

PHA 5-Year and Annual Plan

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

OMB No. 2577-0226
Expires 8/30/2011

1.0	PHA Information PHA Name: North Adams Housing Authority PHA Code: MA034 PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing X Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 10/01/2014				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 305 Number of HCV units: 371				
3.0	Submission Type X 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: See Attachment A				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. See Attachment A				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: See attached Plan <ul style="list-style-type: none"> • Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures • Financial resources • Rent Determination • Operations and Management • Grievance Procedures • Safety and Crime Prevention • Pets (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. Central Office 150 Ashland Street North Adams, MA 01247 Phone: 413-663-5379 Monday - Friday 8:00 A.M. - 4:30 P.M.				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.				
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing. See attached Five year Action Plan				

8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. See attachment A</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. See Attachment A</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" See Attachment A</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

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

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated 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.

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

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

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

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

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

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

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

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

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)

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

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

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only). See instructions in 8.1.*
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only). See instructions in 8.2.*

5.0 5-Year Plan – North Adams (MA) Housing Authority

5.1 Mission

The Mission of the North Adams Housing Authority over the next five years, 2015-2020 is to promote and provide adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination for low, very-low, and extremely low income families within the jurisdiction of North Adams, Massachusetts.

5.2 Goals and Objectives

Following are the quantifiable goals and objectives that will enable the North Adams Housing Authority to meet the stated mission over the next five years.

Goal 1. Improve the Public Housing occupancy rate to 98% .

The NAHA will achieve this goal by aggressively marketing its units to target populations within North Adams, particularly low-income working families. Energy efficiency and modernization improvements completed FY2014 will also help support this goal by making each development more marketable and appealing to new tenants

Goal 2. Reduce unit turn-around time by 50% .

The NAHA will analyze the unit turn-around process for opportunities to streamline operations and reduce timeframes. The NAHA will also monitor utilization and productivity of maintenance staff and conduct outreach to encourage tenants to take better care of their units.

Goal 3. Promote placement of low-income working families into public housing.

The NAHA will achieve this goal by reexamining its waiting list preferences and making changes needed to encourage and facilitate more low-income working families residing in the Authority's public housing developments.

6.0 PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission.

1. Eligibility, Selection and Admissions Policies (Deconcentration and Wait List Procedures)

Below is a summation of North Adams Housing Authority's (NAHA) current Eligibility, Selection and Admission policies. There were no changes made to these policies during this reporting period.

Public Housing

Eligibility: There are five eligibility requirements for admission to the Public Housing Program:

- a. Family Status
- b. Income
- c. Citizenship/eligible Immigrant Status
- d. Social Security number documentation
- e. Signed consent forms

Waiting List and Preferences: Families are selected from the waiting list based on the following preferences within each bedroom size category:

- Involuntarily displaced by natural disaster or governmental action, including displacement to avoid reprisals, or hate crimes.
- Involuntarily displaced by landlord's decision not to renew a lease or occupancy agreement or other action beyond applicant's control. An applicant who has been involuntarily displaced and is not living in standard replacement housing. Involuntary displacement includes unit accessibility reasons and victims of domestic violence.
- Substandard Housing – housing that does not meet the Uniform Physical Conditions Standards as verified by a local Code Enforcement Officer. Homeless family applicants are considered living in substandard housing. Units of applicants must be verified as substandard at the time assistance is offered to family.
- Applicants paying more than 50% of family income for housing costs for at least ninety days. Family must prove they are rent burdened when they apply and when they are offered assistance. .
- Health Conditions – disability or physical handicap affecting housing need.
- Military Service – veteran, serviceman, or survivor of a veteran or serviceman.
- Standard Applicant – by date of application, any applicant who do not meet any of the above priorities.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons. FY2014 Annual Plan Update introduced the NAHA's intention to add a new preference for working families. Although this preference has not been fully implemented to date, the NAHA intends to complete this modification in FY2015. The list of preferences will be updated accordingly once a determination is made on a desired level of priority.

The NAHA maintains site based waiting lists. All site based waiting lists are currently open. The waiting lists are updated on a quarterly basis to ensure current information on families is maintained and support leasing efforts.

Selection: The NAHA ensures that 40% of newly admitted families in any fiscal year have annual income at or below 30% of the area median income, in compliance with statutory requirements. The NAHA accomplishes this by monitoring on a quarterly basis the incomes of newly admitted families and the incomes of families on the waiting list. The NAHA will skip higher income families on the waiting list to reach extremely low-income families in order to meet its requirements to house extremely low-income families.

Deconcentration: The NAHA will skip families on the waiting list to reach other families with a lower or higher income in an effort to provide for deconcentration of poverty and encourage income mixing. The NAHA implements this policy in a uniform and non-discriminating manner and affirmatively markets housing units to all eligible income groups. The NAHA uses incentives in some instances to encourage applicant families whose income classification helps achieve the deconcentration goals of a particular development. Such incentives may vary, but are always provided in a consistent and nondiscriminatory manner.

Flat Rent: NAHA has updated its Flat Rent schedule based on 80% of current FMRs. The updated amounts did not increase previous amounts in any circumstance more than 12%. NAHA intends on amending its current Flat rent policy to include specific language per PIH 2014-12 with Board of Commissioner approval.

Housing Choice Voucher

Eligibility: There are five eligibility requirements for admission to the Housing Choice Vouchers Program:

- a. Family Status
- b. Income
- c. Citizenship/eligible Immigrant Status
- d. Social Security Number Documentation
- e. Signed Consent Forms

Waiting List and Preferences: The NAHA admits applicants from the waiting list as either a special admission or as a waiting list admission. Special admissions are based on funding awards from HUD targeting families with specific characteristics or living in specific units. The following preferences apply:

- Adult family member work/residency in N. Adams and displaced by natural disaster or governmental action, including displacement to avoid reprisals, or hate crimes.
- Adult family member work/residency in N. Adams
- All Other Applicants

The waiting list is currently closed. The NAHA opens the waiting list annually, on average, and updates the list every six months.

Selection: Applicants are selected from the waiting list based on the order of preference 1) Family Status; 2) Income; and 3) Citizenship/eligible Immigration Status and the date and time of application to determine the sequence within the preferences. In addition to the above preferences, elderly, disabled or displaced applicants will be offered housing prior to other single persons.

Income Targeting: The NAHA will skip higher income families on the waiting list to reach the goal of admitting 75% of families who are extremely low-income, unit size; number of bedrooms; age; amenities; proximity to services; maintenance, and utilities. Surveys of comparable units are maintained on site.

2. Financial Resources

The NAHA anticipates the following financial resources available for the support of eligible federal public housing and tenant-based Section 8 assistance programs.

Table 2.1 Financial Resources: Planned Sources and Uses

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2012 grants)		
a) Public Housing Operating Fund	829,337	Public Housing Operations
b) Public Housing Capital Fund (CFP 2014)	369,729	Public Housing Capital Improvements
c) HOPE VI Revitalization	--	n/a
d) HOPE VI Demolition	--	n/a
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,164,000 340,000	Section 8 tenant-based assistance, Section 8 Operations
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	--	n/a
g) Tenant Opportunity and Self-Sufficiency Grants	--	n/a
h) Community Development Block Grant	--	n/a
i) HOME	--	n/a
Other Federal Grants (list below)		
	--	n/a
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP 2013	294,108	Public Housing Capital Improvements
3. Public Housing Dwelling Rental Income		
	931,316	Public Housing Operations
4. Other income (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Washer and Dryer Commissions	9850	Public Housing Operations
Insurance Dividends	2929	Public Housing Operations
Interest Income	650	Public Housing Operations
Section 8 Interest Income	20	Section 8 Operations
5. Non-federal sources (list below)		n/a
Total resources	4,941,939	

3. Rent Determination

Minimum rents for both public housing and housing choice voucher programs administered by NAHA are \$50. Hardship exemptions are considered upon request.

A summation of NAHA’s current rent determination policies is outlined below.

Public Housing

Currently, public housing rents at NAHA are based on 30 percent of the monthly adjusted income. (Monthly Adjusted Income is annual income less deductions allowed by the regulations). However, the NAHA is currently researching the option implementing a flat rent for some or all of its public housing units. Flat rents are based on market rents and, therefore, the rent does not vary with the income.

Housing Choice Voucher

The NAHA has implemented a rent reasonableness approach for determining these types of rents: initial rent, rent increases, and rent comparison of similar units in the same or like neighborhoods. Rent reasonableness includes consideration of the following property criteria: location; quality of construction; unit size; number of bedrooms; age; amenities; proximity to services; maintenance, and utilities. Surveys of comparable units are maintained on site.

The maximum payment standard is set at 100% of the Fair Market Rent (FMR) as published by HUD. The NAHA reviews the maximum payment standard annually by assessing area vacancy rates and market rents. Size, quality and rents of program-leased units are considered along with the voucher holder’s success rates in locating units. The amount of rent represented as a percentage of a family’s annual income is also analyzed.

4. Operation and Management

May 1, 2013 the NAHA implemented a smoke-free policy applicable to all facilities operated by NAHA. Smoking is now only permitted in designated smoking areas at each site.

In FY2015 the use of outside contractors in addressing unit repairs and updates will likely increase as the number of NAHA maintenance staff was reduced in FY2014 from five personnel to four. Using outside contractors has resulted in greater accuracy in planning re-occupancy dates and reducing unit unavailability time

Below is a summation of NAHA's operation and maintenance policies.

Public Housing

It is NAHA policy to continually assess key maintenance factors such as cost effectiveness, longevity of properties, and resident service. Components of the NAHA's maintenance system are:

- *Priorities* – the NAHA prioritizes maintenance according to the greatest need performed in the most cost effective manner. The order of implementation is: emergencies; scheduled operations and services; vacancy preparation and resident on-demand requests.
- *Work Procedures* – Staff is provided with detailed implementation procedures to provide guidance in the completion of their duties.
- *Performance Goals* – the NAHA has established measurable standards for maintenance. Minimally, projects must meet local housing codes, HUD quality standards and PHAS standards, including:
 - 98% occupancy at all times
 - 10 day average unit turnaround time
 - 98.5% collection rate of Tenant Accounts Receivable (TAR)
- *Work Order System* – in order to evaluate work performance and delivery of services, the NAHA collects and tracks all work request information in its Emphasys software system.
- *Training* – the NAHA provides personnel training opportunities for professional development.
- *A long range planning system* – planning of long range activities allows NAHA to implement non-routine work, while maintaining a regular maintenance schedule.

All maintenance work performed at the NAHA is categorized as one of the following:

- *Emergencies* – the highest priority; a potential a serious health or safety risk.
- *Routine Maintenance* – regular scheduled activities such as pest control treatment for particular pest infestations, or cockroach treatment for all units. Other routine maintenance items include grounds maintenance, exterior and interior common area treatment, and interior painting.

- *Preventive Maintenance* – Scheduled maintenance of major systems such as heating, electrical, life safety, and plumbing.
- *Unit inspection* – to insure code compliance and unit condition.
- *Unit turnover* – the NAHA implements an average 14 day turn-around re-occupancy time to minimize vacancy time & maximize income production.
- *Resident request* – Non-emergency maintenance items completed within 7 days of request.

5. Grievance Procedures

There were no grievance policy revisions during this reporting period at the NAHA. Below is a summation of the NAHA's current policy:

Public Housing

NAHA tenants are entitled to a grievance hearing after filing a written request. Grievances may be the result of an NAHA action or inaction in accordance with the lease, including any statute, regulation, policy or procedure which affects the tenant's status, rights, duties or welfare. Exceptions include certain eviction proceedings spelled out in NAHA's grievance procedures.

Key elements of these procedures include the following:

Procedure for private conference in non-eviction cases – upon request, tenant grievances in non-eviction cases can be discussed informally and settled outside of a hearing orally or in writing. Such requests must be presented to the management office at the development where the tenant resides. If a tenant resides in housing without a local management office, grievances will be presented to the NAHA office or management company. Tenants have 30 days to submit a grievance upon receipt of a written notice of proposed adverse action.

Procedure for private conference in eviction cases – in cases of eviction tenant grievances are discussed in a private conference. Notice is provided to the tenant with the specific timeframe they must file a hearing request. Thirty days is the timeframe in most cases, fourteen days for non-payment of rent and five business days involving threatening behavior. Tenants are not entitled to a hearing if an unlawful violation has occurred.

Scheduling a grievance hearing – a hearing is scheduled within thirty days of receipt of the tenants notice to the NAHA hearing coordinator.

Hearing and decision – hearings are informal meetings allowing oral or documentary evidence to be received without regard to admissibility under the rules of evidence applicable to judicial proceedings. The tenant can review pertinent documents and may be represented by counsel or another representative. All hearings are recorded. The Hearing Officer issues a written decision within

fifteen days of the hearing. NAHA will make reasonable accommodations for the needs of persons with handicaps.

Appeals – a tenant must file an appeal within ten business days of receipt of the hearing officer’s decision. (In cases where the decision is in favor of the tenant, NAHA may notify the tenant the hearing officer’s decision is not binding and requires further review from the administrator.) The administrator conducts a hearing within thirty days of request. The administrator’s decision is binding and is provided to the tenant in writing within fifteen days of the hearing.

Housing Choice Voucher

When an applicant challenges NAHA’s final denial of an application for HCV Program assistance or when a participant challenges the decision to terminate HCV Program assistance, written notification of the right to an informal hearing is provided to the applicant/participant. Such notification includes the reason for NAHA’s action.

Applicants/participants must request an informal review or hearing within twenty days of NAHA’s mailing the notice of an adverse determination. All requests for a review or hearing must be submitted to the NAHA in writing. Failure to meet the twenty-day timeframe is considered a waiver of the applicant’s/participant’s right to request an informal review/hearing.

The Applicant may be represented by counsel or another person of the applicant’s choice at their own expense. Prior to an informal review/hearing, the applicant/participant or their representative may inspect any documentation on which the adverse determination was based. Other documentation pertinent to the applicant’s eligibility for assistance, entitlement to priority or preference status, or of the participant’s continuing eligibility may also be inspected.

Informal reviews/hearings are held within thirty days from the NAHA’s receipt of the applicant’s/participant’s request. The NAHA executive director shall conduct the informal review/hearing or shall designate one or more impartial persons completely unaffiliated with the eligibility approval process. Testimony may be offered at the informal review/hearing by the applicant/participant and NAHA. Each party may question the other, including witnesses.

Fifteen days, or as close as reasonably possible after the close of an informal review/hearing the NAHA shall notify the applicant/participant in writing of a final decision. This notification, mailed to the applicant/participant’s (or their representative) last known address, shall provide a clear explanation NAHA’s determination.

6. Designated Housing for Elderly and Disabled Families

Public Housing

Currently there are no buildings at the NAHA designated for occupancy by elderly or disabled families. However, NAHA intends to designate one building for elderly persons in FY2015.

7. **Community Service and Self-Sufficiency**

The NAHA received approval from HUD of its Public Housing Family Self Sufficiency (FSS) Program Action Plan in FY2013. The NAHA intends to implement a voluntary Low-Rent Public Housing FSS program consisting of approximately 30 families, and a HCV FSS program consisting of approximately 25 families. Implementation of the FSS program is contingent upon obtaining grant funding from HUD for a Resident Opportunities and Self Sufficiency (ROSS) Service Coordinator to manage the program.

In FY2014 the NAHA completed a request for proposal (RFP) to hire grant writing services for the purposes of obtaining a ROSS Service Coordinator. Although unsuccessful in obtaining funding in FY2014, the NAHA will continue efforts to secure funding for the Ross Service Coordinator in FY2015.

Once funding is secured for this position, the ROSS Service Coordinator will assess the needs of **public housing** residents and coordinate available resources in the community to meet those needs. Likewise, the coordinator will develop local strategies to help **voucher families** obtain employment that will lead to economic independence and self-sufficiency.

The NAHA has a community service program in place whereby nonexempt adult household member of families living in NAHA **public housing** are required by law to contribute eight hours per month of community service or participate in an economic self-sufficiency program.

8. **Safety and Crime Prevention**

In an effort to ensure the continued safety of **public housing** tenants, the NAHA intends to install additional security cameras in FY2015 in the public housing developments owned and operated by the Authority. In addition, NAHA implemented technology enhancements to provide the North Adams Police Department live feeds from security cameras throughout the Authority's sites to assist in law enforcement monitoring and crime prevention efforts. Access to live feeds have improved coordination with local law enforcement, enabled proactive and preventive policing efforts, and improved resolutions to onsite criminal acts.

9. **Pets**

NAHA made no revisions to the pet policy during this reporting period. Below is a summation of the NAHA's current policy:

Public Housing

Pet ownership by NAHA tenants is allowed, subject to compliance with the Authority's Pet and Assistive Animal Ownership Policy (Pet Policy). The NAHA's Pet Policy establishes reasonable requirements for the ownership of common household pets, resulting in a decent, safe and sanitary area environment.

NAHA's Pet Policy includes the following key elements:

- pets and assistive animals defined
- number and types of pets allowed per bedroom size
- pet ownership rules for acquiring a new, keeping an existing, or adding a new pet
- guidelines for no-pet zones
- assistive animal requirements; exclusion from the provisions of the pet policy
- lease enforcement and eviction policy for unauthorized pets or other policy violations

At lease signing, the NAHA requires tenants to certify receipt, review and compliance with the pet policy. Violations of this policy are considered a violation of a material term of the lease. The NAHA may require the removal of a pet or may commence eviction procedures upon violation of these rules. The appeal procedures duplicate those that apply to other eviction actions, including the right to a grievance hearing.

10. Civil Rights Certification

See attached and completed Form HUD-50077.

11. Fiscal Year Audit

The NAHA's most recent fiscal year audit was completed for the year ending September 30, 2013. The audit disclosed no material instances on noncompliance with laws and regulations, material weaknesses in the internal control structure or questioned costs. There were no findings. "The substantial amounts invested in capital improvements in the last year" was acknowledged in the audit. Thus, contributing to the "overall financial position of the Authority increased as a result of operations in FY2013."

Asset Management

Public Housing

The NAHA is not currently operating under Asset Management and has no immediate plans to do so in the upcoming fiscal year. The Authority has taken preliminary steps towards implementing Asset Management in the event that it becomes a requirement, pending clarification of whether the 250 unit or the 400 unit threshold will apply. These steps include: establishing two AMPs; locating property managers at two of the Authority's four developments; preparing a chart of accounts; and allocating certain costs to separate AMPs. These steps have been taken to position NAHA in case it is required to implement Asset Management in full.

12. Violence Against Women Act (VAWA)

NAHA made no policy revisions to the Violence Against Women Act during this reporting period. Below is a summation of NAHA's current policy:

The NAHA assists children or adult victims of domestic violence, dating violence, sexual assault or stalking by including a preference on its **public housing** waiting lists for victims of domestic violence. In prior years, the NAHA provided a forum for speakers to come to the Housing Authority and speak to residents about the options available to domestic violence victims. The Housing Authority continues to take a proactive role in providing information and services to victims of domestic violence, including referring victims to available resources and local agencies providing counseling and assistance.

b) Identify the specific location(s) where the public may obtain copies of the Annual PHA Plan.

- Central Office:
150 Ashland Street
North Adams, MA
Monday – Friday
8:00 AM – 4:30 PM

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

HOPE VI – non-applicable

- **Mixed Finance Mod/Development** – non-applicable
- **Demo/Disposition** – non-applicable
- **Mandatory or Voluntary Conversion** – non-applicable
- **Homeownership Programs** – non-applicable

- **Project-Based Vouchers** – On October 1, 2014 NAHA entered into a Rental Assistance Demonstration (RAD) conversation agreement with HUD to take over the administrative duties of approximately sixty units of project-based voucher housing. Prior to this arrangement these units were under an expiring operating subsidy agreement with the Department of Housing and Community Development. These units are not assets of the NAHA and are located at Brayton Hill Apartments, 159 Brayton Hill Terrace, North Adams, MA 01247.

8.0 Capital Improvements

Completed in FY2014, the NAHA significantly improved the quality and condition of its **public housing** inventory by implementing its current Energy Performance Contract (EPC). As a result, 305 residential units have been retrofitted to increase comfort levels for tenants while simultaneously lowering energy costs and reducing maintenance and operating costs. The total project cost was \$3.2 million. To insure the longevity of these capital improvements, the NAHA will obtain the services of an outside contractor for on-going maintenance of these energy saving enhancements.

NAHA continues the process of renegotiating its PILOT obligation to the City of North Adams, due to the impact of its EPC program. Historically, the Authority's contribution has been the virtual equivalent of its regularly calculated PILOT payment (10% of tenant revenue less utility expense). However, due to significant utility savings resulting from the EPC, NAHA's PILOT obligation has increased by more than 60%. Through its negotiations with the City, NAHA is seeking to adjust this obligation to match its historic obligation levels prior to the EPC. NAHA intends on taking into account the debt service payment in its revised PILOT calculation.

Anticipating HUD's impending Physical Needs Assessment (PNA) final rule, the NAHA affirms compliance in its 2015 Capital Fund Five Year Action Plan. PNAs and energy audits will be conducted via the Green Physical Needs Assessment (GPNA) tool.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report

See attached copy of form HUD-50075.1.

8.2 Capital Fund Program Five-Year Action Plan

See attached copy of form HUD-50075.2.

8.3 Capital Fund Financing Program (CFFP)

NAHA does not currently have, nor intends to apply for, a CFFP loan. Therefore, the Authority does not propose to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

9.0 Housing Needs

According to 2010 census data, the City of North Adams continues to lose population, a trend dating from the 1970s. From 2000 to 2010, North Adams population decreased by -6.6%. Indications point to job loss as a primary reason for this decline. At \$35,401, North Adams median household income is well below the national average (\$49,445). Almost half of the total number of households in North Adams earn less than \$35,000. There are nearly 5,800 occupied housing units in the City of North Adams, 46% of these are occupied by renters.

Housing needs in North Adams are greatest for the poorest residents and challenges of meeting needs are compromised by an aging housing stock – 60% were built in 1939 or earlier. Given area conditions, it is not surprising the majority of applicants on NAHA's waiting list, 88%, are considered extremely low income. However, there are subtle but effective approaches of meeting area housing needs recognized by the NAHA, such as reducing time units are vacant. NAHA has taken steps in reducing vacancy time by hiring outside contractors to make repairs and prepare apartments for re-occupancy. This initiative not only reduces time the unit is unavailable, but reflects efficient management practices.

9.1 Strategy for Addressing Housing Needs

During the upcoming year NAHA will continue its efforts in reducing unit vacancy time to make decent, safe and sanitary housing available to as many waiting list applicants as possible. Currently 101 applicants are waiting for NAHA Public Housing assistance and 168 applicants are waiting for Housing Choice Voucher assistance. The majority of applicants on both Waiting Lists qualify as Extremely Low Income households. Recognizing the increase of an aging population, NAHA intends to designate one building as Elderly during the upcoming year. NAHA will continue to seek area opportunities of partnership for addressing affordable housing needs.

10.0 Additional Information

a) Progress in Meeting Mission and Goals

The NAHA continues to make progress in meeting the mission and goals described in the 5-Year Plan. Activities specific to meeting these goals within the fiscal year include:

- Maintaining the Occupancy rate at its current level of 98%. (Goal #1)
- Continuing marketing efforts, where needed, aimed at targeted populations like low-income working families. These efforts assist in improving the Occupancy rate and provide new housing to this population. (Goals #1 and 3)

- Maintaining low unit turn-around times by using outside resources to complete vacated unit repairs. This initiative has resulted in improved leasing and occupancy performance. (Goal #2)

The NAHA Board of Directors approved the implementation of utility allowances based on unit size for both public housing and housing choice voucher programs. New accounting policies and procedures of the NAHA were also approved by the Board.

The NAHA continues its efforts of making design and functionality improvements to its website. These enhancements are driven by NAHA's desire to increase its customer service by offering features such as the ability for applicants to apply for housing online and for residents to pay rent via the internet.

Finally, in FY2014 the NAHA implemented a volunteer Section 8 Project Based Voucher (PBV) program in conjunction with assuming PBV contracts. The program currently has 60 participants.

b) Significant Amendments and Substantial Deviation/Modification

The NAHA defines a Substantial Deviation from or Significant Amendment or Modification to the NAHA's Five year and Annual Plan as discretionary changes in NAHA plans or policies that fundamentally change the Authority's mission, goals, objectives or programs, and which require formal approval of the Board of Commissioners. Any changes in the NAHA's plans or policies that are adopted pursuant to changes in HUD appropriations or revisions to HUD's regulatory or program requirements will not be considered significant amendments by the NAHA.

11.0 Required Submissions for HUD Field Office Review

See attached copies of the following items:

- Form HUD-50077
- Form HUD-50070
- Form HUD-50071
- Form SF-LLL /SF-LLL-A
- Resident Advisory Board (RAB) comments
- Challenged Elements
- Form HUD-50075.1

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/30/2011

Part I: Summary

PHA Name/Number	Locality (City/County & State)	Original 5-Year Plan				Revision No:
		Work Statement for Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	
A.	Development Number and Name	for Year 1 FFY 2014	FFY 2015	FFY 2016	FFY 2017	Work Statement for Year 5 FFY 2018
B.	Physical Improvements Subtotal	Annual Statement	271,000	91,000	79,500	52,000
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment		94,786	236,286	167,500	95,000
E.	Administration					
F.	Other					
G.	Operations			40,000	120,500	220,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing—Debt Service					
K.	Total CPF Funds					
L.	Total Non-CPF Funds					
M.	Grand Total		\$365,786	\$367,286	\$367,000	\$367,000

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

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

Part I: Summary		FFY of Grant: 2014	
PHA Name: North Adams Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06P0345014 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	

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

Line	Summary by Development Account	Original	Total Estimated Cost	Revised ²	Obligated	Total Actual Cost ¹	Expended
18a	1501 Collateralization or Debt Service paid by the PHA						
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment						
19	1502 Contingency (may not exceed 8% of line 20)						
20	Amount of Annual Grant:: (sum of lines 2 - 19)		369,729				
21	Amount of line 20 Related to LBP Activities						
22	Amount of line 20 Related to Section 504 Activities						
23	Amount of line 20 Related to Security - Soft Costs						
24	Amount of line 20 Related to Security - Hard Costs						
25	Amount of line 20 Related to Energy Conservation Measures		163,573				
Signature of Executive Director		Date	Signature of Public Housing Director		Date		

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

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

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

Part III: Implementation Schedule for Capital Fund Financing Program
 PHA Name: North Adams Housing Authority

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FFY of Grant: 2014	Reasons for Revised Target Dates
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date		
PHA Wide/ A & E Costs	5/13/2016		5/13/2018			
PHA Wide/Fees and Costs	5/13/2016		5/13/2018			
MA 34-1 Greylock Cabinets & Counter Tops	5/13/2016		5/13/2018			
MA 34-1 Greylock Security Cameras	5/13/2016		5/13/2018			
MA 34-1 Riverview Door Replacement	5/13/2016		5/13/2018			
MA 34-1 Riverview Security Cameras	5/13/2016		5/13/2018			
MA 34-6 Spring Park HVAC Systems	5/13/2016		5/13/2018			
MA 34-6 Spring Park Security Cameras	5/13/2016		5/13/2018			

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1957, as amended.

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

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

Part I: Summary

PHA Name: North Adams Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06P0345015 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2015 FFY of Grant Approval:
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:)		Final Performance and Evaluation Report	
			Original	Total Estimated Cost Revised ²	Obligated	Total Actual Cost ¹ Expended
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³					
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures		271,786			
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment		94,786			
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					

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

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

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

Part I: Summary

PHA Name: North Adams Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06P0345016 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2016 FFY of Grant Approval:
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Type of Grant Original Annual Statement Reserve for Disasters/Emergencies
 Performance and Evaluation Report for Period Ending: Revised Annual Statement (revision no:)
 Summary by Development Account Final Performance and Evaluation Report

Line	Description	Original	Total Estimated Cost Revised ²	Obligated	Total Actual Cost ¹ Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition	40,000			
9	1450 Site Improvement				
10	1460 Dwelling Structures	91,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	167,500			
13	1475 Non-dwelling Equipment				
14	1485 Demolition	68,786			
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				


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

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

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

Part I: Summary		FFY of Grant: 2016	
PHA Name: North Adams Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06P0345016 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹
		Original	Revised ²	
18a	1501 Collateralization or Debt Service paid by the PHA			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment			
19	1502 Contingency (may not exceed 8% of line 20)			
20	Amount of Annual Grant:: (sum of lines 2 - 19)	367,286		
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Activities			
23	Amount of line 20 Related to Security - Soft Costs			
24	Amount of line 20 Related to Security - Hard Costs			
25	Amount of line 20 Related to Energy Conservation Measures	68,786		

Signature of Executive Director	Date	Signature of Public Housing Director	Date
	6/17/2014		

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

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

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

Part I: Summary

PHA Name: North Adams Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06P0345017 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2017 FFY of Grant Approval:
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/>	Total Estimated Cost		Obligated	Total Actual Cost:
			Original	Revised ²		
1	Total non-CFFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³					
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement		79,000			
10	1460 Dwelling Structures		120,500			
11	1465:1 Dwelling Equipment—Nonexpendable		167,500			
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495:1 Relocation Costs					
17	1499 Development Activities ⁴					

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

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

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

Part I: Summary		FFY of Grant: 2017	
PHA Name: North Adams Housing Authority	Grant Type and Number Capital Fund Program Grant No.: MA 06P0345017 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	

Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
			Original	Revised ²	Obligated	Expended
18a	<input type="checkbox"/> Reserve for Disasters/Emergencies	1501 Collateralization or Debt Service paid by the PHA				
18ba		9000 Collateralization or Debt Service paid Via System of Direct Payment				
19		1502 Contingency (may not exceed 8% of line 20)				
20		Amount of Annual Grant:: (sum of lines 2 - 19)	367,000			
21		Amount of line 20 Related to LBP Activities				
22		Amount of line 20 Related to Section 504 Activities				
23		Amount of line 20 Related to Security - Soft Costs				
24		Amount of line 20 Related to Security - Hard Costs				
25		Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director			Date	Signature of Public Housing Director		Date

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

[Handwritten Signature]
 Date: 6/17/2014

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

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

Part I: Summary

PHA Name: North Adams Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA 06P0345018 Replacement Housing Factor Grant No: Date of CFP:	FFY of Grant: 2018 FFY of Grant Approval:
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report	Total Estimated Cost		Total Actual Cost ¹	
				Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) ³						
3	1408 Management Improvements						
4	1410 Administration (may not exceed 10% of line 21)						
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs						
8	1440 Site Acquisition			15,000			
9	1450 Site Improvement						
10	1460 Dwelling Structures			52,000			
11	1465.1 Dwelling Equipment—Nonexpendable			205,000			
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment						
14	1485 Demolition			95,000			
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities ⁴						

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

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

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

Part I: Summary		FFY of Grant: 2018	
PHA Name: North Adams Housing Authority	Grant Type and Number Capital Fund Program Grant No.: MA 06P0345018 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹
		Original	Revised ²	
18a	1501 Collateralization or Debt Service paid by the PHA			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment			
19	1502 Contingency (may not exceed 8% of line 20)			
20	Amount of Annual Grant:: (sum of lines 2 - 19)	367,000		
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Activities			
23	Amount of line 20 Related to Security - Soft Costs			
24	Amount of line 20 Related to Security - Hard Costs			
25	Amount of line 20 Related to Energy Conservation Measures			

Signature of Executive Director	Date	Signature of Public Housing Director	Date
	6/17/2014		

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

**PHA Certifications of Compliance
with PHA Plans and Related
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 08/30/2011

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

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

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

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

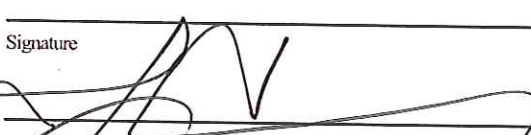
North Adams Housing Authority
 PHA Name _____

MA034
 PHA Number/HA Code _____

5-Year PHA Plan for Fiscal Years 2015- 20 19

Annual 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 Jennifer Hohn	Title Executive Director
Signature 	Date 6/10/2014

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

Approved by OMB
0348-0046

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 4c	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency: Housing and Urban Development	7. Federal Program Name/Description: Capital Fund CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ 369,729	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): No lobbying registrant engaged by this agency	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): <div style="text-align: right; margin-right: 50px;">  _____ Signature: _____ Print Name: Jennifer Holy Title: Executive Director Telephone No.: 413-663-5379 Date: _____ </div>	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name
North Adams Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

North Adams Housing Authority
Capital Fund
150 Ashland Street
North Adams, MA 01247
Berkshire County

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

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

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Jennifer Hohn

Title

Executive Director

Signature

Date

6/10/2014

Certification of Payments to Influence Federal Transactions

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

OMB Approval No. 2577-0157 (Exp. 01/31/2014)

Applicant Name

North Adams Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund

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

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

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

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

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

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

Name of Authorized Official

Jennifer Hohn

Title

Executive Director

Signature

Date (mm/dd/yyyy)

6/16/2014

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

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB# 2577-0226
Expires 08/30/2011

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

I, Richard Alcombright the Mayor certify that the Five Year and
Annual PHA Plan of the North Adams Housing Authority is consistent with the Consolidated Plan of
City of North Adams prepared pursuant to 24 CFR Part 91.

 MAYOR 6/17/14

Signed / Dated by Appropriate State or Local Official

Civil Rights Certification

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

Civil Rights Certification

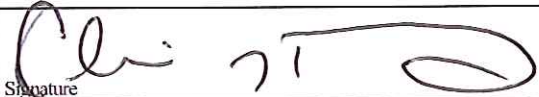
Annual Certification and Board Resolution

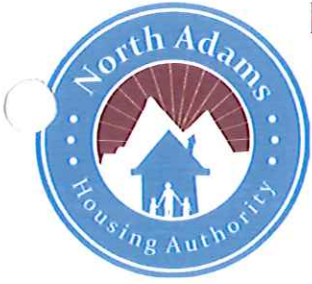
Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification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

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

North Adams Housing Authority
PHA Name

MA034
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	
Name of Authorized Official Christopher Tremblay	Title Chairman
Signature 	Date 8/26/14



NORTH ADAMS HOUSING AUTHORITY

150 ASHLAND STREET - P.O. BOX 666
NORTH ADAMS, MASSACHUSETTS 01247-0666

PHONES (413) 663-5379 AND 663-5370
FAX (413) 664-7223
TTY (413) 664-7710

JENNIFER HOHN
EXECUTIVE DIRECTOR

The Resident Advisory Board met on Wednesday, July 23rd at 2 P.M. The following people were in attendance:

Glenn Perras Resident High Rise

Helen Perry Resident Riverview

William Schrade NAHA

Each member was given a copy of the five year plan. No comments or questions were asked or given by the board.

The meeting was adjourned at 2:20 P.M.



AFFIRMATIVE ACTION AGENCY / EQUAL OPPORTUNITY EMPLOYER



Legal Notice

Notice of Public Comment Period and Hearing

Notice is hereby given that copies of the North Adams Housing Authority's Agency Annual plan for the fiscal years 10/01/2014 -9/30/2018, the five year Agency Plan. The draft form may be reviewed on Wednesday, June 18, 2014 – Monday, August 11, 2014. Interested parties are invited to attend a public hearing on Wednesday, August 20, 2014 at 5:00pm, at 150 Ashland Street Community Room. This will provide persons an opportunity to express their views regarding the Annual Plan. Anyone desiring to make written comments may present them at the hearing no later than Tuesday, August 12, 2014 to Executive Director Jennifer Hohn, North Adams Housing Authority, 150 Ashland Street, P.O. Box 666, North Adams MA, 01247

Christopher Tremblay
Chairperson
June 2, 2014

06/18/2014, 06/25/2014, 07/2/2014