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance**
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

| | # of families | % of total families | Annual Turnover |
|---|---------------|---------------------|-----------------|
| Waiting list total | 657 | | 89 |
| Extremely low income <=30% AMI | 537 | 81 | |
| Very low income (>30% but <=50% AMI) | 71 | 10 | |
| Low income (>50% but <80% AMI) | 6 | 1 | |
| Families with children | | | |
| Elderly families | | | |
| Families with Disabilities | | | |
| White / Hispanic | | | |
| White / Non Hispanic | | | |
| Black / Hispanic | | | |
| Black / Non Hispanic | | | |
| American Indian | | | |
| Asian | | | |
| | | | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | | | |
| 2 BR | | | |
| 3 BR | | | |
| 4 BR | | | |
| 5 BR | | | |

| Housing Needs of Families on the Waiting List | | | |
|--|--|--|--|
| 5+ BR | | | |
| Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes | | | |
| If yes: | | | |
| How long has it been closed (# of months)? 14 months | | | |
| Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | | | |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes | | | |

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

The LHA shall continue to encourage and promote the Family Self Sufficiency Program.

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

The LHA shall continue to encourage and promote the Family Self Sufficiency Program.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Continue to provide tenant based rental assistance for the elderly.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

Pursue housing resources other than public housing or Section 8 Tenant Based Assistance.

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints

- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

*****Any goals and/or representations made in this PHA Plan may be amended and/or removed as a result of Federal funding reductions. Funding reductions to the Capital Fund Operating budget or a reduction in the Section 8 Administrative Fees will result in the loss of services, staffing, and physical improvements**.***

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|---------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2000 grants) | \$12,906,912.00 | |
| a) Public Housing Operating Fund | \$1,379,892.00 | |
| b) Public Housing Capital Fund | \$716,097.00 | |
| c) HOPE VI Revitalization | \$0.00 | |
| d) HOPE VI Demolition | \$0.00 | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | \$10,698,000.00 | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | \$0.00 | |
| g) Resident Opportunity and Self-Sufficiency Grants | \$47,923.00 | |

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|---|
| Sources | Planned \$ | Planned Uses |
| h) Community Development Block Grant | \$0.00 | |
| i) HOME | \$0.00 | |
| Other Federal Grants (list below) | | |
| Law Enforcement Block Grant | \$65,000.00 | Public Housing Safety/Security |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| PHDEP | \$0.00 | Public Housing Safety/ Security |
| ROSS | \$710,065.00 | Residential Services/ESL/Youth Programs |
| FFY 2002 & FFY 2003 Capital Fund | \$1,310,883.00 | Public Housing Capital Improvements |
| 3. Public Housing Dwelling Rental Income | \$1,449,618.00 | Public Housing Operations |
| | | |
| | | |
| 4. Other income (list below) | | |
| Investment Income | \$14,000.00 | Other |
| Entrepreneurial Act | \$63,200.00 | Public Housing Supportive Services |
| 4. Non-federal sources (list below) | | |
| | | |
| | | |
| | | |
| Total resources | \$16,454,678.00 | |
| | | |
| | | |

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

When they apply and as they near the top of the list.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office

Other (list below)

Lynn Housing Authority Admissions Office located at 298 Union Street, Lynn MA 01901

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? **2**

The Lynn Housing Authority operates one Federal Family Development (Curwin Circle 23-1) and one Federal Elderly/Disabled Development (M. Henry Wall Plaza 23-2). The LHA maintains separate waiting lists for these developments.

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? **2**

If eligible, a family may be on both waiting lists for public housing as well as the Section 8 list.

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

Lynn Housing Authority, Admissions Office located at 298 Union Street, Lynn MA 01901

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused – *This Transfer Policy includes transfers to address overhoused situations in the 667 and 705 State Public Housing Programs.*
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

- **Resident Choice** – *If an elderly individual or couple wishes to transfer from Curwin Circle (23-1 Federal Family), they may apply for a transfer to M. Henry Wall Plaza (23-2 Federal Elderly/Disabled)*
- **Other** - *Transfers at the Curwin Circle Housing Development will be made in accordance with the LHAND Transfer Policy (please see Section 18 for full text on the Transfer Policy)*

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

In order to address a number of housing situations, the LHAND will allow placement on the Federal Public Housing waiting lists, even if the lists are closed, for families and individuals meeting the criteria listed below. Those programs are to be implemented in support of the LHAND's activities as the city of Lynn's relocation agent and in support of the HUD approved Designated Housing Initial Allocation Plan.

- A. As referenced in the Housing Needs of Families on the Waiting List section of the PHA Template, the Lynn Housing Authority (LHA) will allow placement on the Federal Public Housing waiting lists, even if the lists are closed, to any authorized occupant, displaced through no fault of their own, by action of the Lynn Housing Authority, the City of Lynn, or by an non-profit community development corporation, working within the Consolidated Plan, other than through an eviction action. To be eligible, applicants must meet Lynn Housing Authority standards of minimum eligibility and all relocation activities must be presented to the LHA in writing and must be pre-approved by the LHA prior to any displacement. Activities must be consistent with the City of Lynn's Consolidated Plan and must enhance the quality and increase the supply of affordable housing in the City. It is the responsibility of the City of Lynn's Relocation Agent, the LHA, at its sole discretion to verify the circumstances surrounding the displacement and to approve the offer of housing.*

- B. As referenced in the Housing Needs of Families on the Waiting List section of the PHA Template, the LHA will allow placement on the Federal Public Housing waiting lists, even if the lists are closed, to any authorized occupant who, with the consent of the owner of the premises, seeks to voluntarily relocate from a dwelling unit due to overcrowding or substandard conditions. To be eligible the applicant must meet Lynn Housing Authority standards of minimum eligibility and; (1) the owner must be the LHA, the City of Lynn, or a non-profit community development corporation; (2) the qualifying conditions must be verified by the LHA; and (3) the unit must be located within a target area identified in the City of Lynn's Consolidated Plan.*
- C. As referenced in the Housing Needs of Families on the Waiting List section of the PHA Template, the Lynn Housing Authority (LHA) will allow placement on the Federal Public Housing waiting lists, even if the lists are closed, to any authorized occupant, displaced due to a dwelling fire, through no fault of their own. To be eligible the applicant must meet Lynn Housing Authority standards of minimum eligibility and; (1) the applicant must prove they legally resided in the affected unit (2) Verification will include an effective lease listing all legal occupants and (3) a report by the Lynn Fire Department.*
- D. The LHA will allow a one-for-one set aside of one bedroom unit offers at the Federal Family Public Housing Development (Curwin Circle 23-1), not to exceed four units annually. The LHA will make every other unit offer for one bedroom units at Curwin Circle to applicants affected by the Designated Housing Initial Allocation Plan.*

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 3 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

The Lynn Housing Authority Conditions of Occupancy.

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

Adoption of site based waiting lists
If selected, list targeted developments below:

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors below)
 - Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below)

Names and addresses of past and present landlords, if requested by potential landlord and if known.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 - Federal public housing
 - Federal moderate rehabilitation
 - Federal project-based certificate program
 - Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
 Other (list below)

The Lynn Housing Authority Admissions Office located at 298 Union Street, Lynn MA 01901

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

The LHA may grant, upon proper documentation of housing search, an extension of 60 days upon written request of the applicant. Any extension beyond 120 days will be reviewed on a case-by-case basis and efforts must be made to obtain housing search assistance for the applicant. Extensions may be given after 120 days to provide reasonable accommodations.

A one-time extension of 60 days may be granted for other good causes as determined by the LHAND. The applicant must submit a detailed housing log showing that they are engaged in a diligent housing search in three (3) different cities or towns and have submitted at least one RFTA in the first 120 days.

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

Overcrowded families residing in the LHAND's Public Housing developments will receive a preference on the Federal Housing Choice Voucher waiting list.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 3 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs

- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 4 Other preference(s) (list below)

Overcrowded families residing in the LHAND's Public Housing developments will receive a preference on the Federal Housing Choice Voucher waiting list.

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

In order to address a number of housing situations, the LHAND will allow placement on the Federal Housing Choice Voucher waiting list, even if the list is closed, for families and individuals meeting the criteria listed below. Those programs are to be implemented in support of the LHAND's activities as the City of Lynn's Relocation

Agent and in support of the HUD approved Designated Housing Initial Allocation Plan. These situations are included in the LHAND's Section 8 Administrative Plan.

- A. The Lynn Housing Authority (LHA) will offer a Housing Choice Voucher (HCV), if available, for any authorized occupant, displaced through no fault of their own, by action of the Lynn Housing Authority, the City of Lynn, or by a non-profit community development corporation, working within the Consolidated Plan, other than through an eviction action. To be eligible, all relocation activities must be presented to the LHA in writing and must be pre-approved by the LHA prior to any displacement. Activities must be consistent with the City of Lynn's Consolidated Plan and must enhance the quality and increase the supply of affordable housing in the City. It is the responsibility of the City of Lynn's Relocation Agent, the LHA, at its sole discretion to verify the circumstances surrounding the displacement and to approve the issuance of any and all vouchers.*
- B. The LHA will offer a Housing Choice Voucher (HCV), if available, for any authorized occupant who, with the consent of the owner of the premises, seeks to voluntarily relocate from a dwelling unit due to overcrowding or substandard conditions. To be eligible; (1) the owner must be the LHA, the City of Lynn, or a non-profit community development corporation; (2) the qualifying conditions must be verified by the LHA; and (3) the unit must be located within a target area identified in the City of Lynn's Consolidated Plan.*
- C. Referenced in the Housing Needs of Families on the Waiting List section of the PHA Template, the Lynn Housing Authority (LHA) will allow placement on the Housing Choice Voucher waiting list, even if it is closed, to any authorized occupant, displaced due to a dwelling fire, through no fault of their own. To be eligible the applicant must meet Lynn Housing Authority standards of minimum eligibility and; (1) the applicant must prove they legally resided in the affected unit (2) Verification will include an effective lease listing all legal occupants and (3) a report by the Lynn Fire Department.*
- D. The LHA will allow an annual set aside of ten (10) Housing Choice Vouchers (HCV, if available, for use by non-elderly, disabled, M. Henry Wall Plaza applicants affected by the Initial Allocation Plan (IAP).*

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
 \$1-\$25
 \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

3. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

Rents will be determined as follows:

For federal public housing programs, in accordance with QHWRA of 1998, the LHA will offer two rent determination options to public housing families.

Option #1 – Income Based Rent – A public housing resident/family may choose to have their rent determined as a percentage of their family’s monthly adjusted income. The total tenant payment will not exceed 30% of the family’s monthly adjusted income. In determining rents, the LHA will factor in all HUD mandatory deductions. Tenants who directly pay utilities will have a Utility Allowance factored into their rent determination.

Option #2 – Flat Rent– A public housing resident/family may choose to pay a flat rent. The following flat rents have been adopted by the LHA. Flat rents were determined by utilizing information from the most recent Section 8 Rent Reasonableness Survey completed by the LHA and by comparing rents of comparable unassisted units in the City. The Flat rents as determined by the sources are as follows:

| | |
|----------------------|------------------|
| <i>One Bedroom</i> | <i>\$812.08</i> |
| <i>Two Bedroom</i> | <i>\$935.19</i> |
| <i>Three Bedroom</i> | <i>\$1099.23</i> |
| <i>Four Bedroom</i> | <i>\$1250.00</i> |
| <i>Five Bedroom</i> | <i>\$1313.00</i> |

In regards to Family Choice, the LHA will consider “switching” the choice of rents for financial hardships. Financial hardship situations will/can include the following situations; income of the family has decreased because of loss or reduction of employment, death in family or loss of assistance, increase in family’s expenses for medical costs, child care, transportation or education.

In regards to minimum rents, the LHA will grant a financial hardship, as mandated by HUD regulations, for the following HUD mandated hardships;

- 1. When the family has lost eligibility for or is awaiting an eligibility determination for a Federal, State or local assistance program;*
- 2. When the family would be evicted as a result of the imposition of the minimum rent requirement;*
- 3. When the income of a family has decreased because of changed circumstances including loss of employment;*
- 4. When a death in the family has occurred; and*
- 5. Other circumstances determined by the responsible entity or HUD.*

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

Child Support Payments – A maximum annual income deduction of \$1,300.00 per child shall be applied to any resident for the support and maintenance of a child/children who do not reside in the household. Appropriate documentation from the Department Of Revenue verifying mandatory child support payments will be requested.

Medical Insurance Expenses – A maximum annual income deduction of \$1,300.00 for single persons or \$3,000.00 for families shall be applied to any resident for unreimbursed medical insurance premium payments made by a member of the family for the coverage of only legal family members residing in the unit.

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) **10%**
- Other (list below)

a. *At time of change in family composition.*

b. *Any time a tenant can verify a change in his/her circumstances (i.e. a decline in or loss of income that would justify a reduction in rent).*

c. *Any time rent formulas or Federal law/regulation changes rent determination procedures. These changes will be implemented effective the first month after a thirty-day notice period to tenants of the changes unless the law/regulations specify different phase-in periods.*

d. *At any time it is found that a tenant has misrepresented the facts upon which rent is based so that the rent tenant is paying is less than the rent that he/she should have been charged. The LHA may then apply an increase in rent retroactive to the first of the month following the month in which the misrepresentation occurred.*

e. *(Re: the 49 C Welfare Benefit Reduction) – Pursuant to the Quality Housing and Work Responsibility Act of 1998 (QHWRA), the LHA will not reduce the tenant's rent if the tenant's income from a Federal, State or local cash assistance program is terminated or reduced as a result of fraud or intentional program violation (IPV). Failure to comply with the work program requirements or failure to comply with the employment development plan (EDP).*

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

Survey of similar privately-owned publicly assisted units.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

" Payment standards are evaluated on an on-going basis to address market fluctuations"

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

| Program Name | Units or Families Served at Year Beginning | Expected Turnover |
|---|---|--------------------------|
| Public Housing | | |
| Section 8 Vouchers | | |
| Section 8 Certificates | | |
| Section 8 Mod Rehab | | |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | | |
| Public Housing Drug Elimination Program (PHDEP) | | |
| | | |
| | | |
| Other Federal Programs(list individually) | | |
| | | |
| | | |

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
- PHA development management offices
- Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name: ma023a02)

-or-

- The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below: *see * below*

- Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below: *see * below*

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below: *see * below*

**As discussed in the PHA Plan 5-Year Goal Section, the LHAND is investigating the long-term viability of the Curwin Circle Development. The LHAND has begun the process of developing a Master Plan for the Curwin Circle Development. The LHAND will work with the Curwin Circle residents, the City of Lynn and the Dept. of Housing & Urban Development to develop a long term plan for the Curwin Circle Development. Based on previous studies and current information being gathered through this planning process, the LHAND hopes to address the physical conditions of the Curwin Circle site structures and infrastructure. These revitalization/redevelopment activities may include mixed financing and/or a Hope VI application.*

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

| Demolition/Disposition Activity Description |
|--|
| 1a. Development name: Curwin Circle 1b. Development (project) number: MA023 |
| 2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/> |
| 3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: <u>05/01/04</u> |
| 5. Number of units affected: 80 |
| 6. Coverage of action (select one) |

| |
|---|
| <input checked="" type="checkbox"/> Part of the development |
| <input type="checkbox"/> Total development |
| 7. Timeline for activity: a. Actual or projected start date of activity: 6/1/05 b. Projected end date of activity: 6/1/06 |

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

| Designation of Public Housing Activity Description |
|--|
| 1a. Development name: 1b. Development (project) number: |
| 2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/> |
| 3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> |

| |
|--|
| Submitted, pending approval <input type="checkbox"/> |
| Planned application <input type="checkbox"/> |
| 4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY) |
| 5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan? |
| 6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development |

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

| Conversion of Public Housing Activity Description |
|--|
| 1a. Development name: 1b. Development (project) number: |
| 2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below) |

| |
|---|
| 3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.) |
| 4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway |
| 5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below) |

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S.

Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

| Public Housing Homeownership Activity Description (Complete one for each development affected) | |
|---|---|
| 1a. Development name: | |
| 1b. Development (project) number: | |
| 2. Federal Program authority: | <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99) |
| 3. Application status: (select one) | <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) | |
| 5. Number of units affected: | |
| 6. Coverage of action: (select one) | <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development |

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
 26 - 50 participants
 51 to 100 participants
 more than 100 participants

b. PHA-established eligibility criteria

Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
 Information sharing regarding mutual clients (for rent determinations and otherwise)
 Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
 Jointly administer programs
 Partner to administer a HUD Welfare-to-Work voucher program
 Joint administration of other demonstration program

Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

| Services and Programs | | | | |
|--|----------------|--|--|---|
| Program Name & Description (including location, if appropriate) | Estimated Size | Allocation Method (waiting list/random selection/specific criteria/other) | Access (development office / PHA main office / other provider name) | Eligibility (public housing or section 8 participants or both) |
| | | | | |
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(2) Family Self Sufficiency program/s

a. Participation Description

| Family Self Sufficiency (FSS) Participation | | |
|---|--|--|
| Program | Required Number of Participants (start of FY 2000 Estimate) | Actual Number of Participants (As of: DD/MM/YY) |
| Public Housing | | |
| Section 8 | | |

- b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - Informing residents of new policy on admission and reexamination
 - Actively notifying residents of new policy at times in addition to admission and reexamination.
 - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - Establishing a protocol for exchange of information with all appropriate TANF agencies
 - Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs

Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Lynn Housing Authority will adopt the following Pet Policy.

1. *Any resident interested in owning and / or maintaining a common household pet in his/her unit will be required to obtain written approval from the Authority prior to housing a pet on the Authority's property. Management reserves the right to check references for previous pet ownership. If management feels a pet is inappropriate, management will inform resident. Permission for a specific pet will not be unreasonably withheld. To obtain approval, a resident must first submit an "Application for Pet Waiver" at the local management office, which will include among other things, information concerning the size and type of pet intended for ownership by the resident. The manager will provide the resident with a copy of the Authority's Pet Policy and will review all of the rules and regulations listed therein with the resident. Upon reviewing these requirements, the resident will be requested to sign the Pet Rider and agree to abide by all the rules listed in the Pet Policy and those city/town ordinances applicable to the ownership and care of a pet.*
2. *A companion animal will be defined as a common household pet such as a dog, cat, bird, guinea pig, gerbil, hamster, rabbit, or fish. Reptiles, iguanas, snakes, ferrets and birds of prey are not household pets. Pets, other than cats and dogs, shall have suitable housing, e.g. cages or aquariums.*
3. *There will be no more than one cat, dog, caged mammal or bird per apartment. In the case of a fish, no more than one aquarium with a 20-gallon capacity shall be allowed.*
4. *The mature size of newly acquired dogs is limited to a weight not to exceed 25 pounds. The size of the dog is not directly related to its desirability as a resident. Each animal shall be taken into consideration for its individual merit, based upon the facilities available.*
5. *Dogs of vicious or aggressive disposition will not be permitted. Due to age and behavioral activities of puppies and kittens, applications for ownership of such young animals shall be more closely reviewed prior to approval.*
6. *All female dogs over the age of six months and all female cats over the age of five months must be spayed. All male dogs over the age of eight months all male cats over the age of ten months must be neutered. If health problems prevent such spaying or neutering, a veterinarian's certificate will be necessary to allow the pet to become a resident of the development and the exception will be at the Assistant Federal Public Housing Manager's discretion.*
7. *Management reserves the right to require dog owners to be relocated to a comparable unit on the ground floor of their building or specific areas of a development based upon written complaints concerning: 1) the behavior of the dog in the elevator or hallways; or 2) the documented medical conditions of residents affected by the presence of the dog.*
8. *Residents are expressly prohibited from feeding or harboring stray animals. The feeding or harboring of a stray animal shall constitute having a pet without the approval of the Authority.*

RESIDENT OBLIGATIONS

1. *The pet owner will be responsible for proper pet care; good nutrition, grooming, exercise, flea control, routine veterinary care and yearly inoculations. Dogs and cats must wear identification tags and collars when outside the unit.*
2. *The pet owner is responsible for cleaning up after the pet inside an apartment and anywhere on development property. Owners should carry a “pooper scooper” and disposable plastic bags. All waste will be bagged and disposed of in a receptacle determined by management. Toilets are not designed to handle pet litter. Under no circumstances should any pet debris be deposited in a toilet, as blockages will occur. Tenants will be responsible for the cost of repairs or replacements of any damaged toilets or pipes.*
3. *Pet blankets and bedding are not to be cleaned or washed in the laundry room for hygienic reasons.*
4. *The pet owner will keep the unit and its patio, if any, clean and free of pet odors, insect infestation, waste and litter and maintain the unit in a sanitary condition at all times.*
5. *The pet owner will restrain and prevent pet from gnawing, chewing, scratching or otherwise defacing doors, walls, windows and floor covering of the unit, other units and common areas, as well as shrubs and landscaping of the facility.*
6. *Pets are not to be tied outside or left unattended on a patio or porch.*
7. *Residents will not alter their unit, patio or other outside area to create an enclosure for an animal.*
8. *Pets will be restrained at all times, when outside an apartment on development property. No pet shall be loose in hallways, elevators, community rooms, dining rooms or other common areas. All pet owners must be able to control their pet via leash, pet carrier or cage.*
9. *No visitors with pets will be allowed, except for disabled visitors requiring seeing eye dogs or other needed animals for assistance.*
10. *Pets will not be allowed to disturb the health, safety, rights, comfort or quiet enjoyment of other residents. A pet will not create a nuisance to neighbors with excessive barking, whining, chirping, or other unruly behavior.*
11. *Resident pet owners must provide litter boxes for cat waste, which must be kept in the owner’s unit. Litter boxes shall be kept clean and odor free.*
12. *Pet owners will agree to quarterly apartment inspections to be sure pets and units are being cared for properly. These inspections may be reduced or increased in time periods at the manager’s discretion. Pet owners further agree to apartment inspections when, in the opinion of the Authority, there is a reasonable basis to believe that pets and/or units are not being cared for properly or that a pet has done undue damage to the apartment.*
13. *The resident is responsible for providing management with the following information and documents which are to be kept on file in the tenant’s folder:*
 - a) *A color photo and identifying description of the pet;*
 - b) *Attending veterinarian’s name, address and telephone number;*

- c) *Veterinary certificates of spaying or neutering, rabies, distemper combination, parvovirus, feline VRC, feline leukemia testing and other inoculations, when applicable;*
- d) *Dog licensing certificates in accordance with local and state law*
- e) *Two (2) alternate caretakers, their names, addresses and telephone numbers, who will assume immediate responsibility for the care of the pet should the owner become incapacitated; these caretakers must be verified in writing by signing the Lease Pet Rider, acknowledge their responsibilities as specified;*
- f) *Emergency boarding accommodations;*
- g) *Temporary ownership (overnight or short term) shall be registered with management under the pet rules and regulations;*
- h) *The resident is responsible for keeping management informed of any changes of information.*

PET PARTICIPATION FEE

- 1. *A pet deposit of \$200.00 or one month's rent, whichever is less, is required of each pet owner. This amount may be payable over a reasonable time period determined by Executive Director. The Authority cannot require a tenant to pay all of the deposit before bringing in a pet. This payment will be implemented as a security deposit.*
- 2. *The deposit will be refunded at the time the resident vacates or no longer has ownership of the pet, provided that no pet-related damage has been done to the property. Sums necessary to repair such damage will be deducted from the deposit.*
- 3. *A fee of \$10.00, shall be collected from pet owners for failing to clean up after their animals. This fee is a recurring non-refundable maintenance fee for each offense. This is a separate fee from the Pet Deposit to cover the reasonable operating costs to the development relating to the presence of pets.*

LIABILITY OF PET OWNER FOR DAMAGE OR INJURY

- 1. *Repairing or replacing damaged areas of the exterior, interior, doors, walls, floor coverings and fixtures in the unit, common areas or other areas damaged by tenant's pet.*
- 2. *Cleaning, deodorizing and sanitizing carpeting and other floor coverings in the unit as necessitated by presence of a pet.*
- 3. *Charges of damage will include materials and labor. Payment plans will be negotiated between management and the pet owner not to exceed three times. Disputes concerning amount of damages are subject to the grievance procedures provided for in HUD regulations.*
- 4. *LHAs may require pet owners to secure renters insurance, which includes personal liability, and indemnify the LHA against pet related litigation or attorney's fees as a condition of pet ownership.*

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 Not applicable
 Private management
 Development-based accounting
 Comprehensive stock assessment
 Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
 - Provided below:

Please see Attachment # 6 at the end of the plan for comments received and minutes of RAB meetings.

3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
 - The PHA changed portions of the PHA Plan in response to comments
List changes below:

 - Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
- Candidates were nominated by resident and assisted family organizations
 - Candidates could be nominated by any adult recipient of PHA assistance
 - Self-nomination: Candidates registered with the PHA and requested a place on ballot
 - Other: (describe)
- b. Eligible candidates: (select one)
- Any recipient of PHA assistance

- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

The Lynn Housing Authority is the managing agent for the City of Lynn for all CDBG and HOME Funds as they relate to housing programs. As such, the LHA works jointly with the City of Lynn each year in the preparation of the Consolidated Plan.

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachment 1 – Section 8 Homeownership Program Capacity Statement

Section 8 Homeownership Program

The Lynn Housing Authority & Neighborhood Development (LHAND) has established a Section 8 Homeownership Program which permits eligible participants in the Section 8 Housing Choice Voucher Program the option of purchasing a home with their Section 8 assistance rather than renting.

Eligibility Requirements:

Each Section 8 Homeownership participant must meet HUD's general requirements for admission to the Section 8 Housing Choice Voucher Program and requirements as set forth in LHAND's Administrative Plan. Additional requirements in the Section 8 Homeownership Program include that the family must:

- (A) be a first-time homeowner or have a member who is a person with disabilities;
- (B) with the exception of elderly and disabled households, meet a minimum income requirement without counting income from "welfare assistance" sources;
- (C) with the exception of elderly and disabled households, meet the requisite employment criteria;
- (D) have completed an initial lease term in the Section 8 Housing Choice Voucher Program;
- (E) have fully repaid any outstanding debt owed to LHAND or any other PHA;
- (F) not defaulted on a mortgage securing debt to purchase a home under the Home Ownership option;
- (G) not have any member who has a present ownership interest in a residence at the commencement of Home Ownership assistance.

Financing Requirements:

The proposed financing terms must be submitted to and reviewed by LHAND prior to close of escrow. Certain types of financing, including but not limited to balloon payment mortgages, unless convertible to a variable rate mortgage, are prohibited and will not be acceptable by LHAND. Seller-financing mortgages shall be considered by LHAND on a case by case basis. If a mortgage is not FHA-insured, LHAND will require the lender to comply with generally accepted mortgage underwriting standards consistent with those of HUD/FHA, Ginnie Mae, Fannie Mae, Freddie Mac, Massachusetts Housing Finance Agency (MHFA), State Soft Second Mortgage Program, or The Lynn Housing Authority & Neighborhood Development (LHAND) is committed to establishing and implementing a Section 8 Homeownership Program to help families who receive Section 8 housing assistance achieve economic independence by utilizing an array of public and private resources through the Family Self-Sufficiency

(FSS) Program. By coordinating housing assistance with needed services such as child care, education and job training/development, LHAND will assist Section 8 participants and their families to reach their goals of independence and home ownership.

Attachment 2 – Resident Membership of the PHA Governing Board

Martha Green
250 Curwin Circle
Lynn MA 01905
Term expires 5/ 2007

Attachment 3 – Membership of the Resident Advisory Board

M. Henry Wall Plaza (23-2, Federal Elderly/Disabled)

Carole Smith
18 Bond Street, #508
Lynn MA 01902

Dolores Walcott
18 Bond Street
Lynn MA 01902

George Egan
18 Bond Street
Lynn MA 01902

Curwin Circle (23-1 Federal Family Development)

Joyce Byrd
222 Curwin Circle
Lynn MA 01905

Maureen Kinser
Curwin Terrace
Lynn MA 01905

Wascar Deleon
252 Curwin Circle
Lynn MA 01905

Section 8 Rental Assistance

Lauren Pelusi
8 Reed Street
Lynn MA 01905

Brian Ahearn
14 Oak Street
Lynn MA 01902

Attachment 4 – Brief Statement of Progress in Meeting 5-year Plan Mission and Goals

The Lynn Housing Authority aggressively works towards implementing processes that will allow successful attainment of the goals set forth in the 5-Year PHA Plan. In addition, the LHA continues to monitor these goals to ensure that they are in line to be met by the end of the five-year period.

The LHAND has maintained its High Performer Designation, has maintained acceptable scores on the RASS including the submission of a follow-up plan and has received an acceptable inspection in accordance with UPCS. As discussed in the PHA Plan 5-Year Goal Section, the LHAND is investigating the long-term viability of the Curwin Circle Development. The LHAND has begun the process of developing a Master Plan for the Curwin Circle Development. The LHAND will work with the Curwin Circle residents, the City of Lynn and the Dept. of Housing & Urban Development to develop a long term plan for the Curwin Circle Development. Based on previous studies and current information being gathered through this planning process, the LHAND hopes to address the physical conditions of the Curwin Circle site structures and infrastructure. These revitalization/redevelopment activities may include mixed financing and/or a Hope VI application.

The LHAND is working towards the completion of the Master Plan for Curwin Circle; the expected completion date is March 31, 2004. This process, which began in July 2003, included numerous

meetings with residents, neighbors, City Officials and Department heads. The LHAND is in the process of identifying funding options to begin implementing the Master Plan.

All goals relating to Section 8 Rental Assistance (#5, 6 and 7) are being met and/or progressing forward. The Lynn Housing Authority expects to achieve and maintain full compliance with all SEMAP indicators. The quality of housing units under lease by the Rental Assistance Department is improving to at least a "B" rating. Mobility counseling is continuing to be provided to all voucher holders to help aid in the reduction of concentrations of poverty. All Section 8 Case Representatives must be able to pass the Section 8 Occupancy Exam.

Progress was made on all goals relating to Planning & Development initiatives (#2, 3, 5, 6, 8 & 10). To date, 18 public housing families and 46 Section 8 participants have bought homes through the FSS Program. In addition, over 600 families have attended LHAND's certified First Time Homebuyer Class.

LHAND has continued planning for the development of a Master Plan for the Curwin Circle Family Housing Development. A Resident Survey is being administered focusing on the revitalization of this development and several meetings with the Curwin Residents Council as well as all the residents have been held. Planning activities will intensify during the coming year.

LHAND developed a comprehensive citywide housing strategy that focused on the neighborhoods, assisted housing tenants and the homeless. The agency implemented a number of successful housing grant and loan programs to improve the quality of housing, primarily in the city's urban core neighborhoods that house a majority of LHAND's assisted tenants.

LHAND continued to lead the Lynn PACT, a consortium of agencies that work on behalf of the city's homeless population. The city completed a "one night census count" and Gaps Analysis on the needs of the homeless. As a result of these planning efforts, LHAND applied for and received a number of Supportive Housing Program grants to provide supportive services as well as housing for this group of consumers.

Regarding expanding affordable housing opportunities, LHAND implemented a Section 8 Homeownership Program which produced the first homebuyer. In addition, the agency expanded their Tenant Based Rental Assistance (TBRA) Program and increased the monthly subsidy to \$200.

Planning & Development, in conjunction with Public Housing Management Staff identified and secured additional funding for the agency's resident initiative programs. These funds will help safeguard the programs from cuts in HUD funding over the next few years.

Planning & Development completed a Resident Needs Assessment for the Curwin Circle Development and, as mentioned above, are working on another survey to capture resident views on revitalizing the physical infrastructure of the community.

Attachment # 5 – Meeting Minutes and Public Comment

**Resident Advisory Board
Meeting Minutes
Tuesday, October 28, 2003, 4:00 p.m.
10 Church Street, Lynn MA 01902**

In attendance:

LHAND Staff – Lisa Tobin, Paul DeJoie, Christina Brogna, Donna Often, Jim Finigan, Joe Scanlon, Ron Dupuis, Norm Cole

RAB Members – Dolores Walcott, Carole Smith, George Egan, Joyce Byrd, Maureen Kinser, Lauren Pelusi, Brian Ahern

Absent – Wascar DeLeon – due to school schedule.

Lisa Tobin opened the meeting by welcoming everyone and performing introductions. She explained the purpose of the RAB and the regulations behind the PHA Plan. She explained what the LHAND needed from RAB – approximately 4 four meetings and one public hearing – and that the LHAND was very interested in the input of the RAB.

Paul DeJoie highlighted a few of last year’s key issues for the RAB and explained how the RAB and the LHAND were able to work together to address these issues through the PHA Plan.

During the meeting each RAB member received a draft copy of the current plan (prior to the meeting each RAB members had received in the mail a copy of last year’s approved plan and all Capital Fund award letters), which had changes to the Five-Year Plan goals. We reviewed these changes with the RAB and discussed the intent behind the revisions in each goal.

At this point the meeting ended so that each RAB member could review the Five-Year Plan goals for the current plan and review the Annual Plan of which had no changes, to date, from the prior year’s approved plan.

RAB members were told that at any time they could contact Lisa Tobin with questions before the next meeting and that they would be notified via mail of the next meeting.

**Resident Advisory Board
Meeting Minutes
Tuesday, December 10, 2003, 12:30 p.m.
10 Church Street, Lynn**

In attendance:

LHAND Staff – Lisa Tobin, Christina Brogna, Paul DeJoie, Jim Finigan, Donna Often, Joe Scanlon, Ron Dupuis

RAB Members – Dolores Walcott, Carole Smith, George Egan, Maureen Kinser

Absent – Wascar DeLeon, Lauren Pelusi and Brian Ahern (all called previously and were told that they could set up individual meetings to review information) and Joyce Byrd (contacted after the meeting re: an individual meeting)

Lisa Tobin opened the meeting by asking if anyone had any questions regarding the plan. Some of the members asked why certain information was omitted from the current year’s plan and Lisa explained that some of the information from last year’s plan was not pertinent to this year’s plan as it had already been approved and was now a part of LHAND policies and procedures and did not need to be highlighted as a change in the plan.

Ron Dupuis and Paul DeJoie began to discuss the Capital Fund. Paul explained that during last year's RAB process the Wall Plaza representatives to the RAB felt that new mailboxes should be a priority in the Capital Fund. Paul also explained that the Capital Fund is a five-year plan that states how the authority will utilize its money, in regards to improvements to the sites, unless there is an emergency situation that needs a financial resolution.

Wall Plaza representatives spoke briefly on what they felt the residents of Wall Plaza wanted in regards towards improvements as did the Curwin Circle representatives. The entire RAB was told that they would receive, prior to the plan submission date, a copy of the Capital Fund that would reflect the RAB's priorities as well as those of the LHAND's.

Lastly, each member of the RAB was encouraged to attend the public hearing and was told that there would be one last meeting after the beginning of the year in which they would have a chance to review the plan prior to its submission.

**Lynn Housing Authority & Neighborhood Development
Meeting w/ Wall Plaza Resident Council
Re: the PHA PLAN
Meeting Minutes
Tuesday, December 16, 2003, 10:00 a.m.**

In attendance:

LHAND – Paul DeJoie, Christina Brogna, Ronnie Dupuis, Paul Gaudet, Lisa Tobin

Wall Plaza Resident Council (WPRC) – Carole Smith, George Egan, ?

Paul DeJoie opened the meeting by asking the present members if the entire council knew about the meeting; they replied yes.

Paul then began to speak about the Capital Fund in terms of Wall Plaza. Paul informed the WPRC that the LHAND would be utilizing Capital funds to make repairs to the Wall Plaza Boiler system.

Paul discussed the mailbox replacement, which is a high priority for the WPRC. Due to the scope of work required top retrofit new larger mailboxes into the current location, the LHAND is exploring options to construct new mailboxes in each community room. The residents in attendance did not see that as a problem, but wanted to discuss with residents. They reiterated that the mailboxes were a huge issue for them and that they would be willing to look into other alternatives, including giving up some of their community room space to allow for large mailboxes. Paul and Ronnie both said that they would be happy to look into these types of options and were hopeful that with more options available, they would be able to keep all the priorities in order.

Paul explained the PHA Plan process and informed the resident in attendance that there are significant changes from this years plan in terms of policies.

The meeting ended at approximately 11:15.

**Lynn Housing Authority & Neighborhood Development
PUBLIC HEARING
Five-Year and Annual Public Housing Agency Plan
Tuesday, December 16, 2003, 5:00 p.m.**

10 Church Street, Lynn MA 01902

In attendance;

LHAND Staff – Ron Dupuis, Lisa Tobin, Joe Scanlon, Paul DeJoie, Donna Often, Norm Cole, Paul Gaudet and David Moore

Audience – Dolores Walcott, George Egan, Carole Smith, Lauren Pelusi

The hearing was opened at 5:00 p.m. by Joe Scanlon who entertained any comment. Ms. Smith made a comment to accept the plan. No further comments were made verbally and no written comment was submitted. The hearing was closed at 5:15 p.m.

After the public hearing the Wall Plaza Representatives met to briefly discuss Capital Fund Items.

**Resident Advisory Board
Meeting Minutes
Thursday, January 15, 2004, 12:30 p.m**

RAB in attendance: George Egan, Dolores Walcott, Maureen Kinser, Joyce Byrd, Brian Ahearn

LHAND Staff: Lisa Tobin, Paul DeJoie, Christina Brogna, Paul Gaudet, David Moore, Ron Dupuis, Brenda Womack,

Absent – Lauren Pelusi, Carole Smith, Wascar De Leon

****Lisa Tobin spoke with the three members who were unable to attend and discussed the minutes of the meeting. Each absent member signed a letter stating their approval to submit the plan to HUD.*

During the meeting Lisa Tobin reviewed the plan one last time with the RAB, Lisa also passed out handout detailing the changes from last year's plan to this year's.

During the discussion of the increase in flat rents, Mr. Egan made comment that he did not think it was fair that rent was formulated based on gross adjusted income and that federal taxes are not allowed as a deduction. He felt that the income-based rent was charging him unfairly on money that he did not have. Maureen Kinser agreed with the comment and stated that this was the disincentive to public housing and to be working in living in public housing.

Paul DeJoie explained that the LHAND offered some discretionary deductions on top of the HUD mandated deductions but that by regulation, he could not deduct federal taxes.

Mr. Egan also asked if there was anything the LHAND could do in regards to a probationary period for tenancy stating that many of the people who come in begin to "act up" once placed into units that the LHAND and the other residents were helpless to fix the situation.

Paul explained to Mr. Egan that the LHAND strictly enforces the lease regulations, which Mr. Egan acknowledged. Paul further explained that evictions take place in court and that a judge's ruling supersedes any actions the LHAND could take.

At the end of the meeting all RAB members in attendance expressed their approval to submit the plan to HUD.

Attachment #6 – RASS Follow Up Plan

**RESIDENT ASSESSMENT SUB SYSTEM (RASS)
FOLLOW UP PLAN**

The Lynn Housing Authority and Neighborhood Development continuously strives to improve the overall operations of its public housing developments. To do this, the LHAND responds to its residents needs in an appropriate manner.

The Lynn Housing Authority and Neighborhood Development (LHAND) received an overall score of 73.7% on the section of the RASS survey titled Neighborhood Appearance. The LHAND received an unsatisfactory score on question number sixteen and seventeen, that reads:

16. *How satisfied are you with the upkeep of the following areas in your development? (Options to select: Very Satisfied, Satisfied, Dissatisfied, Very Dissatisfied, Does Not Apply)*
 - a.) *Common Areas (stairways, walkways, hallways, etc.)*
 - b.) *Exterior of the Buildings*
 - c.) *Parking Areas*
 - d.) *Recreation Areas (playgrounds and other outside facilities)*

17. *How often, if at all, are any of the following a problem in your development: (Options to select: Never, Sometimes, Often, Always, Does Not Apply)*
 - a.) *Abandoned Cars?*
 - b.) *Broken Glass?*
 - c.) *Graffiti?*
 - d.) *Noise?*
 - e.) *Rodents and Insects (indoors)?*
 - f.) **Trash / Litter?**
 - g.) *Vacant Units?*

The score for question 16 (all letters) and question 17 letter (f) caused the overall score to decrease significantly.

Neighborhood appearance is important to the Lynn Housing Authority and Neighborhood Development as it is to its residents. LHAND has aggressively addressed all complaints regarding neighborhood appearances at the Curwin Circle Development (MA 23-1) and the M. Henry Wall Plaza Development (MA 23-2).

The LHAND completes over 3200 work orders on an annual basis at the Curwin Circle Family Development and the M. Henry Wall Plaza Development. The M. Henry Wall Plaza Development consists of one hundred and seventy-six (176) units of elderly and disabled residents consisting of two nine-story high rise buildings. Curwin Circle is a two hundred and eighty-three unit family development with row house style housing with tenants having exclusive use of the front and rear entrances. The residents are responsible for the upkeep of their front and rear yards. The LHAND staff continuously informs residents of their responsibility to keep these areas clean. Tenants who fail to maintain these areas are constantly reminded of their responsibility to do so by both the LHAND staff, as well as, members of the Curwin Circle Residents Council, Inc. (CCRC). In the past, the CCRC with

the cooperation of the LAHND has conducted numerous meetings to ensure all residents were aware of their responsibility to maintain the cleanliness of the development. In addition to the LHAND notices, which are routinely sent out regarding trash, the CCRC has also sent out reminders of their own to the residents.

The LHAND is addressing resident concerns regarding the trash disposal of other residents in the development. The Lynn Housing Authority and Neighborhood Development has and will continue to implement resident programs to address trash and litter issues and annually conducts neighborhood "clean-up days" in conjunction with the Curwin Circle Residents Council (CCRC), Inc. The most recent LHAND/CCRC clean-up day was held May 10th. Volunteers for the day included members of the CCRC, as well as, fifteen (15) LHAND employees. The event was well publicized and held in good weather. It was sparsely attended by the adult residents, though the LHAND and CCRC with the help of over fifty (50) youth volunteers removed numerous truckloads of trash from the development and surrounding areas. The LHAND will implement another clean-up day this fall to generate resident awareness of the litter problems and their responsibilities.

The LHAND also serves as a community service site through the Lynn District Court. Participants work once a week to help maintain an acceptable appearance of the LHAND's properties. All of the LHAND developments are cleaned weekly by these participants. The Lynn District Court and the LHAND supervises the participants to ensure that the program runs smoothly and the LHAND developments preserve a clean appearance during the summer months.

In addition to the efforts of the LHAND staff and CCRC members, the LHAND has solicited assistance from various agencies and contractors to improve the appearance of its neighborhood. All of these activities were negotiated with the local laborers union to allow the LHAND to perform work, which has been previously collectively bargained for through the union. The Lynn Housing Authority and Neighborhood Development sponsors a summer Landscaping program to improve upon its appearances by planting flowers, mulching, trimming trees and bushes. The majority of participants are subsidized housing residents. The summer youth maintenance staff assists in keeping the grounds clean among other duties such as repainting speed bumps, fences, and bollards throughout the development.

The Department of Public Works (DPW) also donates flowers annually to the LHAND and individually to the residents of the M. Henry Wall Plaza Development and the Curwin Circle Development. LHAND contracts with the city of Lynn for trash removal services on a weekly basis and street sweeping services on a weekly basis in the summer months. The LHAND will continue to work with the City of Lynn DPW to have the streets swept on a regular basis.

The LHAND has begun the process of revitalizing the Tot Lots at Curwin Circle. Replacement parts have been ordered. Also, the LHAND has ordered a new product to remove graffiti from the plastic tot lot material and graffiti removal from the playground equipment, which will be completed before the summer months.

Attachment # 7 - Revised Template Question/Section 3(A)(6) (PHA Policies Governing Eligibility, Selection, and Admissions, Public Housing, Deconcentration and Income Mixing

Component 3, (6) Deconcentration and Income Mixing

a. Yes XX No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

Attachment # 8 – Substantial Deviation from the 5-Year Plan and Significant Amendment to the Annual Plan Definitions

A “Substantial Deviation” shall reflect a change in the Lynn Housing Authority & Neighborhood Development’s 5-Year Plan. The following changes shall be considered a “substantial deviation”.

- Any change in the Five-Year Action Plan which includes the addition of a non-emergency work item or removal of such line items.

The time frame for when a change is considered a “substantial deviation” from the original PHA Plan will be from the time the PHA plan has been approved by HUD until the day before the next Plan is due. Each year the LHAND’s plan is due the second week of January. An item will not be considered a substantial deviation if it is changed as a result of the planning process for an upcoming submission of a PHA Plan. Only changes that fit the definition that are made to the approved and current PHA Plan will be considered a substantial deviation.

A “Significant Amendment” shall reflect a change in the Lynn Housing Authority & Neighborhood Development Annual Plan. The following changes shall be considered a “significant amendment”

- Changes to rent or admissions policies or organization of the waiting list
- Any change in regards to demolition or disposition, designation, homeownership programs or conversion activities.

The time frame for when a change is considered a “significant amendment” from the original PHA Plan will be from the time the PHA plan has been approved by HUD until the day before the next Plan is due. Each year the LHAND’s plan is due the second week of January. An item will not be considered a significant amendment if it is changed as a result of the planning process for an upcoming submission of a PHA Plan. Only changes that fit the definition that are made to the approved and current PHA Plan will be considered a significant amendment.

As required via HUD regulations, any substantial deviation or significant amendment shall be subject to the same public process requirements as the Public Housing Agency Plan. This will include all time frames.

Attachment #9 – Statement of Projected Number of Project-Based Units, General Location and How Project Basing is consistent with the PHA Plan.

Projected Number of Project Based Units & General Location

| | |
|--|----------|
| Greater Lynn YMCA, 21 Neptune Blvd, Lynn 01902 | 10 units |
| St. Jean’s Baptiste Project, Franklin Street, Lynn 01902 | 5 units |
| Andrew Street Project, Andrew Street, Lynn 01902 | 10 units |
| Greater Lynn Mental Health – Scattered Sites | 11 units |

Statement of Consistency with the PHA Plan

In order to fully and effectively utilize the Housing Choice Voucher Program and to expand affordable housing opportunities, both rental and homeownership, for low and moderate-income Lynn families and individuals, the Lynn Housing Authority & Neighborhood Development (LHAND) will develop a project-based rental assistance program. Implementation of a project based rental assistance program will also help LHAND increase the Section 8 Program's utilization rate as well as achieve the agency's goal of being designated as a "High Performer" under SEMAP.

Current housing market conditions in the Greater Lynn region dictate that LHAND develop strategies that increase housing options for the city's most needy residents. Market conditions negatively impacting on low and moderate-income rental families include affordability, supply, quality, accessibility, size of units, location and race/ethnicity. Average rents in the city exceed 30% threshold primarily in the Urban Core (inner-city neighborhoods where the city's minority communities reside), which impacts both families and individuals/elderly. Recent studies have shown there is a shortage of three and four-bedroom rental units, which is further amplified by the current vacancy rate of approximately 2%. In addition, a majority of rental housing in the Urban Core is in fair to poor condition although signs of reinvestment are beginning to be seen. These are the neighborhoods that currently house a majority of LHAND's assisted housing families. A study on the location of the race/ethnicity in the city reveals that the Urban Core is home to a large segment of Lynn's minority community that limits their housing options. The city's Analysis of Impediments to Fair Housing also points out that there is a shortage of housing options for the non elderly disabled population.

In order to increase housing options and to be consistent with HUD's Deconcentration Policy, LHAND will focus on placing project based rental assistance in qualified census tracts, whenever possible. However, placing project based assistance in high poverty neighborhoods may also serve to improve the quality and availability of the rental housing stock in these areas. In these cases, LHAND will seek appropriate waivers from HUD as specified in 24 CFR 983.

LHAND may allocate up to 20% of its baseline voucher allotment (approximately **242 vouchers**). The target area for these vouchers will include the entire **North of Boston Region**.

Finally, LHAND's plan to utilize project based rental assistance is consistent with the agency's Annual PHA Plan as submitted to HUD. Specifically, LHAND has established the goal to "Expand affordable housing opportunities, both rental and homeownership, to serve low and moderate income families and individuals." In addition, the agency has stated that it will "Provide high quality tenant and project rental assistance programs by maintaining a High Performer designation under SEMAP.

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: 0

Original Annual Statement

| Line No. | Summary by Development Account | Total Estimated Cost |
|----------|---|----------------------|
| 1 | Total Non-CGP Funds | |
| 2 | 1406 Operations | |
| 3 | 1408 Management Improvements | |
| 4 | 1410 Administration | |
| 5 | 1411 Audit | |
| 6 | 1415 Liquidated Damages | |
| 7 | 1430 Fees and Costs | |
| 8 | 1440 Site Acquisition | |
| 9 | 1450 Site Improvement | |
| 10 | 1460 Dwelling Structures | |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | |
| 12 | 1470 Nondwelling Structures | |
| 13 | 1475 Nondwelling Equipment | |
| 14 | 1485 Demolition | |
| 15 | 1490 Replacement Reserve | |
| 16 | 1492 Moving to Work Demonstration | |
| 17 | 1495.1 Relocation Costs | |
| 18 | 1498 Mod Used for Development | |
| 19 | 1502 Contingency | |
| 20 | Amount of Annual Grant (Sum of lines 2-19) | |
| 21 | Amount of line 20 Related to LBP Activities | |
| 22 | Amount of line 20 Related to Section 504 Compliance | |
| 23 | Amount of line 20 Related to Security | |
| 24 | Amount of line 20 Related to Energy Conservation Measures | |

Capital Fund Program (CFP) Part II: Supporting Table

| Development Number/Name HA-Wide Activities | General Description of Major Work Categories | Development Account Number | Total Estimated Cost |
|--|---|-------------------------------|----------------------------|
|--|---|-------------------------------|----------------------------|

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

| Development Number/Name HA-Wide Activities | All Funds Obligated (Quarter Ending Date) | All Funds Expended (Quarter Ending Date) |
|--|--|---|
| | | |

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

| Public Housing Asset Management | | | | | | | | |
|---------------------------------|--------------------------|--|---|--|--|-----------------------------------|--|---|
| Development Identification | | Activity Description | | | | | | |
| Name, Number, and Location | Number and Type of units | Capital Fund Program Parts II and III <i>Component 7a</i> | Development Activities <i>Component 7b</i> | Demolition / disposition <i>Component 8</i> | Designated housing <i>Component 9</i> | Conversion <i>Component 10</i> | Home-ownership <i>Component 11a</i> | Other (describe) <i>Component 17</i> |
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CAPITAL FUND PROGRAM TABLES START HERE

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary | | | | | |
|---|---|--|---------|-------------------|-------------------------------------|
| PHA Name: ma023 | | Grant Type and Number Capital Fund Program Grant No: ma06-p023-503-4 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2004 |
| <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report | | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | \$143,219.00 | | | |
| 4 | 1410 Administration | \$71,609.00 | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$25,000 | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$200,000 | | | |
| 10 | 1460 Dwelling Structures | \$201,269.00 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | \$75,000 | | | |
| 13 | 1475 Nondwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collaterization or Debt Service | | | | |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| | | |
|-----------------|---|------------------------------|
| PHA Name: ma023 | Grant Type and Number Capital Fund Program Grant No: ma06-p023-503-4 Replacement Housing Factor Grant No: | Federal FY of Grant: 2004 |
|-----------------|---|------------------------------|

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|----------|---|----------------------|---------|-------------------|----------|
| | | Original | Revised | Obligated | Expended |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | \$716,097.00 | | | |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | \$45,000.00 | | | |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | \$200,000 | | | |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHA Name: ma023 | | Grant Type and Number Capital Fund Program Grant No: ma06-p023-503-4 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2004 | | | |
|---|--|---|----------|----------------------|---------------------------|-------------------|----------------|----------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| HA-Wide | Security & Protective Services | 1408 | | \$45,000.00 | | | | |
| | Elderly & Programs & Transp. | 1408 | | \$7,413.00 | | | | |
| | Rsd. Landscape & Youth | 1408 | | \$20,806.00 | | | | |
| | Tech. Assistance – Cap. Fund | 1408 | | \$5,000.00 | | | | |
| Curwin Circle 23-1 | Utility Repairs | 1450 | | \$200,000.00 | | | | |
| | Floor Replacement | 1460 | | \$25,000.00 | | | | |
| | Moisture Repair | 1460 | | \$50,000.00 | | | | |
| | Boiler Repairs | 1470 | | \$75,000.00 | | | | |
| | Curwin Circle Consultant | 1408 | | \$45,000.00 | | | | |
| | Youth Worker | 1408 | | \$20,000.00 | | | | |
| Wall Plaza 23-2 | A/E Mail Box | 1430 | | \$15,000.00 | | | | |
| | Mail Box Construction | 1460 | | \$100,000.00 | | | | |
| | A/E Laundry Expansion | 1430 | | \$40,000 | | | | |
| | Laundry Expansion Construction | 1460 | | \$26,269.00 | | | | |
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Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHA Name: ma023 | | Grant Type and Number Capital Fund Program Grant No: ma06-p023-503-4 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2004 | | | |
|--|---|--|----------|----------------------|---------------------------|--------------------|-------------------|-------------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | | | | | | | | |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

| PHA Name: ma023 | | Grant Type and Number Capital Fund Program No: ma06-po23-503-4 Replacement Housing Factor No: | | | Federal FY of Grant: 2004 | | |
|--|---|--|--------|---|---------------------------|--------|----------------------------------|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
| | Original | Revised | Actual | Original | Revised | Actual | |
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Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

| PHA Name: ma023 | | Grant Type and Number Capital Fund Program No: ma06-po23-503-4 Replacement Housing Factor No: | | | | Federal FY of Grant: 2004 | |
|--|---|--|--------|---|---------|---------------------------|----------------------------------|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
| | Original | Revised | Actual | Original | Revised | Actual | |
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Capital Fund Program Five-Year Action Plan
Part I: Summary

| PHA Name MA023 | | | | | <input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: |
|--------------------------------------|------------------|--|--|--|---|
| Development Number/Name/HA-Wide | Year 1 | Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005 | Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006 | Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007 | Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008 |
| | Annual Statement | | | | |
| Curwin Circle | | \$366,219.00 | \$366,219.00 | \$230,219.00 | \$227,000.00 |
| Wall Plaza | | \$201,269.00 | \$201,269.00 | \$326,269.00 | \$326,269.00 |
| HA- Wide | | \$77,000.00 | \$77,000.00 | \$88,000.00 | \$91,219.00 |
| Administration | | \$71,609.00 | \$71,609.00 | \$71,609.00 | \$71,609.00 |
| | | | | | |
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| CFP Funds Listed for 5-year planning | | | | | |
| | | | | | |
| Replacement Housing Factor Funds | | | | | |

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

| Activities for Year : 4 FFY Grant: 2007 PHA FY: 2007 | | | Activities for Year: 5 FFY Grant: 2008 PHA FY: 2008 | | |
|--|------------------------------|-----------------------|---|------------------------------|-----------------------|
| Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| | | | | | |
| Curwin Circle | Utility Repairs | \$100,000 | Curwin Circle | Utility Repairs | \$100,000 |
| 23-1 | Boiler Repairs | \$50,000 | 23-1 | Boiler Repairs | \$50,000 |
| | Floor Repairs | \$25,000 | | Floor Repairs | \$25,000 |
| | Youth Program | \$20,000 | | Youth Program | \$20,000 |
| | Youth Worker | \$30,000 | | Youth Worker | \$32,000 |
| | Curwin Consultant | \$5,219 | | | |
| | | | | | |
| Wall Plaza | 504 Unit Conversion | \$80,000 | Wall Plaza | Exterior Envelope | \$326,269 |
| | Exterior Envelope II | \$246,269 | 23-2 | Phase II Constr. | |
| | | | | | |
| HA-Wide | Computer Upgrade | \$10,000 | HA-Wide | Computer Upgrade | \$8,000 |
| | Security | \$68,000 | | Security | \$71,219 |
| | Tech. Assistance | \$5,000 | | Tech Assistance | \$6,000 |
| | Elderly Programs | \$5,000 | | Elderly Programs | \$6,000 |
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| Total CFP Estimated Cost | | \$644,488 | | | \$644,488 |

Capital Fund Program Five-Year Action Plan
Part I: Summary

S A M P L E

| PHA Name <i>Anytown Housing Authority</i> | | | | | | <input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: |
|---|-------------------------|--|--|--|--|--|
| Development Number/Name/HA-Wide | Year 1 | Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002 | Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003 | Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004 | Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005 | |
| | Annual Statement | | | | | |
| <i>10-01/Main Street</i> | | <i>\$80,000</i> | <i>\$36,000</i> | <i>\$65,000</i> | <i>\$55,000</i> | |
| <i>10-02/Broadway</i> | | <i>\$90,000</i> | <i>\$40,900</i> | <i>\$40,000</i> | <i>\$43,000</i> | |
| <i>HA-wide</i> | | <i>\$100,000</i> | <i>\$50,000</i> | <i>\$35,000</i> | <i>\$27,000</i> | |
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| CFP Funds Listed for 5-year planning | | <i>\$270,000</i> | <i>\$162,900</i> | <i>\$140,000</i> | <i>125,000</i> | |
| Replacement Housing Factor Funds | | <i>\$40,000</i> | | | | |

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

SAMPLE (continued)

| Activities for Year :_4_ FFY Grant: 2004 PHA FY: 2004 | | | Activities for Year: _5_ FFY Grant: 2005 PHA FY: 2005 | | |
|---|-------------------------------|-----------------------|---|--------------------------------|-----------------------|
| Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| 10-01/Main Street | Storage sheds and landscaping | \$65,000 | 10-01/Main Street | Replace bathroom tile | \$55,000 |
| 10-02/Broadway | Tub/shower replacement | \$40,000 | 10-02/Broadway | New gutters and interior doors | \$43,000 |
| HA-wide | Lead-based paint abatement | \$35,000 | HA-wide | Office Furniture | \$27,000 |
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| | | | | | |
| Total CFP Estimated Cost | | \$140,000 | | | \$125,000 |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| | | |
|---|--|----------------------------------|
| PHA Name: Lynn Housing Authority | Grant Type and Number Capital Fund Grant No. Capital Fund Program Grant No: MA06-P023-706-98 Replacement Housing Factor Grant No: | Federal FY of Grant: 1998 |
|---|--|----------------------------------|

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 09/30/03
 Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|----------|---|----------------------|---------|-------------------|--------------|
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | \$141,571.58 | \$0.00 | \$141,572.38 | \$141,572.38 |
| 4 | 1410 Administration | \$82,078.00 | \$0.00 | \$82,078.00 | \$82,078.00 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$134,108.68 | \$0.00 | \$134,108.68 | \$134,108.68 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$327,545.94 | \$0.00 | \$327,545.14 | \$327,545.14 |
| 10 | 1460 Dwelling Structures | | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | \$27,265.60 | \$0.00 | \$27,265.60 | \$27,265.60 |
| 13 | 1475 Nondwelling Equipment | \$108,807.20 | \$0.00 | \$108,807.20 | \$108,807.20 |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | \$821,377.00 | \$0.00 | \$821,377.00 | \$821,377.00 |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | \$283,993.14 | \$0.00 | \$283,993.14 | \$283,993.14 |
| 24 | Amount of line 21 Related to Security – Soft Costs | \$7,263.44 | \$0.00 | \$7,263.44 | \$7,263.44 |
| 25 | Amount of Line 21 Related to Security – Hard Costs | \$90,325.00 | \$0.00 | \$90,325.00 | \$90,325.00 |
| 26 | Amount of line 21 Related to Energy Conservation Measures | \$77,450.47 | \$0.00 | \$77,450.47 | \$77,450.47 |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-706-98 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 1998 | | |
|---|---|--|----------|----------------------|---------|---------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | Management Improvements | | | | | | | |
| | Technical Assistance for CGP & Mod | 1408 | | \$9,480.00 | \$0.00 | \$9,480.00 | \$9,480.00 | Complete |
| | PHMAP Vacancy Turnover, Work Orders, MIS | 1408 | | \$11,324.51 | \$0.00 | \$11,324.51 | \$11,324.51 | Complete |
| | Housing Code and Annual Inspections | 1408 | | \$46,400.00 | \$0.00 | \$46,400.00 | \$46,400.00 | Complete |
| | Computer Upgrade | 1408 | | \$4,038.63 | \$0.00 | \$4,038.63 | \$4,038.63 | Complete |
| | Training-Purchasing | 1408 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Master Plan Curwin Circle | 1408 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | HOPE VI Development Consultant | 1408 | | \$255.00 | \$0.00 | \$255.00 | \$255.00 | Complete |
| | Drug Task Force | 1408 | | \$7,263.44 | \$0.00 | \$7,263.44 | \$7,263.44 | Complete |
| | Summer Youth Program | 1408 | | \$10,000.00 | \$0.00 | \$10,000.80 | \$10,000.80 | Complete |
| | Operation Bootstrap | 1408 | | \$11,050.00 | \$0.00 | \$11,050.00 | \$11,050.00 | Complete |
| | Bilingual Application/Intake & Screening | 1408 | | \$18,000.00 | \$0.00 | \$18,000.00 | \$18,000.00 | Complete |
| | Boys Club at Curwin Circle MA23-1 | 1408 | | \$20,000.00 | \$0.00 | \$20,000.00 | \$20,000.00 | Complete |
| | Evacuation Plan | 1408 | | \$3,760.00 | \$0.00 | \$3,760.00 | \$3,760.00 | Complete |
| | | | | | | | | |
| | Administration | | | | | | | |
| | Administration | 1410 | | \$82,078.00 | \$0.00 | \$82,078.00 | \$82,078.00 | Complete |
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Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-706-98 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 1998 | | |
|---|---|--|----------|----------------------|---------|---------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Fees and Cost</u> | | | | | | | |
| Curwin Circle MA23-1 | Site Water Problem | 1430 | | \$45,179.40 | \$0.00 | \$45,179.40 | \$45,179.40 | Complete |
| Curwin Circle MA23-1 | Removal of Old Oil Tank | 1430 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Curwin Circle MA23-1 | Boiler Tank Asbestos Removal | 1430 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Wall Plaza MA23-2 | Common Area & Unit Accessibility Improv. | 1430 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Wall Plaza MA23-2 | Exterior Water Penetration | 1430 | | \$58,642.29 | \$0.00 | \$58,642.29 | \$58,642.29 | Complete |
| Wall Plaza MA23-2 | Mail Boxes | 1430 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Wall Plaza MA23-2 | Sidewalks | 1430 | | \$25,586.99 | \$0.00 | \$25,586.99 | \$25,586.99 | Complete |
| Wall Plaza MA23-2 | New 504 Accessible Administration Bldg. | 1430 | | \$4,700.00 | \$0.00 | \$4,700.00 | \$4,700.00 | Complete |
| | | | | | | | | |
| | <u>Site Improvement</u> | | | | | | | |
| Curwin Circle MA23-1 | Common Area & Sidewalk Access Improv. | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Curwin Circle MA23-1 | Long Term Heating Modernization | 1450 | | \$54,332.47 | \$0.00 | \$54,332.47 | \$54,332.47 | Complete |
| Curwin Circle MA23-1 | Re-routing of Utilities due to Demolition | 1450 | | \$10,551.92 | \$0.00 | \$10,551.92 | \$10,551.92 | Complete |
| Wall Plaza MA23-2 | Sidewalk Accessibility Improvements | 1450 | | \$231,075.55 | \$0.00 | \$231,074.75 | \$231,074.75 | Complete |
| Wall Plaza MA23-2 | Irrigation System (New Admin. Building) | 1450 | | \$31,586.00 | \$0.00 | \$31,586.00 | \$31,586.00 | Complete |
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Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-706-98 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 1998 | | |
|---|--|--|----------|----------------------|---------------|---------------------------|---------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Non-Dwelling Structure</u> | | | | | | | |
| Curwin Circle MA23-1 | Boiler Room Asbestos Removal | 1470 | | \$4,635.00 | \$0.00 | \$4,635.00 | \$4,635.00 | Complete |
| Wall Plaza MA23-2 | New Administration Building Accessibility Improvement | 1470 | | \$22,630.60 | \$0.00 | \$22,630.60 | \$22,630.60 | Complete |
| | | | | | | | | |
| | <u>Non-Dwelling Equipment</u> | | | | | | | |
| Curwin Circle MA23-1 | Water Gauge #1 | 1475 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Curwin Circle MA23-1 | Water Gauge #2 | 1475 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Curwin Circle MA23-1 | Boiler Repairs | 1475 | | \$18,483.00 | \$0.00 | \$18,483.00 | \$18,483.00 | Complete |
| Wall Plaza MA23-2 | Telephone & Security System (New Bldg.) | 1475 | | \$90,324.20 | \$0.00 | \$90,324.20 | \$90,324.20 | Complete |
| | | | | | | | | |
| | TOTAL | | | \$821,377.00 | \$0.00 | \$821,377.00 | \$821,377.00 | |
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Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program No: MA06-P023-706-98 Replacement Housing Factor No: | | | | | Federal FY of Grant: 1998 | |
|--|---|---|--------|---|---------|--------|----------------------------------|--|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates | |
| | Original | Revised | Actual | Original | Revised | Actual | | |
| MA23-1 Curwin Circle | 9/30/00 | | | 9/30/01 | | | | |
| MA23-2 Wall Plaza | 9/30/00 | | | 9/30/01 | | | | |
| | | | | | | | | |
| <u>Management Improvements</u> | | | | | | | | |
| Technical Assistance for CGP and Mod | 9/30/00 | | | 9/30/01 | | | | |
| PHMAP Vacancy Turnover, Work Orders, MIS | 9/30/00 | | | 9/30/01 | | | | |
| Housing Code and Annual Inspections | 9/30/00 | | | 9/30/01 | | | | |
| Computer Upgrade | 9/30/00 | | | 9/30/01 | | | | |
| Training-Purchasing | 9/30/00 | | | 9/30/01 | | | | |
| Master Plan Curwin Circle | 9/30/00 | | | 9/30/01 | | | | |
| HOPE VI Development Consultant | 9/30/00 | | | 9/30/01 | | | | |
| Drug Task Force | 9/30/00 | | | 9/30/01 | | | | |
| Summer Youth Program | | | | | | | | |
| Operation Bootstrap | | | | | | | | |
| Bilingual Application/Intake & Screening | | | | | | | | |
| Boys Club at Curwin Circle MA23-1 | | | | | | | | |
| Evacuation | | | | | | | | |
| | | | | | | | | |
| <u>Administration</u> | | | | | | | | |
| Administration | 9/30/00 | | | 9/30/01 | | | | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| | | |
|---|--|----------------------------------|
| PHA Name: Lynn Housing Authority | Grant Type and Number Capital Fund Grant No. Capital Fund Program Grant No: MA06-P023-707-99 Replacement Housing Factor Grant No: | Federal FY of Grant: 1999 |
|---|--|----------------------------------|

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 09/30/03
 Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|----------|---|----------------------|---------------|-------------------|--------------|
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | \$177,152.00 | +\$8,958.51 | \$186,110.51 | \$186,110.51 |
| 4 | 1410 Administration | \$93,576.00 | \$0.00 | \$93,576.00 | \$93,576.00 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$20,500.00 | -\$11,377.21 | \$9,122.79 | \$9,122.79 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$136,133.00 | -\$74,207.75 | \$61,925.25 | \$61,925.25 |
| 10 | 1460 Dwelling Structures | \$397,433.91 | -\$33,898.30 | \$363,535.61 | \$363,535.61 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | \$110,366.09 | +\$107,985.82 | \$218,351.91 | \$218,351.91 |
| 13 | 1475 Nondwelling Equipment | \$600.00 | +\$2,538.93 | \$3,138.93 | \$3,138.93 |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | \$935,761.00 | \$0.00 | \$935,761.00 | \$935,761.00 |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | \$342,433.00 | -142,466.91 | \$294,727.84 | \$294,727.84 |
| 24 | Amount of line 21 Related to Security – Soft Costs | \$36,000.00 | +\$1,015.35 | \$37,015.35 | \$37,015.35 |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | \$197,417.00 | +\$152,627.84 | \$294,727.84 | \$294,727.84 |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-707-99 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 1999 | | |
|---|---|--|----------|----------------------|--------------|---------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Management Improvements</u> | | | | | | | |
| | Technical Assistance for CGP & Mod. | 1408 | | \$5,000.00 | -\$5,000.00 | \$0.00 | 0.00 | |
| | Vacancy Turnaround | 1408 | | \$25,753.00 | +\$2,071.04 | \$27,824.04 | \$27,824.04 | Complete |
| | Bilingual Application & Intake Services | 1408 | | \$22,389.00 | +\$854.75 | \$23,243.75 | \$23,243.75 | Complete |
| | Computer Upgrade | 1408 | | \$8,780.80 | -\$5,388.54 | \$3,392.26 | \$3,392.26 | Complete |
| | Update Purchasing Procedures | 1408 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | HOPE VI Development Consultant | 1408 | | \$25,000.00 | -\$22,302.50 | \$2,697.50 | \$2,697.50 | Complete |
| | Summer Youth | 1408 | | \$15,132.00 | +\$17,440.30 | \$35,572.30 | \$35,572.30 | Complete |
| | Update Accounting Procedures | 1408 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Drug Task Force | 1408 | | \$12,000.00 | \$0.00 | \$12,000.00 | \$12,000.00 | Complete |
| | Family Investment Center | 1408 | | \$18,097.20 | \$0.00 | \$18,097.20 | \$18,097.20 | Complete |
| | GAAP Training | 1408 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Training for Housing Staff | 1408 | | \$2,000.00 | \$0.00 | \$2,000.00 | \$2,000.00 | Complete |
| | Security Services at Wall Plaza | 1408 | | \$24,000.00 | +\$1,015.35 | \$25,015.35 | \$25,015.35 | Complete |
| | Work Force at Curwin Circle | 1408 | | \$19,000.00 | \$0.00 | \$19,000.00 | \$19,000.00 | Complete |
| | Housing Inspector | 1408 | | \$0.00 | +\$14,173.11 | \$14,173.11 | \$14,173.11 | Complete |
| | Environment Testing | 1408 | | \$0.00 | +\$6,095.00 | \$6,095.00 | \$6,095.00 | Complete |
| | | | | | | | | |
| | <u>Administration</u> | | | | | | | |
| | Administration | 1410 | | \$93,576.00 | \$0.00 | \$93,576.00 | \$93,576.00 | Complete |
| | | | | | | | | |
| | | | | | | | | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-707-99 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 1999 | | |
|----------------------------------|---------------------------------------|--|----------|----------------------|---------------|---------------------------|----------------|----------------|
| Development No. | General Description of Major Work | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| Name/HA-Wide Activities | Categories | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Fees and Costs</u> | | | | | | | |
| Curwin Circle MA23-1 | Oil Tank | 1430 | | \$10,000.00 | -\$10,000.00 | \$0.00 | \$0.00 | |
| Curwin Circle MA23-1 | Mgmt. Office & Community Room Window | 1430 | | \$3,000.00 | -\$3,000.00 | \$0.00 | \$0.00 | |
| Curwin Circle MA23-1 | Boiler Room Repairs | 1430 | | \$7,500.00 | -\$1,706.18 | \$5,793.82 | \$5,793.82 | Complete |
| Wall Plaza MA23-2 | Exterior Walkways | 1430 | | \$0.00 | +\$1,900.00 | \$1,900.00 | \$1,900.00 | Complete |
| Wall Plaza MA23-2 | Building Envelope | 1430 | | \$0.00 | +\$1,428.97 | \$1,428.97 | \$1,428.97 | Complete |
| | | | | | | | | |
| | <u>Site Improvement</u> | | | | | | | |
| Curwin Circle MA23-1 | Site Drainage | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Wall Plaza MA23-2 | Sidewalk Accessibility Improvements | 1450 | | \$136,133.00 | -\$74,207.75 | \$61,925.25 | \$61,925.25 | Complete |
| | | | | | | | | |
| | <u>Dwelling Structure</u> | | | | | | | |
| Curwin Circle MA23-1 | Construction of 3 Accessible Units | 1460 | | \$206,300.00 | -\$206,300.00 | \$0.00 | \$0.00 | |
| Curwin Circle MA23-1 | Heating & Hot Water Improvements | 1460 | | \$81,500.00 | \$0.00 | \$81,500.00 | \$81,500.00 | Complete |
| Curwin Circle MA23-1 | Renovations 106 – 120 Curwin Circle | 1460 | | \$109,633.91 | -\$15,609.86 | \$94,024.05 | \$94,024.05 | Complete |
| Curwin Circle MA23-1 | Emergency Sewer Repair | 1460 | | \$0.00 | +\$7,664.31 | \$7,664.31 | \$7,664.31 | Complete |
| Curwin Circle MA23-1 | Water Storage Tank Repair | 1460 | | \$0.00 | +\$10,829.67 | \$10,829.67 | \$10,829.67 | Complete |
| Wall Plaza MA23-2 | Building Envelope Repair | 1460 | | \$0.00 | +\$167,567.58 | \$167,567.58 | \$167,567.58 | Complete |
| Curwin Circle MA23-1 | Carpet Installation | 1460 | | \$0.00 | +\$1,950.00 | \$1,950.00 | \$1,950.00 | Complete |
| | | | | | | | | |
| | <u>Non Dwelling Structures</u> | | | | | | | |
| Curwin Circle MA23-1 | Emergency Heating Repairs | 1470 | | \$100,366.09 | +\$107,067.93 | \$207,434.02 | \$207,434.02 | Complete |
| Curwin Circle MA23-1 | Oil Tank Removal and Installation | 1470 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Curwin Circle MA23-1 | Mgmt. Office & Community Room Window | 1470 | | \$10,000.00 | -\$5,370.61 | \$4,629.39 | \$4,629.39 | Complete |
| Wall Plaza MA23-2 | Accessibility Improv. In Common Areas | 1470 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| MA23-1 & MA23-2 | Security Improvement | 1470 | | \$0.00 | +\$6,288.50 | \$6,288.50 | \$6,288.50 | Complete |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-707-99 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 1999 | | |
|---|---|---|----------|----------------------|-------------|----------------------------------|-------------------|-----------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | | | | | | | | |
| | <u>Non Dwelling Equipment</u> | | | | | | | |
| Wall Plaza MA23-2 | Backflow Preventer | 1475 | | \$600.00 | -\$600.00 | \$0.00 | \$0.00 | |
| Curwin Circle MA23-2 | Computer Accessiblity | 1475 | | \$0.00 | +\$3,138.93 | \$3,138.93 | \$3,138.93 | Complete |
| | | | | | | | | |
| | TOTAL | | | \$935,761.00 | \$0.00 | \$935,761.00 | \$935,761.00 | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program No: MA06-P023-707-99 Replacement Housing Factor No: | | | | | Federal FY of Grant: 1999 | |
|--|---|---|--------|---|---------|--------|----------------------------------|--|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates | |
| | Original | Revised | Actual | Original | Revised | Actual | | |
| MA23-1 Curwin Circle | 9/30/01 | | | 9/30/02 | | | | |
| MA23-2 Wall Plaza | 9/30/01 | | | 9/30/02 | | | | |
| | | | | | | | | |
| <u>Management Improvements</u> | | | | | | | | |
| Technical Assistance CGP and Mod | | | | | | | | |
| Vacancy Turnaround | 9/30/01 | | | 9/30/02 | | | | |
| Bilingual Application and Intake Services | 9/30/01 | | | 9/30/02 | | | | |
| Computer Upgrade | 9/30/01 | | | 9/30/02 | | | | |
| Update Purchasing Procedures | | | | | | | | |
| HOPE VI Development Consultant | 9/30/01 | | | 9/30/02 | | | | |
| Summer Youth | 9/30/01 | | | 9/30/02 | | | | |
| Update Accounting Procedures | | | | | | | | |
| Drug Task Force | 9/30/01 | | | 9/30/02 | | | | |
| Family Investment Center | 9/30/01 | | | 9/30/02 | | | | |
| GAAP Training | | | | | | | | |
| Training for Housing Staff | 9/30/01 | | | 9/30/02 | | | | |
| Security Services at Wall Plaza | 9/30/01 | | | 9/30/02 | | | | |
| Work Force At Curwin Circle | 9/30/01 | | | 9/30/02 | | | | |
| Housing Inspector | 9/30/01 | | | 9/30/02 | | | | |
| <u>Administration</u> | | | | | | | | |
| Administration | 9/30/01 | | | 9/30/02 | | | | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

Name: Lynn Housing Authority

Grant Type and Number Capital Fund Grant No.
 Capital Fund Program Grant No: MA06-P023-501-00
 Replacement Housing Factor Grant No:

Federal FY of Grant: 2000

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 3)
 Performance and Evaluation Report for Period Ending: 09/30/03 Final Performance and Evaluation Report

| | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|--|---|----------------------|--------------|-------------------|--------------|
| | | Original | Revised | Obligated | Expended |
| | Total non-CFP Funds | | | | |
| | 1406 Operations | | | | |
| | 1408 Management Improvements | \$179,625.00 | \$179,625.00 | \$179,625.00 | \$173,876.97 |
| | 1410 Administration | \$89,178.00 | \$89,178.00 | \$89,178.00 | \$89,178.00 |
| | 1411 Audit | | | | |
| | 1415 Liquidated Damages | | | | |
| | 1430 Fees and Costs | \$30,000.00 | \$30,000.00 | \$30,000.00 | \$16,561.65 |
| | 1440 Site Acquisition | | | | |
| | 1450 Site Improvement | | | | |
| | 1460 Dwelling Structures | \$473,235.00 | \$473,235.00 | \$473,235.00 | \$342,590.70 |
| | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| | 1470 Nondwelling Structures | \$119,750.00 | \$119,750.00 | \$119,750.00 | \$109,250.00 |
| | 1475 Nondwelling Equipment | | | | |
| | 1485 Demolition | | | | |
| | 1490 Replacement Reserve | | | | |
| | 1492 Moving to Work Demonstration | | | | |
| | 1495.1 Relocation Costs | | | | |
| | 1499 Development Activities | | | | |
| | 1501 Collateralization or Debt Service | | | | |
| | 1502 Contingency | | | | |
| | Amount of Annual Grant: (sum of lines 2 – 20) | \$891,788.00 | \$891,788.00 | \$891,788.00 | \$731,457.32 |
| | Amount of line 21 Related to LBP Activities | | | | |
| | Amount of line 21 Related to Section 504 compliance | \$203,560.00 | \$203,560.00 | \$203,560.00 | \$59,477.35 |
| | Amount of line 21 Related to Security – Soft Costs | \$24,236.84 | \$24,236.84 | \$24,236.84 | \$23,840.81 |
| | Amount of Line 21 Related to Security – Hard Costs | \$24,967.00 | \$24,967.00 | \$24,967.00 | \$24,967.00 |
| | Amount of line 21 Related to Energy Conservation Measures | \$91,223.00 | \$91,223.00 | \$91,223.00 | \$80,723.00 |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-00 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2000 | | |
|---|---|--|----------|----------------------|-------------|---------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Management Improvements</u> | | | | | | | |
| | Technical Assistance CFP and Mod | 1408 | | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$1,400.00 | In Progress |
| | Vacancy Turnaround | 1408 | | \$44,836.00 | \$44,836.00 | \$44,836.00 | \$44,836.00 | Complete |
| | Bilingual Application & Intake Services | 1408 | | \$29,418.00 | \$29,418.00 | \$29,418.00 | \$29,418.00 | Complete |
| | Computer Upgrade | 1408 | | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 | Complete |
| | Summer Youth | 1408 | | \$17,850.51 | \$17,850.51 | \$17,850.51 | \$17,850.51 | Complete |
| | Drug Task Force | 1408 | | \$3,149.49 | \$3,149.49 | \$3,149.49 | \$3,149.49 | Complete |
| | Family Investment Center | 1408 | | \$8,169.65 | \$8,169.65 | \$8,169.65 | \$8,169.65 | Complete |
| | Resident Landscaping | 1408 | | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | Complete |
| | Agency Plans (QHWRA) | 1408 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Postponed |
| | Boy's Club at Curwin Circle MA23-1 | 1408 | | \$14,000.00 | \$14,000.00 | \$14,000.00 | \$14,000.00 | Complete |
| | Work Force Program at Curwin Circle | 1408 | | \$16,864.00 | \$16,864.00 | \$16,864.00 | \$15,112.00 | In Progress |
| | Bilingual Neighborhood Services Intake | 1408 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | In Progress |
| | Staff Training (Spanish) | 1408 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | In Progress |
| | Security | 1408 | | \$21,087.35 | \$21,087.35 | \$21,087.35 | \$20,691.32 | In Progress |
| | Housing Inspector | 1408 | | \$4,250.00 | \$4,250.00 | \$4,250.00 | \$4,250.00 | In Progress |
| | | | | | | | | |
| | | | | | | | | |
| | <u>Administration</u> | | | | | | | |
| | Administration | 1410 | | \$89,178.00 | \$89,178.00 | \$89,178.00 | \$89,178.00 | Complete |
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Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-00 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2000 | | |
|---|---|---|----------|----------------------|--------------|----------------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Fees and Costs</u> | | | | | | | |
| Wall Plaza MA 23-2 | A/E Asbestos Removal | 1430 | | | | | \$0.00 | |
| Wall Plaza MA 23-2 | A/E Trash Compactor | 1430 | | | | | \$0.00 | |
| Wall Plaza MA 23-2 | A/E Access Unit | 1430 | | \$30,000.00 | \$30,000.00 | \$30,000.00 | \$16,561.65 | In Progress |
| | | | | | | | | |
| | <u>Site Improvement</u> | | | | | | | |
| Curwin Circle MA23-1 | Site Drainage | 1450 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | | | | |
| | <u>Dwelling Structure</u> | | | | | | | |
| Wall Plaza MA 23-2 | Building Envelope Repairs | 1460 | | \$303,235.00 | \$303,235.00 | \$303,235.00 | \$303,235.00 | Complete |
| Wall Plaza MA 23-2 | Accessible Unit Construction | 1460 | | \$170,000.00 | \$170,000.00 | \$170,000.00 | \$39,355.70 | In Progress |
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**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
 Part II: Supporting Pages**

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-00 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2000 | | |
|---|---|---|----------|----------------------|--------------|----------------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Nondwelling Structures</u> | | | | | | | |
| Curwin Circle MA23-1 | Emergency Heat | 1470 | | \$80,723.00 | \$80,723.00 | \$80,723.00 | \$80,723.00 | Complete |
| Wall Plaza MA23-2 | Asbestos Removal (Boiler Room) | 1470 | | \$10,500.00 | \$10,500.00 | \$10,500.00 | \$0.00 | In Progress |
| Wall Plaza MA23-2 | Intercom Replacement | 1470 | | \$17,400.00 | \$17,500.00 | \$17,500.00 | \$17,400.00 | Complete |
| Curwin Circle MA23 | Alarm System | 1470 | | \$7,567.00 | \$7,567.00 | \$7,567.00 | \$7,567.00 | Complete |
| Curwin Circle MA23 | Handicap Door | 1470 | | \$3,560.00 | \$3,560.00 | \$3,560.00 | \$3,560.00 | Complete |
| | TOTAL | | | \$891,788.00 | \$891,788.00 | \$891,788.00 | \$731,457.32 | |
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Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program No: MA06-P023-501-00 Replacement Housing Factor No: | | | | Federal FY of Grant: 2000 | |
|--|---|---|--------|---|---------|---------------------------|----------------------------------|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
| | Original | Revised | Actual | Original | Revised | Actual | |
| MA23-1 Curwin Circle | 09/30/2002 | | | 09/30/2004 | | | |
| MA23-2 Wall Plaza | 09/30/2002 | | | 09/30/2004 | | | |
| <u>Management Improvements</u> | | | | | | | |
| Technical Assistance CFP and Mod | 09/30/2002 | | | 09/30/2004 | | | |
| PHMAP Vacancy Turnover | 09/30/2002 | | | 09/30/2004 | | | |
| Bilingual Application & Intake Services | 09/30/2002 | | | 09/30/2004 | | | |
| Computer Upgrade | 09/30/2002 | | | 09/30/2004 | | | |
| Summer Youth | 09/30/2002 | | | 09/30/2004 | | | |
| Drug Task Force | 09/30/2002 | | | 09/30/2004 | | | |
| Family Investment Center | 09/30/2002 | | | 09/30/2004 | | | |
| Resident Landscaping | 09/30/2002 | | | 09/30/2004 | | | |
| Agency Plans (QHWRA) | 09/30/2002 | | | 09/30/2004 | | | |
| Boy's Club at Curwin Circle MA23-1 | 09/30/2002 | | | 09/30/2004 | | | |
| Work Force Program at Curwin Circle | 09/30/2002 | | | 09/30/2004 | | | |
| Bilingual Neighborhood Services Intake | 09/30/2002 | | | 09/30/2004 | | | |
| Staff Training (Spanish) | 09/30/2002 | | | 09/30/2004 | | | |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program No: MA06-P023-501-00 Replacement Housing Factor No: | | | | Federal FY of Grant: 2000 | |
|--|---|---|--------|---|---------|---------------------------|----------------------------------|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
| | Original | Revised | Actual | Original | Revised | Actual | |
| Security/Federal | 09/30/2002 | | | 09/30/2004 | | | |
| PHA Plan Coordination | 09/30/2002 | | | 09/30/2004 | | | |
| Housing Inspector | | | | 09/30/2004 | | | |
| <u>Administration</u> | | | | | | | |
| Administration | 09/30/2002 | | | 09/30/2004 | | | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| | | |
|---|--|----------------------------------|
| PHA Name: Lynn Housing Authority | Grant Type and Number Capital Fund Grant No. Capital Fund Program Grant No: MA06-P023-501-01 Replacement Housing Factor Grant No: | Federal FY of Grant: 2001 |
|---|--|----------------------------------|

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 09/30/03
 Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|----------|---|----------------------|--------------|-------------------|--------------|
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | \$149,152.00 | \$149,152.00 | \$149,152.00 | \$127,107.59 |
| 4 | 1410 Administration | \$91,001.00 | \$91,001.00 | \$91,001.00 | \$91,001.00 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$15,000.00 | \$15,000.00 | \$58,225.98 | \$53,785.60 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$113,648.00 | \$113,648.00 | \$56,580.07 | \$56,580.07 |
| 10 | 1460 Dwelling Structures | \$441,209.00 | \$441,209.00 | \$552,544.55 | \$197,228.70 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | \$100,000.00 | \$100,000.00 | \$2,506.40 | \$2,506.40 |
| 13 | 1475 Nondwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | \$910,010.00 | \$910,010.00 | \$910,010.00 | \$528,209.36 |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | \$100,000.00 | \$100,000.00 | \$50,506.40 | \$32,406.11 |
| 24 | Amount of line 21 Related to Security – Soft Costs | \$42,000.00 | \$42,000.00 | \$42,000.00 | \$42,000.00 |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | \$53,407.07 | \$53,407.07 | \$60,580.07 | \$60,622.80 |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-01 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2001 | | |
|---|---|--|----------|--------------------------------------|-------------|---------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | Management Improvements | | | | | | | |
| | Computer Upgrade | 1408 | | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$1,241.20 | In Progress |
| | Drug Task Force | 1408 | | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | Complete |
| | Elderly Programs | 1408 | | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$1,435.40 | In Progress |
| | Family Investment Center | 1408 | | \$25,000.00 | \$25,000.00 | \$0.00 | \$0.00 | In Progress |
| | Resident Landscaping & Summer Youth | 1408 | | \$30,000.00 | \$30,000.00 | \$30,000.00 | \$20,872.70 | In Progress |
| | Security at Wall Plaza | 1408 | | \$32,000.00 | \$32,000.00 | \$32,000.00 | \$32,000.00 | Complete |
| | Staff Training | 1408 | | \$2,000.00 | \$2,000.00 | \$0.00 | \$0.00 | In Progress |
| | Technical Assistance Capital Fund | 1408 | | \$5,000.00 | \$5,000.00 | \$0.00 | \$0.00 | In Progress |
| | Work Force Program at Curwin Circle | 1408 | | \$10,000.00 | \$10,000.00 | \$19,242.00 | \$19,242.00 | Complete |
| | Youth Programs | 1408 | | \$5,152.00 | \$5,152.00 | \$5,152.00 | \$5,414.00 | Complete |
| | PLEASE NOTE THE FOLLOWING ITEM HAS BEEN EXPENDED | 1408 | | REVISION FORTH COMING | \$0.00 | \$22,758.00 | \$23,182.03 | In Progress |
| | Curwin Circle Consultant | 1408 | | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$13,719.82 | In Progress |
| | Administration | | | | | | | |
| | Administration | 1410 | | \$91,001.00 | \$91,001.00 | \$91,001.00 | \$91,001.00 | Complete |
| | | | | | | | | |
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Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-01 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2001 | | |
|---|---|--|----------|--------------------------------------|---------------|---------------------------|----------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Fees and Costs</u> | | | | | | | |
| Curwin Circle MA23-1 | A/E Roof Replacement | 1430 | | \$15,000.00 | \$15,000.00 | \$0.00 | \$0.00 | In Progress |
| | | | | | | \$15,000.00 | \$12,623.86 | In Progress |
| | | | | | | | | |
| | PLEASE NOTE THE FOLLOWING ITEMS HAVE BEEN OBLIGATED AND EXPENDED | | | REVISION FORTH COMING | | \$4,000.00 | \$4,042.73 | Complete |
| | | | | | | \$39,225.98 | \$37,119.01 | In Progress |
| | | | | | | | | |
| | | | | | | | | |
| | <u>Site Improvement</u> | | | | | | | |
| Curwin Circle MA23-1 | Emergency Heat | 1450 | | \$113,648.00 | \$113,648.00 | \$56,580.07 | \$56,580.07 | In Progress |
| | | | | | | | | |
| | <u>Dwelling Structure</u> | | | | | | | |
| Curwin Circle MA23-1 | Carpet Installation | 1460 | | \$41,209.00 | \$41,209.00 | \$41,209.00 | \$30,387.00 | In Progress |
| Curwin Circle MA23-1 | Phase I Roof Replacement | 1460 | | \$300,000.00 | \$300,000.00 | | | In Progress |
| Curwin Circle MA23-1 | Common Area 504 Accessible | 1460 | | \$100,000.00 | \$100,000.00 | \$48,000.00 | \$29,899.71 | In Progress |
| | | | | | | \$233,508.48 | \$77,805.34 | In Progress |
| | PLEASE NOTE THE FOLLOWING ITEMS HAVE BEEN OBLIGATED AND EXPENDED | | | REVISION FORTH COMING | | \$167,000.00 | \$36,425.37 | In Progress |
| | | | | | | \$62,827.07 | \$22,711.28 | In Progress |
| | | | | | | | | |
| | <u>Nondwelling Structure</u> | | | | | | | |
| Wall Plaza MA23-2 | Compactor Installation | 1470 | | \$100,000.00 | \$100,000.00 | \$0.00 | \$0.00 | In Progress |
| PLEASE NOTE | FOLLOWING ITEM HAS BEEN | | | REVISION | FORTH | \$2,506.40 | \$2,506.40 | Complete |
| | OBLIGATED AND EXPENDED | | | | COMING | | | |
| | TOTAL | | | \$910,010.00 | \$910,010.00 | \$910,010.00 | \$528,209.36 | |

| Annual Statement/Performance and Evaluation Report | | | | | | | | | |
|---|---|------------------|--|----------------------|---------|--------------------|---------------------------|-------------------|--|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) | | | | | | | | | |
| Part II: Supporting Pages | | | | | | | | | |
| PHA Name: Lynn Housing Authority | | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-01 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2001 | | |
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work | |
| | | | | Original | Revised | Funds Obligated | Funds Expended | | |
| | | | | | | | | | |
| | | | | | | | | | |

| Annual Statement/Performance and Evaluation Report | | | | | | | | |
|---|---|--|--------|---|---------|---------------------------|----------------------------------|--|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) | | | | | | | | |
| Part III: Implementation Schedule | | | | | | | | |
| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program No: MA06-P023-501-01 Replacement Housing Factor No: | | | | Federal FY of Grant: 2001 | | |
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates | |
| | Original | Revised | Actual | Original | Revised | Actual | | |
| MA23-1 Curwin Circle | 06/30/2003 | | | 06/30/2005 | | | | |
| MA23-2 Wall Plaza | 06/30/2003 | | | 06/30/2005 | | | | |
| | 06/30/2003 | | | 06/30/2005 | | | | |
| <u>Management Improvements</u> | | | | | | | | |
| Computer Upgrade | 06/30/2003 | | | 06/30/2005 | | | | |
| Drug Task Force | 06/30/2003 | | | 06/30/2005 | | | | |
| Elderly Programs | 06/30/2003 | | | 06/30/2005 | | | | |
| Family Investment Center | 06/30/2003 | | | 06/30/2005 | | | | |
| Resident Landscaping & Summer Youth | 06/30/2003 | | | 06/30/2005 | | | | |
| Curwin Circle Consultant | 06/30/2003 | | | 06/30/2005 | | | | |
| Security at Wall Plaza | 06/30/2003 | | | 06/30/2005 | | | | |
| Staff Training | 06/30/2003 | | | 06/30/2005 | | | | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program No: MA06-P023-501-01 Replacement Housing Factor No: | | | | | Federal FY of Grant: 2001 | |
|--|---|---|--------|---|---------|--------|----------------------------------|--|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates | |
| | Original | Revised | Actual | Original | Revised | Actual | | |
| Technical Assistance Capital Fund | 06/30/2003 | | | 06/30/2005 | | | | |
| Work Force Program at Curwin Circle | 06/30/2003 | | | 06/30/2005 | | | | |
| Youth Programs | 06/30/2003 | | | 06/30/2005 | | | | |
| Housing Inspector | 06/30/2003 | | | 06/30/2005 | | | | |
| | 06/30/2003 | | | 06/30/2005 | | | | |
| <u>Administration</u> | | | | | | | | |
| Administration | 06/30/2003 | | | 06/30/2005 | | | | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| | | |
|--|--|----------------------------------|
| PHA Name: Lynn Housing Authority | Grant Type and Number Capital Fund Grant No. Capital Fund Program Grant No: MA06-P023-501-02 Replacement Housing Factor Grant No: | Federal FY of Grant: 2002 |
|--|--|----------------------------------|

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 1)

Performance and Evaluation Report for Period Ending: 09/30/03
 Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|----------|---|----------------------|--------------|-------------------|--------------|
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | \$147,813.00 | \$147,813.00 | \$82,231.91 | \$26,874.56 |
| 4 | 1410 Administration | \$87,033.00 | \$87,033.00 | \$87,033.00 | \$75,482.51 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$62,000.00 | \$62,000.00 | \$1065.00 | \$1,065.00 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$102,886.00 | \$102,886.00 | \$140,004.35 | \$140,004.35 |
| 10 | 1460 Dwelling Structures | \$337,606.00 | \$337,606.00 | \$0.00 | \$0.00 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | \$130,000.00 | \$130,000.00 | \$8,075.00 | \$8,075.00 |
| 13 | 1475 Nondwelling Equipment | \$3,000.00 | \$3,000.00 | \$8,075.00 | \$8,075.00 |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | \$870,338.00 | \$870,338.00 | \$321,409.00 | \$254,501.42 |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | \$42,000.00 | \$42,000.00 | \$42,000.00 | \$42,000.00 |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | \$205,886.00 | \$225,000.00 | \$151,079.35 | \$151,079.35 |

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-02 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2002 | | |
|---|--|--|----------|----------------------|----------------|---------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Management Improvements</u> | | | | | | | |
| | Computer Upgrade | 1408 | | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$0.00 | In Progress |
| | Drug Task Force | 1408 | | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | Complete |
| | Elderly Programs | 1408 | | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$0.00 | In Progress |
| | Resident Landscaping | 1408 | | \$30,000.00 | \$30,000.00 | \$0.00 | \$0.00 | In Progress |
| | Summer Youth | 1408 | | \$10,661.00 | \$10,661.00.00 | \$0.00 | \$0.00 | In Progress |
| | Transportation (Senior & Group Activities) | 1408 | | \$10,000.00 | \$10,00.00 | \$0.00 | \$0.00 | In Progress |
| | Security | 1408 | | \$32,000.00 | \$32,00.00 | \$32,000.00 | \$4,556.43 | In Progress |
| | Staff Training | 1408 | | \$5,000.00 | \$5,000.00 | \$0.00 | \$0.00 | In Progress |
| | Technical Assistance Capital Fund | 1408 | | \$5,000.00 | \$5,000.00 | \$0.00 | \$0.00 | In Progress |
| | Workforce | 1408 | | \$10,000.00 | \$10,000.00 | \$0.00 | \$0.00 | In Progress |
| | Youth Programs | 1408 | | \$5,152.00 | \$5,152.00 | \$1,909.55 | \$1,909.55 | In Progress |
| | Curwin Circle Consultant | 1408 | | \$15,000.00 | \$15,000.00 | \$3,837.58 | \$3,837.58 | In Progress |
| | THE FOLLOWING ITEMS BEEN OBLIGATED AND EXPENDED | | | | | | | |
| | | | | REVISION | COMING | \$12,759.00 | \$6,571 | In Progress |
| | <u>Administation</u> | | | | | | | |
| | Administation | 1410 | | \$87,033.00 | \$87,033.00 | \$87,033.00 | \$75,104.76 | In Progress |
| | | | | | | | | |
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Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-02 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2002 | | |
|---|---|--|----------|----------------------|--------------|---------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Fees and Costs</u> | | | | | | | |
| Curwin Circle MA23-1 | A/E Sewer Separator | 1430 | | \$30,000.00 | \$30,000.00 | \$0.00 | \$0.00 | In Progress |
| Curwin Circle MA23-1 | A/E Boiler Repair | 1430 | | \$20,000.00 | \$20,000.00 | \$0.00 | \$0.00 | In Progress |
| Wall Plaza MA23-2 | A/E Air Makeup | 1430 | | \$12,000.00 | \$12,000.00 | \$0.00 | \$0.00 | In Progress |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | <u>Site Improvement</u> | | | | | | | |
| Curwin Circle MA23-1 | Heat/Utility Repairs | 1450 | | \$102,886.00 | \$102,886.00 | \$140,004.35 | \$140,004.35 | In Progress |
| | | | | | | | | |
| | | | | | | | | |
| | <u>Dwelling Structures</u> | | | | | | | |
| Curwin Circle MA23-1 | Basement Fans | 1460 | | \$4,000.00 | \$4,000.00 | \$0.00 | \$0.00 | In Progress |
| Curwin Circle MA23-1 | Bathroom Tub Surrounds | 1460 | | \$7,000.00 | \$7,000.00 | \$0.00 | \$0.00 | In Progress |
| Curwin Circle MA23-1 | Roof Replacement Phase I | 1460 | | \$300,000.00 | \$300,000.00 | \$0.00 | \$0.00 | In Progress |
| Curwin Circle MA23-1 | Drip Pans | 1460 | | \$11,000.00 | \$11,000.00 | \$0.00 | \$0.00 | In Progress |
| Curwin Circle MA23-1 | Storm Doors | 1460 | | \$15,606.00 | \$15,606.00 | \$0.00 | \$0.00 | In Progress |
| | | | | | | | | |
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Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-02 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2002 | | |
|---|---|--|----------|----------------------|--------------|---------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Nondwelling Structures</u> | | | | | | | |
| Curwin Circle 23-1 | Boiler Repairs | 1470 | | \$100,000.00 | \$100,000.00 | \$0.00 | \$0.00 | In Progress |
| Wall Plaza MA23-2 | Air Makeup Construction | 1470 | | \$30,000.00 | \$30,000.00 | \$0.00 | \$0.00 | In Progress |
| | | | | | | | | |
| | | | | | | | | |
| Curwin Circle MA23-1 | Refactor Boiler | 1475 | | \$3,000.00 | \$3,000.00 | \$3,000.00 | \$3,000.00 | Complete |
| | TOTAL | | | \$870,338.00 | \$870,338.00 | \$321,409.26 | \$254,123.67 | |
| | | | | | | | | |
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Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

| PHA Name: LYNN HOUSING AUTH. | | Grant Type and Number Capital Fund Program No: MA06-P023-501-02 Replacement Housing Factor No: | | | | Federal FY of Grant: 2002 | |
|--|---|--|--------|---|---------|---------------------------|----------------------------------|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
| | Original | Revised | Actual | Original | Revised | Actual | |
| Curwin Circle MA23-1 | 05/30/2004 | | | 05/30/2006 | | | |
| Wall Plaza MA23-2 | 05/30/2004 | | | 05/30/2006 | | | |
| | | | | | | | |
| <u>Management Improvements</u> | | | | | | | |
| Computer Upgrade | 05/30/2004 | | | 05/30/2006 | | | |
| Drug Task Force | 05/30/2004 | | | 05/30/2006 | | | |
| Elderly Programs | 05/30/2004 | | | 05/30/2006 | | | |
| Resident Landscaping | 05/30/2004 | | | 05/30/2006 | | | |
| Summer Youth | 05/30/2004 | | | 05/30/2006 | | | |
| Transportation | 05/30/2004 | | | 05/30/2006 | | | |
| Curwin Consultant | 05/30/2004 | | | 05/30/2006 | | | |
| Security | 05/30/2004 | | | 05/30/2006 | | | |
| Staff Training | 05/30/2004 | | | 05/30/2006 | | | |
| Technical Assistance Capital Fund | 05/30/2004 | | | 05/30/2006 | | | |
| Workforce | 05/30/2004 | | | 05/30/2006 | | | |
| Youth Programs | 05/30/2004 | | | 05/30/2006 | | | |
| Housing Inspector | 05/30/2004 | | | 05/30/2006 | | | |
| Vacancy Turnaround | 05/30/2004 | | | 05/30/2006 | | | |
| | 05/30/2004 | | | 05/30/2006 | | | |
| <u>Administration</u> | | | | | | | |
| Administration | 05/30/2004 | | | 05/30/2006 | | | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| | | |
|---|--|----------------------------------|
| PHA Name: Lynn Housing Authority | Grant Type and Number Capital Fund Grant No. Capital Fund Program Grant No: MA06-P023-501-03 Replacement Housing Factor Grant No: | Federal FY of Grant: 2003 |
|---|--|----------------------------------|

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 09/30/03
 Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|----------|---|----------------------|--------------|-------------------|----------|
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | \$143,219.40 | \$143,219.40 | \$432.35 | \$0.00 |
| 4 | 1410 Administration | \$71,609.70 | \$71,609.70 | \$0.00 | \$0.00 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$50,775.90 | \$50,775.90 | \$0.00 | \$0.00 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$97,492.00 | \$97,492.00 | \$97,492.00 | \$0.00 |
| 10 | 1460 Dwelling Structures | \$278,000.00 | \$278,000.00 | \$83,000.00 | \$0.00 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | \$75,000.00 | \$75,000.00 | \$0.00 | \$0.00 |
| 13 | 1475 Nondwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | \$716,097.00 | \$716,097.00 | \$255,924.35 | \$0.00 |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 24 | Amount of line 21 Related to Security – Soft Costs | \$35,000.00 | \$0.00 | \$432.35 | \$0.00 |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | \$172,492.00 | \$0.00 | \$0.00 | \$0.00 |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-03 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2003 | | |
|---|---|--|----------|----------------------|-------------|---------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Management Improvements</u> | | | | | | | |
| | Computer Upgrade | 1408 | | \$10,000.00 | \$10,000.00 | \$0.00 | \$0.00 | In Progress |
| | Drug Task Force | 1408 | | \$3,000.00 | \$3,000.00 | \$432.35 | \$0.00 | In Progress |
| | Elderly Programs | 1408 | | \$5,413.00 | \$5,413.00 | \$0.00 | \$0.00 | In Progress |
| | Bilingual AIS | 1408 | | \$20,000.00 | \$20,000.00 | \$0.00 | \$0.00 | In Progress |
| | Resident Landscaping | 1408 | | \$15,000.00 | \$15,000.00 | \$0.00 | \$0.00 | In Progress |
| | Transportation (Senior & Group Activities) | 1408 | | \$2,000.00 | \$2,000.00 | \$0.00 | \$0.00 | In Progress |
| | Security at Wall Plaza | 1408 | | \$32,000.00 | \$32,000.00 | \$0.00 | \$0.00 | In Progress |
| | | | | | | | | |
| | Technical Assistance Capital Fund | 1408 | | \$5,000.00 | \$5,000.00 | \$0.00 | \$0.00 | In Progress |
| | Work Force at Curwin Circle | 1408 | | \$5,406.40 | \$5,406.40 | \$0.00 | \$0.00 | In Progress |
| | Youth Programs | 1408 | | \$5,400.00 | \$5,400.00 | \$0.00 | \$0.00 | In Progress |
| | Curwin Circle Consultant | 1408 | | \$40,000.00 | \$40,000.00 | \$0.00 | \$0.00 | In Progress |
| | <u>Administration</u> | | | | | | | |
| | Administration | 1410 | | \$71,609.70 | \$71,609.70 | \$0.00 | \$0.00 | In Progress |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program Grant No: MA06-P023-501-03 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2003 | | |
|---|---|--|----------|----------------------|--------------|---------------------------|-------------------|-------------------|
| Development No. Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | <u>Fees & Cost</u> | | | | | | | |
| Curwin Circle MA23-1 | A/E Moisture Investigation | 1430 | | \$30,000.00 | \$30,000.00 | \$0.00 | \$0.00 | In Progress |
| Wall Plaza MA23-2 | A/E Mail Box | 1430 | | \$10,775.90 | \$10,775.90 | \$0.00 | \$0.00 | In Progress |
| Wall Plaza MA23-2 | A/E Sink Faucet | 1430 | | \$10,000.00 | \$10,000.00 | \$0.00 | \$0.00 | In Progress |
| | | | | | | | | |
| | | | | | | | | |
| | <u>Site Improvement</u> | | | | | | | |
| Curwin Circle MA23-1 | Utility Repairs | 1450 | | \$97,492.00 | \$97,492.00 | \$97,492.00 | \$0.00 | In Progress |
| | | | | | | | | |
| | <u>Dwelling Structures</u> | | | | | | | |
| Curwin Circle MA23-1 | Basement Bath Ventilation | 1460 | | \$68,000.00 | \$68,000.00 | \$68,000.00 | \$0.00 | In Progress |
| Curwin Circle MA23-1 | Floor Replacement | 1460 | | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$0.00 | In Progress |
| Curwin Circle MA23-1 | Tot Lot Repairs | 1460 | | \$10,000.00 | \$10,000.00 | \$0.00 | \$0.00 | In Progress |
| Curwin Circle MA23-1 | Moisture Repairs | 1460 | | \$90,000.00 | \$90,000.00 | \$0.00 | \$0.00 | In Progress |
| Curwin Circle MA23-1 | Storm Doors | 1460 | | \$15,000.00 | \$15,000.00 | \$0.00 | \$0.00 | In Progress |
| | | | | | | | | |
| Wall Plaza MA23-2 | Bathroom Sink & Faucet | 1460 | | \$80,000.00 | \$80,000.00 | \$0.00 | \$0.00 | In Progress |
| | | | | | | | | |
| | <u>Nondwelling Structures</u> | | | | | | | |
| Curwin Circle MA23-1 | Boiler Repairs | 1470 | | \$75,000.00 | \$75,000.00 | \$75,000.00 | \$0.00 | In Progress |
| | | | | | | | | |
| | | | | | | | | |
| | <u>TOTALS</u> | | | \$716,097.00 | \$716,097.00 | \$255,924.35 | \$432.35 | |

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

| PHA Name: Lynn Housing Authority | | Grant Type and Number Capital Fund Program No: MA06-P023-501-03 Replacement Housing Factor No: | | | | | Federal FY of Grant: 2003 | |
|--|---|--|--------|---|---------|--------|----------------------------------|--|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates | |
| | Original | Revised | Actual | Original | Revised | Actual | | |
| Curwin Circle MA23-1 | 09/16/2005 | | | 09/16/2007 | | | | |
| Wall Plaza MA23-2 | 09/16/2005 | | | 09/16/2007 | | | | |
| | | | | | | | | |
| <u>Management Improvements</u> | | | | | | | | |
| Computer Upgrade | 09/16/2005 | | | 09/16/2007 | | | | |
| Drug Task Force | 09/16/2005 | | | 09/16/2007 | | | | |
| Elderly Programs | 09/16/2005 | | | 09/16/2007 | | | | |
| Bilingual AIS | 09/16/2005 | | | 09/16/2007 | | | | |
| Resident Landscaping | 09/16/2005 | | | 09/16/2007 | | | | |
| Transportation | 09/16/2005 | | | 09/16/2007 | | | | |
| Curwin Circle Consultant | 09/16/2005 | | | 09/16/2007 | | | | |
| Security at Wall Plaza | 09/16/2005 | | | 09/16/2007 | | | | |
| Staff Training | 09/16/2005 | | | 09/16/2007 | | | | |
| Technical Assistance Capital Fund Program | 09/16/2005 | | | 09/16/2007 | | | | |
| Work Force at Curwin Circle | 09/16/2005 | | | 09/16/2007 | | | | |
| Youth Programs | 09/16/2005 | | | 09/16/2007 | | | | |
| | | | | | | | | |
| <u>Administration</u> | | | | | | | | |
| Administration | 09/16/2005 | | | 09/16/2007 | | | | |