

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <b>Brookline Housing Authority</b> PHA Code: <b>MA033</b> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <b>04/01/2012</b>				
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <b>499</b> Number of HCV units: <b>619</b>				
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <b>5 year Capital Plan</b> <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only  <b>In 2011 BHA was ranked a High Performer</b>				
<b>4.0</b>	<b>PHA Consortia</b> <b>N/A</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH      HCV
	PHA 2:				
	PHA 3:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.				

**5.1**

**Mission.** State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:

**The Brookline Housing Authority is committed to providing the highest quality affordable housing and making every effort to develop additional affordable housing options in the town of Brookline.**

**We shall partner with businesses, landlords, other housing agencies, Town Departments, and our residents to achieve this mission.**

**We shall carry out all activities in a public, fiscally efficient, non discriminatory, ethical and professional manner. We do this with pride and commitment to excellence.**

**To achieve our mission we challenge ourselves to these goals:**

**To manage the agency in full compliance with all applicable laws, regulations and statutes.**

**To manage the agency to be a HUD high performer under public housing management assessment and Section Eight Management Assessment and other regulatory compliance audits.**

**To increase availability of affordable options and safe homes for eligible families, seniors, and persons with disabilities.**

**To promote an efficient customer-friendly environment through capable and trained employees committed to excellence in public service.**

**To develop service components for residents in need so they may maintain their apartment or Rental Assistance Certificate.**

**To provide resources for residents to achieve self-sufficiency.**

**Through all our actions, to become the affordable housing landlord of choice for eligible residents in the community.**

**To provide economic and social diversity within the Public housing community.**

<p>5.2</p>	<p><b>Goals and Objectives.</b> Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <ul style="list-style-type: none"> <li>a) <b>Maintain assessment under PHAS at a minimum of Standard Performer</b></li> <li>b) <b>Maintain assessment under SEMAP at a minimum of Standard Performer</b></li> <li>c) <b>Meet expenditure requirements of Capital Fund, ARRA formula and ARRA Competitive schedules</b></li> <li>d) <b>Explore feasibilities at Ma 33-1 (22 High and Walnut St) for major re-development</b></li> <li>e) <b>Pursue funding for and construction of 32 units of mixed finance on Dummer St.</b></li> <li>f) <b>Assess 2012 Section 8 payment Standards and seek waivers as appropriate</b></li> <li>g) <b>Coordinate resident and security services to maintain safety, promote self sufficiency</b></li> <li>h) <b>Initiate process to develop additional resources in Town through the Project base Section 8 program</b></li> </ul> <p><b>2011 Progress and Accomplishments</b></p> <ul style="list-style-type: none"> <li>a) <b>In 2011 Brookline Housing Authority aggressively spent Capital Funds and ARRA dollars to preserve the existing portfolio, improve energy efficiencies, widen accessibility for disabled and aging residents and upgrade fire alarms at (Morse apartments). Capital projects included site-work at four seniors buildings (33-2, -3, -5, and -7) funded by ARRA funds and a new roof at O’Shea House (33-3).</b></li> <li>b) <b>The BHA issued contracts for Project Based Sec. 8 vouchers for 31 apartments, to expand affordable housing in Brookline.</b></li> <li>c) <b>BHA continued support for self-sufficiency through participation and funding with Steps to Success (schooling, seasonal employment, and ESL and job referral).</b></li> <li>d) <b>BHA advanced the development of 32 family housing, all of which are aimed at below 60% AMI at Dummer St. Funding applications to FHLB and DHCD (One-Stop) have been completed and funding awards received. Design has advanced and BHA has received local zoning approvals. Construction start is expected in early 2013.</b></li> <li>e) <b>The BHA received High Performer status in Section 8, and conventional Public Housing.</b></li> <li>f) <b>The BHA hired a new Executive Director, Patrick Dober, who previously was a Deputy Director at the Cambridge (MA) Housing Authority.</b></li> </ul>
<p>6.0</p>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: <b>The Sec. 8 Administrative Plan has been updated to reflect BHA policy, regulatory changes and PIH HUD Notice guidance.</b></p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <ul style="list-style-type: none"> <li>b) <b>Copies of the BHA Plan are available during normal business hours at the BHA main offices at 90 Longwood Ave. Once the 2012 Plan is approved by HUD, it will be posted on our website (<a href="http://www.brooklinehousing.org">www.brooklinehousing.org</a>).</b></li> </ul>

6.1	<p><b>Eligibility and Selection</b></p> <p>a) Federal family housing list remains closed. We intent to open it in August, 2012.</p> <p>b) Wait list remains open for elderly and disabled Public Housing. Applicants with incomes greater than 40% AMI and lower than 40% AMI are placed in a 1:1 ratio when those applicants exist. In reality, there are few applicants with incomes greater than 40% AMI. Applications are time and date stamped and called in order of application. Residents of Brookline and persons employed in Brookline will also receive a preference.</p> <p>c) BHA participates in a "shared list" with 80 other housing authorities for selection in Section 8. Priorities for selection are:</p> <p><u>Priority One:</u> (1) Transfers from Federal and State Housing for: Imminent Danger of Life Threatening Injuries due to Providing Testimony; or Victim of Physical Harassment, or Victim of Domestic Violence; or Request for Reasonable Accommodation could be resolved by being assisted under the HCVP (2) For 25 Vouchers under the BHA Designated Housing Plan</p> <p><u>Priority Two:</u> Local resident with documented Fire, Flood or other Natural Disaster, Board of Health Condemnation, or Victim of Domestic Violence.</p> <p><u>Priority Three:</u> Local resident who is about to be displaced by Landlord Non-Renewal through No Fault of their Own.</p> <p><u>Priority Four:</u> Non-local resident with documented Fire, Flood or other Natural Disaster, Board of Health Condemnation, or Victim of Domestic Violence;</p> <p><u>Priority Five:</u> Local resident who is a single veteran or single persons with disabilities over other single persons;</p> <p><u>Priority Six:</u> Local resident; Standard Applicants: All applicants not meeting one of the Priority Categories listed above.</p> <p>Credit, Criminal background and landlord references are completed on all applicants prior to offer and determination made in accordance with BHA policies and HUD regulations. Applications are available in person, by mail or from the BHA website.</p>
6.2	<p><b>Financial Resources</b></p> <p>For conventional Housing in addition to tenant paid rent, BHA receives operating subsidy. This combined income pays for operating costs of administration, resident services, maintenance, employee benefits and property betterments. The portfolio is in solid financial footing per 2011 FASS (HUD Financial Assessment) receiving 9 of 9 points for current ratio and 8 of 9 points for expendable fund balance. BHA also receives by formula a grant for capital funds (modernization). These typically average in the range of \$500,000 annually. Please see section 8.0 of this plan for projected amounts and details of spending plan. For Section 8 Housing Vouchers, BHA anticipates being able to fund all vouchers under contract for fiscal year 2012.</p>
6.3	<p><b>Rent Determination</b></p> <p>Rents are calculated in accordance with HUD regulation. Income and deductions are supplied or verified by third party issuer. Rent is based on 30 percent of adjusted income. Deductions are as included in HUD regulation.</p>

6.4	<p><b>Operations and Management</b></p> <p>All BHA managers have multiple hours weekly on a posted schedule for when they are at a specific site. All managers handle multiple properties. Maintenance staff are also assigned to each site on a daily basis. Service requests for maintenance can be made to a business hour staffed phone emailed or linked from the BHA website. During non business hours, calls are forwarded through an answering service. BHA only responds to emergencies during non business hours. Emergencies include wintertime no heat, wintertime broken window, fire or flood, look-outs, plumbing, electrical or elevator serious malfunction.</p> <p>Exterminations for roaches, bedbugs, or rodents are completed timely. A licensed exterminator services BHA weekly for all orders called in during the week. In the interim, BHA will provide residential products (sticky traps, foam for filling holes) until an exterminator can schedule a visit.</p>
6.5	<p><b>Grievance Procedures</b></p> <p>Per agreement with the Town Wide Resident association of Brookline Public Housing tenants, a single hearing officer is available to hear cases. The BHA lease outlines and informs residents of this procedure.</p>
6.6	<p><b>Designated Housing Plan</b></p> <p>The BHA has a waiver from HUD to age designate BHA elderly apartments. The waiver, extended for 5 years in 2009, establishes an 80% at age 62 and over and 20% at under age 62 for all non accessible apartments. The waiver approved is for the walk-up units at Walnut St, 50 Pleasant St, 61 Park Sr., 90 Longwood Ave and 190 Harvard St. The BHA plans to ask HUD to extend this waiver for the 60 unit recently federalized Col. Floyd Apartments.</p>
6.7	<p><b>Community Housing and Self Sufficiency</b></p> <p>BHA promotes the goals of self sufficiency in both Section 8 and conventional Public Housing. A BHA employment and training referral specialist, ESL classes and computer centers are available to all BHA residents and participants.</p>
6.8	<p><b>Safety and Crime Prevention</b></p> <p>All residents on lease up and annual recertification sign a receipt of transaction of the BHA Crime and Criminal Activity Policy, modeled after the HUD One Strike policy. Each incident of lease violation involving drugs, assault, or violence involves management and resident conferences under lease termination language. BHA site managers meet with Brookline Police every two weeks to discuss any activities or suspicions. The Assistant Director and the Police Chief routinely meet to discuss issues and problems. BHA site managers forward BPD incident reports to the Assistant Director and the Executive Director. Reports are provided by BPD except in juvenile or confidential scenarios. BHA management and Brookline Police annually provide community meetings on crime, police process and personal safety awareness at all BHA locations.</p>

6.9	<p><b>Pets</b></p> <p>BHA pet policy allows a person to apply for legally keeping a pet within the premises. One pet, weighing 18 pounds or less is permitted. Animals must be restrained in public, not be a nuisance and owners agree to picking-up and disposing of waste.</p>
6.10	<p><b>Civil Rights Certification</b></p> <p>BHA continually monitors policies and practices to ensure equal access under Fair Housing laws and regulations. Requests for accommodation are reviewed and timely worked out. BHA participates from time to time with Town of Brookline Fair Housing Office programs. These include forums and Cable TV programs.</p>
6.11	<p><b>Fiscal Audit</b></p> <p>The fiscal year audit for 2011 indicated no findings, comments or issues of concern. The audit was conducted in accordance with OMB Circular A-133 and BHA was found to be in full compliance.</p>
6.12	<p><b>Asset Management</b></p> <p>No issues.</p>
6.13	<p><b>Violence Against Woman Act</b></p> <p>BHA has provided residents and participants of Section 8 with the VAWA policy.</p> <p>The BHA has provided all BHA residents and participants of Rental Assistance Program a copy of Violence Against Women Act and persons rights under the Act. In addition, the BHA is part of the Brookline Court Violence Roundtable that meets quarterly. The BHA staff meets weekly with Brookline Police to discuss criminal activity on BHA properties. We cooperate and initiate trespass writs and offer assistance and encouragement on restraining orders on persons having committed violent crimes (and other offenses) on BHA properties. BHA staff meets monthly with Brookline Community Mental Health outreach and case managers. At the Brookline Center, a full complement of social workers and mental health specialists provide a full array of individual, family and group assistance. BHA also provides a priority in issuing Section 8 vouchers for those cases where someone is fleeing domestic violence and needs housing vouchers.</p>

**Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.** *Include statements related to these programs as applicable.*

- a) In the coming years, BHA will explore major renovations for 22 High and Walnut St apartments. Built in 1960 as part of Urban Renewal, this property contains small 1 bedroom walk-up elderly, small 4 bedroom townhouses and 2 and 3 bedroom family units in a high-rise. Design standards and amenities have changed in 50 years. As this property enters its' period of obsolesce, redevelopment is a viable option. The 2.7 acres is in an excellent residential neighborhood with outstanding access to public transportation, schools, shopping and employment. The Town of Brookline is looking to address area vehicular, bicycle and pedestrian traffic as well as curbside and building issues. To accomplish the Town's goals, there has been discussion of a land swap or friendly eminent domain action. BHA would use this opportunity to redevelop and initiate a plan to continue to house present profile tenants, but in a building and land use that makes modern sense. There have been very preliminary discussions with the Town, the town concept design committee and BHA residents.

BHA has been awarded federal tax credits and other funds through DHCD for use at a proposed new development on Dummer St. BHA has applied to HUD to project base eight section 8 vouchers for this location through a competitive process in accord with HUD regulations and HUD has given preliminary approval, pending Subsidy Layering Review.

- b) No Demolition or Disposition of federal units are in planning stage or projected in BHA fiscal year 2013
- c) BHA does not anticipate converting public housing to Section 8 in fiscal year 2013 unless through special approval by HUD under PETRA or similar program. These programs are expected to have citizen participation provisions. BHA does not anticipate conversion of public housing to homeownership in fiscal year 2013
- d) Project Base Section 8 is expected to be utilized during fiscal year 2013. In the fall of 2010, as raised in the 2010 Annual Plan, BHA anticipated approximately 50 vouchers to project base. The process is not complete, but BHA anticipates that process to yield approximately 25 vouchers tied to units. BHA would seek to add up to an additional 50 vouchers in fiscal year 2013. Project basing section 8 is one of the few ways to expand affordable housing in a wealthy community. BHA will work with private, nonprofit, and limited liability corporations, including BHA itself to expand affordable housing supply. BHA is aware of HUD's role and approvals in "project basing to a BHA subsidiary.
- e) As required under HUD Consent Decree for federalizing the Col. Floyd Apartments, the BHA agrees to add 3 accessible units within the federal portfolio.

BHA intends to add a 2 bedroom accessible and a studio apartment from 3 traditional units at 50 Pleasant Street. The third unit is projected to be added to 61 Park Street from present community/resident service space.

The combined total units would remain the same. BHA has included funding within the 5 year capital fund plan and will seek alternative private and public funding sources.

7.0

8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p> <p><b>Please see attached</b></p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p><b>Please see attached</b></p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p><b>Please see attached</b></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b></p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p><b>Brookline is an affluent community with limited housing for low income and workforce persons. Median selling price for a single family home exceeds \$1 million dollars. Median condominium sales exceed \$500,000. Median rents often exceed the allowed 120% of FMR payment standard. BHA believes its plan to project base section 8 and develop new units on state public housing land will provide new options.</b></p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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.</p> <p><b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p><b>To assist families within the jurisdiction, BHA employs a residency preference within other priorities.</b></p>



**Additional Information.** Describe the following, as well as any additional information HUD has requested.

- (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.
- (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

### **2011 Progress and Accomplishments**

- g) In 2011 Brookline Housing Authority aggressively spent Capital Funds and ARRA dollars to preserve the existing portfolio, improve energy efficiencies, widen accessibility for disabled and aging residents and upgrade fire alarms at (Morse apartments). Capital projects included site-work at four seniors buildings (33-2, -3, -5, and -7) funded by ARRA funds and a new roof at O'Shea House (33-3).
- h) The BHA issued contracts for Project Based Sec. 8 vouchers for 31 apartments, to expand affordable housing in Brookline.
- i) BHA continued support for self sufficiency through participation and funding with Steps to Success (schooling, seasonal employment, and ESL and job referral).
- j) BHA advanced the development of 32 family housing, all of which are aimed at below 60% AMI at Dummer St. Funding applications to FHLB and DHCD (One-Stop) have been completed and funding awards received. Design has advanced and BHA has received local zoning approvals. Construction start is expected in early 2013.
- k) The BHA received High Performer status in Section 8, and conventional Public Housing.
- l) The BHA hired a new Executive Director, Patrick Dober, who previously was a Deputy Director at the Cambridge (MA) Housing Authority.

10.0

### **Substantial Deviation**

**Brookline Housing Authority defines substantial deviation or significant amendment to the plan as the following. There were no substantial deviations of significant amendments in 2011**

**Addition as non emergency work items presently identified in the annual or 5-Year Capital Plan that would exceed 20% of the Annual Grant Award.**

**Any changes or intent to change in demolition, disposition conversion, homeownership plans as stated within the Plan.**

**Any changes to the Administrative Plan or Section 8 Administrative Plan related to tenant selection, rent calculation or occupancy issues. Discretionary or administrative amendments consistent with the Authorities stated mission and basic objectives will not be considered substantial deviations a significant modification.**

- m) BHA is not under any memorandum of agreement with HUD for performance improvements

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

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

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### **Instructions form HUD-50075**

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

#### **1.0 PHA Information**

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

#### **2.0 Inventory**

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

#### **3.0 Submission Type**

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

#### **4.0 PHA Consortia**

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

#### **5.0 Five-Year Plan**

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

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

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

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

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

#### **PHA Plan Elements. (24 CFR 903.7)**

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission

including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

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

- 11. Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
- 12. Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
- 13. Violence Against Women Act (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

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

- (a) Hope VI or Mixed Finance Modernization or Development.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/ope6/index.cfm>
- (b) Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: **(1)** A description of any housing (including project

number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and **(2)** A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm)

**Note:** This statement must be submitted to the extent **that approved and/or pending** demolition and/or disposition has changed.

- (c) Conversion of Public Housing.** With respect to public housing owned by a PHA: **1)** A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>
- (d) Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

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

electronically along with the PHA's Annual Plan submission.

### **8.1 Capital Fund Program Annual Statement/Performance and Evaluation**

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

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

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

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

### **8.2 Capital Fund Program Five-Year Action Plan**

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

### **8.3 Capital Fund Financing Program (CFFP).**

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

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

### **9.1 Strategy for Addressing Housing Needs.**

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

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

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. (**Note: Standard and Troubled PHAs complete annually; Small**

**and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**(b) Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of “significant amendment” and “substantial deviation/modification”. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

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

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

**(a)** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*

**(b)** Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*

**(c)** Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*

**(d)** Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*

**(e)** Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*

**(f)** Resident Advisory Board (RAB) comments.

**(g)** Challenged Elements. Include any element(s) of the PHA Plan that is challenged.

**(h)** Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.

**(i)** Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

**PHA Certifications of Compliance  
with PHA Plans and Related  
Regulations**

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011**

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 4/1/12, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.



12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.


Brookline Housing Authority  
 PHA Name

MA033  
 PHA Number/HA Code

     5-Year PHA Plan for Fiscal Years 20     - 20    

  X   Annual PHA Plan for Fiscal Years 2012 - 2013

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

Name of Authorized Official David Trietsch 	Title Chairman
Signature	Date 6/12/12

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Brookline Housing Authority

Program/Activity Receiving Federal Grant Funding

Annual Plan

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

(33-1) Walnut Street Apartments, 22 High Street, Brookline, MA 02445

(33-2) Sussman House, 50 Pleasant Street, Brookline, MA 02446

(33-3) Arthur O'Shea House, 61 Park Street, Brookline, MA 02446

(33-5) Theresa Morse Apartments, 90 Longwood Avenue, Brookline, MA 02446

(33-7) Kickham Apartments, 190 Harvard Street, Brookline, MA 02446

(33-8) Col. Floyd Apartments, 19-36 Foster Street, 32-40 Marion Street

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

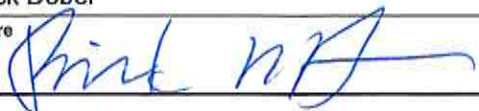
Patrick Dober

Title

Executive Director

Signature

X



Date

6-25-12

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

Approved by OMB

0348-0046

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> <b>B</b> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	<b>2. Status of Federal Action:</b> <input checked="" type="checkbox"/> <b>A</b> a. bid/offer/application b. initial award c. post-award	<b>3. Report Type:</b> <input checked="" type="checkbox"/> <b>A</b> a. initial filing b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: 4c	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Brookline Housing Authority 90 Longwood Avenue, Suite 1 Brookline, MA 02446  Congressional District, if known:	
<b>6. Federal Department/Agency:</b>  HUD	<b>7. Federal Program Name/Description:</b>  HOPWA  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b>  \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>  N/A	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>  N/A	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Patrick Dober</u> Title: <u>Executive Director</u> Telephone No.: <u>617-277-2022</u> Date: <u>6-28-12</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

# Certification of Payments to Influence Federal Transactions

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

Applicant Name

Brookline Housing Authority

Program/Activity Receiving Federal Grant Funding

Annual Plan

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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

Name of Authorized Official

Patrick Dober

Title

Executive Director

Signature

Date (mm/dd/yyyy)

06/28/2012

**Civil Rights Certification**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 08/30/2011

**Civil Rights Certification**

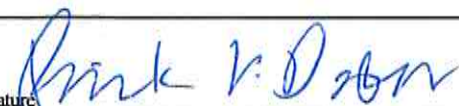
**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Brookline Housing Authority  
\_\_\_\_\_  
PHA Name

MA033  
\_\_\_\_\_  
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	
Name of Authorized Official Patrick Dober	Title Executive Director
Signature 	Date 6/25/12

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

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011**

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

I, Melvin Kleckner the Town Administrative certify that the Five Year and Annual PHA Plan of the Brookline Housing Authority is consistent with the Consolidated Plan of Brookline Massachusetts prepared pursuant to 24 CFR Part 91.

  
\_\_\_\_\_

06.14.12

Signed / Dated by Appropriate State or Local Official

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

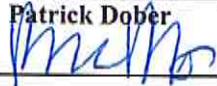
U.S. Department of Housing and Urban Development  
 Office of Public Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary					
PHA Name: <b>Brookline Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>MA06P033501-12</b> Replacement Housing Factor Grant No: Date of CFFP:		Federal FY of Grant: <b>2012</b> Federal FY of Grant Approval: <b>2012</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 ) <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 1	
		Original	Revised 2	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20) 3	17,225	102,000		
3	1408 Management Improvements	100,000	100,000		
4	1410 Administration (may not exceed 10%)	51,191	51,191		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	68,500	68,500		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	275,000	190,225		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities 4				

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

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

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

<b>Part I: Summary</b>			
PHA Name: <b>Brookline Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: MA06P033501-12 Replacement Housing Factor Grant No: Date of CFFP:	
		Federal FY of Grant: <b>2012</b> Federal FY of Grant Approval: <b>2012</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 ) <input type="checkbox"/> Final Performance and Evaluation Report			
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:			
Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
18a	1501 Collateralization or Debt Service paid by PHA		
18b	9000 Collateralization or Debt Service paid via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	<b>Amount of Annual Grant: (sum of lines 2-19)</b>	<b>\$511,916</b>	<b>\$511,916</b>
21	Amount of line 20 Related to LBP Activities	0	0
22	Amount of line 20 Related to Section 504 Activities	0	0
23	Amount of line 20 Related to Security -Soft Costs	0	0
24	Amount of Line 20 related to Security-- Hard Costs	0	0
25	Amount of line 20 Related to Energy Conservation Measures	0	0
Signature of Executive Director: <b>Patrick Dober</b> 		Date <b>6-25-12</b>	Signature of Public Housing Director:  Date

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



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

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

<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> Brookline Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: MA06P033501-12 CFFP (Yes/No): No Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2012		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
<b>AMP 1</b>	Replace Electric Circuit Breaker Panels in apartments at O'Shea	1460	100	185,000	100,225			
<b>AMP 2</b>	Renovate Hallways with apartment doors and locksets, painting, etc. at Floyd	1460	15	90,000	90,000			

1 To be completed for the Performance and Evaluation Report.  
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Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

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

Part II: Supporting Pages								
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-12 CFFP (Yes/No): No Replacement Housing Factor Grant No:			Federal FY of Grant: 2012			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
PHA-Wide	Operations	1406		17,225	102,000			
	Computer Learning Center Staff	1408		45,000	70,000			
	Section 3 Coordinator	1408		15,000	0			Other funds
	Development Planner	1408		10,000	0			Other funds
	Management Needs Assessment	1408		20,000	20,000			
	Green Operations Consultant	1408		10,000	10,000			
	Administration	1410		51,191	51,191			
	A/E Fees & misc. costs	1430		47,500	47,500			
	Physical Needs Assessment	1430		20,000	20,000			
	Environmental Review Consultant	1430		1,000	1,000			

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Annual Statement/Performance and Evaluation Report  
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U.S. Department of Housing and Urban Development  
 Office of Public Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part III: Implementation Schedule					Federal FY of Grant:
PHA Name:					
Brookline Housing Authority				2012	
Development Number Name/HA-Wide Activities	All Fund Obligated		All Funds Expended		Reasons for Revised Target Dates 1
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
AMP 1	03/11/2014		03/11/2016		
AMP 2	03/11/2014		03/11/2016		
PHA-Wide	03/11/2014		03/11/2016		

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

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

<b>Part I: Summary</b>						
PHA Name/Number Brookline Housing Authority MA033		Locality (City/County & State) Town of Brookline, Norfolk County, Massachusetts			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2012</u>	Work Statement for Year 2 FFY <u>2013</u>	Work Statement for Year 3 FFY <u>2014</u>	Work Statement for Year 4 FFY <u>2015</u>	Work Statement for Year 5 FFY <u>2016</u>
	AMP 1	See Annual Statement	375,815	389,815	374,815	324,815
	AMP 2		0	0	0	20,000
	PHA - Wide		0	0	10,000	40,000
B.	Physical Improvements Subtotal	Annual Statement	375,815	389,815	384,815	384,815
C.	Management Improvements		70,000	55,000	55,000	55,000
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		52,868	52,868	52,868	52,868
F.	Other (Fees & Costs)		30,000	31,000	31,000	31,000
G.	Operations					
H.	Demolition					
I.	Development				5,000	5,000
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		528,683	528,683	528,683	528,683
L.	Total Non-CFP Funds					
M.	Grand Total	\$511,916	\$528,683	\$528,683	\$528,683	\$528,683





<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>					
Work Statement for Year 1 FFY 2012	Work Statement for Year <u>2</u> FFY <u>2013</u>		Work Statement for Year: <u>3</u> FFY <u>2014</u>		
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost	
Sec Annual Statement	<b>H.A. – Wide</b>		<b>H.A. – Wide</b>		
	Computer learning center staff	50,000	Computer learning center staff	43,000	
	Section 3 coordinator	15,000	Section 3 coordinator	12,000	
	Grant writer	5,000			
		Subtotal of Estimated Cost	\$70,000	Subtotal of Estimated Cost	\$55,000

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY 2012	Work Statement for Year <u>4</u> FFY <u>2015</u>		Work Statement for Year: <u>5</u> FFY <u>2016</u>	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
Set Annual Statement	<b>H.A. – Wide</b>		<b>H.A. – Wide</b>	
	Computer learning center staff	43,000	Computer learning center staff	43,000
	Section 3 coordinator	12,000	Section 3 coordinator	12,000
		<b>Subtotal of Estimated Cost</b>	<b>\$55,000</b>	<b>Subtotal of Estimated Cost</b>



Annual Statement/Performance and Evaluation Report  
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U.S. Department of Housing and Urban Development  
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 Expires 4/30/2011

Part I: Summary						
PHA Name: <b>Brookline Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>MA06P033501-11</b> Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: <b>2011</b> Federal FY of Grant Approval: <b>2011</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: <b>1</b> ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <b>12-31-2011</b> <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1		
		Original	Revised 2	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 20) 3	43,815	43,815	0		
3	1408 Management Improvements	80,000	80,000	45,000	7,269	
4	1410 Administration (may not exceed 10%)	52,868	52,868	52,868	45,599	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	32,000	42,000	0		
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	320,000	310,000	0		
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities 4					

- 1 To be completed for the Performance and Evaluation Report.
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- 3 PHAs with under 250 units in management may use 100% of CFP Grants for Operations.
- 4 RHF funds shall be included here.

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

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

<b>Part I: Summary</b>				
<b>PHA Name:</b> Brookline Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: MA06P033501-11 Replacement Housing Factor Grant No: Date of CFFP:		<b>Federal FY of Grant:</b> 2011 <b>Federal FY of Grant Approval:</b> 2011
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-2011 <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>
18a	1501 Collateralization or Debt Service paid by PHA			
18b	9000 Collateralization or Debt Service paid via System of Direct Payment			
19	1502 Contingency (may not exceed 8% of line 20)			
20	<b>Amount of Annual Grant: (sum of lines 2-19)</b>	<b>\$528,683</b>	<b>\$528,683</b>	<b>97,868</b>
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Activities			
23	Amount of line 20 Related to Security --Soft Costs			
24	Amount of Line 20 related to Security-- Hard Costs			
25	Amount of line 20 Related to Energy Conservation Measures			
<b>Signature of Executive Director:</b> Patrick Dober		<b>Date:</b> 6-25-11	<b>Signature of Public Housing Director:</b>	
			<b>Date:</b>	

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U.S. Department of Housing and Urban Development  
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<b>Part II: Supporting Pages</b>								
PHA Name: <b>Brookline Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>MA06P033501-11</b> CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2011</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
<b>AMP 1</b>								
	Renovate Apartment for ADA Accessibility, Phase 1 (towards Col. Floyd ADA % requirement)	1460	1	60,000	0			Alternative Funding used
O'Shea	Kitchen Renovations	1460	99	250,000	300,000	0		Hiring A/E
<b>PHA-Wide</b>	Install VCT Flooring over existing VAT in vacant units	1460		10,000	10,000	0		Not started

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 Expires 4/30/2011

Part II: Supporting Pages								
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-11 CFFP (Yes/No): No Replacement Housing Factor Grant No:			Federal FY of Grant: 2011			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
PHA-Wide	Operations	1406		43,815	43,815	0		
	Computer Learning Center Staff	1408		45,000	80,000	45,000	7,269	On-Going
	Section 3 Coordinator	1408		15,000	0			Other funds
	Development Planner	1408		20,000	0			Presently not needed
	Administration	1410		52,868	52,868	52,868	45,599	On-Going
	A/E Fees & misc. costs	1430		32,000	42,000	0		Hiring A/E

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 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
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**U.S. Department of Housing and Urban Development  
 Office of Public Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011**

<b>Part III: Implementation Schedule</b>					
PHA Name: <b>Brookline Housing Authority</b>					Federal FY of Grant: <b>2011</b>
Development Number Name/HA-Wide Activities	All Fund Obligated		All Funds Expended		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
<b>AMP 1</b>	08/02/2013		08/02/2015		
<b>PHA-Wide</b>	08/02/2013		08/02/2015		

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

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

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

Part I: Summary						
PHA Name: <b>Brookline Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>MA06P033501-10</b> Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: <b>2010</b> Federal FY of Grant Approval: <b>2010</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: <b>2</b> ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <b>12-31-2011</b> <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	95,519	95,519	0		
3	1408 Management Improvements	98,000	58,800	58,800	45,210	
4	1410 Administration (may not exceed 10%)	58,891	58,891	58,891	58,891	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	86,500	64,965	30,986	6,721	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	250,000	310,735	0		
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					

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

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Brookline Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: MA06P033501-10 Replacement Housing Factor Grant No: Date of CFFP:		<b>Federal FY of Grant:</b> 2010 <b>Federal FY of Grant Approval:</b> 2010	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-2011		<input type="checkbox"/> Final Performance and Evaluation Report			
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost 1</b>	
18a	1501 Collateralization or Debt Service paid by PHA				
18b	9000 Collateralization or Debt Service paid via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	<b>Amount of Annual Grant: (sum of lines 2-19)</b>	<b>\$588,910</b>	<b>\$588,910</b>	<b>\$148,677</b>	<b>\$110,822</b>
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security--Soft Costs				
24	Amount of Line 20 related to Security-- Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director:</b> Patrick Dober		<b>Date:</b> 6-25-12		<b>Signature of Public Housing Director:</b>	
				<b>Date:</b>	

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Part II: Supporting Pages								
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-10 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FY of Grant: 2010		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
<b>AMP 1</b>								
O'Shea & Morse	Upgrade Elevator Controllers	1460	4	204,000	260,735	0		Preparing Bid Documents
Kickham	Building Envelope: Air Conditioner Sleeves, Caulking, Masonry	1460	39	50,000	50,000	0		Design
<b>PHA-Wide</b>	Operations	1406		95,519	95,519	0		
	Computer Learning Center Staff	1408		43,000	52,043	52,043	38,453	On-going
	Section 3 Coordinator	1408		5,000	6,757	6,757	6,757	On-going
	Development Planner	1408		20,000	0			Postponed
	Management Needs Assessment	1408		20,000	0			Postponed
	Green Operations Consultant	1408		20,000	0			Postponed
	Physical Needs Assessment	1430		20,000	0			Postponed
	A/E Fees & misc. costs	1430		52,500	64,965	30,986	6,721	Design
Administration	1410		58,891	58,891	58,891	58,891	On-going	

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 Expires 4/30/2011

<b>Part III: Implementation Schedule</b>					
PHA Name: <b>Brookline Housing Authority</b>				Federal FY of Grant: <b>2010</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated		All Funds Expended		Reasons for Revised Target Dates 1
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
<b>AMP 1</b>	07/14/2012		07/14/2014		
<b>PHA-Wide</b>	07/14/2012		04/14/2014		

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U.S. Department of Housing and Urban Development  
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 Expires 4/30/2011

Part I: Summary					
PHA Name: <b>Brookline Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>MA06P033501-09</b> Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: <b>2009</b> Federal FY of Grant Approval: <b>2009</b>
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4 )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input checked="" type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20) 3	117,968	117,968	117,968	117,968
3	1408 Management Improvements	99,420	101,868	101,868	101,868
4	1410 Administration (may not exceed 10%)	58,984	58,984	58,984	58,984
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	41,356	44,951	44,951	44,951
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	272,116	266,073	266,073	266,073
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities 4				

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- 2 To be completed for the Performance and Evaluation Report or a revised Annual Statement.
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U.S. Department of Housing and Urban Development  
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 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>				
<b>PHA Name:</b> Brookline Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: MA06P033501-09 Replacement Housing Factor Grant No: Date of CFFP:		<b>Federal FY of Grant:</b> 2009 <b>Federal FY of Grant Approval:</b> 2009
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report				
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>1</sup></b>
18a	1501 Collateralization or Debt Service paid by PHA			
18b	9000 Collateralization or Debt Service paid via System of Direct Payment			
19	1502 Contingency (may not exceed 8% of line 20)			
20	<b>Amount of Annual Grant: (sum of lines 2-19)</b>	<b>\$589,844</b>	<b>\$589,844</b>	<b>\$589,844</b>
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Activities			
23	Amount of line 20 Related to Security--Soft Costs			
24	Amount of Line 20 related to Security-- Hard Costs			
25	Amount of line 20 Related to Energy Conservation Measures			
<b>Signature of Executive Director:</b> Patrick Dober		<b>Date:</b> 6-25-12	<b>Signature of Public Housing Director:</b>	
			<b>Date:</b>	

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U.S. Department of Housing and Urban Development  
 Office of Public Housing  
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 Expires 4/30/2011

<b>Part II: Supporting Pages</b>								
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-09 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
<b>AMP 1</b>								
O'Shea	Roofing, flashing etc.	1460		233,081	229,372	229,372	229,372	Completed
Morse	Fire Alarm System	1460		39,035	36,701	36,701	36,701	Completed
<b>PHA-Wide</b>	Operations	1406		117,968	117,968	117,968	117,968	Expended
	Computer Learning Center Staff	1408		68,000	70,742	70,742	70,742	Expended
	Section 3 Coordinator	1408		21,032	20,738	20,738	20,738	Expended
	Special Initiatives Coordinator	1408		10,388	10,388	10,388	10,388	Expended
	A/E Fees & Costs	1430		41,356	44,951	44,951	44,951	Expended
	Administration	1410		58,984	58,984	58,984	58,984	Expended

1 To be completed for the Performance and Evaluation Report.  
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Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

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

<b>Part III: Implementation Schedule</b>					
PHA Name: <b>Brookline Housing Authority</b>					Federal FY of Grant: <b>2009</b>
Development Number Name/HA-Wide Activities	All Fund Obligated		All Funds Expended		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
<b>AMP 1</b>	09/14/2011	09/14/2011	09/14/2013	03/31/2012	
<b>HA-Wide: Mgmt. Imp.</b>	09/14/2011	09/14/2011	09/14/2013	03/31/2012	

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

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<b>Part I: Summary</b>					
PHA Name: <b>Brookline Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>MA06P033501-08</b> Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: <b>2008</b> Federal FY of Grant Approval: <b>2008</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20) 3	124,619	124,619	124,619	124,619
3	1408 Management Improvements	84,000	84,000	84,000	84,000
4	1410 Administration (may not exceed 10%)	62,309	62,309	62,309	62,309
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	96,054	93,417	93,417	93,417
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	256,114	258,751	258,751	258,751
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities 4				

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- 3 PHAs with under 250 units in management may use 100% of CFP Grants for Operations.
- 4 RHF funds shall be included here.

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<b>Part I: Summary</b>				
<b>PHA Name:</b> Brookline Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: MA06P033501-08 Replacement Housing Factor Grant No: Date of CFFP:		<b>Federal FY of Grant:</b> 2008 <b>Federal FY of Grant Approval:</b> 2008
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report				
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>1</sup></b>
18a	1501 Collateralization or Debt Service paid by PHA			
18b	9000 Collateralization or Debt Service paid via System of Direct Payment			
19	1502 Contingency (may not exceed 8% of line 20)			
20	<b>Amount of Annual Grant: (sum of lines 2-19)</b>	<b>623,096</b>	<b>623,096</b>	<b>623,096</b>
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Activities			
23	Amount of line 20 Related to Security --Soft Costs			
24	Amount of Line 20 related to Security-- Hard Costs			
25	Amount of line 20 Related to Energy Conservation Measures			
<b>Signature of Executive Director:</b> Patrick Dober		<b>Date</b> 6-25-12	<b>Signature of Public Housing Director:</b>	
			<b>Date</b>	

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<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> Brookline Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: MA06P033501-08 CFFP (Yes/No): No Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 2008		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
<b>AMP 1</b>								
Walnut, Sussman, O'Shea, Morse & Kickham	Elevator Upgrades	1460		73,214	73,214	73,214	73,214	Completed
Morse	Upgrade Fire Alarm System	1460		182,900	185,537	185,537	185,537	Completed
	A/E for Fire Alarm	1430		29,443	29,489	29,489	29,489	Completed

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Part II: Supporting Pages								
PHA Name: Brookline Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P033501-08 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
PHA-Wide	Operations	1406		124,619	124,619	124,619	124,619	Expended
	Computer Learning Center Staff	1408		47,608	47,608	47,608	47,608	Expended
	Section 3 Coordinator	1408		10,101	10,101	10,101	10,101	Expended
	Special Initiatives Coordinator	1408		26,291	26,291	26,291	26,291	Expended
	Administration	1410		62,309	62,309	62,309	62,309	Expended
	A/E Fees and misc. costs	1430		66,611	63,928	63,928	63,928	Expended

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<b>Part III: Implementation Schedule</b>					<b>Federal FY of Grant:</b>
<b>PHA Name:</b> Brookline Housing Authority				2008	
Development Number Name/HA-Wide Activities	All Fund Obligated		All Funds Expended		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
AMP 1	6/12/10	6/12/10	6/12/12	3/31/12	
<b>HA-Wide:</b>					
Mgmt. Imp.	6/12/10	9/30/08	6/12/12	12/30/09	
Fees & Costs	6/12/10	6/12/10	6/12/12	3/31/12	

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

**Brookline Housing Authority  
Resident Advisory Board (RAB) Meeting & Public Process  
Annual Plan for Fiscal Year starting April 1, 2012**

The RAB meeting was advertised on November 28, 2011 and held on December 13<sup>th</sup>. Approximately 20 people attended the RAB meeting, representing all of the BHA's federal developments.

On May 9 and 10 the availability of the draft Annual Plan at the BHA offices was advertised along with announcement of the Public Meeting on the Annual Plan for June 26.

Notes from RAB Meeting

<b>Resident Comment/Recommendation</b>	<b>BHA Response/Analysis/Follow-Up</b>
Springwell (service provider in the senior buildings) does a good job at resolving conflicts.	Thanks for the positive feedback; the BHA agrees that Springwell does a great job helping residents age-in-place.
Residents are cliquy and could be more friendly and look out for one another at 90 Longwood Ave. (33-5).	The BHA is not responsible for who residents socialize with. The BHA certainly encourages people to be good neighbors. The BHA makes the community room, common kitchen, television and computers and community events available to encourage everyone to get to know each other and interact.
What can be done about anti-social residents who do not participate in activities such as the weekly community breakfast in one of the seniors buildings at 50 Pleasant Street (33-2)?	The BHA is not responsible for who residents socialize with or how they spend their time. The BHA certainly encourages people to be good neighbors. The BHA very much appreciates the residents who sponsor the community breakfast and other activities.
How many times does a resident have to violate the lease before they are evicted?	The BHA strictly enforces all lease provisions, so that all residents can enjoy their homes and so that public funds are subsidizing people who do not damage property, pay their rent, etc. Whether or not a resident is evicted depends on the circumstances and the type of lease violations. Eviction involves a court process and residents are given all the benefits of due process and grievance procedures under applicable law and the lease provisions.
There are gaps between the apartment front doors and the floor that let second hand smoke and food odors into the apartments at 90 Longwood Ave (33-5).	Small gaps under doors are necessary per building codes to allow for ventilation and air circulation.
Can repairs be made to the front entrance of 50 Pleasant Street (33-2) to reduce the puddles in front and cold air getting into the lobby?	Such repairs will be considered in the BHA's capital planning process. The BHA is aware of the issue though it is not as urgent a need as other repairs.

<p>Some seniors do not know how to operate their thermostats.</p>	<p>Anyone who needs a lesson on thermostats should please call the maintenance department. We will be glad to come out and assist.</p>
<p>The hallways are too cold at 90 Longwood Avenue (33-5).</p>	<p>We keep the halls as warm as required in the building codes. In the wintertime hallways typically are slightly colder than the apartments. If the hallway seems unusually cold, please call the maintenance department. We will be glad to investigate whether heating, insulation, etc. are malfunctioning.</p>
<p>Can an air conditioner be installed in the kitchen area at 61 Park Street so that food donated for the food pantry would stay fresh a little longer?</p>	<p>The BHA has looked at the suggestion previously and the logistics of the space do not, unfortunately, allow for an air conditioner.</p>
<p>Can couches with headrests be purchased for 190 Harvard Street? It would be more comfortable for watching television.</p>	<p>Couches with headrests are not affordable within the current budget.</p>
<p>Can a computer be purchased to be shared by the residents at the Col. Floyd (33-8) development?</p>	<p>Currently there are computers at the Kickham Apartments (33-7), which is next door to Col. Floyd. Because Col. Floyd and Kickham are both relatively small developments (60 and 39 units respectively) the BHA's funds can only support one computer facility at the moment though if funds become available the BHA will consider computers at Col. Floyd.</p>
<p>Can recycling bins be available at Col. Floyd (33-8)?</p>	<p>There are recycling bins at the adjacent Kickham Apartments (33-7).</p>