

2024

2024 Annual Plan  
DRAFT



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1 John J Brady Drive  
Framingham, MA 01702

1/1/2024

# Framingham Housing Authority

## *DRAFT 2024 Annual Public Housing Agency Plan*

### **Introduction**

Federal law requires the Framingham Housing Authority (FHA) to develop with input from housing residents, Section 8 participants, elected officials, and the public – a plan outlining its majority initiatives for the coming years.

The Draft Agency Plans for Fiscal Year 2024 is available for public review at the Framingham Housing Authority Administrative office located at One John J Brady Drive, the Framingham Public Library main branch located at 49 Lexington Street. The draft can be reviewed as well on the Framingham Housing Authority website <https://framinghamhousingauthority.org/public-housing-agency-plan>.

The Framingham Housing Authority will accept written comments through 12:00pm October 5, 2023, Written comments should be addressed to: Framingham Housing Authority - One John J Brady Drive - Framingham, MA 01702-2300, Attention: PHA Annual Plan Comments; Fax 508-626-0252; email [hplant@framha.org](mailto:hplant@framha.org) – put “Annual Plan Comments” in subject box.

Public hearing will be held October 10, 2023, at 2pm at 1 John J Brady Drive. The Framingham Housing Authority Final Draft of the Annual Plan will be submitted to the U.S. Department of Housing and Urban Development (HUD) by October 16, 2023. Following the submission, HUD has 75 days to review and approve the plan

### **Updates on Goals**

The Framingham Housing Authority strives to provide safe, sanitary, and secure housing for residents of its low and moderate-income residents while promoting and encouraging economic self-sufficiency and creating a welcoming environment for residents to live.

The Framingham Housing Authority undertakes affirmative measures to ensure access to assisted housing, regardless of race, color, religion, national origin, sex, familial status, or disability. The Authority promotes and furthers Section 504 and reasonable accommodation practices, through the LEP plan and practices, and ensures all residents, applicants and various stakeholders are informed of VAWA related requirements and protections. The Authority continues to add translated documents to its library for greater access and communication with residents.

### **In alignment with our goal to approve the quality of assisted housing**

- The Authority has applied for Section 18 to rehab its 125 units of federal public housing; and was approved by SAC on March 5, 2021; the Authority also applied and received notification on July 15, 2021, of funding for the first phase of the

project (68 units). On July 26, 2022, received notification for funding of the second phase of the project (57 units) and as of July 2022 – the project has been fully funded. Construction started on the first 68 units in January 2023, and is scheduled to be completed by July 2024.

- Applied for funding to the construction of 7 type II handicap accessible units, construction of the three first units started May 2022 and was completed in April 2023.
- Following our comprehensive capital plan, work has been done on sidewalks, kitchens, entry intercom door system, trash corrals, as well as painting of interior common area hallways and carpet replacement at our Elderly Housing Site.
- Maintained High Performer status in SEMAP
- Improved on REAC-UPCS score

### **In alignment with our goal of innovative programs and services**

- Metrowest Transit Authority visits our properties to provide education about public transportation options.
- We continue our partnership for the 2nd year with For the Love of K Gardens to build a community garden.
- The Framingham Public Library Bookmobile makes bi-weekly stops on our campus.
- We partnered with United Way to distribute backpacks and school supplies to school age children.
- Hosted a community basketball tournament and street hockey tournament for youth residents.
- Celebrated our 2<sup>nd</sup> year with Daniel's Table with our emergency frozen meals freezer and monthly dry goods food pantry. We serve between 20 and 40 residents per month.
- Callahan Senior Center, Jewish Family Services, and BayPath Elder Services visit our senior coffee hour to connect residents to their programs. We provide referrals to needed in home services from these agencies which helps elderly residents age in place.
- We provide free access to devices like walkers, wheelchairs, raised toilets seats, shower chairs, canes, diapers etc. through our partnership with the senior center.
- Work with Framingham Police Department Jail Diversion team to provide mental health services to residents in crisis.
- Senior Care Options Insurance companies offer creative outreach events like ice cream social and movie night to educate residents about their insurance options.
- Our partner Jewish Family Services, through the Healthy Aging Program, provides activities such as Wii Bowling, Trivia, Lunch Bunch, Blood Pressure and Nutrition Clinics and Aerobics classes.
- We worked with the City of Framingham to secure funding for Heavy-Chore services for elderly residents that have been unable to secure in home cleaning help because of staff shortages.

### **In alignment with our goal to promote self-sufficiency & asset development**

- American Consumer Credit Council put on a Financial Literacy series at the Pusan Community Center and continues to follow up with residents that are referred.
- Will apply for renewal funding for FSS and ROSS Coordinator.
- Residents are attending career development webinars at the Pusan community room. So far topics have included interviewing techniques, resume writing, and excel.
- Helped the senior center recruit for their free Chromebook and internet service program funded by the city and MetroWest Health Foundation, as well as provided free computer classes for our residents once they reached Chromebook.

### **In alignment with our goal to promote expanding affordable housing opportunities**

The Authority under its non-profit wing manages 12 units of affordable housing, which have been renovated and rented with affordable rents to low-income families. The Authority works with the City regarding neighborhood revitalization and is currently working with them with the rehabilitation of the Beaver Street Public Housing Development. When completed there will be 138 rehabbed family units, 7 of which will be handicap accessible, a much-needed resource in the community.

The Authority is committed to maintaining housing for disabled single persons and making its goal of 18% of its residents at one of our elderly/disabled developments are disabled single persons, currently we are at 19%. We currently have 95% of our DHVP vouchers leased.

## Attachments Table of Contents

Attachment A	Deconcentration Policy (FHA ACOP Ch4 pgs. 4.19-4.23)
Attachment B	HUD 50077 ST-HCV-HP Certifications of Compliance with PHA Plan And Related Regulations including Required Civil Rights Certifications <b>(blank copy – not signed)</b>  Form HUD 50077 SL, Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan <b>(blank copy – not signed)</b>
Attachment C	Capital Improvements
Attachment D	Miscellaneous <ul style="list-style-type: none"><li>• RAB Notes</li><li>• Financial Resources (draft)</li><li>• Baker-Polito Announcement Funding Carlson Crossing East</li><li>• HUD Revised Approval letter date April 13, 2023</li><li>• HUD Revised Approval Letter Disposition dated August 31, 2021</li><li>• Baker-Polito Announcement Funding Carlson Crossing West</li><li>• HUD Approval letter Disposition dated March 15, 2021</li></ul>

**HUD-50075-SM**

<b>Streamlined Annual PHA Plan</b> <i>(Small PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

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

**Definitions.**

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

A.	PHA Information.														
A.1	<p>PHA Name: <b>Framingham Housing Authority</b> PHA Code: <b>MA028</b>  PHA Type: <input checked="" type="checkbox"/> Small  <b>PHA Plan for Fiscal Year Beginning: (MM/YYYY): 01/2024</b>  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units 167</b> <b>Number of Housing Choice Vouchers (HCVs) 1052</b>  <b>Total Combined 1219</b>  PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><b>The public may view a copy of the Annual Plan beginning August 15, 2023, at the Administrative offices of the Authority, 1 John J Brady Drive, Framingham MA 01702 between the hours of 8am and 4:30pm Monday through Friday. They may also review the draft by visiting the Authority's website at <a href="https://framinghamhousingauthority.org">https://framinghamhousingauthority.org</a> or going to the Framingham Public Library main branch located at 49 Lexington Street, Framingham, MA 01702.</b></p> <p><b>The Framingham Housing Authority will accept written comments through NOON, October 5, 2023. Written comments should be addressed to: Framingham Housing Authority 1 John J Brady Drive Framingham, MA 01702-2300 Attention Annual Plan Comments — Fax: 508-626-0252 — Email: <a href="mailto:hplant@framha.org">hplant@framha.org</a> with Annual Plan Comments in the subject line.</b></p> <p><b>Public Hearing will be held October 10, 2023 at 2pm at 1 John J Brady Drive. The final version of the PHA Plan, and all information include, will be available at the Administrative Office at One John J Brady Drive, Framingham, MA 01702 as well as on the website at <a href="https://framinghamhousingauthority.org">https://framinghamhousingauthority.org</a></b></p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" data-bbox="180 1774 1459 1915"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:					
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<b>B.</b>	<b>Plan Elements Submitted with 5-Year PHA Plans.</b> Required elements for Small PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a Small PHA is not submitting its 5-Year Plan. See sub-section below for required elements in all other years (Years 1-4).
<b>B.1</b>	<p><b>Revision of Existing PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last <b>Five-Year PHA Plan</b> submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p style="text-align: center;"><b>See Attachment A</b></p>
<b>B.2</b>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <ul style="list-style-type: none"> <li>• <b>As Part of the FHA's rehabilitation of the Family Federal Public Housing site, the FHA plans on perusing project basing 7 units of handicap accessible family units in the Pusan Road, Carlson Road and Beaver Street area.</b></li> <li>• <b>The FHA plans on perusing options of rehabilitating its 125 units of Family Federal Public Housing (MA028-01) units using the disposition option offered by HUD. It is the goal to remove the last 57 units by the end of the fiscal year 2025. They will be rehabbed and made into low-income project base affordable housing unit.</b></li> <li>• <b>The FHA plans on investigating, and if feasible, perusing in a second phase, Voluntary Conversion of its 110 units of Elderly and Disable Federal Public Housing</b></li> </ul>
<b>B.3</b>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p><b>The Framingham Housing Authority strives to provide safe, sanitary, and secure housing for residents of its low and moderate-income residents while promoting and encouraging economic self-sufficiency and creating a welcoming environment for residents to live.</b></p>



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<p><b>B.4</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.  <b>See Attachment C: Capital Fund 5 Year Action Plan in EPIC approved by HUD on 10/26/2022</b></p>
<p><b>B.5</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/> Fiscal Year 2022</p> <p>(b) If yes, please describe:</p>
<p><b>Plan Elements Submitted All Other Years (Years 1-4).</b> Required elements for all other fiscal years. This section does not need to be completed in years when a Small PHA is submitting its 5-Year PHA Plan.</p>	
<p><b>B.1</b></p>	<p><b>New Activities</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.  <input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.  <input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.  <input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.  <input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.  <input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.  <input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.  <input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process.</p> <p><b>The FHA applied to SAC on August 19, 2020, to dispose of 125 units of Family Federal Public Housing (MA028-01) with the intention of rehabilitation the units, HUD SAC office notified the Authority of its approval of the disposition in March 2021. The new units will be affordable units, for no less than 30 years and will be for families with incomes at or below 80 percent of AMI. The first 68 units were removed on January 11, 2023</b></p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p><b>As part of the FHA’s rehabilitation of the Family Federal Housing site, the FHA plans on project basing the 125 units for the return the residents after rehabilitation. In addition the FHA plans on building 7 units of handicap accessible family units on the beaver site, a need of current residents, and project basing those units.</b></p>

	<p>Project Basing of these units is consistent with our plan to provide safe, quality housing to our families and to expand affordable housing opportunities especially for families who need handicap accessible units.</p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review. See Attachment A</p>
<b>B.2</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. See Capital Fund 5 Year Action Plan in EPIC approved by HUD on 10/26/2022</p>
<b>C</b>	<p><b>Other Document or Certification Requirements for Annual Plan Submissions.</b> Required in all submission years.</p>
<b>C.1</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N  <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<b>C.2</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.3</b>	<p><b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p>Form HUD-50077-CRT-SM, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.4</b>	<p><b>Challenged Elements.</b> If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N  <input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>

D.	Affirmatively Furthering Fair Housing (AFFH).						
D.1	<p>Affirmatively Furthering Fair Housing.</p> <p>Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item</p> <p><b><i>Until such time as the Framingham Housing Authority is required to submit an AFH, this section will be left blank. However the Authority address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the Authority’s involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, the Authority must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1).</i></b></p> <table border="1" data-bbox="196 848 1456 1745"> <tr> <td data-bbox="196 848 1456 890"><b>Fair Housing Goal:</b></td> </tr> <tr> <td data-bbox="196 890 1456 1108"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td> </tr> <tr> <td data-bbox="196 1136 1456 1178"><b>Fair Housing Goal:</b></td> </tr> <tr> <td data-bbox="196 1178 1456 1417"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td> </tr> <tr> <td data-bbox="196 1444 1456 1486"><b>Fair Housing Goal:</b></td> </tr> <tr> <td data-bbox="196 1486 1456 1745"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td> </tr> </table>	<b>Fair Housing Goal:</b>	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>	<b>Fair Housing Goal:</b>	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>	<b>Fair Housing Goal:</b>	<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>
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# Instructions for Preparation of Form HUD-50075-SM Annual Plan for Small PHAs

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

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

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

## B. Plan Elements. PHAs must complete this section during years where the 5-Year Plan is also due. (24 CFR §903.12)

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

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

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

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

**Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. [24 CFR §903.7\(b\)](#) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. [24 CFR §903.7\(b\)](#) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. [24 CFR §903.7\(b\)](#)

**Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

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

**Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#) and 24 CFR §903.12(b)).

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

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

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

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

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

**HOPE VI or Choice Neighborhoods.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD’s website at: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6) . ([Notice PIH 2011-47](#))

**Mixed Finance Modernization or Development.** **1)** A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6/mfph#4](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4)

**Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. 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). (24 CFR §903.7(h))

**Conversion of Public Housing under the Voluntary or Mandatory Conversion programs.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

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

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan (24 CFR §903.7(b)).

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

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

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

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

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

**B. Annual Plan Elements Submitted All Other Years (Years 1-4).** PHAs must complete this section during years where the 5-Year Plan is also due. (24 CFR §903.12)

**B.1 New Activities.** If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

**Hope VI or Choice Neighborhoods.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD’s website at: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6) . (Notice PIH 2010-30)

**Mixed Finance Modernization or Development.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

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

**Conversion of Public Housing under the Voluntary or Mandatory Conversion programs.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

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

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations and describe how project-basing would be consistent with the PHA Plan.

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

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

**B.2 Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR §903.7 (g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: “See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX.”

### C. Other Document and/or Certification Requirements.

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

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

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

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

### D. Affirmatively Furthering Fair Housing (AFFH).

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

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

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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 the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 7.02 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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



# **Attachment A**

- **Deconcentration Policy**

## Deconcentration Policy ACOP, Chapter 4, pgs. 4.19-23

### **Deconcentration of Poverty and Income-Mixing [24 CFR 903.1 and 903.2]**

The PHA's admission policy must be designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects. A statement of the PHA's deconcentration policies must be included in its annual plan [24 CFR 903.7(b)].

The PHA's deconcentration policy must comply with its obligation to meet the income targeting requirement [24 CFR 903.2(c)(5)].

Developments subject to the deconcentration requirement are referred to as 'covered developments' and include general occupancy (family) public housing developments. The following developments are not subject to deconcentration and income mixing requirements: developments operated by a PHA with fewer than 100 public housing units; mixed population or developments designated specifically for elderly or disabled families; developments operated by a PHA with only one general occupancy development; developments approved for demolition or for conversion to tenant-based public housing; and developments approved for a mixed-finance plan using HOPE VI or public housing funds [24 CFR 903.2(b)].

In accordance with the Congressional mandate in the Quality Housing and Work Responsibility Act of 1998, the Framingham Housing Authority has adopted the federally required policies to provide for deconcentration of poverty and to encourage income mixing in all Family (general occupancy) developments. FHA offers the plan below to facilitate both deconcentration and income mixing in FHA developments. The goals of the plan are to provide a sufficient mixture of extremely low-income, very-low, and low-income Households at all FHA developments, and to avoid circumstances wherein higher-income or lower income developments are created with respect to the Authority wide average income.

### **Definitions**

For the purposes of the FHA's Admissions and Continued Occupancy Policy (ACOP), Lower Income Households are defined as Households whose annual income does not exceed eighty (80) percent of the Framingham area median income (AMI), with adjustments for smaller and larger Households, as determined by the Secretary of Housing and Urban Development. In accordance with 24 CFR 5.603, HUD may establish income ceilings higher or lower than 80% of the median income for the area on the basis of HUD's findings that such variations are necessary because of unusually high or low household incomes. However, with regard to state developments, state income rules of eligibility as defined in 760 CMR 5.00 or any successor regulations will apply. Within this category of Lower Income Households, the following definitions apply:

#### **1. Low-Income Household**

A Low-income Household is defined as a Household whose annual income exceeds fifty (50) percent but *does not* exceed eighty (80) percent of the Framingham AMI, with adjustments for smaller and larger Households, as determined by the Secretary of Housing and Urban Development or Massachusetts Department of Housing and Community Development.

#### **2. Very Low-Income Household**

A Very Low-income Household is defined as a Household whose annual income exceeds thirty

## Deconcentration Policy ACOP, Chapter 4, pgs. 4.19-23

(30) percent of the Framingham AMI but *does not* exceed fifty (50) percent of the AMI for the area with adjustments for smaller and larger Households, as determined by the Secretary of Housing and Urban Development or Massachusetts Department of Housing and Community Development.

### 3. Extremely Low-Income Household

An Extremely Low-Income Household is defined as a Household whose annual income does not exceed thirty (30) percent of the AMI for the Framingham area, with adjustments for smaller and larger Households, as determined by the Secretary of Housing and Urban Development.

### Broad Range of Incomes (Income-Mixing)

It is the goal of FHA to attain, within a reasonable period of time, a resident population in each development composed of Lower-Income Households with a broad range of incomes. FHA will make an effort to assure that each of its developments will include Households with a broad range of incomes generally representative of the range of Lower-Income Households in the City of Framingham.

To achieve and maintain the basic objective of housing Households with a broad range of incomes, FHA will review its waiting list to determine whether there is a representative income mix of Low, Very-Low, and Extremely-Low Income Households. If there is not a representative income mix, FHA will consider strategies to encourage a greater income mix including, but not limited to, conducting targeted outreach efforts and/or establishing income Preferences.

Regardless of any discretionary strategies the FHA may adopt to achieve the goal of income mixing, the FHA will ensure that it meets the following targeting requirements as set forth by federal regulation:

In federal developments only, at least 40% of new admissions to the FHA's public housing program during each fiscal year will be Extremely-Low Income Households.

FHA may reduce the required percentage of public housing apartments to which Extremely-Low Income Households must be admitted to the extent that the FHA has credits, in the same fiscal year, for admissions of Extremely-Low Income Households to its Section 8 tenant-based assistance program beyond the number required for that program. However, the FHA may not have more credits than the lesser of the following:

Ten percent of the total number of Households admitted to the Section 8 tenant-based assistance program during the fiscal year; **OR**

The number of the FHA's public housing apartments in developments located in census tracts with a poverty rate of 30 percent or more that are made available and filled by eligible Households who are not Extremely-Low income Households.

During any fiscal year and regardless of the number of credits from Section 8 tenant-based assistance admissions, at least 30 percent of FHA admissions to public housing apartments will be Extremely-Low income Households.

## Deconcentration Policy ACOP, Chapter 4, pgs. 4.19-23

### Deconcentration

The admissions policies contained in this ACOP are designed to deconcentrate poverty. This objective will be achieved by bringing higher-income Households into lower-income developments and/or lower-income Households into higher-income developments. While information regarding specifics of each development is contained each year in the FHA's Annual Plan, which is submitted to HUD, below is an outline of FHA's deconcentration policy.

The FHA will accomplish the deconcentration goal in a uniform and non-discriminatory manner. While targeting certain levels of income for admission to FHA public housing, FHA will not intentionally concentrate lower-income Households, as defined below, in one public housing development or building within a development.

### Deconcentration – Identification Procedures

Annually, the FHA will calculate the average income at all FHA Family developments ("the Authority-wide average income"). The Authority will also calculate the average income of all Households at each Development separately ("the Development average income"). Developments in which the Development average income is *above* 115% of the Authority-wide average income will be considered "higher-income" developments. Likewise, Developments in which the Development average income is *below* 85% of the Authority-wide average income will be considered "lower-income" Developments.

### Definitions

The Authority-wide average income: The average income of all Households residing in FHA Family developments. Such an average is used as a base measure from which Developments are either determined to be "higher-income" or "lower-income" for purposes of the FHA's deconcentration policy.

The Development average income: The average income of all Households residing in a single FHA Family Housing development.

Higher-income Development: A development in which the Development average income is above 115% of the Authority-wide average income.

Lower-income Development: A development in which the Development average income is below 85% of the Authority-wide average income.

### Remedial Action

Based upon the above-mentioned analysis, the FHA will review the need to offer incentives to eligible families that would help accomplish the deconcentration objectives at individual developments. Should the average income at a development(s) vary more than 15% from the Authority-wide average, the FHA may utilize some or all of the policies and/or incentives listed below:

**Deconcentration Policy  
ACOP, Chapter 4, pgs. 4.19-23**

- Establish an income Preference in order to reach Applicant Households with lower or higher incomes as appropriate.
- Initiate affirmative marketing strategies to all eligible income groups.
- Provide additional applicant consultation and information.
- Provide additional supportive services and amenities.
- Provide rent incentives authorized by Quality Housing and Work Responsibility Act of 1998 (“QHWRA”).
- Targeting investment and capital improvements towards a development(s) below 85% of the Authority-wide average income.

**Monitoring**

The FHA will annually monitor the income levels of Households residing in FHA public housing and placed on the waiting list to assess its progress in attaining deconcentration and income mixing goals. The FHA will calculate and compare the average Household incomes at each development with the Authority-wide average, as described above. In addition, the income status of Applicants on the FHA’s waiting list will be analyzed to determine the percentage of Applicants with “Low,” “Very Low” and “Extremely Low” incomes.

The FHA will also ascertain its progress in meeting HUD’s income-targeting goal requiring 40% of new admissions must be Extremely-Low Income Households in federal developments. If the monitored data indicates any problem, FHA will alter its marketing and deconcentration strategies in accordance with this policy and federal requirements.

- As of August 2023, **Average Annual income** of all covered families residing in the development: **\$26,727**

<b>Development</b>	<b>Average Income</b>	<b>EIR (85-115%)</b>
MA028-01 Pusan Road (Family)	\$ 31,832	Within
MA028-02 John J Brady (Senior)	\$ 21,622	Below

# Attachment A

- VAWA Policy

# VIOLENCE AGAINST WOMEN ACT (VAWA)

The goal of the FHA is to assist eligible families in serving the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking by offering a local preference to families that have been subjected to or victimized by a member of the family or household or affiliated individual. The FHA will require evidence that the family has been displaced as a result of violence in the home. Families will also be eligible for this preference if there is proof that the family is currently living in a situation where they are being subjected to, or victimized by, violence in the home.

The FHA follows policies regarding Admission, Occupancy, and Termination of Assistance in accordance with HUD regulations.

The FHA works with local advocacy groups and service providers to assist victims and consults with the Framingham Police Department, the Massachusetts Trial Court Probation Department, and Probate Court to enhance victim safety in assisted families.

## Framingham Housing Authority

### Violence Against Women Act (VAWA) Policy

#### I. Purpose and Applicability.

The purpose of this policy (herein called "Policy" is to implement the applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2013 (VAWA 2013) and more generally to set forth the Framingham Housing Authority (FHA) policies and procedures regarding domestic violence, dating violence, sexual assault and stalking, as hereinafter defined. This policy shall be applicable to the administration by the FHA of all federally subsidized public housing and Section 8 rental assistance under the United States Housing Act of 1937 (42 U.S.C. § 1437 et seq.). Notwithstanding its title, this policy

- II. is gender-neutral, and its protections are available to males who are victims of domestic violence, dating violence, sexual assault or stalking as well as female victims of such violence.

#### III. Goals and Objectives

This Policy has the following principal goals and objectives:

- A. Maintaining compliance with all applicable legal requirements imposed by VAWA;
- B. Insuring the physical safety of victims of actual or threatened domestic violence, dating violence, sexual assault or stalking who are assisted by the FHA.
- C. Providing and maintaining housing opportunities for victims of domestic violence, dating violence, sexual assault or stalking;
- D. Creating and maintaining collaborative arrangements between the FHA, law enforcement authorities, victim service providers, and others to promote the safety and well-being of victims

of actual and threatened domestic violence, dating violence, sexual assault and stalking who are assisted by the FHA; and

- E. Taking appropriate action in response to an incident or incidents of domestic violence, dating violence, sexual assault or stalking, affecting individuals assisted by the FHA.

#### IV. Other FHA Policies and Procedures

This Policy shall be referenced in attached to the FHA's Five (5) year Public Housing Agency Plan and shall be incorporated in and made a part of the FHA's Admissions and Continued Occupancy Policy. The FHA's annual public housing agency plan shall also contain information concerning the FHA's activities, services or programs relating to domestic violence, dating violence, sexual assault and stalking to the extent any provision of this Policy shall vary or contradict any previously adopted policy or procedure of the FHA, the provisions of this Policy shall prevail.

#### V. Definitions

As used in this Policy:

- A. *Affiliated individual*- defined with respect to an individual-(A) a spouse, parent, brother, sister Or child of that individual, or an individual to whom that individual stands in loco parentis (B) any individual, tenant or lawful occupant living in the household of that individual
  
- B. *Domestic Violence* - The term "domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with who the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarity situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
  
- C. *Dating Violence* - means: violence committed by a person:
  - a. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
  - b. Where the existence of such a relationship shall be determined based on a consideration of factors:
    - i. The length of the relationship.
    - ii. The type of relationship.
    - iii. The frequency of interaction between the persons involved in the relationship
  
- D. *Stalking* - means:
  - a. to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and (b) to place under surveillance with the intent to kill, injure, harass or intimate another person; and
  - b. in the course of, or as a result of, such following, pursuit, surveillance or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to:



- i. that person;
- ii. a member of the affiliated individual of that person; or the spouse or intimate partner of that person

*E. Perpetrator* - means person who commits an act of violence, dating violence, sexual assault or stalking against a victim.

*F. Sexual Assault*- defined as "any nonconsensual sexual act proscribed by federal, tribal or state law including when the victim lacks capacity to consent.

## VI. Admissions and Screening

a) **Non-Denial of Assistance.** The FHA will not deny admission to public housing or to the Section 8 rental assistance program to any person because that person is or has been a victim of domestic violence, dating violence, sexual assault or stalking, provided that such a person is otherwise qualified for such admission.

b) **Mitigation of Disqualifying Information.** When so requested in writing by an applicant for assistance whose history includes incidents in which the applicant was a victim of domestic violence, the FHA may but shall not be obliged to, take such information into account in mitigation of potentially disqualifying information, such as poor credit history or previous damage to a dwelling. If requested by an appellant to take such mitigating information into account, the FHA shall be entitled to conduct such inquiries as are reasonably necessary to verify the claimed history of domestic violence and its probable relevance to the potentially disqualifying information. The FHA will not disregard or mitigate potentially disqualifying information if the applicant household includes a perpetrator of a previous incident or incidents of domestic violence.

## VII. Terminations of Tenancy or Assistance

### A. VAWA Protection.

Under VAWA, public housing residents and persons assisted under the section 8 rental assistance program have the following specific protections, which will be observed by the FHA:

a. An incident or incidents, or stalking will not be considered to be a "serious or repeated" violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of or assistance to the victim of that violence.

b. In addition to the foregoing, tenancy or assistance will not be terminated by the FHA as a result of criminal activity, if that criminal activity is directly related to domestic violence, dating violence, sexual assault or stalking engaged in by a member of the tenant's household, a guest or person under the tenant's control, shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or an affiliated individual or family member is the victim or threatened victim of the domestic violence, dating violence, sexual assault or stalking (emphasis

added). However, the protection against termination of tenancy or assistance described in this paragraph is subject to the following limitations:

i. Nothing contained in this paragraph shall limit any otherwise available authority of the FHA or a Section 8 owner or manager to terminate tenancy, evict, or to terminate assistance, as the case may be, for any violation of a lease or program requirement not premised on the act or acts of domestic violence, dating violence, sexual assault or stalking in question against the tenant or member of the tenants household. However, in taking any such action neither the FHA nor a Section 8 manager or owner may apply a more demanding standard to the victim of domestic violence, dating violence, sexual assault or stalking than that apply to the other tenants.

ii. Nothing contained in this paragraph shall be construed to limit the authority of the FHA or a Section 8 owner or manager to evict or terminate from assistance any tenant or lawful applicant if the owner, manager or the FHA, as that case may be, can demonstrate an actual and imminent threat to other tenants or to those who employed at providing service to the property, if the tenant is not evicted or terminated from assistance.

B. Removal of Perpetrator. Further, notwithstanding anything in paragraph VI.A.2 or Federal, State or local law to the contrary, the FHA or a Section 8 owner or manager, as the case may be, may bifurcate a lease, or remove a household member from a lease, without regard to whether a household member is a signatory to a lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault or stalking against an affiliated individual or other individual. Such action against the perpetrator of such physical violence may be taken without evicting, removing, terminating, assistance to, or otherwise penalizing the victim of such violence who is also the tenant or a lawful occupant. The FHA shall provide remaining tenant the opportunity to establish eligibility for the covered Housing program. If the remaining tenant cannot establish eligibility, the FHA is required to provide the tenant a reasonable time to find new housing or to establish eligibility under another covered housing program. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by law applicable to terminations of tenancy and evictions by the FHA. Leases used for all public housing operation by the FHA and, at the option of Section 8 owners or managers, leases for dwelling units occupied by families assisted with Section 8 rental assistance administered by the FHA, shall contain provisions setting for the substance of this paragraph.

### VIII. Verification of Domestic Violence, Dating Violence, Sexual assault or Stalking

A. Requirement for Verification. The law allows, but does not require, the FHA or a Section 8 owner or manager to verify that an incident or incidents of actual or threatened domestic violence, dating violence, sexual assault or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in this policy. Subject only to waiver as provided in paragraph VII. C., the FHA shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the FHA. Section 8 owners or managers receiving rental assistance administered by the FHA may elect to

require verification, to not to require it as permitted under applicable law. Other acceptable forms of documentation of abuse to include a document signed by a mental health professional or the record of an administrative agency.

Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence, sexual assault or stalking may be accomplished in one of the following three ways:

a. **HUD - approved form** - by providing FHA or to the requesting Section 8 owner or manager a written certification, on a form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim on domestic violence, dating violence, sexual assault or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator if known to the victim.

b. **Other Documentations** - by providing to the FHA or to the requesting Section 8 owner or manager documentation signed by an employee, agent or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence, sexual assault or stalking, or the effects of the abuse, described in documentation. the professional providing the documentation must sign and attest under the penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bonafide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence, or stalking described in documentation must also sign and attest to the documentation under the penalty of perjury.

c. **Police or Court Record** - by providing the FHA or to the requesting Section 8 owner or manager, a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.

d. **Document signed by a mental health professional or the record of an administrative agency.**

**B. Time allowed to provide verification/failure to provide.** An individual who claims protection against adverse action based on an incident or incidents of actual or throated domestic violence, dating violence, sexual assault or stalking, and who is requested by the FHA, or Section 8 owner or manager to provide verification, must provide such verification within 14 business days (i.e., 14 calendar days excluding Saturdays, Sundays, and federally-recognized holidays) after receipt of the request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.

**C. Waiver of Verification Requirement.** The Executive Director of the FHA, or a Section 8 owner or manager, may, with respect to any specific case, waive the above-stated requirements for verification and provide the benefits of this policy based on the victim's statement or other corroborating evidence. Such waiver may be granted in the sole discretion of the Executive Director, owner or manager. Any such waiver must be in writing. Waiver in a particular instance or instances shall not operate as precedent for, or create any right to, waiver in any other case or cases, regardless of similarity in circumstances.

## **IX. Confidentiality**

**A. Right of Confidentiality.** All information (including the fact that an individual is a victim of

domestic violence, dating violence, sexual assault or stalking) provided to the FHA or Section 8 owner or manager in connection with a verification required under Section VII of this policy or provided in lieu of such verification where a waiver of verification is granted, shall be retained by the receiving party in confidence and shall neither be entered in any shared database not provided to any related entity, except where disclosure is.

a. requested or consented to by the individual in writing, or

b. required for use in public housing eviction proceeding or in connection with termination of Section 8 assistance, as permitted in VAWA, or

c. otherwise required by applicable law.

**B. Notification of Rights.** All tenants of public housing and tenants participating in the Section 8 rental assistance program administered by the FHA shall be notified in writing concerning their right to confidentiality and limits of such rights to confidentiality.

#### **X. Court Orders/Family Breakup**

**A. Court Orders.** It is the FHA's policy to honor orders entered by courts of competent jurisdiction affecting individuals assisted by the FHA and their property. This includes cooperating with law enforcement authorities to enforce civil protection orders issued for the protection of victims and addressing the distribution of personal property among household members in cases where a family breaks up.

#### **XI. Relationships with Service Providers**

It is the policy of the FHA to cooperate with organizations and entities, both private and governmental, which provides shelter and/or services to victims of domestic violence. If the FHA staff becomes aware that an individual assisted by the FHA is a victim of domestic violence, dating violence, sexual assault or stalking, the FHA will refer the victim to such providers of shelter or services as appropriate. Notwithstanding the foregoing, this Policy does not create any legal obligation requiring the FHA to either maintain a relationship with any particular provider of shelter or services to victims of domestic violence or to make a referral in any particular case. The FHA's annual public housing agency plan shall describe providers of shelter or services to victims of domestic violence with which the FHA has referral or other cooperative relationships.

#### **XII. Notification**

The FHA shall provide with written notification to applicants, tenants, and Section 8 owners and managers, concerning the rights and obligations created under VAWA relating to confidentiality, denial of assistance and, termination of tenancy or assistance.

#### **XIII. Relationship with Other Applicable Laws**

Neither VAWA nor this Policy implementing it shall preempt or supersede any provision of Federal, State or local law that provides greater protection than that provided under VAWA for victims of domestic violence, dating violence, sexual assault or stalking.

#### **XIV. Amendment**

This policy may be amended from time to time by the FHA as approved by the FHA's Board of Commissioners.

## FRAMINGHAM HOUSING AUTHORITY

1 John J. Brady Drive Framingham, MA 01702-2300

### Notice of Occupancy Rights under the Violence Against Women Act<sup>1</sup>

#### To all Tenants and Applicants

The Violence Against Women Act (VAWA) provides protections for victims of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation.<sup>2</sup> The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees that **Framingham Housing Authority's Housing Choice Voucher Program** is in compliance with VAWA. This notice explains your rights under VAWA. A HUD-approved certification form is attached to this notice. You can fill out this form to show that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking, and that you wish to use your rights under VAWA.”

#### Protections for Applicants

If you otherwise qualify for assistance under **Framingham Housing Authority's Housing Choice Voucher Program**, you cannot be denied admission or denied assistance because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

#### Protections for Tenants

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<sup>1</sup> Despite the name of this law, VAWA protection is available regardless of sex, gender identity, or sexual orientation.

<sup>2</sup> Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.

If you are receiving assistance under [**Framingham Housing Authority's Housing Choice Voucher Program**], you may not be denied assistance, terminated from participation, or be evicted from your rental housing because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

Also, if you or an affiliated individual of yours is or has been the victim of domestic violence, dating violence, sexual assault, or stalking by a member of your household or any guest, you may not be denied rental assistance or occupancy rights under **Framingham Housing Authority's Housing Choice Voucher Program** solely on the basis of criminal activity directly relating to that domestic violence, dating violence, sexual assault, or stalking.

Affiliated individual means your spouse, parent, brother, sister, or child, or a person to whom you stand in the place of a parent or guardian (for example, the affiliated individual is in your care, custody, or control); or any individual, tenant, or lawful occupant living in your household.

#### **Removing the Abuser or Perpetrator from the Household**

HP may divide (bifurcate) your lease in order to evict the individual or terminate the assistance of the individual who has engaged in criminal activity (the abuser or perpetrator) directly relating to domestic violence, dating violence, sexual assault, or stalking.

If HP chooses to remove the abuser or perpetrator, HP may not take away the rights of eligible tenants to the unit or otherwise punish the remaining tenants. If the evicted abuser or perpetrator was the sole tenant to have established eligibility for assistance under the program, HP must allow the tenant who is or has been a victim and other household members to remain in the unit for a period of time, in order to establish eligibility under the program or under another HUD housing program covered by VAWA, or, find alternative housing.

In removing the abuser or perpetrator from the household, HP must follow Federal, State, and local eviction procedures. In order to divide a lease, HP may, but is not required to, ask you for documentation or certification of the incidences of domestic violence, dating violence, sexual assault, or stalking.

### **Moving to Another Unit**

Upon your request, HP may permit you to move to another unit, subject to the availability of other units, and still keep your assistance. In order to approve a request, HP may ask you to provide documentation that you are requesting to move because of an incidence of domestic violence, dating violence, sexual assault, or stalking. If the request is a request for emergency transfer, the housing provider may ask you to submit a written request or fill out a form where you certify that you meet the criteria for an emergency transfer under VAWA. The criteria are:

**(1) You are a victim of domestic violence, dating violence, sexual assault, or stalking.** If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation, as described in the documentation section below.

**(2) You expressly request the emergency transfer.** Your housing provider may choose to require that you submit a form, or may accept another written or oral request.

**(3) You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit.** This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.

**OR**

**You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer.** If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you expressly request the transfer.

HP will keep confidential requests for emergency transfers by victims of domestic violence, dating violence, sexual assault, or stalking, and the location of any move by such victims and their families.

HP's emergency transfer plan provides further information on emergency transfers, and HP must make a copy of its emergency transfer plan available to you if you ask to see it.

**Documenting You Are or Have Been a Victim of Domestic Violence, Dating Violence, Sexual Assault or Stalking**

HP can, but is not required to, ask you to provide documentation to "certify" that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking. Such request from HP must be in writing, and HP must give you at least 14 business days (Saturdays, Sundays, and Federal holidays do not count) from the day you receive the request to provide the documentation. HP may, but does not have to, extend the deadline for the submission of documentation upon your request.



You can provide one of the following to HP as documentation. It is your choice which of the following to submit if HP asks you to provide documentation that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

- A complete HUD-approved certification form given to you by HP with this notice, that documents an incident of domestic violence, dating violence, sexual assault, or stalking. The form will ask for your name, the date, time, and location of the incident of domestic violence, dating violence, sexual assault, or stalking, and a description of the incident. The certification form provides for including the name of the abuser or perpetrator if the name of the abuser or perpetrator is known and is safe to provide.
- A record of a Federal, State, tribal, territorial, or local law enforcement agency, court, or administrative agency that documents the incident of domestic violence, dating violence, sexual assault, or stalking. Examples of such records include police reports, protective orders, and restraining orders, among others.
- A statement, which you must sign, along with the signature of an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional or a mental health professional (collectively, “professional”) from whom you sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, and with the professional selected by you attesting under penalty of perjury that he or she believes that the incident or incidents of domestic violence, dating violence, sexual assault, or stalking are grounds for protection.
- Any other statement or evidence that HP has agreed to accept.

If you fail or refuse to provide one of these documents within the 14 business days, HP does not have to provide you with the protections contained in this notice.

If HP receives conflicting evidence that an incident of domestic violence, dating violence, sexual assault, or stalking has been committed (such as certification forms from two or more members of a household each claiming to be a victim and naming one or more of the other petitioning household members as the abuser or perpetrator), HP has the right to request that you provide third-party documentation within thirty 30 calendar days in order to resolve the conflict. If you fail or refuse to provide third-party documentation where there is conflicting evidence, HP does not have to provide you with the protections contained in this notice.

### **Confidentiality**

HP must keep confidential any information you provide related to the exercise of your rights under VAWA, including the fact that you are exercising your rights under VAWA.

HP must not allow any individual administering assistance or other services on behalf of HP (for example, employees and contractors) to have access to confidential information unless for reasons that specifically call for these individuals to have access to this information under applicable Federal, State, or local law.

HP must not enter your information into any shared database or disclose your information to any other entity or individual. HP, however, may disclose the information provided if:

- You give written permission to HP to release the information on a time limited basis.
- HP needs to use the information in an eviction or termination proceeding, such as to evict your abuser or perpetrator or terminate your abuser or perpetrator from assistance under this program.
- A law requires HP or your landlord to release the information.

VAWA does not limit HP's duty to honor court orders about access to or control of the property. This includes orders issued to protect a victim and orders dividing property among household members in cases where a family breaks up.

### **Reasons a Tenant Eligible for Occupancy Rights under VAWA May Be Evicted or Assistance May Be Terminated**

You can be evicted and your assistance can be terminated for serious or repeated lease violations that are not related to domestic violence, dating violence, sexual assault, or stalking committed against you. However, HP cannot hold tenants who have been victims of domestic violence, dating violence, sexual assault, or stalking to a more demanding set of rules than it applies to tenants who have not been victims of domestic violence, dating violence, sexual assault, or stalking.

The protections described in this notice might not apply, and you could be evicted and your assistance terminated, if HP can demonstrate that not evicting you or terminating your assistance would present a real physical danger that:

- 1) Would occur within an immediate time frame, and
- 2) Could result in death or serious bodily harm to other tenants or those who work on the property.

If HP can demonstrate the above, HP should only terminate your assistance or evict you if there are no other actions that could be taken to reduce or eliminate the threat.

### **Other Laws**

VAWA does not replace any Federal, State, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault, or stalking. You may be entitled to

additional housing protections for victims of domestic violence, dating violence, sexual assault, or stalking under other Federal laws, as well as under State and local laws.

**Non-Compliance with The Requirements of This Notice**

You may report a covered housing provider's violations of these rights and seek additional assistance, if needed, by contacting or filing a complaint with **[insert contact information for any intermediary, if applicable]** or **[insert HUD field office]**.

**For Additional Information**

You may view a copy of HUD's final VAWA rule at **[insert Federal Register link]**.

Additionally, HP must make a copy of HUD's VAWA regulations available to you if you ask to see them.

For questions regarding VAWA, please contact **Framingham Housing Authority at 508-879-7562**.

For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY).

For tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

**Attachment:** Certification form HUD-5382 **[form approved for this program to be included]**

**CERTIFICATION OF  
DOMESTIC VIOLENCE,  
DATING VIOLENCE,  
SEXUAL ASSAULT, OR STALKING,  
AND ALTERNATE DOCUMENTATION**

**U.S. Department of Housing  
and Urban Development**

OMB Approval No. 2577-0286  
Exp. 06/30/2017

**Purpose of Form:** The Violence Against Women Act (“VAWA”) protects applicants, tenants, and program participants in certain HUD programs from being evicted, denied housing assistance, or terminated from housing assistance based on acts of domestic violence, dating violence, sexual assault, or stalking against them. Despite the name of this law, VAWA protection is available to victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

**Use of This Optional Form:** If you are seeking VAWA protections from your housing provider, your housing provider may give you a written request that asks you to submit documentation about the incident or incidents of domestic violence, dating violence, sexual assault, or stalking.

In response to this request, you or someone on your behalf may complete this optional form and submit it to your housing provider, or you may submit one of the following types of third-party documentation:

- (1) A document signed by you and an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional, or a mental health professional (collectively, “professional”) from whom you have sought assistance relating to domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse. The document must specify, under penalty of perjury, that the professional believes the incident or incidents of domestic violence, dating violence, sexual assault, or stalking occurred and meet the definition of “domestic violence,” “dating violence,” “sexual assault,” or “stalking” in HUD’s regulations at 24 CFR 5.2003.
- (2) A record of a Federal, State, tribal, territorial or local law enforcement agency, court, or administrative agency; or
- (3) At the discretion of the housing provider, a statement or other evidence provided by the applicant or tenant.

**Submission of Documentation:** The time period to submit documentation is 14 business days from the date that you receive a written request from your housing provider asking that you provide documentation of the occurrence of domestic violence, dating violence, sexual assault, or stalking. Your housing provider may, but is not required to, extend the time period to submit the documentation, if you request an extension of the time period. If the requested information is not received within 14 business days of when you received the request for the documentation, or any extension of the date provided by your housing provider, your housing provider does not need to grant you any of the VAWA protections. Distribution or issuance of this form does not serve as a written request for certification.

**Confidentiality:** All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking shall be kept confidential and such details shall not be entered into any shared database. Employees of your housing provider are not to have access to these details unless to grant or deny VAWA protections to you, and such employees may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) consented to by you in writing in a time-limited release; (ii) required for use in an eviction proceeding or hearing regarding termination of assistance; or (iii) otherwise required by applicable law.

**TO BE COMPLETED BY OR ON BEHALF OF THE VICTIM OF DOMESTIC VIOLENCE,  
DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING**

1. Date the written request is received by victim: \_\_\_\_\_

2. Name of victim: \_\_\_\_\_

3. Your name (if different from victim's): \_\_\_\_\_

4. Name(s) of other family member(s) listed on the lease: \_\_\_\_\_  
\_\_\_\_\_

5. Residence of victim: \_\_\_\_\_

6. Name of the accused perpetrator (if known and can be safely disclosed): \_\_\_\_\_  
\_\_\_\_\_

7. Relationship of the accused perpetrator to the victim: \_\_\_\_\_

8. Date(s) and times(s) of incident(s) (if known): \_\_\_\_\_  
\_\_\_\_\_

10. Location of incident(s): \_\_\_\_\_

In your own words, briefly describe the incident(s):

_____
_____
_____
_____

This is to certify that the information provided on this form is true and correct to the best of my knowledge and recollection, and that the individual named above in Item 2 is or has been a victim of domestic violence, dating violence, sexual assault, or stalking. I acknowledge that submission of false information could jeopardize program eligibility and could be the basis for denial of admission, termination of assistance, or eviction.

Signature \_\_\_\_\_ Signed on (Date) \_\_\_\_\_

**Public Reporting Burden:** The public reporting burden for this collection of information is estimated to average 1 hour per response. This includes the time for collecting, reviewing, and reporting the data. The information provided is to be used by the housing provider to request certification that the applicant or tenant is a victim of domestic violence, dating violence, sexual assault, or stalking. The information is subject to the confidentiality requirements of VAWA. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid Office of Management and Budget control number.

# **Attachment B**

- **Form HUD 50077 ST-HCV-HP Certifications of Compliance with PHA Plan and Related Regulations including Required Civil Rights Certifications**
- **Form HUD 50077 SL, Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan.**

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

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
**OMB No. 2577-0226**  
**Expires 02/29/2016**

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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning **January 1, 2023**, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.



12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Framingham Housing Authority

MA028

\_\_\_\_\_  
PHA Name

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

Annual PHA Plan for Fiscal Year 2024

5-Year PHA Plan for Fiscal Years 20\_\_\_\_ - 20\_\_\_\_

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

Name of Authorized Official  <b>Janice M. Rogers</b>	Title  <b>Chairman – Framingham Housing Authority Board of Commissioners</b>
Signature	Date

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

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2024

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

I, Charlie Sisitsky, the Mayor City of Framingham  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan for fiscal years \_\_\_\_\_ and/or Annual PHA Plan for fiscal  
year 2024 of the Framingham Housing Authority is consistent with the  
*PHA Name*

Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair  
Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

**City of Framingham Massachusetts**

*Local Jurisdiction Name*

pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

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

**Commitment to improvement, preserving and development of housing for low and moderate  
income families. Collaboration with programs that develop and maintain affordable units  
and providing decent, safe and affordable housing to the residents of Framingham.**

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:

**Charlie Sisitsky**

Title:

**Mayor, City of Framingham**

Signature:

Date:

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

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

# **Attachment C**

## **Capital Improvements**



# FRAMINGHAM HOUSING AUTHORITY

1 John J. Brady Drive  
Framingham, MA 01702-2300



## COMMISSIONERS:

JANET LEOMBRUNO  
PHYLLIS A. MAY  
ROBERT L. MERUSI  
JANICE M. ROGERS  
STEPHEN P. STARR

PAUL LANDERS

EXECUTIVE DIRECTOR

TEL.: (508) 879-7562

FAX: (508) 626-0252

TTY RELAY SERVICE 711

## **Framingham Housing Authority Definition of Significant Amendment and/or Modification Regarding Capital Funds Program 5-year action Plan Effective September 1, 2022**

The Framingham Housing Authority considers one or more of the following to be a significant amendment or modification to the CFP 5-year action plan:

1. A change in any open annual capital fund program that modifies or changes the work items by greater than 20% of the total grant amount
2. Any proposed demolition, disposition, homeownership, capital fund financing, development, or mixed finance proposals
3. Any major reduction in funding (>20%) from HUD or CFP
4. A proposed Demolition, Disposition, Homeownership, RAD conversion, Capital Fund Financing, Development or Mix Finance Proposal



Capital Fund Program - Five-Year Action Plan

Status: Approved

Approval Date: 10/26/2022

Approved By: NORMAN, KARA

Part I: Summary						
PHA Name : Framingham Housing Authority		Locality (City/County & State)				
PHA Number: MA028		<input checked="" type="checkbox"/> Original 5-Year Plan		<input type="checkbox"/> Revised 5-Year Plan (Revision No: )		
A.	Development Number and Name	Work Statement for Year 1 2022	Work Statement for Year 2 2023	Work Statement for Year 3 2024	Work Statement for Year 4 2025	Work Statement for Year 5 2026
	BEAVER STREET (MA028000001)	\$659,182.00	\$350,000.00	\$350,000.00	\$350,000.00	\$350,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2022	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	BEAVER STREET (MA028000001)			\$659,182.00
ID0014	Painted Units Occupied(Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Interior Painting (non routine))	Inspect; repair and replace as need then paint walls of units		\$50,000.00
ID0015	Site work - Side Walk Paving(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Seal Coat,Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Curb and Gutter)	Side Walk paving for both sites		\$50,000.00
ID0016	Kitchens Rehab Project(Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine))	Kitchens to include: flooring, plumbing and electrical		\$100,000.00
ID0017	Heating - Air Conditioning upgrades - Office(Non-Dwelling Interior (1480)-Administrative Building,Non-Dwelling Interior (1480)-Community Building,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Mechanical)	upgrade to heating and air conditioning to the administrative offices that also house the community room for elderly site.		\$35,000.00
ID0018	Hot Water Units(Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	Inspect, repair and replace hot water unit at elderly site		\$40,000.00
ID0020	Architect and Engineering(Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs)	Civil Engineering for all projects		\$30,000.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year 1 2022</b>				
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
ID0028	Landscaping trees(Non-Dwelling Site Work (1480)-Landscape)	remove, prune, plant trees		\$15,000.00
ID0043	Fire Alarm & Door Intercom System(Dwelling Unit-Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Doors,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Security)	Upgrades - repairs needed to Elderly Housing Site		\$15,000.00
ID0060	Wet lands work - Brady(Non-Dwelling Site Work (1480)-Curb and Gutter,Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Storm Drainage)	plantings, erosion prevention, protection items		\$10,000.00
ID0061	Entrance Clapboards for Brady(Dwelling Unit-Exterior (1480)-Siding)	Need to check and replace as need the front entrance clapboards that maybe rotting or damaged due to weather		\$60,000.00
ID0066	Relocation (Contract Administration (1480)-Relocation)	assist with the families moving due to Section 18		\$173,000.00
ID0067	Operations Transfer(Operations (1406))	Assist with Misc. Relocation expenses to residents with - i.e.: realtor fees; boxes; Garden; Admin expenses Federal Families; Federal Elderly programing		\$81,182.00
	Subtotal of Estimated Cost			\$659,182.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>				
	2	2023		
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	BEAVER STREET (MA028000001)			\$350,000.00
ID0021	Painted Units(Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Inspect; repair and replace as need then paint walls of units		\$40,000.00
ID0029	Bathroom Rehab Project(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	upgrade of tub; tub surround; floor		\$50,000.00
ID0045	Fire Alarm upgrades(Dwelling Unit-Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Security)	Upgrades needed to Elderly Housing Site		\$10,000.00
ID0047	Chain link Fence Replacement(Non-Dwelling Site Work (1480)-Fencing)	Chain link fence needs to be replaced in some sections of brady. inspect, repair, replace		\$35,000.00
ID0048	Architect and Engineering(Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs)	Architect and Engineering		\$15,000.00
ID0049	Maintenance Facility Upgrade(Non-Dwelling Construction-New Construction (1480)-Administrative Building,Non-Dwelling Construction-New Construction (1480)-Shop)	Facility used by federal residents and houses the maintenance equipment and staff assigned to our federal site		\$25,000.00



<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year 2 2023</b>				
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
ID0069	Relocation (Contract Administration (1480)-Relocation)	assist with the families moving due to Section 18		\$115,000.00
ID0070	Operations Transfer(Operations (1406))	Assist with Misc. Relocation expenses to residents with - i.e.: realtor fees; boxes; Garden; misc expenses		\$50,000.00
ID0071	Water - Sewer Lines(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Storm Drainage,Dwelling Unit-Site Work (1480)-Water Lines/Mains)	inspect, repair, prevention of water lines at Elderly site as needed		\$10,000.00
	Subtotal of Estimated Cost			\$350,000.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>				
	3	2024		
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	BEAVER STREET (MA028000001)			\$350,000.00
ID0038	Architect and Engineering(Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs)	Architect and Engineering		\$20,000.00
ID0039	Bathroom Rehab Project(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	upgrade of tub; spray tub, surround; floor, toilet		\$25,000.00
ID0050	Operations transfer(Operations (1406))	Replacement Snow Truck for Federal Elderly and Family Sites Assist with Misc. Relocation expenses to residents with - i.e.: realtor fees; boxes; Garden; Misc Admin expenses Federal Families; Federal Elderly programing		\$55,000.00
ID0051	Upgrade Entry door system (Non-Dwelling Interior (1480)-Administrative Building,Non-Dwelling Interior (1480)-Community Building,Non-Dwelling Interior (1480)-Doors)	Main office which houses community room		\$35,000.00
ID0052	Painting - Administrative offices(Non-Dwelling Interior (1480)-Administrative Building,Non-Dwelling Interior (1480)-Common Area Painting,Non-Dwelling Interior (1480)-Other)	Paint of the administrative offices		\$15,000.00
ID0053	Parking Lot Paving(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving)	for Brady Residents		\$65,000.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year 3 2024</b>				
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
ID0054	Brady Laundry Room (Non-Dwelling Interior (1480)-Laundry Areas)	floor, paint, door,		\$15,000.00
ID0055	Fire Alarm System Maintenance - Emergencies(Dwelling Unit-Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Security)	Upgrades needed to Elderly Housing Site		\$10,000.00
ID0057	Patio concrete repairs(Dwelling Unit-Site Work (1480)-Other,Non-Dwelling Exterior (1480)-Other,Non-Dwelling Exterior (1480)-Paint and Caulking)	repairs to the concrete to prevent tripping hazards		\$15,000.00
ID0072	Water - Sewer Lines(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Storm Drainage,Dwelling Unit-Site Work (1480)-Water Lines/Mains)	inspect, repair, prevention of water lines at Elderly site as needed		\$10,000.00
ID0074	Relocation (Contract Administration (1480)-Relocation)	assist with the families moving due to Section 18		\$50,000.00
ID0075	Brady Windows Inspect - Replace(Dwelling Unit-Exterior (1480)-Windows)	start reviewing windows at brady for replacement; and replacement		\$35,000.00
	Subtotal of Estimated Cost			\$350,000.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year 4 2025</b>				
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	BEAVER STREET (MA028000001)			\$350,000.00
ID0023	Exhaust Fan Upgrades (Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other)	inspect and replace as needed		\$10,000.00
ID0025	Site work(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Fence Painting,Dwelling Unit-Site Work (1480)-Fencing,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Lighting,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Seal Coat,Dwelling Unit-Site Work (1480)-Signage,Dwelling Unit-Site Work (1480)-Storm Drainage,Dwelling Unit-Site Work (1480)-Striping)	fences, landscape, curbs, sidewalks etc		\$50,000.00
ID0027	Carpet Replacement (Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Other)	inspect, replace - occupied unit		\$80,000.00
ID0030	Architect and Engineering(Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs)	Architect and Engineering		\$25,000.00
ID0031	Infrastructure upgrades(Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs,Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Storm Drainage,Dwelling Unit-Site Work (1480)-Water Lines/Mains,Non-Dwelling Site Work (1480)-Storm Drainage)	sewer lines storm water		\$25,000.00
ID0032	Paint Common Hallways(Non-Dwelling Interior (1480)-Common Area Painting)	Inspect; repair and paint walls		\$50,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0059	Bathroom Rehab Project(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	upgrade of tub; spray tub, surround; floor, toilet		\$25,000.00
ID0064	Maintenance Facility Upgrade(Non-Dwelling Construction-New Construction (1480)-Shop,Non-Dwelling Construction-New Construction (1480)-Administrative Building)	Facility used by federal residents and houses the maintenance equipment and staff assigned to our federal site		\$70,000.00
ID0077	Operations Transfer(Operations (1406))	Assist with Misc. Relocation expenses to residents with - i.e.: realtor fees; boxes; Garden; misc expenses		\$15,000.00
	Subtotal of Estimated Cost			\$350,000.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b> 5		2026		
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	BEAVER STREET (MA028000001)			\$350,000.00
ID0062	Maintenance Facility Upgrade(Non-Dwelling Construction-New Construction (1480)-Administrative Building,Non-Dwelling Construction-New Construction (1480)-Shop)	Facility used by federal residents and houses the maintenance equipment and staff assigned to our federal site		\$75,000.00
ID0078	Fire Alarm System Maintenance - Emergencies(Dwelling Unit-Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Security)	needed to Elderly Housing Site		\$10,000.00
ID0079	Water - Sewer Lines(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Storm Drainage,Dwelling Unit-Site Work (1480)-Water Lines/Mains)	inspect, repair, prevention of water lines at Elderly site as needed		\$10,000.00
ID0080	Kitchens Rehab Project(Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	Kitchens to include: flooring, plumbing and electrical		\$85,000.00
ID0081	Operations Transfer(Operations (1406))	misc emergencies; self sufficiency programs elderly		\$15,000.00
ID0082	Site work - Side Walk Paving(Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Seal Coat,Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Curb and Gutter)	Side Walk paving		\$25,000.00

Capital Fund Program - Five-Year Action Plan

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b> 5		2026		
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
ID0083	Carpet Replacement (Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Flooring (non routine))	inspect, replace - occupied unit		\$15,000.00
ID0084	upgrades - Administrative offices(Non-Dwelling Interior (1480)-Administrative Building,Non-Dwelling Interior (1480)-Common Area Painting,Non-Dwelling Interior (1480)-Other)	Paint, wires, alarm system administrative offices		\$15,000.00
ID0085	HVAC upgrades (Non-Dwelling Interior (1480)-Community Building,Non-Dwelling Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Mechanical)	community room and elderly units - inspect and replace		\$20,000.00
ID0086	Bad Unit turnover(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Tubs and Showers)	units with more than normal wear and tear		\$20,000.00
ID0087	Exterior Repairs to Brady(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,Dwelling Unit-Exterior (1480)-Canopies,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Decks and Patios,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Gutters - Downspouts,Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Soffits,Dwelling Unit-Exterior (1480)-Tuck-Pointing,Dwelling Unit-Exterior (1480)-	brick, stucco, wood, cement, clapboards etc, minor roof repair		\$60,000.00
	Subtotal of Estimated Cost			\$350,000.00

# Attachment D

## Miscellaneous

- RAB Notes (**not included in draft**)
- Financial Resources (**not included in draft**)
- Baker-Polito Announcement Funding Carlson Crossing East
- HUD Revised Approval letter date April 13, 2023
- HUD Revised Approval Letter Disposition dated August 31, 2021
- Baker-Polito Announcement Funding Carlson Crossing West
- HUD Approval letter Disposition dated March 15, 2021
- Changes to ACOP
- Over Income Policy
- Over Income Limits for over income families
- Alternate Rents for over income families



**EXTRACTS FROM THE MINUTES OF A REGULAR MEETING  
OF THE FRAMINGHAM HOUSING AUTHORITY  
HELD ON June 12, 2023**

The Members of the Framingham Housing Authority met in a Regular Meeting at 1 John J. Brady Drive, in the Town of Framingham, Massachusetts, at 2:17 p.m. on June 12, 2023. The Meeting was called to order by the Chairman of the Board, and upon roll call, those present and absent were as follows:

PRESENT: Stephen Joyce, via phone  
Janet Leombruno  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

Motion to approve Alternative Rent Amounts for over-income families.

Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner Roberti, it was voted to approve Alternative Rent Amounts for over-income families; the ayes and nays were as follows:

Ayes

Nays

Stephen Joyce, via phone  
Janet Leombruno  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

True Copy of the Minutes of the Regular Meeting  
Held on June 12, 2023



Attest: Paul Landers, Executive Secretary

8a

**Framingham Housing Authority  
Alternative Non-Public Housing Rent (Alternative rent)  
Effective July 1, 2023**

**Background**

Under HOTMA (Housing Opportunities Through Modernization Act of 2016) The Framingham Housing Authority must charge non-public housing over-income (NPHOI) families, if allowed by the Authority policy to remain in a public housing unit, after they have exceeded the 24 consecutive month grace period an alternative rent. The alternative rent is defined at 24 CFR 960.102, as the higher of the Fair Market Rent (FMR) or per unit monthly subsidy. The monthly subsidy proved for the unit is determined by adding the per unit assistance provided to a public housing property as calculated through the applicable formulas for the Public Housing Capital Fund and Public Housing Operating Fund.

**Alternative Rent Effective July 1, 2023**

1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
\$2,198	\$ 2,635	\$3,207	\$3,540

Requesting approval of the CY23 Over income families Alternative Rents effective for July 1, 2023.

2023-19

**EXTRACTS FROM THE MINUTES OF A REGULAR MEETING  
OF THE FRAMINGHAM HOUSING AUTHORITY**  
HELD ON June 12, 2023

The Members of the Framingham Housing Authority met in a Regular Meeting at 1 John J. Brady Drive, in the Town of Framingham, Massachusetts, at 2:17 p.m. on June 12, 2023. The Meeting was called to order by the Chairman of the Board, and upon roll call, those present and absent were as follows:

PRESENT: Stephen Joyce, via phone  
Janet Leombruno  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

Motion to approve Income Limits for over-income families.

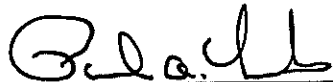
Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner Roberti, it was voted to approve Income Limits for over-income families; the ayes and nays were as follows:

Ayes

Nays

Stephen Joyce, via phone  
Janet Leombruno  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

True Copy of the Minutes of the Regular Meeting  
Held on June 12, 2023



Attest: Paul Landers, Executive Secretary

**Background:**

HOTMA (Housing Opportunities Through Modernization Act of 2016) establishes an income limitation for continued occupancy in public housing. The Statue requires that after a family's income has exceed the over income limit for two consecutive years or 24 consecutive months, the FHA must either terminate the family tenancy within six months or charge the family the alternative non-public housing rent (alternative rent). The statue must start being implemented on June 14, 2023.

1. Requesting to approve the following income limits effective June 14, 2023, to be determined an over-income family for the Framingham Housing Authority at annual and interim reexaminations.

Family Size	1	2	3	4	5	6	7	8
Over-Income Limit	124,680	142,560	160,320	178,080	192,360	206,640	220,920	234,048

2. Requesting to approve the attached Over-Income families implementation policy as required by HUD.

**EXTRACTS FROM THE MINUTES OF A REGULAR MEETING  
OF THE FRAMINGHAM HOUSING AUTHORITY  
HELD ON June 12, 2023**

The Members of the Framingham Housing Authority met in a Regular Meeting at 1 John J. Brady Drive, in the Town of Framingham, Massachusetts, at 2:17 p.m. on June 12, 2023. The Meeting was called to order by the Chairman of the Board, and upon roll call, those present and absent were as follows:

PRESENT: Stephen Joyce, via phone  
Janet Leombruno  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

Motion to approve Over-Income policy.

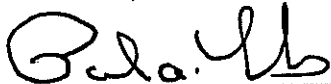
Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner Roberti, it was voted to approve Over-Income policy; the ayes and nays were as follows:

Ayes

Nays

Stephen Joyce, via phone  
Janet Leombruno  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

True Copy of the Minutes of the Regular Meeting  
Held on June 12, 2023



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Attest: Paul Landers, Executive Secretary

**OVER-INCOME FAMILIES**

**24 CFR 960.507; FR Notice 7/26/18; Notice PIH 2019-11; FR Notice 2/14/23]**

In the public housing program, an *over-income family* is defined as a family whose income exceeds the over-income limit for 24 consecutive months. When this occurs, the PHA must either:

- Terminate the family’s tenancy within six months of the PHA’s final notification of the end of the 24-month grace period; or
- Within 60 days of the PHA’s final notification of the end of the 24-month grace period or the next lease renewal (whichever is sooner), have the family execute a new lease that is consistent with 24 CFR 960.509 and charge the family a monthly rent that is the higher of the applicable fair market rent (FMR) or the amount of monthly subsidy for the unit, including amounts from the operating and capital funds.

The PHA must establish a continued occupancy policy for over-income families in the ACOP indicating which of the above will occur.

PHA Policy

*For families whose income exceeds the over-income limit for 24 consecutive months, the PHA will not terminate the family’s tenancy and will charge the family the alternative non-public housing rent, as well as require the family to sign a new non-public housing lease in accordance with the continued occupancy policies below.*

**Over-Income Limit [Notice PIH 2019-11]**

The PHA must publish over-income limits in their ACOP and update them no later than 60 days after HUD publishes new income limits each year. The over-income limit is calculated by multiplying the very low-income limit (VLI) by 2.4, as adjusted for family size.

PHA Policy

*The PHA will rely on the following over-income limits. These numbers will be updated within 60 days of HUD publishing new income limits each year and will be effective for all annual and interim reexaminations once these policies have been adopted.*

Family Size	1	2	3	4	5	6	7	8
Over-Income Limit	124,680	142,560	160,320	178,080	192,360	206,640	220,920	234,048

*For families larger than eight persons, the over-income limit will be calculated by multiplying the applicable very low-income limit by 2.4.*

### **Decreases in Income [24 CFR 960.507(c)(4)]**

If, at any time during the consecutive 24-month period following the initial over-income determination, the PHA determines that the family's income is below the over-income limit, the PHA's over-income policies no longer apply to the family. If the PHA later determines that the family's income exceeds the over-income limit at a subsequent annual or interim reexamination, the family is entitled to a new 24 consecutive month period and new notices under this section.

#### PHA Policy

*If, at any time during the 24-month period following the initial over-income determination, an over-income family experiences a decrease in income, the family may request an interim redetermination of rent in accordance with PHA policy in Chapter 9.*

*If, as a result, the previously over-income family is now below the over-income limit, the family is no longer subject to over-income provisions as of the effective date of the recertification. The PHA will notify the family in writing within 10 business days of the determination that over-income policies no longer apply to them.*

### **Initial Notice of Over-Income Status [24 CFR 960.507(c)(1)]**

If the PHA determines the family has exceeded the over-income limit during an annual or interim reexamination, the PHA must provide written notice to the family of the over-income determination no later than 30 days after the income examination. The notice must state that the family has exceeded the over-income limit and continuing to do so for a total of 24 consecutive months will result in the PHA following its continued occupancy policy for over-income families. The PHA must afford the family an opportunity for a hearing if the family disputes within a reasonable time the PHA's determination that the family has exceeded the over-income limit.

#### PHA Policy

*At annual or interim reexamination, if a family's income exceeds the applicable over-income limit, within 10 business days the PHA will notify the family in writing of the determination and that if the family continues to be over-income for 24 consecutive months, the family will be subject to the PHA's over-income policies. The notice will state that the family may request a hearing if the family disputes the PHA's determination in accordance with PHA policies in Chapter 14.*

## **Second Notice of Over-Income Status [24 CFR 960.507(c)(2)]**

The PHA must conduct an income examination 12 months after the initial over-income determination, unless the PHA determined the family's income fell below the over-income limit since the initial over-income determination. If the PHA determines the family continues to exceed the over-income limit for 12 consecutive months, the PHA must provide written notification of this 12-month over-income determination no later than 30 days after the income examination. The notice must state that the family has exceeded the over-income limit for 12 consecutive months and continuing to do so for a total of 24 consecutive months will result in the PHA following its continued occupancy policy for over-income families. Additionally, if applicable under PHA policy, the notice must include an estimate (based on current data) of the alternative non-public housing rent for the family's unit. The PHA must afford the family an opportunity for a hearing if the family disputes within a reasonable time the PHA's determination that the family has exceeded the over-income limit.

### *PHA Policy*

*If a family's income exceeds the applicable over-income limit after 12 consecutive months, within 10 business days, the PHA will notify the family in writing of the determination and that if the family continues to be over-income for 24 consecutive months, the family will be subject to the PHA's over-income policies. The notice will provide an estimate of the alternative non-public housing rent applicable to the family at the close of the 24 consecutive month period. The notice will also state that the family may request a hearing if the family disputes the PHA's determination in accordance with PHA policies in Chapter 14.*

## **Final Notice of Over-Income Status [24 CFR 960.507(c)(3) and 960.509]**

Unless the PHA determined the family's income fell below the over-income limit since the second over-income determination, the PHA must conduct an income examination 24 months after the initial over income determination. If the family continues to be over-income based on this determination, the PHA must provide written notification of this determination no later than 30 days after the income examination. The notice must state that the family has exceeded the over-income limit for 24 consecutive months and that the PHA will follow its continued occupancy policies for over-income families. The PHA must afford the family an opportunity for a hearing if the family disputes within a reasonable time the PHA's determination that the family has exceeded the over-income limit.

### *PHA Policy*

*If a family's income exceeds the applicable over-income limit for 24 consecutive months, the PHA will notify the family in writing of the determination within 10 business days of the date of the determination. The notice will state that the family will be charged the alternative non-public housing rent in accordance with PHA continued occupancy policies and HUD regulations and provide the family's new rent amount.*



*The notice will also include a new non-public housing lease and inform the family that the lease must be executed by the family and the PHA no later than 60 days from the date of the notice or at the next lease renewal, whichever is sooner. The family will continue to be a public housing program participant until the family executes the new non-public housing lease. The notice will also state that failure to execute the lease within this time period stated in the notice will result in termination of tenancy no more than six months after the date of the notice. The PHA will permit an over-income family to execute a lease beyond this time period, but before termination of tenancy, if the over-income family pays the PHA the total difference between the alternative non-public housing rent and their public housing rent dating back to the point in time that the over-income family was required to execute the new lease.*

*Once the family signs the new non-public housing lease, the family will no longer be a public housing participant family. The family will no longer be subject to income examinations, are precluded from participating in the resident council, and cannot participate in any programs that are only for public housing or low-income families.*

*The non-public housing over-income lease will contain all required provisions listed at 24 CFR 960.509. The initial term of the lease will be for one year. Upon expiration of the initial lease term, the lease will not renew automatically, and subsequent leases will state renewal terms. At any time, the PHA may terminate tenancy in accordance with 24 CFR 960.509(b)(11) and in accordance with state and local law.*

*Upon execution of the lease, the tenant will be required pay the amount of monthly tenant rent (known as the alternative non-public housing rent) determined by the PHA in accordance with HUD regulations. The PHA will comply with state and local law in giving the tenant written notice stating any changes in the amount of tenant rent. Charges assessed under the lease will be due in accordance with state and local law.*

2023-24

**EXTRACTS FROM THE MINUTES OF A REGULAR MEETING  
OF THE FRAMINGHAM HOUSING AUTHORITY  
HELD ON July 10, 2023**

The Members of the Framingham Housing Authority met in a Regular Meeting at 1 John J. Brady Drive, in the Town of Framingham, Massachusetts, at 2:21 p.m. on July 10, 2023. The Meeting was called to order by the Chairman of the Board, and upon roll call, those present and absent were as follows:

PRESENT: Stephen Joyce  
Janet Leombruno, via phone  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

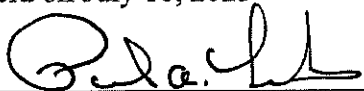
Motion to approve proposed changes to ACOP (Admissions and Continued Occupancy Policy).

Upon roll call vote, motion by Commissioner Roberti, seconded by Commissioner Joyce, it was voted to approve changes to ACOP (Admissions and Continued Occupancy Policy); the ayes and nays were as follows:

Ayes  
Stephen Joyce  
Janet Leombruno, via phone  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

Nays

True Copy of the Minutes of the Regular Meeting  
Held on July 10, 2023



Attest: Paul Landers, Executive Secretary

*May 2023*

***Below is a simple summary of the proposed changes to the ACOP.***

---

### **Chapter 1: Overview of the Program and Plan**

- Made changes to match mission statement to match other documents sent to HUD and DHCD

### **Chapter 2: Fair Housing and Equal Opportunity**

- Add the following Fair Housing and Equal Opportunity regulations to the list.  
Executive Order 13988  
Added MGL c151B; MGL c 93 section 102.  
Added Article CXIV of Massachusetts Constitution  
Added MGL c121B section 32.
- Add the FHA will comply with all Massachusetts Antidiscrimination laws.
- Added will display posters and other housing information that can be easily readable from a wheelchair.
- Added how we will handle VAWA complaint against the authority.

### **Chapter 3: Eligibility**

- Add not currently be receiving a duplicate subsidy to be eligible for program.
- Add victim of human trafficking may retain assistance if the family breaks up due to an occurrence trafficking.
- Add family must notify the PHA of change in live-in aide and request approval for replacement.
- Updated EIV (Enterprise Income Verification) regulations with HUD required changes.
- Updated section on blanket prohibition on persons with a criminal record
- Added Conviction of misdemeanor as possible grounds for denial of admission
- Changed criminal look back from 5 years to 10 years.
- Updated VAWA section to reference protection of victims of human trafficking

#### **Chapter 4: Applications, Waiting List and Tenant Selection**

- Updated list of newspapers where we will post opening of waiting lists.
- Added the Authority will ask on pre-application for admission preferred methods of communication of the family.
- Added if a family is removed from the waiting due to lack of response, as a result of a family member's disability, or as a direct result of status as a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking, including an adverse factor resulting from such abuse, they Authority may reinstate the family.

#### **Chapter 5: Occupancy Standards and Unit Offers**

- Added For the purposes of determining occupancy standards, an adult is 21 years of age or older and a child is under 21 years of age.
- Added human trafficking to a reason to refuse an offer of a unit.

#### **Chapter 6: Income and Rent Determinations**

- Changed absence from unit from 180 days to 90 days.
- Changed dependents that are subject to joint custody arrangements will be considered family member if in the unit 51% of the time from 50%
- Added language when the Authority will apply the Social Security Administration cost of living adjustment.
- Changed minimum rent from 0 to \$50 to be in line with industry standards.
- Add process on how a family can request a reasonable accommodation for higher utility allowance due to disability.
- Updated language to be in line with updated regulation citations, that a 60-day notice of utility rate is no longer required.

#### **Chapter 7: Verification**

- Added reference to use of HUD's IVT (income validation tool) Reports
- Changed the requirement of the family supplying two consecutive pay stubs to four pay stubs and if necessary, the Authority may ask for more.

- Added the Authority may require self-certifications to be notarized.
- Added the Authority will verify Veterans preference with a letter from the Local Veterans Administration in addition to the DD-214 form.
- Added for unreimbursed expenses, verified through a third party, the third party must certify that the expenses are not paid or reimbursed from any other source.

### **Chapter 8: Leasing & Inspections**

- If the family is determined to be over income for 24 consecutive months, the lease will not be renewed.
- Added reference to the new over-income rule and where to find the policy.
- Added we give out HUD pamphlet entitled Protect your family from Lead in your home at lease up
- Added reference to nationwide emergency orders, and in those cases a 30-day notice to vacate will be issued for non-payment of rent rather than a 14-day notice.
- Changed the return check fee from \$25 to \$15.
- Updated the minimum heating standards with the new Mass Sanitary Code regulations effective April 15<sup>th</sup>.
- Change the written notice to the family of annual inspections from at least 2 weeks to 1 week.

### **Chapter 9: Reexaminations**

- Added reference to non-public housing over income families, and the Authority not conducting Annual Recertification for them.
- Added reexaminations can be done by mail, and process of doing so.
- Added Households requesting to add a household member must provide documentation that the member they are requesting to add was not living with them at least thirty (30) days prior to the day the request is submitted to the PHA.

- Added Households may not add a new household member within three (3) months of initial lease-up.
- Added Households cannot add a new household member if the addition results in the household exceeding the Maximum Occupancy Standard or violation of the Massachusetts State Sanitary Code.
- Added email was acceptable notification of the change in the family's income.

### **Chapter 10: Pets**

- Updated section to explain the difference between service animals and support animals and how we make that determination.
- Removed PHA's may not require cats be declawed, and replaced with Cat declawing is not a requirement or condition of pet ownership in public housing and HUD encourages PHAs to refrain from engaging in this practice.
- Added pets must be under physical restraints by pet owner or contained in a restricted area for repairs and inspections.

### **Chapter 11: Community Service**

- Added members of a non-public housing over-income family are exempt from community service requirements.
- Added the Authority does not allow residents to perform work ordinary performed by an Authority employee for community service.

### **Chapter 12: Transfer Policy**

- Added Human trafficking as reason for transfers.
- Added Residents not in good standing may still request an emergency transfer under VAWA (Violence Against Women Act)

### **Chapter 13: Lease Terminations**

- Added the Over-Income Families mandate from HUD effective for June 15<sup>th</sup>, 2023, and removed old policy.
- Added Human Trafficking victim as mitigating circumstance not to terminate a tenancy.
- Added remote termination hearings could be offered by the Authority.
- Added During the period for which HUD determines that a national emergency requires additional time for families to secure federal funding that is available due to a Presidential declaration of a national emergency, at least 30 days from the date the tenant receives the notice in the case of failure to pay rent. When there is no emergency 14 days' notice may be given.

### **Chapter 14: Grievances**

- Added the Authority will notify the residence in the notice if the informal hearing will be conducted remotely.
- Added the Authority has the authority to require hearings to be conducted remotely in some circumstances.
- Added the Authority will assist with technical assistance prior and during informal remote hearing as needed.
- Added procedure on remote informal hearing.

### **Chapter 15: Program Integrity**

- Added Committing sexual harassment or other harassment based on race, color, religion, national origin, familial status, disability, sexual orientation, or gender identity, either quid pro quo (supervisory harassment) or hostile environment to prohibited activities.
- Added Allowing sexual harassment or other harassment based on race, color, religion, national origin, familial status, disability, sexual orientation, or gender identity, either quid pro quo (supervisory harassment) or hostile environment, where the PHA knew or should have known such harassment was occurring to prohibited activities.

- Added Retaliating against any applicant, resident, or staff reporting sexual harassment or other harassment based on race, color, religion, national origin, familial status, disability, sexual orientation, or gender identity, either quid pro quo (supervisory harassment) or hostile environment to prohibited activities.

## **Chapter 16: Program Administration**

- Added the Authority will apply updated flat rents at each family's next annual reexamination.
- Added all repayment agreements must be in writing, dated and signed by both the family and Authority, include the monthly repayment amount, amount owed and lump sum madid at the time of the execution.
- Updated VAWA section to include Human Trafficking Victim to be included.
- Updated the term domestic violence: The term *domestic violence* includes felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding, and in the case of victim services, includes the user or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by a person who is; the current or former spouse or intimate partner of the victim, or person similarly situated to a spouse or intimate partner of the victim; A person who is cohabitating or has cohabitated with the victim as a spouse or intimate partner; A person with whom the victim shares a child in common
- Added the term economic abuse: *economic abuse* means behavior that is coercive, deceptive, or unreasonably controls or restrains a person's ability to acquire, use, or maintain economic resources to which they are entitled, including using coercion, fraud, and manipulation to; Restrict a person's access to money, assets, credit, or financial information; Unfairly use a person's personal economic resources, including money, assets, and credit, for one's own advantage. Exert undue influence over a person's financial and economic behavior or decisions, including forcing default on joint or other financial obligations, exploiting powers of attorney, guardianship, or conservatorship, or to whom one has a fiduciary duty.



- Added the technological abuse: The term *technological abuse* means an act or pattern of behavior that occurs within domestic violence, dating violence, sexual assault, or stalking and is intended to harm, threaten, intimidate, control, stalk, harass, impersonate, exploit, extort, or monitor another person, except as otherwise permitted by law, that occurs using any form of technology, including but not limited to: Internet enable devices  
Online spaces and platforms, computers, mobile devices, cameras and imaging programs, Apps, Location tracking devices, Communication technologies, any other emergency technologies
- Updated social services contact information for assistance with Sexual Assault and Stalking

### **Chapter 17: Glossary**

- Added **alternative non-public housing rent**: A monthly rent equal to the greater of: The applicable fair market rent, as defined in 24 CFR part 888, subpart A, for the unit; or the amount of the monthly subsidy provided for the unit, which will be determined by adding the per unit assistance provided to a public housing property as calculated through the applicable formulas for the Public Housing Capital Fund and Public Housing Operating Fund.
- Updated the term **Domestic Violence**
- Added **Economic Abuse**
- Added **Human Trafficking**: A crime involving the exploitation of a person for labor, services, or commercial sex. The Trafficking Victims Protection Act of 2000 and its subsequent reauthorizations recognize and define two primary forms of human trafficking. Sex trafficking is the recruitment, harboring, transportation, provision, obtaining, patronizing, or soliciting of a person for the purpose of a commercial sex act in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age. See 22 U.S.C. § 7102(11)(A). Forced labor is the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery. See 22 U.S.C. § 7102(11)(B).

- Added ***Non-public housing over-income family***. A family whose income exceeds the over-income limit for 24 consecutive months and is paying the alternative non-public housing rent.
- Added ***Over-income family***. A family whose income exceeds the over-income limit.
- Added ***Over-income limit***. The over-income limit is determined by multiplying the applicable income limit for a very low-income family, as defined in 24 CFR 5.603(b), by a factor of 2.4.
- Added **Technology Abuse**

Mass.gov

[Executive Office of Housing and Economic Development](#) ([eohed](#))

PRESS RELEASE

## Baker-Polito Administration Announces Nearly \$50 Million to Advance 1,474 Housing Units in 16 Communities

\$50 million in direct funding and nearly \$90 million in state and federal tax credits will support 26 projects featuring 384 units for very low-income and vulnerable populations

FOR IMMEDIATE RELEASE:

7/26/2022

Executive Office of Housing and Economic Development

Housing and Community Development

MEDIA CONTACT

Kelsey Schiller, Director of Communications & Media Relations

Online

[Kelsey.Schiller@Mass.Gov](mailto:Kelsey.Schiller@Mass.Gov) (<mailto:Kelsey.Schiller@Mass.Gov>)

FALMOUTH — Today, the Baker-Polito Administration announced nearly \$50 million in direct funding and \$89 million in state and federal housing tax credits to support the preservation and development of 1,474 total units across 26 projects. Awarded projects will provide 1,326 affordable units for individuals and families, including 384 units reserved for very low-income residents in 16 communities.

"Housing remains a top priority for our administration and we are proud of the amounts of funding we have committed to affordable housing production as well as the work we have done with our partners in the Legislature to pass major zoning reform and dedicate federal recovery dollars to housing production of all kinds," said Governor Charlie Baker. "As we combat the housing crisis, we will continue to champion production of affordable rental, homeownership, transit-oriented housing, and market-rate housing units in every corner of the Commonwealth so that across Massachusetts, more residents can access housing they can afford."

"Congratulations to our partners on the Cape celebrating two new housing projects that will transform underutilized parcels into mixed-income housing to help ease the area's housing shortage," said Lt. Governor Karyn Polito. "Across the Commonwealth, today's awards will create and preserve nearly 1,500 units, providing new homes for residents in every region of our state."

Lt. Governor Karyn Polito joined Housing and Community Development Undersecretary Jennifer Maddox, representatives from Affirmative Investments, and local officials to announce the awards in Falmouth. With substantial state and local support, Affirmative Investments will undertake the construction of Scranton Main, featuring 48 new affordable housing units for seniors. The development will provide supportive services to residents, feature commercial space, and reserve 16 units for very low-income seniors.

In nearby Orleans, Pennrose Development will transform a vacant commercial building into 62 new mixed-income multifamily and individual units, including 52 deed-restricted affordable units with support from the Town of Orleans and surrounding towns.

The Department of Housing and Community Development provides a combination of direct subsidies, state and federal tax credits, and other resources to support the creation and preservation of affordable housing through multiple funding rounds each year. Today's awards represent the largest funding round of 2022 and include housing for seniors, families, and individuals.

"Addressing the strained housing supply in Massachusetts is necessary for our continued economic prosperity, as ensuring affordable housing options for workers means that employers can continue to attract and retain talent here," said Economic Development Secretary Mike Kennealy. "Our administration has worked closely with municipalities to design programs like MassWorks, Housing Choice, and our One-Stop program to fuel local housing production, and we are thrilled to build on those efforts today by funding 26 transformative housing projects across the state."

"Massachusetts is home to an incredibly talented ecosystem of non-profits, housing developers, advocates, and builders, and DHCD is eager to continue expanding opportunities for housing development in every region," said Housing and Community Development Undersecretary Jennifer Maddox. "With our partners at MassHousing, Mass Housing Partnership, and CEDAC, we are increasing capacity to offer technical assistance offering more programs for projects of different sizes to meet the varied needs of our 351 cities and towns."

"As ever-increasing housing prices push families and seniors out of their homes, it's critical that we develop new affordable housing projects to maintain the sustainability of our local communities," said State Representative Dylan Fernandes. "Scranton and Main will provide dozens of Falmouth seniors with the housing security and resources necessary to continue living on the Cape, and I am deeply grateful to the Executive Office of Housing and Economic Development and the Town of Falmouth for their commitment to this crucial project."

"This project will provide 48 units of affordable rental housing in an ideal location," said Acting Falmouth Town Manager Peter Johnson-Staub. "It is critically important that we move quickly to generate more affordable housing. The Commonwealth, the Town of Falmouth, and the Falmouth Housing Corporation have all stepped up to move this project forward quickly. We know that urgent action is needed and hope to build on this success."

"Affirmative Investments and Falmouth Housing Corporation were so happy to host the Commonwealth today and are very thankful for the support of the Baker-Administration and the Town of Falmouth in bringing 48 incredibly energy efficient affordable senior housing units in a prime location across from the Town's brand new senior center," said Affirmative Investments Executive Vice President Tara Mizrahi. "We cannot wait to begin construction!"

The Baker-Pollito Administration has shown a deep commitment to increasing the production of housing across all income levels. Since 2015, the administration has invested more than \$1.5 billion in the affordable housing ecosystem, resulting in the production and preservation of more than 24,000 housing units, including more than 21,000 affordable units. In 2018, Governor Baker ([https://urldefense.com/v3/\\_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=607d5ab6f6&e=e57b0c8b7f\\_...ilCUhgQOZqV7MhsvogygkRh\\_YPMC5CwJ7P\\_Pf1s3QkdX\\_11VN4A1cW](https://urldefense.com/v3/_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=607d5ab6f6&e=e57b0c8b7f_...ilCUhgQOZqV7MhsvogygkRh_YPMC5CwJ7P_Pf1s3QkdX_11VN4A1cW)) signed the largest housing bond bill in Massachusetts history, committing more than \$1.8 billion to the future of affordable housing production and preservation.

Last week, Lt. Governor Polito announced this year's Permanent Supportive Housing Awards ([https://urldefense.com/v3/\\_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=53ea9e7163&e=e57b0c8b7f\\_...ilCUhgQOZqV7MhsvogygkRh\\_YPMC5CwJ7P\\_Pf1s3QkdX\\_11VN4A1cW](https://urldefense.com/v3/_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=53ea9e7163&e=e57b0c8b7f_...ilCUhgQOZqV7MhsvogygkRh_YPMC5CwJ7P_Pf1s3QkdX_11VN4A1cW)) in Worcester with Secretary Kennealy, Undersecretary Maddox, and local officials to advance 237 permanent supportive housing units and 200 shelter beds for vulnerable populations.

#### Awarded Projects

Gardner Terrace II & Hebronville Mill (Attleboro) are occupied preservation/rehabilitation properties. The sponsor is the nonprofit Preservation of Affordable Housing (POAH). DHCD will support the rehabilitation of the properties, currently in MassHousing's portfolio, with federal low-income housing tax credits and subsidy funds. The City of Attleboro also will support the properties with funds of its own. When construction is completed, Gardner Terrace II and Hebronville Mill will offer 135 fully rehabilitated units for persons age 55 and older as well as for families. With 135 total units, at least 110 units will be restricted for individuals or families earning less than 60% of area median income (AMI), with 27 units further restricted for individuals or families earning less than 30% of AMI.

Anchor Point II (Beverly) is the second phase of a new construction project for families. The sponsor is the nonprofit Harborlight Community Partners. DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The City of Beverly will support Anchor Point II with funds of its own. When completed, Anchor Point II will offer 39 affordable rental units, all of which will be restricted for individuals or families earning less than 60% of AMI, with 16 units further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness. Construction is well underway on the adjacent Anchor Point I project.

Carol Avenue Rehab (Boston) is an existing family housing project located in Boston's Allston neighborhood. The sponsor is the nonprofit Allston Brighton CDC. DHCD will support the rehabilitation of Carol Avenue with federal low-income housing tax credits and subsidy funds. The City of Boston also will provide support to the project with funds of its own. When construction is completed, the project will feature 33 fully rehabilitated units in a prime Allston location. Twenty-five units will be restricted for individuals or families earning less than 60% of AMI, with nine units further restricted for households earning less than 30% of AMI.

288 Harrison Residences (Boston) is a new construction project for families located in Boston's Chinatown neighborhood. The sponsor is Beacon Communities Development, LLC. DHCD will support the project with state and federal low-income housing tax credits. The City of Boston will support the project with funds of its own. When completed, 288 Harrison Residences will offer 85 total units for individuals and families. Sixty-three units will be reserved for households earning less than 60% of AMI, with 17 units further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness. Beacon Communities intends to build the project to Passive House standards.

Harvard Street Housing (Boston) is a new construction project located in Boston's Dorchester neighborhood that will serve persons with disabilities. The sponsor is Cruz Development Corporation. DHCD will support the project with subsidy funds, and the City of Boston also will support the project with funds of its own. When completed, the project will offer four new units, as well as services, for clients of the Massachusetts Department of Mental Health.

127 Amory (Boston) is a new construction transit-oriented project located in Boston's Jamaica Plain neighborhood. The nonprofit sponsor is The Community Builders (TCB). DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The City of Boston also will support the project with funds of its own. When completed, 127 Amory will offer 96 total units for individuals and families. At least 65 units will be restricted for households earning less than 60% of AMI, with 32 units further restricted for households earning less than 30% of AMI and, in some cases, making a transition from homelessness. TCB will provide on-site support services to the new residents of 127 Amory. The construction of 127 Amory will continue the extensive redevelopment of the Jackson Square neighborhood, which began more than 10 years ago.

150 River Street (Boston) is a new construction project to be built on a city-owned site in Boston's Mattapan neighborhood. The nonprofit sponsor is Caribbean Integration Community Development, working with the nonprofit Planning Office of Urban Affairs (POUA). DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The City of Boston also will support the project with funds of its own. In addition, the project has received an award from the U.S. Department of Housing and Urban Development. When completed, 150 River Street will offer 30 total units for seniors. All 30 units will be restricted for seniors earning less than 60% of AMI, with 11 units further restricted for seniors earning less than 30% of AMI and, in some cases, transitioning from homelessness. The sponsor will provide support services to the new residents of 150 River Street.

Bartlett Station V (Boston) is a new construction project in Nubian Square in Boston's Roxbury neighborhood. The nonprofit sponsor is Nuestra Comunidad, working in partnership with Windale Developers, Inc. DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The City of Boston also will support the project with funds of its own. The construction of Bartlett F5 will continue the extensive redevelopment of a prime parcel near the heart of Nubian Square. When completed, Bartlett F5 will offer 44 total units. Thirty-three units will be restricted for individuals and families earning less than 60% of AMI, with nine units further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness. The sponsor intends to build the project to Passive House standards.

Alleron (Boston) is a new construction project located in East Boston. The nonprofit sponsor is the Neighborhood of Affordable Housing (NOAH). DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The City of Boston also will support the project with funds of its own. When completed, Alleron will offer 36 total units, all of which will be affordable to individuals and families earning less than 60% of AMI. Eight units will be further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness.

2085 Washington Street (Boston) is a new construction, mixed-income project located in Boston's Roxbury neighborhood. The sponsor is Trinity Financial, Inc., in partnership with the nonprofit Madison Park Development Corporation. The project consists of 64 rental units within a larger 96-unit building. DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The City of Boston also will support the project with funds of its own. When completed, 2085 Washington Street will offer 64 new rental units for individuals and families. Forty-four units will be restricted for households earning less than 60% of AMI, with 16 units further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness. The project will be built adjacent to an existing Tropical Foods grocery store and will be served by several major bus lines. The sponsor intends to build the project to Passive House standards.

E+ Highland (Boston) is a new construction family housing project located in Boston's Roxbury/Highland Park neighborhood. The sponsor is Rees-Larkin Development, LLC. DHCD will support this transit-oriented project with federal low-income housing tax credits and subsidy funds. The City of Boston will support the project with funds of its own. The sponsor intends to build the project to Passive House standards. When completed, E+ Highland will offer 23 total units for individuals and families. All 23 units will be restricted for households earning less than 60% of AMI, with three units further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness.

Lincoln School (Brockton) is a historic adaptive re-use project. The sponsor is the nonprofit NeighborWorks Housing Solutions. DHCD will support Lincoln School with state and federal low-income housing tax credits and subsidy funds. The City of Brockton also will support the project with funds of its own. When completed, Lincoln School will offer 37 total units for seniors. All 37 units will be affordable to seniors earning less than 60% of AMI, with eight units further restricted for seniors earning less than 30% of AMI and, in some cases, transitioning from homelessness. When construction is completed, the sponsor will offer support services to the new residents of Lincoln School.

32 Marlon Apartments (Brookline) is a demolition/new construction project. The sponsor is the nonprofit Brookline Housing Authority. DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The Town of Brookline also will support the project with funds of its own. When completed, 32 Marlon Apartments will offer 115 total units. All 115 units will be restricted for persons age 55 or older, with incomes less than 60% of AMI, with 29 units further restricted for persons earning less than 30% of AMI and, in some cases, transitioning from homelessness. Located on a prime site in Brookline's Coolidge Corner neighborhood, the project will be built to Passive House standards.

108 Centre Street (Brookline) is a new construction senior housing project. The sponsor is the nonprofit Hebrew Senior Life. DHCD will support the project with state and federal low-income housing tax credits. The Town of Brookline will support the project with funds of its own. When completed, 108 Centre Street will offer 54 total units for seniors. All 54 units will be restricted for seniors earning less than 60% of AMI, with 16 units further restricted for seniors earning less than 30% of AMI. The project will be constructed in close proximity to existing senior properties owned by Hebrew Senior Life in Brookline's Coolidge Corner neighborhood. When 108 Centre Street is completed, the sponsor will offer extensive support services to the new residents. The sponsor intends to build the project to Passive House standards.

52 New Street (Cambridge) is a new construction project. The nonprofit sponsor is Just-A-Start. DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The City of Cambridge also will support the project with local funds. When completed, 52 New Street will feature 107 total units. Ninety-seven units will be restricted for individuals and families earning less than 60% of AMI, with 17 units further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness. The sponsor worked with the City of Cambridge to have the project zoned as part of an overlay district. The sponsor intends to build the project to Passive House standards.

Belcher Apartments (Chicopee) is a historic adaptive re-use project. The nonprofit sponsor is Valley Opportunity Council (VOC). DHCD will support the project with federal low-income housing tax credits. The city of Chicopee also will support the project with funds of its own. When construction is completed, Belcher Apartments will offer 25 total units. Twenty-two units will be restricted for individuals and families earning less than 60% of AMI, with seven units further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness.

Scranton Main (Falmouth) is a new construction senior housing project. The sponsors are Affirmative Investments and Falmouth Housing Corporation. DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The Town of Falmouth will support the project with funds of its own. When completed, Scranton Main will offer 48 new units for seniors and a small commercial space. All 48 units will be restricted for seniors earning less than 60% of AMI, with 16 units further restricted for seniors earning less than 30% of AMI and, in some cases, transitioning from homelessness. The sponsor will offer various support services to the new residents of Scranton Main. The sponsor intends to achieve Passive House certification and the building will be all electric.

Carlson Crossing East (Framingham) is a preservation/rehabilitation project. The sponsor is the nonprofit Framingham Housing Development Corp. II. DHCD will support the project with state and federal low-income housing tax credits. The City of Framingham also will provide support to the project with funds of its own. In addition, the U.S. Department of Housing and Urban Development will provide a substantial number of project-based Section 8 vouchers to Carlson Crossing East. When construction is completed, the project will feature 61 fully rehabilitated units for individuals and families; all units will be restricted for individuals and families earning less than 30% of AMI.

Hillman Firehouse Restoration (New Bedford) is a historic adaptive re-use project. The nonprofit sponsor is the Waterfront Historic Area League (WHALE). DHCD will support the project with subsidy funds. The City of New Bedford also will support the project with funds of its own. When construction is completed, Hillman Firehouse Restoration will offer eight total units. Five units will be restricted for individuals and families earning less than 60% of AMI, with one unit further restricted for a household earning less than 30% of AMI.

Wamsutta Apartments (New Bedford) is an existing scattered-site project. The sponsor is Hall Keen Management, Inc. DHCD will support the preservation and rehabilitation of the project with state and federal low-income housing tax credits and subsidy funds. The City of New Bedford also will support the project with funds of its own. When rehabilitation work is completed, Wamsutta Apartments will offer 144 total units, all of which will be affordable to individuals and families earning less than 60% of AMI, with 19 units further restricted for households earning less than 30% of AMI.

Orleans Cape Cod Five (Orleans) is a rehabilitation/new construction project. The sponsor is Pennrose, LLC. DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The Town of Orleans will support the project with Community Preservation Act funds. In addition, in recognition of the need for regional affordable housing, at least three other Cape Cod towns also will provide funds in support of Orleans Cape Cod Five. The project involves the substantial rehabilitation of a vacant commercial building as well as the construction of new rental units. When completed, Orleans Cape Cod Five will offer 62 total units for individuals and families. Fifty-two units will be affordable to individuals and families earning less than 60% of AMI, with nine units further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness.

22 Johnston Way (Stow) features the preservation/rehabilitation of an existing property and the construction of additional new affordable units on a separate site. The nonprofit sponsor is Stow Elderly Housing Corp. DHCD will support the rehabilitation and new construction of Stow Apartments with state and federal low-income housing tax credits and subsidy funds. The Town of Stow also will provide Community Preservation Act funds in support of the project. When completed, Stow Apartments will offer 87 total units for seniors, as well as support services. All 87 units will be restricted for seniors earning less than 60% of AMI, with additional units further restricted for seniors earning less than 30% of AMI.

Coyle School Residences (Taunton) is a historic adaptive re-use project. The sponsor is SGC Development Partners, LLC. DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The City of Taunton also will support Coyle School Residences with funds of its own. When construction is completed, this former school building will offer 50 total units for individuals and families. Forty-five units will be restricted for households earning less than 60% of AMI, with 12 units further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness.

Prospect Estates (Webster) is an existing preservation/rehabilitation project. The nonprofit sponsor is Affordable Housing and Services Collaborative, Inc. The sponsor acquired the project as part of a work-out with the former owner. DHCD will support the project with federal low-income housing tax credits and subsidy funds. When construction is completed, Prospect Estates will offer 25 rehabilitated units for individuals and families. All units will be restricted for households with incomes less than 60% of AMI, with four units further restricted for households earning less than 30% of AMI.

Westminster Senior Residences (Westminster) is a new construction project. The sponsor is Commonwealth Community Developers, LLC. DHCD will support the project with state and federal low-income housing tax credits and subsidy funds. The town of Westminster also will support the project with funds of its own. When completed, the project will offer 50 units for seniors. All 50 units will be affordable to seniors earning less than 60% of AMI, with 10 units further restricted for services earning less than 30% of AMI and, in some cases, transitioning from homelessness. The project will be built adjacent to the Town of Westminster's senior center. The sponsor, working with Montachusett Home Care Corporation, also will offer direct support services to the new residents of Westminster Senior Apartments.

Abby's House Shelter Renovation (Worcester) is an occupied project. The nonprofit sponsor is Abby's House, an organization known for its extensive work with homeless women and children. The project consists of the rehabilitation of the occupied property in order to address numerous existing conditions, including limited accessibility. DHCD will support Abby's House Shelter Renovation with subsidy funds. The City of Worcester also will support the project with funds of its own. When completed, Abby's House Shelter Renovation will offer 12 shelter rooms for homeless women and children. The sponsor also will offer extensive support services to the shelter residents.

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## Media Contact

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April 13, 2022

Mr. Paul Landers  
 Executive Director  
 Framingham Housing Authority  
 1 John J. Brady Drive  
 Framingham, MA 01702-2307

Dear Mr. Landers:

On April 7, 2022, the U.S. Department of Housing and Urban Development's (Department) Special Applications Center (SAC) received the Framingham Housing Authority's (FHA) request via email to amend application DDA0010409, reference the prior disposition approval at Beaver Street, MA02800001. FHA is requesting further amendment due to changes in the timing of available funding for the accessible units.

**Approval History**

Previously, HUD approved the FHA's disposition request via the Inventory Management System/Public and Indian Housing Information Center (IMS/PIC) system applications number DDA0010409 and DDA0011351. The FHA proposed the disposition of 1 non-dwelling building, 29 dwelling buildings containing 125 dwelling units and 17.00 acres of underlying land at Beaver Street, MA02800001, as identified below:

Approved in Aggregate for Disposition: Beaver Street, MA02800001						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Existing Units	0	116	55	52	12	235
Number of Dwelling Buildings Existing						42
Number of Non-Dwelling Buildings Existing						2
Total Existing Land Acreage:						23.00
Phase I - DDA0010409						
Approved for Disposition: Building: 15; Units: 68; Acres: 10.94						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Approved Units	0	12	20	32	4	68
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 0			Less than 80% of Area Median Income			
Total Number of Units to be Developed (or Preserved) on Property: 32			ACC	Non-ACC	PBV	Market Rate
Rental			0	0	75	0
Name of Acquiring Entity (Rental Units)			Framingham Housing Development Corporation II			
Method of Sale			Ground lease at below FMV for 99 years			
Lease Price			\$10.00 per year			
Purpose			Rehabilitation and development of low-income housing			

Visit our World Wide Web Site <http://www.hud.gov/offices/pih/centers/sac/>



Approved Building Number per PIC: 101-104; 115-125						
Phase II - DDA0011351						
Approved for Disposition: Building: 15; Units: 57; Acres: 6.26						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Approved Units	0	0	29	20	8	57
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 1	Less than 80% of Area Median Income					
Total Number of Units to be Developed (or Preserved) on Property: 57	ACC	Non-ACC	PBV	Market Rate		
Rental	0	0	57	0		
Name of Acquiring Entity (Rental Units)	Framingham Housing Development Corporation II					
Method of Sale	Ground lease at below FMV for 99 years					
Lease Price	\$10.00					
Purpose	Rehabilitation of low-income housing					
Approved Building Number per PIC: 105-114; 126-130						

On August 31, 2021, HUD approved an amendment to the initial approval as set forth below:

Beaver Street, MA028000001						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Existing Units	0	116	55	52	12	235
Number of Dwelling Buildings Existing						42
Number of Non-Dwelling Buildings Existing						2
Total Existing Land Acreage:						17.20
Phase IA - DDA0010409						
Approved for Disposition: Building: 0; Units: 0; Acres: .53						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Approved Units	0	0	0	0	0	0
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 0	Less than 80% of Area Median Income					
Total Number of Units to be Developed (or Preserved) on Property: 7	ACC	Non-ACC	PBV	Market Rate		
Rental	0	0	7	0		
Name of Acquiring Entity (Rental Units)	Carlson Crossing North LLC					
Method of Sale	Ground lease at below FMV for at least 60 years					
Lease Price	\$10.00 per year					
Purpose	Development of low-income housing					
Phase IB - DDA0010409						
Approved for Disposition: Building: 15; Units: 68; Acres: 10.39						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Approved Units	0	12	20	32	4	68
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 0	Less than 80% of Area Median Income					
Total Number of Units to be Developed (or Preserved) on Property: 68	ACC	Non-ACC	PBV	Market Rate		
Rental	0	0	68	0		

Name of Acquiring Entity (Rental Units)		Carlson Crossing West LLC				
Method of Sale		Ground lease at below FMV for at least 60 years				
Lease Price		An acquisition note equal to the appraised value of the building payable to the extent of surplus cash and payable in full at maturity; the annual ground rent payment is based on the appraised value of the land payable to the extent of surplus cash during the 15-year tax credit compliance period and, thereafter, annually as a hard rent payment obligation.				
Purpose		Rehabilitation of low-income housing				
Approved Building Number per PIC: 101-104; 115-125						
Phase II - DDA0011351						
Approved for Disposition: Building: 15; Units: 57; Acres: 6.26						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Approved Units	0	0	29	20	8	57
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 1		Less than 80% of Area Median Income				
Total Number of Units to be Developed (or Preserved) on Property: 57		ACC	Non-ACC	PBV	Market Rate	
Rental		0	0	57	0	
Name of Acquiring Entity (Rental Units)		Carlson Crossing East LLC				
Method of Sale		Ground lease at below FMV for at least 60 years				
Lease Price		An acquisition note equal to the appraised value of the building payable to the extent of surplus cash and payable in full at maturity; the annual ground rent payment is based on the appraised value of the land payable to the extent of surplus cash during the 15-year tax credit compliance period and, thereafter, annually as a hard rent payment obligation.				
Purpose		Rehabilitation of low-income housing				
Approved Building Number per PIC: 105-114; 126-130						

### Current Amendment Request

In the current amendment request, the FHA is requesting an additional amendment to the disposition approval because of changes in the timing of available financing for the development of the seven accessible units that were to comprise Phase 1A. The FHA is requesting to change the number of units to be developed in Phase 1A so that only one building containing three accessible units is being constructed in Phase 1A. Further, the FHA is requesting that the two buildings containing four accessible units will be constructed as part of Phase 2, so that Phase 2 will now be comprised of 14 existing dwelling buildings and two new dwelling buildings. Finally, the FHA's recent completion of an ALTA/NSPS survey of the entire development provided more accurate acreage amounts for the development and each phase so now the FHA is requesting that the HUD table of the *Approval* section be changed to update the "Total Existing Land Acreage"; "Acres Approved for Disposition" in Phase 1A, Phase 1B and Phase 2, and the "Total Number of Units to be Developed on the Property" and "PBV" in Phase 1A and Phase 2. As a result, the table now should read as follows:

Beaver Street, MA028000001						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Existing Units	0	116	55	52	12	235
Number of Dwelling Buildings Existing						42
Number of Non-Dwelling Buildings Existing						2
Total Existing Land Acreage:						17.38
<b>Phase IA-DDA0010409</b>						
Approved for Disposition: Acres: 0.24						
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 0	Less than 80% of Area Median Income					
Total Number of Units to be Developed on Property: 3	ACC	Non-ACC	PBV	Market Rate		
Rental	0	0	3	0		
Name of Acquiring Entity (Rental Units)	Carlson Crossing North LLC					
Method of Disposition	60-year Ground lease at less than FMV					
Lease Price	\$10.00 per year					
Commensurate Public Benefit	Develop Project Based Voucher and Accessible Units					
<b>Phase IB-DDA0010409</b>						
Approved for Disposition: Buildings: 15; Units: 68; Acres: 11.27						
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 0	Less than 80% of Area Median Income					
Total Number of Units to be Developed on Property: 68	ACC	Non-ACC	PBV	Market Rate		
Rental	0	0	68	0		
Name of Acquiring Entity (Rental Units)	Carlson Crossing West LLC					
Method of Disposition	60-year Ground lease at less than FMV					
Lease Price	An acquisition note equal to the appraised values of the building will be given to FHA payable to the extent of surplus cash and payable in full at maturity; and an annual ground lease rent payment based on the appraised values of the land will be due to the extent of surplus cash during the 15-year tax credit compliance period and, thereafter, a hard rent obligation.					
Commensurate Public Benefit	Rehabilitation of low-income housing					
Approved Building Number per PIC: 101-104; 115-125						
<b>Phase II-DDA0010409</b>						
Approved for Disposition: Buildings: 15 Units: 57; Acres: 5.87						
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 1	Less than 80% of Area Median Income					
Total Number of Units to be Developed on Property: 61	ACC	Non-ACC	PBV	Market Rate		
Rental	0	0	61	0		
Name of Acquiring Entity (Rental Units)	Carlson Crossing East LLC					
Method of Disposition	60-year Ground lease at less than FMV					

Sale Price	An acquisition note equal to the appraised values of the building will be given to FHA payable to the extent of surplus cash and payable in full at maturity; and an annual ground lease rent payment based on the appraised values of the land will be due to the extent of surplus cash during the 15-year tax credit compliance period and, thereafter, a hard rent obligation.
Commensurate Public Benefit	Rehabilitation of low-income housing
Approved Building Number per PIC: 105-114; 126-130	

### Current Approval

The SAC has completed its review and based on the information provided by the FHA, your request to further amend the disposition approval, as identified in the above paragraphs and charts, is hereby approved. All other conditions of the original HUD approval letters dated March 15, 2021, and August 31, 2021, that were not specifically addressed in this letter, remain as stipulated in those documents. Notwithstanding this, if there are any inconsistencies or ambiguities between this letter and the Department's previous approval, this letter shall control. A copy of this modification will be forwarded to the HUD Boston Office of Public Housing for their records. If you have any questions regarding this modification, please contact [SACTA@hud.gov](mailto:SACTA@hud.gov).

Sincerely,

Jane B. Hornstein  
Director

CC: Boston OPH



OFFICE OF PUBLIC AND INDIAN HOUSING

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
 Special Applications Center  
 77 W. Jackson Blvd., Room 2401  
 Chicago, Illinois 60604-3507  
 Phone: (312) 353-6236 Fax: (312) 913-8892

August 31, 2021

Mr. Paul Landers  
 Executive Director  
 Framingham Housing Authority  
 1 John J. Brady Drive  
 Framingham, MA 01702-2307

Dear Mr. Landers:

On June 10, 2021, the U.S. Department of Housing and Urban Development's (Department) Special Applications Center (SAC) received the Framingham Housing Authority's (FHA) request via email to amend applications DDA0010409 and DDA0011351, for disposition approval of Beaver Street, MA028000001. Supplemental information was received through August 24, 2021.

**Approval History**

On March 15, 2021, the Department approved FHA's disposition request via the Inventory Management System/Public and Indian Housing Information Center (IMS/PIC) system application DDA0010409 and DDA0011351. FHA proposed the disposition of 1 non-dwelling building, 29 dwelling buildings containing 125 dwelling units and 17.00 acres of underlying land at Beaver Street, MA028000001, as identified below:

Beaver Street, MA028000001						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Existing Units	0	116	55	52	12	235
Number of Dwelling Buildings Existing						42
Number of Non-Dwelling Buildings Existing						2
Total Existing Land Acreage:						23.00
Phase I - DDA0010409						
Approved for Disposition: Building: 15; Units: 68; Acres: 10.94						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Approved Units	0	12	20	32	4	68
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 0			Less than 80% of Area Median Income			
Total Number of Units to be Developed (or Preserved) on Property: 32			ACC	Non-ACC	PBV	Market Rate
Rental			0	0	75	0
Name of Acquiring Entity (Rental Units)			Framingham Housing Development Corporation II			
Method of Sale			Ground lease at below FMV for 99 years			
Lease Price			\$10.00 per year			
Purpose			Rehabilitation and development of low-income housing			
Approved Building Number per PIC: 101-104; 115-125						

Visit our World Wide Web Site <http://www.hud.gov/offices/pih/centers/sac/>

Phase II - DDA0011351						
Approved for Disposition: Building: 15; Units: 57; Acres: 6.26						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Approved Units	0	0	29	20	8	57
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 1	Less than 80% of Area Median Income					
Total Number of Units to be Developed (or Preserved) on Property: 57	ACC	Non-ACC	PBV	Market Rate		
Rental	0	0	57	0		
Name of Acquiring Entity (Rental Units)	Framingham Housing Development Corporation II					
Method of Sale	Ground lease at below FMV for 99 years					
Lease Price	\$10.00					
Purpose	Rehabilitation of low-income housing					
Approved Building Number per PIC: 105-114; 126-130						

### Current Request

In the current request FHA requests that SAC make several modifications to the Approval to clarify certain aspects of the multi-phase redevelopment for these properties. FHA submitted several changes that include: 1) correction for the total number acres; 2) refined multi-phase redevelopments; 3) revise acquiring entity name.

The original total AMP acreage for application DDA0010409 was 23.00 acres of land and should be revised to 17.20 acres.

As stated in the approval, the disposition has two phases. FHA seeks to refine the first phases into two components: 1A and 1B. Phase 1A consists of a long-term ground lease of three vacant lots conveyed to Carlson Crossing North LLC, (CCN), whose sole member is Framingham Housing Development Corporation II (FHDC II). CCN will construct seven new accessible units. Phase 1B will consist of a long-term ground lease of 17 buildings containing 68 units to Carlson Crossing West, LLC (CCW), whose members will be a Low-Income Housing Tax Credit (LIHTC) investor and a managing member whose sole member will be FHDC II.

Phase II (DDA.0011351) will convey 14 buildings containing 57 units and 1 non-dwelling buildings to Carlson Crossing East LLC (CCE) via a long-term ground lease for 60-years. CCE's members will be a LIHTC equity investor and a managing member whose sole member will be FHDC II.

At the time of disposition for Phase 1B and Phase II, an acquisition note equal to the appraised values of the building will be given to FHA payable to the extent of surplus cash and payable in full at maturity; and an annual ground lease rent payment based on the appraised values of the land will be due to the extent of surplus cash during the 15-year tax credit compliance period and, thereafter, a hard rent obligation.

Additionally, FHA requests to change the length of term from 99-year ground lease to a 60-year ground lease and relocation of the residents will proceed under phase 1-B instead of phase I as previously approved. All other requested language revisions are either referenced or

approved in the table below.

### Current Approval

The SAC has completed its review and based on the information provided by FHA your request to amend the disposition approval, as identified below, is hereby approved.

Beaver Street, MA028000001						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Existing Units	0	116	55	52	12	235
Number of Dwelling Buildings Existing						42
Number of Non-Dwelling Buildings Existing						2
Total Existing Land Acreage:						17.20

Phase IA-DDA0010409				
Approved for Disposition: Acres: 0.53				
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 0	Less than 80% of Area Median Income			
Total Number of Units to be Developed on Property: 7	ACC	Non-ACC	PBV	Market Rate
Rental	0	0	7	0
Name of Acquiring Entity (Rental Units)	Carlson Crossing North LLC			
Method of Disposition	60-year Ground lease at less than FMV			
Lease Price	\$10.00 per year			
Commensurate Public Benefit	Develop Project Based Voucher and Accessible Units			
Phase IB-DDA0010409				
Approved for Disposition: Buildings: 15; Units: 68; Acres: 10.39				
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 0	Less than 80% of Area Median Income			
Total Number of Units to be Developed on Property: 68	ACC	Non-ACC	PBV	Market Rate
Rental	0	0	68	0
Name of Acquiring Entity (Rental Units)	Carlson Crossing West, LLC			
Method of Disposition	60-year Ground lease at less than FMV			
Lease Price	An acquisition note equal to the appraised values of the building will be given to FHA payable to the extent of surplus cash and payable in full at maturity; and an annual ground lease rent payment based on the appraised values of the land will be due to the extent of surplus cash during the 15-year tax credit compliance period and, thereafter, a hard rent obligation.			
Commensurate Public Benefit	Rehabilitation of low-income housing			
Approved Building Number per PIC: 101-104; 115-125				

Phase II-DDA0010409				
Approved for Disposition: Buildings:15; Units: 57; Acres: 6.26				
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 1	Less than 80% of Area Median Income			
Total Number of Units to be Developed on Property: 57	ACC	Non-ACC	PBV	Market Rate
Rental	0	0	57	0
Name of Acquiring Entity (Rental Units)	Carlson Crossing East, LLC			
Method of Disposition	60-year Ground lease at less than FMV			
Sale Price	An acquisition note equal to the appraised values of the building will be given to FHA payable to the extent of surplus cash and payable in full at maturity; and an annual ground lease rent payment based on the appraised values of the land will be due to the extent of surplus cash during the 15-year tax credit compliance period and, thereafter, a hard rent obligation.			
Commensurate Public Benefit	Rehabilitation of low-income housing			
Approved Building Number per PIC: 105-114; 126-130				

FHA requested an amendment to bullet 5 of the Conditions section. That request is approved and the condition now states:

- The owners (Carlson Crossing North LLC, Carlson Crossing West LLC and Carlson Crossing East LLC shall maintain ownership and operation of the property during the use restriction period. The owners shall not convey, sublease, or transfer the property approved for disposition without prior approval from FHA and HUD at any point during the period of the use restriction, except that the owners may convey the properties to FHA (or an affiliate of FHA) after the 15-year initial tax credit compliance period without prior HUD approval.

All other conditions of the original approval dated March 15, 2021 that were not specifically addressed in this letter remain as stipulated in those documents. Notwithstanding this, if there are any inconsistencies or ambiguities between this letter and the Department's previous approval, this letter shall control. A copy of this modification will be forwarded to the HUD Boston Field Office for their records. If you have any questions regarding this modification, please contact [SACTA@hud.gov](mailto:SACTA@hud.gov).

Sincerely,

Jane B. Hornstein  
Director

CC: Boston Field Office



Mass.gov

PRESS RELEASE

## Baker-Polito Administration Announces \$139 Million in Funding and Tax Credits to Produce and Preserve 1,346 Units of Affordable Rental Housing

Twenty-eight projects in 21 communities will add 1,526 total housing units, including transit-oriented and Passive House developments

FOR IMMEDIATE RELEASE:

7/15/2021

Office of Governor Charlie Baker and Lt. Governor Karyn Polito

Governor's Press Office

Executive Office of Housing and Economic Development

Housing and Community Development

MEDIA CONTACT

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**LAWRENCE** — Today, Governor Charlie Baker, Lt. Governor Karyn Polito, Housing and Economic Development Secretary Mike Kennealy and Housing and Community Development Undersecretary Jennifer Maddox joined local legislators and officials to announce affordable housing awards for 28 projects in 21 communities across the Commonwealth. These awards will advance the development of 1,526 new rental units, including 1,346 rental units affordable for low- and extremely low-income households.

Through the Department of Housing and Community Development (DHCD), the Baker-Polito Administration awarded \$93.3 million in direct subsidy funding and allocated \$45.8 million in federal and state housing tax credits that will generate approximately \$310 million in equity in support of these projects. The projects are located in every region of Massachusetts, and include new construction, historic rehabilitation, and the preservation of occupied projects in need of rehabilitation. Additionally, some projects are transit-oriented, and eight of the construction projects will be built to Passive House design standards.

"As Massachusetts continues to recover from the COVID-19 pandemic, it is important that we continue to prioritize new affordable housing development to help our most vulnerable families," said Governor Baker. "Stable housing is the foundation of healthy, prosperous communities, which is why our administration has proposed an immediate infusion of nearly \$1 billion in federal recovery funds to rapidly increase capacity for production in every part of the state."

"We are proud to support an excellent project here in Lawrence, another step in an amazing transformation of the Arlington Mills National Historic District into a thriving residential neighborhood, zoned for up to 1,000 housing units," said Lt. Governor Polito. "Since 2015, we've invested in revitalization efforts like this across the state, creating new housing, jobs, and new opportunities for cities and towns and have directed more than \$1.4 billion to our affordable housing ecosystem. Cities like Lawrence are using state and federal funds to pursue a new vision that puts housing at the center of communities."

"Here in Massachusetts, we have seen the negative impacts of our housing crisis affect nearly every region. Through our new Housing Choice reforms, new programs, and increased capital investments, the Baker-Polito Administration is helping move great projects forward, more quickly," said Housing and Economic Development Secretary Kennealy. "Solving our housing crisis helps all of our households, enabling our working families to put down roots in communities, stabilize vulnerable families, and provide opportunities for cities and towns to grow. We are excited to deploy federal recovery funding to supercharge the pipeline of affordable housing in Massachusetts."

"Today's awards will bring new, affordable housing that meets the diverse needs of our Commonwealth, including new senior housing in Randolph, new permanent supportive housing for unaccompanied adults in Quincy, preservation of currently affordable housing in Holyoke, and new family housing in West Roxbury," said Housing and Community Development Undersecretary Maddox. "These projects will provide thousands of households with access to safe, quality, affordable housing in every region. Affordable housing development and preservation is an integral part of our strategy to address our housing crisis, and we are fortunate to have a rich ecosystem of stakeholders and developers committed to the future of Massachusetts and our families."

Today's announcement was made in Lawrence at the site of a project that will transform a former mill into new housing for residents. The historic adaptive re-use project, sponsored by Trinity Financial, Inc., will create 87 new units of housing at 608 Broadway, with 66 units restricted for households earning less than 60% of the

Area Median Income, including 17 units further reserved for households with extremely low-incomes or making the transition from homelessness. DHCD will support the project with federal and state low-income tax credits (LIHTC) and subsidy funds, and the City of Lawrence will provide funding as well. MassHousing is supporting the project with a \$22.75 million permanent mortgage, a tax-exempt short-term equity bridge loan, and \$2.1 million in workforce housing financing.

"I am proud to be a part of the state's efforts to expand access to affordable housing and ensure that each of our residents can find a place to call home in an increasingly expensive housing market," said State Senator Barry Flnegold. "In addition to putting a roof over the heads of the state's most vulnerable residents, affordable housing boosts economic growth and is a crucial part of post-pandemic recovery. This is especially important in a city like Lawrence, where the unemployment rate remains double that of the state average. Congratulations to all the grant recipients and thank you for your dedicated work providing stable housing to those who need it most."

"This funding will provide critical state investments to the City of Lawrence as we continue to make affordable housing in Massachusetts more accessible to those facing financial uncertainty," said State Representative Frank A. Moran. "The conversion of 608 Broadway will accomplish this goal by creating 87 new units of housing, while also celebrating Lawrence's rich industrial history by ensuring that our mill buildings are utilized and brought into the modern age. I would like to thank Governor Baker and the Executive Office of Housing and Economic Development for their continued support of initiatives such as this in Lawrence."

"Having accessible housing options in Lawrence is a necessity for our community members and their well-being," said Lawrence Mayor Kendry Vasquez. "Lawrence is a community, safe and affordable housing is vital for our residents to thrive. This partnership between the city and the state will provide Lawrencians opportunities to deepen their roots in the city that they love. I am proud of the work we are doing to create housing opportunities and grateful to all the people partnering with us."

"Trinity Financial is grateful for the Baker-Polito Administration's leadership on affordable housing and their commitment to the Gateway City of Lawrence," said Dan Drazen, Vice President, Development at Trinity Financial. "This tax credit award will enable us to leverage both public and private funding and undertake a transformative adaptive reuse project. Building upon the momentum of our adjacent Arlington Point project, which was completed in 2019, the 608 Broadway project will breathe new life into a historic asset, provide mixed-income housing and continue the multi-phase revitalization of the Arlington Mills Historic District."

#### Last month, Governor Baker announced a plan

(<https://www.mass.gov/news/governor-baker-announces-plan-to-invest-28-billion-in-federal-covid-19-funding-to-support-economic-recovery-communities-hit-hardest-by-pandemic>) to devote \$1 billion from the Commonwealth's direct federal aid to funding homeownership and housing priorities, a significant investment to help increase housing production and reduce barriers to owning a home as part of the ongoing COVID-19 recovery effort. This funding plan calls for \$200 million to fund rental housing production and provide increased housing options to workers and residents of disproportionately impacted municipalities, and \$300 million to finance the statewide production of senior and veteran housing. These new housing resources build upon over \$1.6 billion in separate federal funding that has already been allocated to entities throughout the Commonwealth for housing purposes since the start of the pandemic.

The Baker-Polito Administration has shown a deep commitment to increasing the production of housing across all income levels. Since 2015, the administration has invested more than \$1.4 billion in the affordable housing ecosystem, resulting in the production and preservation of more than 22,000 housing units, including over 19,000 affordable units. In 2018, Governor Baker signed the large housing bond bill

([https://urldefense.com/v3/\\_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=334b9c22568&e=83a1c1fa34\\_11CUhgQOZqV7Mi085yntInOnhEwzNAQDLk4d9\\_9xUcydUV8cn5uYER](https://urldefense.com/v3/_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=334b9c22568&e=83a1c1fa34_11CUhgQOZqV7Mi085yntInOnhEwzNAQDLk4d9_9xUcydUV8cn5uYER)) Massachusetts history, committing more than \$1.8 billion to the future of affordable housing production and preservation.

#### This year, Governor Baker signed economic development legislation

([https://urldefense.com/v3/\\_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=64611df30b&e=83a1c1fa34\\_11CUhgQOZqV7Mi085yntInOnhEwzNAQDLk4d9\\_9xUcydUV8cn5uYER](https://urldefense.com/v3/_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=64611df30b&e=83a1c1fa34_11CUhgQOZqV7Mi085yntInOnhEwzNAQDLk4d9_9xUcydUV8cn5uYER)) Act Enabling Partnerships for Growth that includes substantial new funding for affordable and climate-resilient housing, as well as targeted zoning reforms to advance new housing production. In June, the administration and MassHousing made the first commitments

(<https://www.mass.gov/news/governor-baker-announces-first-commitments-under-commonwealth-builder-program>) through the Commonwealth Builder program

(<https://www.masshousing.com/en/developers/commonwealth-builder>), an initiative intended to create homeownership opportunities and build generational wealth in communities of color. The administration has also supported the development of more than 17,000 mixed-income housing units through the successful MassWorks Infrastructure Program

([https://urldefense.com/v3/\\_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=64611df30b&e=83a1c1fa34\\_11CUhgQOZqV7Mi085yntInOnhEwzNAQDLk4d9\\_9xUcydUV8cn5uYER](https://urldefense.com/v3/_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=64611df30b&e=83a1c1fa34_11CUhgQOZqV7Mi085yntInOnhEwzNAQDLk4d9_9xUcydUV8cn5uYER)) reformed the Housing Development Incentive Program

([https://urldefense.com/v3/\\_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=1e785b063a&e=83a1c1fa34\\_11CUhgQOZqV7Mi085yntInOnhEwzNAQDLk4d9\\_9xUcydUV8cn5uYER](https://urldefense.com/v3/_https://mass.us20.list-manage.com/track/click?u=d76848d6925ee08d7a5fe3097&id=1e785b063a&e=83a1c1fa34_11CUhgQOZqV7Mi085yntInOnhEwzNAQDLk4d9_9xUcydUV8cn5uYER)) and worked with communities to implement smart-growth development and planning efforts.

###

#### Affordable Rental Housing Awards

Rosewood Way Townhouses is a new construction project for families to be built in Agawam. The sponsor is the non-profit Way Finders, Inc. DHCD is supporting the project with federal and state low-income housing tax credits and subsidy funds. When completed, Rosewood Way Townhouses will offer 62 total units. Forty-seven units will be affordable to families earning less than 60% of area median income (AMI), with 20 units reserved for extremely low-income families earning less than 30% of AMI.

Amherst Supportive Studio Housing is a new construction project to be built in Amherst. The non-profit sponsor is Valley Community Development Corporation. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The town of Amherst also will provide \$700,000 in funds of its own to support the project. When completed, Amherst Supportive Studio Housing will offer 28 total studio units with supportive services. Twenty units will be affordable to individuals earning less than 60% of AMI, with 12 units reserved for extremely low-income individuals earning less than 30% of AMI and, in some cases, making the transition from homelessness. The sponsor intends to build the project to Passive House standards.

Hillcrest Acres is an existing occupied project in Attleboro. Schochet Companies recently acquired the project and will rehabilitate it as mixed-income rental housing for families. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. When construction is completed, the project will offer 100 rehabilitated units. Fifty-two units will be affordable to households earning less than 60% of AMI, with 13 units further restricted for households earning less than 30% of AMI.

Burbank Terrace is a transit-oriented new construction project for families to be built in Boston's Fenway neighborhood. The sponsor is the non-profit Fenway Community Development Corporation. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The city of Boston also will support the project with \$2.8 million in its own funds. Burbank Terrace is the first project to proceed under Boston's Compact Living Policy Pilot Program. When completed, the project will offer 27 total units, all of which will be affordable to households earning less than 60% of AMI. Seven units will be further restricted for extremely low-income households earning less than 30% of AMI and making the transition homelessness.

Eva White Apartments is an occupied public housing project for seniors located in Boston's South End. The sponsor is a partnership between the non-profit Castle Square Tenants Association and WlnnDevelopment. The partnership will fully rehabilitate this transit-oriented project with DHCD resources including federal and state low-income housing tax credits and subsidy funds. When completed, Eva White Apartments will feature 102 total units. Ninety-seven units will be restricted for seniors earning less than 60% of AMI, with 26 units further restricted for extremely low-income seniors earning less than 30% of AMI. The sponsor will continue offering extensive on-site supportive services for Eva White residents.

Old Colony Phase Four Bonds is part of the ongoing redevelopment of a massive public housing project located in South Boston. The sponsor is Beacon Communities Development LLC. With support from the federal government, the Boston Housing Authority, and DHCD, the sponsor already has completed or is completing work on over 550 units located on the South Boston site. DHCD will support this new phase with federal and state low-income housing tax credits and subsidy funds. When completed, this phase of the project will offer 75 total units. All 75 units will be affordable to households earning less than 60% of AMI, with ten units further restricted for households earning less than 30% of AMI. The Old Colony site is transit-oriented and also located in close proximity to Boston Harbor, with its beaches and extensive recreational opportunities. The sponsor intends to build this phase of Old Colony to Passive House standards.

Old Colony Phase Four Taxable also is part of the ongoing redevelopment of a massive public housing project located in South Boston. The sponsor is Beacon Communities Development LLC. With support from the federal government, the Boston Housing Authority, and DHCD, the sponsor already has completed or is completing work on over 550 units located on the South Boston site. DHCD will support this new phase with federal low-income housing tax credits. When completed, this phase will offer 26 total units. All 26 units will be affordable to households earning less than 60% of AMI, with four units further restricted for households earning less than 30% of AMI. The Old Colony site is transit-oriented and also located in close proximity to Boston Harbor, with its beaches and extensive recreational opportunities. The sponsor intends to build this phase of Old Colony to Passive House standards.

Residences Off Baker is a new construction project for families to be built in Boston's West Roxbury neighborhood. The sponsor is the non-profit B'nai B'rith. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The city of Boston will provide \$3.8 million of its own funds to support the project. When completed, Residences Off Baker will offer 60 total units. Forty-five units will be affordable to households earning less than 60% of AMI, with 15 units further restricted for households earning less than 30% of AMI, including households transitioning from homelessness.

William Barton Rogers School is a historic adaptive re-use project for seniors located in Boston's Hyde Park neighborhood. The sponsor is Pennrose, LLC. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The city of Boston will support the project with approximately \$4 million in its own funds. When completed, Rogers School will offer 74 total units. Fifty units will be affordable for seniors earning less than 60% of AMI, with 11 units further restricted for seniors earning less than 30% of AMI, including seniors transitioning from homelessness. The William Barton Rogers School project is transit-oriented: it is located in close proximity to two commuter rail stops as well as numerous retail and commercial opportunities. Pennrose will offer extensive on-site services for seniors and the broader community, including the senior LGBTQ community.

Zelma Lacey House is an occupied assisted living project located in Boston's Charlestown neighborhood. The sponsor is the non-profit Affordable Housing and Services Collaborative, Inc. Using federal and state low-income housing tax credits from DHCD, the sponsor will rehabilitate the project into independent living units for seniors. When completed, Zelma Lacey House will offer 48 units for seniors. All 48 units will be affordable to seniors earning less than 60% of AMI, with seven units further restricted for seniors earning less than 30% of AMI. The sponsor will provide extensive on-site services to the residents of Zelma Lacey House.

25 Sixth Street is a new construction project for families to be built in Chelsea. The Neighborhood Developers is the non-profit sponsor. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The city of Chelsea also will provide funds in support of the project. When completed, 25 Sixth Street will offer 56 units of rental housing, with 44 units affordable to households earning less than 60% of AMI. Eight units will be further restricted for households earning less than 30% of AMI. The completed project also will offer six for-sale condominium units. The sponsor intends to build the project to Passive House standards.

Carlson Crossing is an existing family public housing project in Framingham. The sponsor is the non-profit Framingham Housing Development Corp. Using low-income housing tax credits from DHCD and Section 8 assistance from the U.S. Dept. of HUD, the sponsor will fully rehabilitate the existing project. When construction is completed, the project will offer 68 total units. All 68 units will be affordable to households earning less than 30% of AMI.

Merrimack Place is a new construction project for seniors to be built in Haverhill. The sponsor is the non-profit Bethany Community Services, Inc. (BCS). The new project will be built on a site adjacent to an existing senior project owned and operated by BCS. DHCD will support Merrimack Place with federal and state low-income housing tax credits and subsidy funds. The city of Haverhill also will provide funds in support of the project. When completed, Merrimack Place will offer 62 total units. All 62 units will be affordable to seniors earning less than 60% of AMI, with eight units further restricted for seniors earning less than 30% of AMI. Extensive on-site services will be available to the new residents of Merrimack Place as well as to residents of the larger senior campus. The sponsor intends to build the project to Passive House standards.

Voces de Esperanza is an occupied project for individuals and families located in Holyoke. The sponsor is the non-profit Valley Opportunity Council (VOC). Using federal and state low-income housing tax credits and subsidy funds from DHCD, VOC will fully rehabilitate the project. The city of Holyoke also will provide funds in support of Voces de Esperanza. When work is completed, the project will offer 37 total units. All units will be affordable to individuals or households earning less than 60% of AMI, with ten units further restricted for individuals or households earning less than 30% of AMI, including those making the transition from homelessness.

608 Broadway is a historic adaptive re-use mill project in Lawrence. The sponsor is Trinity Financial, Inc. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The city of Lawrence also will support the project with funds of its own. 608 Broadway is the second mill conversion in Lawrence undertaken by Trinity Financial. When completed, the project will offer 87 total units. All 87 units will carry affordable rent restrictions. Sixty-six units will be restricted for households earning less than 60% of AMI, with 17 units further restricted for households earning less than 30% of AMI, and, in some cases, making the transition from homelessness.

Eagle Mill Phase 1 is a historic adaptive re-use project in Lee. The sponsor is Rees-Larkin Development LLC. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The town of Lee also will support the project with funds of its own. When completed, Eagle Mill Phase 1 will offer 56 total units. All 56 units will be affordable to households earning less than 60% of AMI, with eight units further restricted for households earning less than 30% of AMI, and, in some cases, making the transition from homelessness.

555 Merrimack Place is a new construction project to be built in Lowell. The sponsor is the non-profit Coalition for a Better Acre (CBA). CBA intends to develop the project to provide permanent housing and supportive services for a population in recovery from substance use disorder. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The city of Lowell also will provide funds to support the project. When completed, 555 Merrimack Place will offer 27 total units. All 27 units will be affordable to individuals or households earning less than 60% of AMI, with eight units further restricted for individuals or households earning less than 30% of AMI and, in some cases, transitioning from homelessness. The sponsor intends to build the project to Passive House standards.

Mill 8 Apartments is a historic adaptive re-use mill project in Ludlow. The sponsor is WinnDevelopment. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The town of Ludlow also will support the project with funds of its own. Mill 8 Apartments is the second mill conversion in Ludlow undertaken by WinnDevelopment. When completed, the project will offer 95 total units. Fifty-five units will be affordable to households earning less than 60% of AMI, with 12 units further restricted for households earning less than 30% of AMI, including some households making the transition from homelessness.

Glen Brook Way Phase 2 is a new construction project for seniors to be built in Medway. The sponsor is the non-profit Metrowest Collaborative Development, Inc. DHCD previously funded Glen Brook Way Phase 1, which currently is in construction. DHCD is supporting the second phase of the project with federal and state low-income housing tax credits and subsidy funds. The town of Medway also is providing \$1 million in its own funds to support the project. When completed, Glen Brook Way Phase 2 will offer 44 units and supportive services for seniors. All 44 units will be affordable to seniors earning less than 60% of AMI. At least eight units will be further restricted for extremely low-income (ELI) seniors earning less than 30% of AMI. The sponsor is working to restrict additional units for ELI seniors. The sponsor intends to build the project to Passive House standards.

Ticcama Green Workforce Housing is a new construction project for families to be built on Nantucket. The sponsor is HallKeen Management, Inc. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The town of Nantucket will provide substantial funds of its own to support the project. When completed, Ticcama Green Workforce Housing will offer 64 total units. Twenty-three units will be affordable to households earning less than 60% of AMI, with nine units further restricted for households earning less than 30% of AMI, including households transitioning from homelessness.

Broad Street is a new construction project for unaccompanied adults to be built in Quincy. The sponsor is the non-profit Father Bill's & MainSpring, a highly-experienced operator of shelters and services for homeless individuals. Father Bill's will construct Broad Street on land adjacent to a new shelter and office facility, which is expected to begin construction later in 2021. When completed, Broad Street will offer 30 single-room occupancy units as well as services for homeless individuals currently living in shelter. DHCD will support Broad Street with federal and state low-income housing tax credits as well as subsidy funds. The city of Quincy also is supporting the project with funds of its own.

Simon C. Fireman Expansion is a new construction project for seniors to be built in Randolph. The sponsor is the non-profit Hebrew Senior Life. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The town of Randolph will provide its own funds to support the project. Simon C. Fireman Expansion will be built on land adjacent to an existing Hebrew Senior Life senior project in Randolph. When completed, the expansion project will offer 45 total new units. All 45 units will be affordable to seniors earning less than 60% of AMI, with nine units further restricted for seniors earning less than 30% of AMI, including seniors transitioning from homelessness. Hebrew Senior Life will offer extensive on-site services, including health-related services, to residents of the new project and of the larger campus.

Granite Street Crossing is a new construction project to be built in Rockport. The sponsor is the non-profit Harborlight Community Partners. DHCD will support this intergenerational project with federal and state low-income housing tax credits and subsidy funds. The town of Rockport also will provide its own funds to support the project. When completed, Granite Street Crossing will offer 23 total new units, with 17 units restricted for seniors. All 23 units will be affordable to seniors or families earning less than 60% of AMI, with eight units further restricted for seniors or families earning less than 30% of AMI, and, in some cases, transitioning from homelessness.

Plaza Apartments is a new construction project for families to be built in South Hadley. The sponsor is South Hadley Plaza LLC. DHCD is supporting the project with federal and state low-income housing tax credits and subsidy funds. The town of South Hadley also is supporting the project with funds of its own. When completed, Plaza Apartments will offer 60 total units. All 60 units will be affordable to families earning less than 60% of area median income (AMI), with 18 units further restricted for extremely low-income families earning less than 30% of AMI, including families transitioning from homelessness.

Knox Residences I is the first phase of a two-phase historic re-use and new construction project in Springfield. The sponsor, First Resource Development, will use federal and state historic tax credits as well as DHCD resources to adapt manufacturing buildings that have been vacant for over 70 years into residential units. First Resource Development also will construct new residential units as part of the Knox projects. At this time, DHCD will support Knox Residences I with federal and state low-income housing tax credits and subsidy funds. The city of Springfield also will support this phase of Knox Residences with funds of its own. When Knox Residences I is completed, it will offer 55 total units. All 55 units will be affordable to households earning less than 60% of AMI, with eight units further restricted for households earning less than 30% of AMI and, in some cases, transitioning from homelessness.

Littleton Drive Senior is a new construction project for seniors to be built in Wareham. The sponsor is Pennrose, LLC. DHCD will support the project with federal and state low-income housing tax credits and subsidy funds. The town of Wareham also will provide funds to support the project. When completed, Littleton Drive Senior will offer 44 total units. All 44 units will be affordable to seniors earning less than 60% of AMI, with eight units further restricted for seniors, earning less than 30% of AMI, including seniors transitioning from homelessness. As required by DHCD, Pennrose will provide supportive services to the new residents of the project.

Woodland Cove II is a new construction project for families to be built in Wareham. The sponsor is Dakota Partners, Inc. DHCD is supporting the project with federal and state low-income housing tax credits and subsidy funds. The town of Wareham also is providing funds of its own to support the project. Dakota Partners will build Woodland Cove II on land adjacent to Woodland Cove I. The first phase of the project also was funded by DHCD and will move shortly into construction. When Woodland Cove II is completed, it will offer 63 total units. Fifty-six units will be affordable to families earning less than 60% of AMI, with nine units further restricted for families earning less than 30% of AMI, including families making the transition from homelessness. Dakota Partners intends to build Woodland Cove II to Passive House standards.

Sanctuary Place is an adaptive re-use project to be developed in Wrentham. The sponsor is the non-profit Planning Office for Urban Affairs (POUA) working in partnership with Health Imperatives. POUA and Health Imperatives will redevelop a former convent as housing with supportive services for survivors of trafficking and sexual exploitation. When completed, Sanctuary Place will offer eight bedrooms, an upgraded kitchen, and community gathering areas for the intended population. DHCD will support Sanctuary Place with subsidy funds.

###

## Media Contact

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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Special Applications Center  
77 W. Jackson Blvd., Room 2401  
Chicago, Illinois 60604-3507  
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OFFICE OF PUBLIC AND INDIAN HOUSING

March 15, 2021

Mr. Paul Landers  
Executive Director  
Framingham Housing Authority  
1 John J. Brady Drive  
Framingham, MA 01702-2307

Dear Mr. Landers:

The Special Applications Center (SAC) of the U.S. Department of Housing and Urban Development (HUD) has reviewed Framingham Housing Authority (FHA) application for the disposition of 1 non-building dwelling, 29 dwelling buildings containing 125 dwelling units and 17.20 acres of underlying land (the property). This property was developed, acquired, or assisted by PHA with funds under the U.S. Housing Act of 1937 (the Act) and is under Beaver Street, MA028000001 in HUD's Inventory Management System/Public and Indian Housing Information Center (IMS/PIC) system. HUD received this application as DDA0010409 on April 9, 2020. The application review was discontinued on July 1, 2020, as an environmental review had not been completed. FHA resubmitted the application on August 19, 2020. As this is a phased disposition, the SAC created DDA0011351 on March 10, 2021 to reflect Phase II of the transaction. In accordance with 24 CFR 970.9(a)(17), supplemental information was received through March 9, 2021.

#### **Environmental Review**

The Environmental Review (ER) was completed by the local Responsible Entity (RE), the City of Framingham, in accordance with 24 CFR part 58 on July 10, 2020. A Request for Release of Funds/Environmental Certification (RROF/C), form HUD-7015.15 was submitted to the HUD Boston Office of Public Housing (Field Office) on July 31, 2020. The Field Office accepted the RROF/C and approved an Authority to Use Grant Funds, form HUD-7015.16, on August 19, 2020.

#### **Civil Rights Compliance Review**

HUD's Office of Fair Housing and Equal Opportunity (FHCO) monitors PHA compliance with civil rights requirements in connection with HUD programs, including Section 18 disposition. Civil rights requirements include, but are not limited to, those outlined at 24 CFR 5.105(a), Title VI of the Civil Rights Act of 1964 and its implementing regulations at 24 CFR part 1, Section 504 of the Rehabilitation Act of 1973 and its implementing regulations at 24 CFR part 8, as well as Titles II and III of the Americans with Disabilities Act, and Executive Order 11063 and its implementing regulations at 24 CFR part 107. On July 6, 2020, the Region I (Boston) of FHCO provided a memorandum to the SAC indicating it had reviewed this application and had no objection to SAC approving the application.

## PHA Plan

Public Housing Authorities (PHAs) must include proposed dispositions in a PHA Annual Plan, Significant Amendment or MTW Annual Plan. Qualified PHAs, as defined by the Housing and Economic Recovery Act of 2008 (HERA), must discuss the disposition at a public hearing, as required by 24 CFR 903.7. FHA submitted an Agency Annual Plan to the HUD Boston Field Office on October 18, 2019, which includes a description of the proposed disposition at the property. The HUD Boston Field Office approved the Agency Annual Plan on December 5, 2019.

### Previous Removals, Description and Proposed Removal Action

FHA has not received any previous HUD approvals for removing property from the development. FHA proposes the disposition of 1 non-dwelling building, 29 dwelling buildings containing 125 dwelling units and 17.20 acres of land at Beaver Street, MA028000001. Details of the proposed disposition are as follows:

Beaver Street, MA028000001						
DOFA: 7/25/1967						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Existing Units	0	116	55	52	12	235
Number of Dwelling Buildings Existing						42
Number of Non-Dwelling Buildings Existing						2
Total Acreage						23.00
Number of (Dwelling and Non-Dwelling) ACC Units in PHA's Total Housing Inventory for All Developments						235
Phase I - DDA0010409						
Proposed Units	0	12	20	32	4	68
Number of Dwelling Buildings Proposed						15
Number of Non-Dwelling Buildings Proposed						0
Acreage Proposed						10.94
Phase II - DDA0011351						
Proposed Units	0	0	29	20	8	57
Number of Dwelling Buildings Proposed						14
Number of Non-Dwelling Buildings Proposed						1
Acreage Proposed						6.26

### Disposition Justification

FHA proposed the disposition based on the best interests of PHA and residents and consistent with PHA Plan and 1937 Act and has justified the disposition of the property in accordance with the specific criteria of 24 CFR 970.17(c) and PIH Notice 2018-04. The property proposed for disposition is obsolete as to physical condition, location, or other factors, making it unsuitable for housing purposes, and no reasonable program of modifications is cost-effective to return it to useful life.

FHA will dispose of the property to Framingham Housing Development Corporation II (FHDC II), a subsidiary of the Framingham Housing Authority, at below fair market value to enable redevelopment of the 125-unit Beaver Street project. The proposed disposition will allow

these obsolete buildings to be substantially rehabilitated in order to meet building and energy codes. Additionally, the disposition will facilitate development of seven accessible units in three buildings scattered throughout the Beaver Street project. The units will continue to support low-income families utilizing PBV subsidy, which will be attached after the redevelopment is complete.

The Total Development Cost (TDC) limit for the units proposed for disposition is calculated below. The HUD used the TDC applicable at the time of submission of this disposition application.

TDC per Notice PIH-2018-4; Year: 2019 Type of Structure: Row Dwellings Area: Boston, MA			
Bedroom Size	Number of Unit	TDC/Unit	Total Cost
1-BR	12	\$237,678	\$2,852,136
2-BR	49	\$288,445	\$14,133,805
3-BR	52	\$352,811	\$18,346,172
4-BR	12	\$418,954	\$5,027,448
<b>TOTAL</b>	<b>125</b>		<b>\$40,359,561</b>

FHA initially provided an estimate of itemized rehabilitation costs, based upon the existing conditions of the units, which is included in Exhibit - A at the end of this document. SAC made some adjustments to the items and amounts included, which are also shown on Exhibit - A. FHA originally estimated a total of \$22,725,857 in rehabilitation costs. After the SAC adjustments and addition of soft costs, rehabilitation is estimated to cost \$28,212,039, which is 69.90 percent of the TDC limit.

#### Property Valuation

In accordance with 24 CFR 970.19(d), FHA proposed a valuation of the property in the form of an insurance valuation performed by HAI Group. A copy of the valuation was included in the application. HUD accepts this method of as a reasonable valuation of the property.

#### Method of Disposition

FHA will dispose of the property via a negotiated sale at less than fair market value to its subsidiary, Framingham Housing Development Corporation (FHDC II) via a 99-year ground lease for \$1.00 per year.

#### Use of Net Proceeds

Though FHA will not realize proceeds from this disposition, in the event FHA realizes a profit from the sale of property in excess of reasonable total development costs for the rehabilitation of the property, such profit shall pass to FHA and HUD will consider those profits as disposition proceeds. If any changes occur that result in the generation of proceeds, FHA is required to request a formal amendment of this disposition approval from HUD.



### **Commensurate Public Benefits**

In accordance with 24 CFR 970.19(d), HUD may authorize a PHA to dispose of property at less than FMV (where permitted by state law) based on a commensurate public benefit to the community, the PHA, or the federal government. HUD determines commensurate public benefit on a case-by-case basis. In its application, PHA requested that HUD find a commensurate public benefit based on the proposed future use of the property as 132 PBV units to include 7 accessible units. Additionally, a community building will be expanded to accommodate administrative, social service and community policing offices. HUD finds that this qualifies as a commensurate public benefit that justifies the PHA to dispose of the property at below FMV.

### **Relocation**

When the application was originally submitted to the Department, 122 units proposed for disposition were occupied. FHA certified that it will comply with all applicable relocation requirements of 24 CFR 970.21 and all applicable civil rights requirements.

As currently proposed, the existing project will be rehabilitated in two phases of construction. Phase I will consist of 68 units, and the majority of residents will need to be relocated off-site, in order to vacate the units for renovation. Relocation for phase II (57 units) will require some off-site relocation, with the majority being relocated into Beaver Street units that have been renovated. FHA will hire a relocation specialist to assist all impacted families with all phases of relocation. Comparable housing resources will include public housing units, PBV units, and tenant-based housing choice vouchers.

FHA estimated the relocation cost to be \$187,500, which includes moving expenses and counseling/advisory services. FHA indicated that the sources of funds to cover relocation costs will include FY 2021 capital and operating funds.

### **Resident Consultation**

1. Project Specific Resident Organization: None
2. PHA-wide Resident Organization: None
3. Resident Advisory Board (RAB) in accordance with 24 CFR 903.13: RAB

24 CFR 970.9(a) requires that an application for disposition be developed in consultation with residents who will be affected by the proposed action, any resident organizations for the development, PHA-wide resident organizations that will be affected by the disposition, and the Resident Advisory Board (RAB). The PHA must also submit copies of any written comments submitted to the PHA and any evaluation that the PHA has made of the comments. The FHA met with the RAB and residents from the Beaver Street developments on August 23, 2018, September 26, 2018, and July 25, 2019, to discuss the disposition application. The FHA included meeting notices, sign in sheets, and questions and answers with the application package.

### Offer for Sale to the Resident Organization

24 CFR 970.9(b) (1) of the regulation requires that a public housing agency offer the opportunity to purchase the property proposed for disposition to any eligible resident organization, eligible resident management corporation as defined in 24 CFR part 964, or to a nonprofit organization acting on behalf of the residents, if the resident entity has expressed an interest in purchasing the property for continued use as low-income housing. FHA has chosen not to provide an opportunity based on the exception found in 24 CFR 970.9(b)(3)(ii):

“A PHA seeks disposition outside the public housing program to privately finance or otherwise develop a facility to benefit low-income families (e.g., day care center, administrative building, mixed-finance housing under 24 CFR part 905 subpart F, or other types of low-income housing).”

The Department finds that FHA has complied with the requirements of 24 CFR 970.9.

### Mayor/Local Government Consultation and Board Resolution

As part of the consultation process, FHA received letters of support from Congress, City Council and Community Leaders in favor of the proposed action. As required by 24 CFR 970.7(a)(14), the application package includes a letter of support from the Honorable Yvonne M. Spicer, Mayor of the City of Framingham, dated April 19, 2019. The last resident consultation was on July 25, 2019. As required by 24 CFR 970.7(a)(13), FHA Board of Commissioners approved the submission of the disposition application for the proposed property on March 9, 2020, via Resolution Number 2020-1.

### Capital Fund Financing Program (CFFP) and Energy Performance Contracting

As of December 14, 2020, FHA did not have HUD approval of a Capital Fund Financing Program (CFFP) proposal. FHA does not have an approved Energy Performance Contract (EPC).

### Tenant Protection Vouchers (TPVs)

Applicable appropriations law and HUD guidance provide that PHAs may be eligible to receive TPVs for dispositions of public housing units that temporarily or permanently remove units from a PHA's public housing inventory and distinguishes TPVs into two classes:

- **Relocation TPVs:** HUD provides relocation TPVs in cases where the public housing units will be replaced in connection with the disposition. Relocation TPVs assist PHAs with relocating residents and must be offered to displaced residents. Relocation TPVs cannot be reissued by the PHA after the initial resident that received the TPV ends participation in the program. Based on current appropriations law and HUD policy, the maximum number of relocation TPVs that a PHA is eligible to receive is based occupancy of units on the day of the disposition approval. The PHA's maximum relocation TPV award identified below.
- **Replacement TPVs:** HUD provides replacement TPVs in cases where the public housing will not be replaced in connection with the disposition and become part of the PHA's

permanent HCV program. Replacement TPVs must be used first to assist displaced residents. Any remaining replacement TPVs can then be issued to families on its waiting list and/or project-based in accordance with all applicable Section 8 rules. Based on current appropriations law and HUD policy, the maximum number of replacement TPVs that a PHA is eligible to receive is currently based on units that were occupied within 24 months of day the disposition application is approved by HUD. A PHA's replacement TPV award will not change from the maximum award identified below unless its redevelopment plans change, and it decides to develop replacement public housing units in connection with the disposition. FHA must keep HUD updated on any changes and submit a request to amend this approval if it's redevelopment plan change.

On the date of this approval, 123 units are occupied, and 2 units were occupied within the previous 24 months. FHA does not intend to redevelop any public housing units at the property. Based on this, FHA is eligible for maximum TPVs as follows:

Type of TPVs	Relocation TPVs	Replacement TPVs
Maximum TPV Award	0	125*

\*Note: The TPV's will be drawn in phases. The first phase will be 68 TPVs and the second phase will be 57.

HUD will not automatically issue TPVs to FHA as part of this approval. Instead, FHA must apply to HUD separately for TPVs in accordance with PIH Notice 2018-09. FHA cannot submit the TPV request until it needs the TPVs for purposes of relocating the residents who will be displaced (generally no sooner than 30-60 days from the planned start of relocation). The timing of FHA TPV application submission and start of relocation noted in this approval should be consistent.

As part of its TPVs request, FHA must submit the following to the HUD Boston Field Office:

- a) The name and IMS/PIC application number of the public housing project in this disposition approval.
- b) The number of TPVs requested (subject to the limitations above).
- c) Form HUD-52515 (Voucher Funding Application). If lease-up will cover more than one calendar year, FHA must submit a separate Form HUD-52515 for each calendar year;
- d) A leasing schedule that identifies the number of TPVs to be leased on a month-to-month basis. If lease-up will cover more than one calendar year, FHA must submit separate leasing schedules for each calendar year.
- e) A copy of this approval (PDF version - signed and dated).

The HUD Boston Field Office will conduct a threshold review of the TPV request prior to sending the request to HUD's Financial Management Division (FMD) for a final determination and processing. HUD's FMD will notify PHAs in writing of their final TPV award.

#### Approval

HUD's review of the application has determined that the proposed disposition is consistent with Section 18 of the 1937 Act the implementing regulations at 24 CFR part 970, and PIH Notice 2018-04.

Beaver Street, MA028000001						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Existing Units	0	116	55	52	12	235
Number of Dwelling Buildings Existing						42
Number of Non-Dwelling Buildings Existing						2
Total Existing Land Acreage:						23.00
Phase I - DDA0010409						
Approved for Disposition: Building: 15; Units: 68; Acres: 10.94						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Approved Units	0	12	20	32	4	68
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 0	Less than 80% of Area Median Income					
Total Number of Units to be Developed (or Preserved) on Property: 32	ACC	Non-ACC	PBV	Market Rate		
Rental	0	0	75	0		
Name of Acquiring Entity (Rental Units)	Framingham Housing Development Corporation II					
Method of Sale	Ground lease at below FMV for 99 years					
Lease Price	\$10.00 per year					
Purpose	Rehabilitation and development of low-income housing					
Approved Building Number per PIC: 101-104; 115-125						
Phase II - DDA0011351						
Approved for Disposition: Building: 15; Units: 57; Acres: 6.26						
Bedroom Size	0-BR	1-BR	2-BR	3-BR	4+BR	Total
Approved Units	0	0	29	20	8	57
Total Number of Non-Dwelling Buildings to be Developed (or Preserved) on Property: 1	Less than 80% of Area Median Income					
Total Number of Units to be Developed (or Preserved) on Property: 57	ACC	Non-ACC	PBV	Market Rate		
Rental	0	0	57	0		
Name of Acquiring Entity (Rental Units)	Framingham Housing Development Corporation II					
Method of Sale	Ground lease at below FMV for 99 years					
Lease Price	\$10.00					
Purpose	Rehabilitation of low-income housing					
Approved Building Number per PIC: 105-114; 126-130						

**Conditions**

- FHA will apply for TPVs upon commencement of the resident relocation process (generally no sooner than 30-60 days from the planned start of relocation) before the property is conveyed pursuant to the timetable as identified under "PIC and Monitoring - FHA" section.
- The HUD Boston Field Office, with concurrence from the HUD Office of the General Counsel (OGC), must approve all terms and conditions in the conveyance of real property, whether in whole or in part, described in this approval.

- FHA shall ensure that 132 units at the property are developed and operated as affordable housing for low-income families with incomes at or below 80 percent of AMI for not less than 30 years.
- The long-term affordability must be specifically ensured through use agreement, ground lease or seller-financing notes and other legal mechanisms as determined by the HUD Boston Field Office. Such use restriction documents must be recorded in a first priority position against the properties, prior to any financing documents or other encumbrances, and remain in effect even in the event of default or foreclosure on the properties.
- Framingham Housing Development Corporation II shall maintain ownership and operation of the property during the use restriction period. The owner shall not convey, sublease or transfer the property approved for this disposition without prior approval from FHA and HUD at any point during the period of use restriction.
- The use restrictions shall be covenants that run with the land, and shall bind and inure to the benefit of the parties, their successors and assigns, and every party now or hereafter acquiring any right, title, or interest therein or in any part thereof;
- Certain involuntary transfers of the property, such as to a secured lender upon default under the security documents, or pursuant to foreclosure, may occur, with the use restrictions surviving the transfer; and
- Any subsequent transfers shall require prior written approval from FHA and HUD.
- HA is responsible for monitoring and ensuring the long-term affordability of the property under the Affordability Covenant.

#### Other Requirements

HUD reminds FHA that pursuant to 24 CFR 970.21(c)(2), if any of the following types of federal financial assistance is used in connection with the disposition of public housing, the project is subject to section 104(d) of the Housing and Community Development Act of 1974, 42 U.S.C. 5304(d) (as amended), including the relocation payment provisions and the anti-displacement provisions, which require that comparable replacement dwellings be provided within the community for the same number of occupants as could have been housed in the occupied and vacant, occupiable low- and moderate-income units converted to another use:

- Community Development Block Grant (CDBG) program, 42 U.S.C. 5301 et seq. (including loan guarantees under section 108 of the Housing and Community Development Act of 1974, 42 U.S.C. 5308 et seq.); or
- HOME program, 42 U.S.C. 12701 et seq.

Please contact the HUD Boston Field Office or your HUD Regional Relocation Specialist for additional guidance, if applicable.

### Operating Subsidy

Please be aware that in accordance with 24 CFR part 990 (or an MTW Agreement), the disposition of the property will affect FHA operating subsidy. Please contact the HUD Boston Field Office for additional guidance.

### PIC and Monitoring -FHA

In accordance with 24 CFR 970.7(a)(4), FHA provided the following general timetable based on the number of days major actions will occur following approval of the application:

DDA0010409:

	Milestone	Number of Days after Approval
A	Begin relocation of residents	150
B	Complete relocation of residents	310
C	Execution of contract for removal (e.g. sales contract or demolition contract)	310
D	Actual Removal Action (e.g. demolition or sale closing)	340

DDA0011351:

	Milestone	Number of Days after Approval
A	Begin relocation of residents	150
B	Complete relocation of residents	310
C	Execution of contract for removal (e.g. sales contract or demolition contract)	310
D	Actual Removal Action (e.g. demolition or sale closing)	340

- HUD recognizes that a PHA's plans to start relocation sometimes change. However, because the Department relies on this information to determine Operating Funds subsidy, PHAs are responsible for ensuring the days to relocation information in a SAC application is reasonably accurate. If days to relocation in a SAC application is not reasonably accurate, asset repositioning fee (ARF) payments under 24 CFR 990.190 may begin prematurely and a PHA may receive less Operating Fund subsidy than it otherwise would be entitled to receive. A PHA may even find itself in a situation where it is operating public housing units without any Operating Fund subsidy. Therefore, it is essential that PHAs make timely requests to the Department for any necessary modifications to the days to relocation in a SAC application. Note that after the Operating Fund subsidy revisions deadline in the first year of ARF eligibility, no further changes to the days to relocation in an approved SAC application or HUD-52723 can be made.
- If FHA becomes aware that the days to begin relocation information (noted in Field A above table - Begin relocation of residents) is not reasonably accurate, FHA must send an email to

the Director of HUD Boston Field Office within five business days, with a copy to the HUD PIH staff member assigned to the PHA using the following Subject *"PHA Code, SAC application DDA Number, Modification to Days to Relocation"*. FHA must include the new estimated number for the days to relocation, along with a brief explanation of the reason for the modification. HUD Boston Field Office will review the request to ensure it is reasonable/it has no information that is inconsistent with the request (e.g. information from residents that relocation has started) and that the new estimated days to relocation is not past the Operating Fund subsidy revisions deadline in the first year of ARF eligibility. If FHA request is acceptable, SAC will modify the days to relocation in the SAC application in IMS/PIC and email the PHA notifying it that it has made the change. SAC processes these modifications as technical corrections and will not issue a formal written amendment to this approval. If FHA request is not acceptable (e.g. the requested new days to relocation is past the Operating Fund subsidy revisions deadline in the first year of ARF eligibility), Boston Field Office will deny the request in writing. FHA must keep adequate records of all relocations (including actual relocation start dates) for purposes of HUD monitoring.

- In accordance with 24 CFR 970.35 of the regulation, your agency is required to inform the HUD Boston Field Office of the status of the project (i.e., delays, actual disposition, modification requests or other problems). Within seven days of disposition completion, FHA must enter the "actual" dates of disposition, directly into the IMS/PIC data system, Inventory Removals sub-module under "Removed from Inventory" tab for the HUD Boston Field Office approval, using the following procedure:
  - On the screen, select the appropriate "Development Number", then select "Add Transaction". On the next screen, select the appropriate "Application Number" from the drop-down menu. In the "Action/Closing Date" box, enter the removal date. If the properties in an application were removed on multiple dates, a separate transaction is needed for each action date. The remaining steps are as applicable.
  - If removal is by buildings, use "Remove Residential Inventory By Building" section, select the appropriate buildings available in the "Complete Buildings Available" box and transfer them to the "Proposed Buildings" box.
  - For removal of some units in a building, use "Remove Residential Inventory By Unit" section. To select the appropriate units available, use the drop-down "Select the building number" box which populates the "Units Available" box. Transfer the appropriate units to the "Proposed Units" box.
  - For removal of land and non-dwelling buildings without PIC building numbers, use "Remove Non-Residential Inventory" section. Fill in the number of acres and non-dwelling buildings without PIC building numbers.
  - Save the information using the "Save" button. The status of this information is then displayed as "Draft."
    - FHA supervisory staff submits the information to FHA Executive Director, or the designated final reviewer at FHA, using the Submission sub tab. The status becomes "Submitted for Review".
    - FHA Executive Director or designee uses the Review sub tab to reject the transaction, which places it in a "Rejected" status, or approves, which places it in a "Submitted for Approval" status.

- If the submission is rejected by HUD, FHA may modify the information by repeating the previous procedure. If the transaction is rejected, the status becomes "Rejected." If the HUD Boston Field Office approves the transaction, the status in IMS/PIC permanently changes to "Removed from Inventory (RMI)".
- When the disposition is completed in its entirety, please submit a report to the HUD Boston Field Office confirming the action and certifying compliance with all applicable requirements. Auditable financial statements, expenditures and files for each transaction relative to the action must be maintained, available upon request and forwarded with the final report.
- FHA must retain records of the SAC application and its implementing actions of HUD's approval of this SAC application for a period of not less than three years following the last required action of HUD's approval.
- FHA is responsible for monitoring and enforcing use restrictions identified under "Conditions" section during the period they are in effect.

#### PIC and Monitoring – Field Office

In accordance with 24 CFR 970.35 of the regulation, FHA is required to inform the HUD Boston Field Office of the status of the project (i.e., delays, actual disposition, modification requests or other problems). It is the HUD Boston Field Office's responsibility to monitor this activity based on its latest risk assessment.

- The HUD Boston Field Office must review the relocation change request submitted by FHA, within 10 business days, to ensure it is reasonable/it has no information that is inconsistent with the request (e.g. information from residents that relocation has started) and that the new estimated days to relocation is not past the Operating Fund subsidy revisions deadline in the first year of ARF eligibility.
  - If FHA request is not acceptable (e.g. the requested new days to relocation is past the Operating Fund subsidy revisions deadline in the first year of ARF eligibility), the HUD Boston Field Office will deny the request in writing.
  - If FHA request is acceptable, notify [SACTA@hud.gov](mailto:SACTA@hud.gov) via an email. The SAC will modify the days to relocation in the SAC application in IMS/PIC and email FHA notifying that change has been made.
- The HUD Boston Field Office must verify that the actual removal data is entered in IMS/PIC by FHA within seven days of disposition to ensure the Department is not overpaying operating subsidy and the Capital Fund formula data is correct.
  - When FHA submits an Inventory Removal action in IMS/PIC, the HUD Boston Field Office will be notified seeking inventory removal approval via a PIC system generated email to the HUD Boston Field Office designated PIC coach or another person. Below is a sample notification email: "*Subject: Inventory Removal Submittal Notification (HA code) Inventory removals have been submitted for approval by your office on [submission date] by [HA Code].*"



- When the above email is received, the HUD Boston Field Office is responsible for the review and approval or rejection of FHA Inventory Removal submission within seven days.
- The HUD Boston Field Office will conduct a threshold review of the TPV request prior to sending the request to HUD's Financial Management Center (FMC) for a final determination and processing.
- The HUD Boston Field Office, with concurrence from the HUD Office of the General Counsel (OGC) must approve the evidentiary documents, terms and conditions in the conveyance of real property, whether in whole or in part, described in this approval. If there are previous land and/or use agreements or encumbrances, other than the Declaration of Trust (DOT), disposition approval and release of the DOT does not circumvent or supersede those obligations.

When an amendment to this approval needed, PHAs must comply with all material terms of the SAC application. If after receiving HUD approval, a PHA's plan changes on material terms, SAC approval of the change is required. Material terms include (i) method of disposition; (ii) public bid sale where offer is less than 80 percent of FMV appraisal submitted in the SAC application. PHA's request for change in FMV, must include narratives on its due diligence in offering the public housing property for sale on the open and competitive market and its rationale for accepting an offer that is less than 80 percent of appraised FMV. Alternatively, the PHA may submit an updated appraisal); (iii) terms of commensurate public benefit disposition (the PHA must describe the revised future use of the property so HUD can confirm the commensurate public benefit); and (iv) use of proceeds. PHAs request amendments by sending an email to [SACTA@hud.gov](mailto:SACTA@hud.gov) with the information noted above and a board resolution approving the change. On a case-by-case basis, SAC may require additional supporting documentation to support an amendment (e.g., evidence of local government and/or resident consultation; confirmation of environmental clearance etc.).

The HUD Boston Field Office has been informed of this approval. Its staff is available to provide any technical assistance necessary for your agency to proceed with the disposition. As FHA starts the process of implementation, I urge you to continue to maintain an open dialogue with your residents and local officials. If you have to modify your plans, please contact the SAC at [SACTA@hud.gov](mailto:SACTA@hud.gov). As always, my staff and I are available to assist you in any way possible.

Sincerely,

Jane B. Hornstein  
Director

CC: Boston Field Office

2024

# 2024 DRAFT Annual Plan

[ The End ]

**Framingham Housing Authority**

1 John J Brady Drive  
Framingham, MA 01702

**Executive Director**

Paul O. Landers

**Commissioners**

Janice M. Rogers  
Stephen Joyce  
Janet Leombruno  
Robert L. Merusi  
Roberta Roberti