

Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

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

Definitions.

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

A.	PHA Information.					
<p>PHA Name: LOWELL HOUSING AUTHORITY (LHA) PHA Code: MA001 PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): 10/01/2021 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units: 1,680 Number of Housing Choice Vouchers (HCVs): 1,331 Total Combined; 3,011 PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>Please See Attachment A for the Legal Notice regarding the Public Comment Period for the Annual Plan.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p>						
Participating PHAs		PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
Lead PHA:					PH	HCV

B.	Annual Plan Elements
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual PHA Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>An updated Deconcentration Analysis has been included. Please see Attachment B.</p> <p>The LHA adopted an amendment to the Housing Choice Voucher Program for the Foster Youth to Independence Initiative. Please see Attachment C.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p> <p>The Financial Resources report has been revised to show updated financial information. Please see Attachment D.</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <p>In April 2021, the LHA submitted an eligibility determination request to HUD under PIH Notice 2021-03: Request for Applications under the Moving to Work Demonstration Program for Fiscal Year 2021.</p> <p>The LHA will seek approval from the Department of Housing and Urban Development (HUD) to take units off-line during modernization, as needed.</p> <p>The LHA will continue with the disposition of 87 scattered site units in AMP 2, in compliance with the approval letter issued by the Special Applications Center (SAC) of the Department of Housing and Urban Development (HUD) dated August 30, 2018.</p> <p>The LHA may use Project Based Vouchers as part of the below market disposition to local non-profit agencies. The LHA may also utilize PBV with development activities intended to expand the supply of affordable housing, but to do so in a manner that affirmatively furthers fair housing.</p> <p>The LHA is planning to apply for an Emergency Safety and Security Grant to upgrade surveillance cameras at Highland Parkway (AMP 2).</p> <p>The LHA has applied for a HUD Housing Related Hazards Grant for Radon remediation at Highland Parkway in the amount of \$430,000.</p> <p>Through the LHA's non-profit affiliate Residents First Development Corporation (RFDC), the final phase of development at River's Edge on the Concord will be completed. The Development Plan will be approved by the City of Lowell and the Massachusetts Department of Housing and Community Development (DHCD) prior to the commencement of work.</p>

B.3	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>A Progress Report has been included. Please see Attachment E.</p>
B.4.	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
Other Document and/or Certification Requirements.	
C.1	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p><u>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations</u>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.2	<p>Civil Rights Certification.</p> <p><u>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations</u>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>The Agenda and Minutes of the RAB Meeting are attached. Please see Attachment F.</p>
C.4	<p>Certification by State or Local Officials.</p> <p><u>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</u>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
D	<p>Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>

D.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>A Statement of Capital Improvements is included. Please see attachment G.</p>
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Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

A. PHA Information. All PHAs must complete this section.

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

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

B. Annual Plan.

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

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

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA's public housing and Section 8 tenant-based assistance waiting lists. 24 CFR §903.7(a)(1) and 24 CFR §903.12(b). 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. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA's public housing and Section 8 tenant-based assistance waiting lists. 24 CFR §903.7(a)(2)(ii) and 24 CFR §903.12(b).

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

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

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

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

Safety and Crime Prevention (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. (24 CFR §903.7(m)(5))

Pet Policy. Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define "significant amendment/modification", HUD will consider the following to be "significant amendments or modifications": a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

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

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

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

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

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

Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

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

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

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

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

B.4 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements

C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.

C.2 Civil Rights Certification. Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

C.3 Resident Advisory Board (RAB) comments. If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

C.4 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

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

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

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies,

rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 16.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

ATTACHMENT A

HOUSING AUTHORITY OF THE CITY OF LOWELL

LEGAL NOTICE

On May 27, the Year 2021, the draft Annual Plan of the Lowell Housing Authority (LHA), as required under Section 511 of the Quality Housing and Work Responsibility Act (QHWRA) of 1998, is available for a forty-five (45) day public review and comment period. A copy of the draft Annual Plan is available for review at the Executive Office, located at 350 Moody Street, Lowell, MA, during regular office hours and can be found on our website at www.lhma.org. The Executive Office is wheelchair accessible. Reasonable accommodations will be provided to persons requesting assistance. The Annual Plan is scheduled to be submitted to the U.S. Department of Housing and Urban Development (HUD) on or before July 16, 2021.

On July 14, 2021, at 3:30 p.m. a Public Hearing will be held to accept oral or written comments on the Annual Plan. Written comments will also be accepted at the Executive office until 3:30 p.m. on July 14, 2021. The LHA will conduct the Public Hearing virtually and in-person at the following locations:

VIRTUAL MEETING

Join Zoom Meeting: <https://zoom.us/j/91753047926>

Toll-Free Phone: 877-853-5247 or 888-788-0099

Meeting ID: 917 5304 7926

IN-PERSON MEETING

The Mercier Center

21 Salem Street

Lowell, MA 01854

Anyone seeking further information should contact the Authority. The telephone number for the Authority is (978) 364-5311. The LHA can be reached by TDD at 1-800-545-1883, Extension 178.

ATTACHMENT B

Deconcentration Analysis

and Admissions Policy for De-Concentration

Deconcentration Analysis May, 2021

Site	Average			Avg Income Per Development	Does LHA Develop Fall b/w Ranges
	Actual Same units Average	85% of PHA Wide Avg Income (Avg x .85)	115% of PHA Wide Avg Income (Avg x 1.15)		
MA 1-1	19,220	16,337	22,103	17,942	YES
MA 1-2 / 1-17	19,220	16,337	22,103	22,082	YES
MA 1-7	19,220	16,337	22,103	24,349	NO
MA 1-12	19,220	16,337	22,103	22,440	NO
MA 1-14	19,220	16,337	22,103	9,158	NO

MA 1-7	Average falls above range by \$ 2,246
MA 1-12	Average falls above range by \$ 337
MA 1-14	Average falls below range by \$10,062

The Lowell Housing Authority (LHA) has reviewed the Deconcentration Analysis. At the present time, the LHA is in process of selling properties at MA 1-12 and MA 1-14. To date, 70 units have been sold and two buildings have signed purchase and sale agreements. There is one building at MA 1-12 and one building at MA-14 that have not been sold. It is anticipated that this will be the final year that we will report on the MA 1-12, MA 1-14 properties, as the remaining buildings should be sold in the coming months and will be removed from the LHA portfolio.

The Authority has had success in reducing income at the Highland Parkway Development by an average of \$324. This has brought this development to within range. At MA 1-7, there have been three vacancies since July of 2020. Two units have been leased to families with incomes below Extremely Low-Income Limits. One unit is in process of being leased. It is anticipated that with additional unit turnovers, the development will be brought within range.

The LHA will monitor our progress in addressing deconcentration on a quarterly basis.

The following is an extract from the Low Rent Public Housing Administrative Plan, approved by the Board on July 11th, 2007 which applies to this issue:

Policies on Selection and Admission of Applicants from Waiting List

Subsequent to verification of the information provided in the full application, LHA will group the applications into two tiers.

Tier 1 will include all applicants with incomes that do not exceed 30 % of median income for the Lowell area (NOTE: Families in this income category are termed Extremely Low-Income (ELI) families).

Tier 2 will include all applicants with incomes that exceed 30 % of median income but do not exceed 80 % of median income for the area (Such families are termed Low-Income Families).

Within each tier, families with local preferences will be listed first. Those preference-holders meeting the ranking preference described in Chapter 4.5 will be filed first by earliest date of pre-application, followed by preference-holders not meeting the ranking preference ordered by earliest date of pre-application.

In order to assure that the statutory income-targeting requirement that "not less than 40 % of the families admitted to a PHA's LRP program during the PHA fiscal year from the PHA waiting list be ELI families", 4 of the initial 10 referrals to briefings shall be families on the waiting list who are Tier 1 families and 6 of the initial 10 referrals to briefings shall be Tier 2 families that are preference-holders. If there is not a sufficient number of Tier 2 preference-holders, one or more of the referrals which were to be initially Tier 2 families will Tier 1 preference-holders.

In addition, if the agency's deconcentration analysis indicates that there are any developments which require targeted selection of below average or above average income families then a further tiering of applications will be done.

Tier 3 will include all covered applicants whose incomes are less than 85% of the average income of all covered families.

Tier 4 will include all covered applicants whose incomes are more than 115% of the average income of all covered families.

As units become available for any covered development under the deconcentration analysis, then in addition to the targeting tiers and procedures, skipping will be applied to admit only those applicants who are also in Tier 3 or Tier 4 as may be required.

ATTACHMENT C

Addendum to the Housing Choice Voucher Program Administrative Plan

Tenant Protection Vouchers

For Foster Youth to Independence Initiative

The Lowell Housing Authority (LHA) has established a collaborative initiative to prevent and end homelessness among youth and young adults with current or prior involvement with the Massachusetts Department of Children and Families (DCF). In addition to DCF, this partnership includes Community Teamwork, Incorporated (CTI), and the City of Lowell Continuum of Care (CoC). *“The Federal Strategies Plan to Prevent and End Homelessness”* estimates that 25% of youth aging out of foster care will experience homelessness within 4 years, and calls on federal, state and local partners to work together to end homelessness. This has been an ongoing issue within the City for many years and these Vouchers will assist our most vulnerable homeless population.

1. ELIGIBILITY

The Tenant Protection Voucher (TPV) Initiative provides rental assistance to youth age 18 to 24 years of age. Rental assistance will be provided for a maximum 36-month period, during which time, program participants will be offered a wide range of services to prepare them for independent living. Youth who have left foster care or will leave foster care within 90 days are eligible for participation. Rental assistance is also available to youth who are homeless or at risk of being homeless at age 16 years or older. Supportive services will be offered to all youth during the 36-month period of rental assistance; however, eligible youth cannot be required to accept these services as a condition of receipt of a Voucher. The LHA must receive written documentation from DCF that all youth referred for assistance are homeless or at risk of becoming homeless. Eligibility is not limited to single persons. Pregnant and parenting youth are eligible to receive assistance under this program.

2. REFERRALS, ASSESSMENT, PROGRAM REQUIREMENTS AND ADMINISTRATION

The LHA will accept referrals of eligible youth from DCF. DCF will establish a system for identifying eligible youth within their client database and may also accept referrals from the LHA and the CoC. DCF will create a system for prioritizing eligible youth for participation in the program. DCF will send a written referral to the LHA that a client has been screened and deemed eligible for a Tenant Protection Voucher under the Foster Youth to Independence Initiative. DCF has committed to providing supportive services for a period of 36 months. These services include basic life skills and money management, use of credit, general housekeeping, counseling on lease compliance and educational and career advancement.

Once an eligible youth has been referred, the LHA will submit the name and referral letter to HUD with the Foster Youth to Independence Initiative Program application. Upon receiving approval, a preliminary application for the Housing Choice Voucher (HCV) Program will be accepted and the applicant will be placed on the Housing Choice Voucher Waiting list. The LHA may admit youth that are not on the waiting list, or without considering the applicants waiting list position. Documentation will be placed on file indicating that the applicant was admitted with HUD-targeted assistance. The LHA will then determine if the applicant meets the eligibility criteria for the Housing Choice Voucher Program.

While receiving rental assistance, the LHA will maintain a special program code for Foster Youth to Independence program participants. Program code "FYITPV" will be entered in line 2n of the HUD Family Report (HUD 50058). The LHA will record the date of voucher issuance, date of admittance to the program and expiration of the voucher on line 2a of the report.

The LHA has entered into a Memorandum of Understanding with DCF and the City of Lowell CoC (Attachment 1). In addition, the LHA has entered into a Memorandum of Understanding with Community Teamwork, Inc. (Attachment 2). Both documents outline a working relationship between all parties to promote the successful implementation and administration of the Tenant Protection Vouchers for the Foster Youth to Independence Initiative. The DCF Memorandum of Understanding outlines the referral process and the provision of services.

Should a youth fail to use the Voucher, the LHA may issue the Voucher to another eligible youth, if one has been identified. In addition, upon completion of the 36-month rental assistance period, or at the time a youth leaves the program, the Voucher may be issued to another eligible youth. In both instances, if an eligible youth has not been identified, the LHA must notify HUD, and the LHA's HCV baseline inventory will be reduced by the number of unissued FYI Tenant Protection Vouchers.

MEMORANDUM OF UNDERSTANDING

BETWEEN

The Department of Children and Families
600 Washington Street
Boston, MA 02111

And

The Lowell Housing Authority
350 Moody Street
Lowell, MA 01854

And

The City of Lowell Continuum of Care
Lowell City Hall
375 Merrimack Street Lowell, MA 01852

The parties of this Memorandum of Understanding hereby agree to collaborate on the Tenant Protection Vouchers for Foster Youth to Independence Initiative (TPV FYI).

I. Background

Home Together: The Federal Strategic Plan to Prevent and End Homelessness calls for federal, state, and local partners to work together to end homelessness in America. This includes ending homelessness among unaccompanied youth and other young adults. Young adults transitioning out of foster care, or with histories of involvement with foster care, are at a high risk of homelessness. It is estimated that between approximately 20,000-25,000 youth transition out of foster care every year. Of those, approximately 25% experience homelessness within four years of transitioning out, and an even higher percentage will experience some form of precarious housing. Through the FYI, HUD is investing in local, cross-system collaborative efforts to prevent and end homelessness among youth with a current or prior history of child welfare involvement. The success of this effort requires that community partners coordinate effectively to identify, target, and connect eligible youth at-risk of or experiencing homelessness to housing and related supports. This notice calls for public housing agencies (PHAs), public child welfare agencies (PCWAs), and continuums of care (CoCs) to work together to determine the most appropriate intervention for each young person.

II. Purpose

The purpose of this agreement is to outline a working relationship between all parties to promote the successful operation of the Tenant Protection Vouchers for Foster Youth to Independence Initiative.

III. Eligible Youth

The population eligible to be assisted by the Tenant Protection Vouchers for Foster Youth to Independence Initiative funding are youth referred by a PCWA as meeting the following conditions:

1. Has attained at least 18 years and not more than 24 years of age;

MEMORANDUM OF UNDERSTANDING

2. Left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act at age 16 or older; and
3. Is homeless or is at risk of becoming homeless.

Pregnant and/or parenting youth are eligible to receive assistance by the Tenant Protection Vouchers for Foster Youth to Independence Initiative assuming they otherwise meet eligibility requirements.

IV. Length of Assistance

As required by statute, a TPV FYI may only be used to provide housing assistance for youth for a maximum of 36 months.

V. Triggering Event

The triggering event for eligibility under the TPV FYI is the receipt of a referral from the PCWA to the PHA of an eligible youth.

VI. PHA Roles and Responsibilities

1. Lowell Housing Authority is currently administering the Housing Choice Voucher (HCV) Program and has an existing ACC with HUD for HCVs.
2. Lowell Housing Authority does not currently administer the FUP.
3. Lowell Housing Authority has a partnership with the DCF which will assist the PHA in using assistance under the FYI TPV.
4. Lowell Housing Authority will accept referrals of youth referred by DCF as eligible for assistance under this notice. A request for assistance may not be made until the PHA has received a referral of a FYI-eligible youth from the partnering DCF.
5. Lowell Housing Authority will determine if youth referred by DCF are eligible for HCV assistance.
6. Lowell Housing Authority will amend the administrative plan in accordance with applicable program regulations and requirements, if needed.

VII. PCWA Roles and Responsibilities

1. DCF will create a system for identifying FYI-eligible youth within the agency's caseload and review referrals from the PHA and CoC.
2. DCF will create a system of prioritization for FYI-eligible youth.
3. DCF will provide a written referral to the PHA that a youth is FYI-eligible.
4. DCF will provide or secure a commitment of supportive services for a period of 36 months to FYI-eligible youth receiving rental assistance through FYI TPV. Supportive Services includes:

MEMORANDUM OF UNDERSTANDING

- a. Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation; and access to health care (e.g., doctors, medication, and mental and behavioral health services).
- b. Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
- c. Providing such assurances to owners of rental property as are reasonable and necessary to assist a FYI-eligible youth to rent a unit with a voucher.
- d. Job preparation and attainment counseling (where to look/how to apply, dress, grooming, and relationships with supervisory personnel, etc.).
- e. Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); attendance/financing of education at a technical school, trade school or college; including successful work ethic and attitude models.

A FYI-eligible youth cannot be required to participate in these services as condition of receipt of the voucher.

VIII. CoC Roles and Responsibilities

1. The CoC will integrate the prioritization and referral process for eligible youth into the CoC's coordinated entry process.
2. The CoC will identify services, if any, to be provided using CoC program funds to youth who qualify for CoC program assistance.
3. The CoC will make referrals of FYI-eligible youth to the DCF.

IX. Duration

This MOU shall be effective upon its execution by the parties and shall remain in effect until the earliest of one of the below occurs:

- a. The parties mutually agree to terminate it;
- b. It is superseded by a successor Memorandum of Agreement; or
- c. By either party at any time by providing written notice to the other party at least thirty (30) calendar days prior to such termination. Notice must be in writing and delivered to the person who signs this MOU by the respective agency;
- d. Five years from the effective date;

MEMORANDUM OF UNDERSTANDING

c. The Tenant Protection Vouchers for Foster Youth to Independence Initiative ends.

X. Notice

Any notice required or desired to be given pursuant to this MOU shall be in writing and shall be mailed to the persons named below at the following address:

For DCF: Michelle Banks, Director of Adolescent and Young Adult Services

Department of Children and Families

600 Washington Street

Boston, MA 02111

Signature: Michelle Banks

Date: 8/26/2020

For the PHA: Gary Wallace, Executive Director/CEO

The Lowell Housing Authority (LHA)

350 Moody Street

Lowell, MA 01854

Signature: Gary K. Wallace

Date: 9/1/2020

For the CoC: Alvina Brevard, Associate Director DHS, DHCD

The Balance of State Continuum of Care

Department of Housing and Community Development

100 Cambridge St., Suite 300

Boston, MA 02114

Signature: Alvina Brevard

Date: 8/31/20

MEMORANDUM OF UNDERSTANDING

BETWEEN

The Department of Children and Families (DCF)
600 Washington Street
Boston, MA 02111

And

Community Team Work Inc.
155 Merrimack Street
Lowell, MA 01852

The parties of this Memorandum of Understanding hereby agree to collaborate providing services to youth receiving a Tenant Protection Vouchers for Foster Youth to Independence Initiative (TPV FYI).

I. Background

Home Together: The Federal Strategic Plan to Prevent and End Homelessness calls for federal, state, and local partners to work together to end homelessness in America. This includes ending homelessness among unaccompanied youth and other young adults. Young adults transitioning out of foster care, or with histories of involvement with foster care, are at a high risk of homelessness. It is estimated that between approximately 20,000-25,000 youth age out of foster care every year. Of those, approximately 25% experience homelessness within four years of transitioning out, and an even higher percentage will experience some form of precarious housing. Through the TPV FYI, HUD is investing in local, cross-system collaborative efforts to prevent and end homelessness among youth with a current or prior history of child welfare involvement. The success of this effort requires that community partners coordinate effectively to identify, target, and connect eligible youth at-risk of or experiencing homelessness to housing and related supports.

II. Purpose

The purpose of this agreement is to outline a working relationship between all parties to promote the successful operation of the Tenant Protection Vouchers for Foster Youth to Independence Initiative and ensure youth receive proper supportive services.

III. Provider Agreement to Provide Services

Community Teamwork Inc. will provide supportive services. Based on available funding, Community Teamwork Inc. will provide or secure a commitment for the provision of required supportive services for a period of 36 months to FYI-eligible youth receiving rental assistance through TPV FYI who reside within the agency's service region. Supportive services include:

MEMORANDUM OF UNDERSTANDING

- a. Basic life skills information/counseling on money management, use of credit.
- b. Rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits.

IV. PCWA Agreement to Provide Services

DCF will provide post secondary counseling to participants upon request of the participant.

V. Duration

This MOU shall be effective upon its execution by the parties and shall remain in effect until the earliest of one of the below occurs:

- a. The parties mutually agree to terminate it;
- b. It is superseded by a successor Memorandum of Agreement; or
- c. By either party at any time by providing written notice to the other party at least thirty (30) calendar days prior to such termination. Notice must be in writing and delivered to the person who signs this MOU by the respective agency.
- d. Five years from the effective date;
- e. The Tenant Protection Vouchers for Foster Youth to Independence Initiative ends.

MEMORANDUM OF UNDERSTANDING

VI. Notice

Any notice required or desired to be given pursuant to this MOU shall be in writing and shall be mailed to the persons named below at the following address:

For Community Teamwork Inc.

Frederick
Karen Fredrick, Chief Executive Officer

Community Teamwork Inc.

155 Merrimack Street

Lowell, MA 01852

Signature: *Karen Fredrick*

Date: *8/31/2020*

For DCF:

Michelle Banks, Director Adolescent and Young Adult Services

Commonwealth of MA Department of Children and Families

600 Washington Street

Boston, MA 02111

Signature: *Michelle Banks*

Date: *8/26/2020*

ATTACHMENT D

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)] *Updated for new 2CFR200*

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2021 grants)		
a) Public Housing Operating Fund	7,226,720	
A. Public Housing Capital Fund	5,064,582	
B. HOPE VI Revitalization	0	
C. HOPE VI Demolition	0	
D. Annual Contributions for Section 8 Tenant-Based Assistance	15,820,000	
E. Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
a) Resident Opportunity and Self-Sufficiency Grants	152,782	
b) Community Development Block Grant	0	
c) HOME	0	
Other Federal Grants (list below)	2,300,000	Jobs Plus Program
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Fund Program	5,816,125	Public Housing Capital Improvements
3. Public Housing Dwelling Rental Income		
Federal Low Rent Public Housing	7,675,000	Public Housing Operations

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Other income (list below)		
Investment Income(Federal)	68,000	Public Housing Operations
Other Income other than rent and interest.	3,032,235	Public Housing Operations
5. Non-federal sources (list below)		
State Low Rent Public Housing including MRVP vouchers	3,564,397	Public Housing Operations
Unrestricted Investment Income (State)	10,200	Public Housing Operations
Total Resources	\$50,730,041	

ATTACHMENT E: 2020-2024 LHA FIVE YEAR GOALS

PROGRESS MADE IN YEAR 2 (FY 2021) OF THE FIVE-YEAR PLAN

Goals for 2020-2024	Progress made or Estimated to be Completed by September 30, 2021
Physical Facilities:	
<p>Creation of a mixed-use development on the site of the Mercier Center or other location within the City through the non-profit Revitalization Effort Toward New Urbanism (RENU). The LHA received approval from the Special Applications Center (SAC) of HUD in August 2018, for the disposition of 87 scattered site units under AMP 2. The LHA will dispose of these units in accordance with the directive issued by the SAC.</p>	<p>The Lowell Housing Authority conducted a Request for Proposals (RFP) process for the disposition of 20 scattered site buildings. To date, sixteen (16) buildings have been sold (68 units). Two (2) buildings have executed a Purchase and Sale Agreement and will be sold to a local non-profit and three (3) buildings are in process of being sold and are awaiting updated appraisals.</p> <p>To support the mixed-use development on the site of the Mercier Center, in late 2020, the LHA took two parcels of land through eminent domain. This resulted in the need to relocate a restaurant, as well as a family living in a single-family home. A Relocation Advisory Agent has been brought on to coordinate relocations for those impacted. The LHA will move forward with additional land takings in the next few months.</p>
<p>Relocation of residents occupying scattered site units who choose to move to other public housing or lease with a private landlord utilizing a Housing Choice Voucher.</p>	<p>To date, seventeen (17) relocations were coordinated for residents seeking transfers to other Public Housing units. Ten (10) relocations were coordinated for residents who relocated with a Voucher to units in the private market. Forty-eight (48) are utilizing a Voucher to remain in place. Some of those residents are in housing search to move with a Voucher.</p>
<p>Complete housing development at the Rivers Edge on the Concord site.</p>	<p>The Department of Housing and Community Development (DHCD) made a determination that the final phase of the River's Edge on the Concord will be completed by the Residents First Development Corporation (RFDC), as per the original Development Plan. The current plan is to create up to forty-four (44) duplex and condex style units with 85% of the sales reserved for low to moderate income families, based on an affordable sale price formula. The RFDC, the City of Lowell and DHCD are currently working on the final phase.</p>

Goals for 2020-2024	Progress made or Estimated to be Completed by September 30, 2021
<p>As opportunities arise, Federalize State Public Housing developments based on the number of available units under the Faircloth Amendment. The LHA has identified 11 units of family housing that are pending approval by DHCD and HUD.</p>	<p>The LHA is in process of federalizing 10 units at 40 – 58 Dublin Street. With the replacement of roofs last year, the building envelope is now secure. LHA has completed a 94-window replacement project. Kitchen and bath upgrades, selective door replacement, updates to an existing ADA unit to make it fully accessible and site improvements are in the planning phases.</p>
<p>Establish a comprehensive capital plan to address aging roofs, elevators and other building systems.</p>	<p>Contained in the 2020 – 2024 Capital Fund Plan is funding allocated for the upgrade/replacement of elevators at six (6) locations at South Common Village, roof replacements at the Highland Parkway Triplex and Centralville Gardens and generator replacements at Belvidere Heights, City View Towers, Francis Gatehouse and Centralville Gardens. Upgrades to the elevator at Centralville Gardens were completed in October 2020. Two (2) elevator upgrades at South Common Village are in process at this time.</p>
<p>Revitalization of the Hadley House, a historic home in which the LHA intends to establish a supportive housing program for Veterans or other special needs groups. This is contingent upon the award of site control by the City of Lowell.</p>	<p>The Revitalization Effort Toward New Urbanism (RENU) acquired the Hadley House in October 2019. It is situated on land owned by the Commonwealth of Massachusetts, Department of Conservation. The Authority has offered several parcels of equal value to the Commonwealth as a potential land swap, but there was no interest. The LHA is now working toward establishing a land lease so that restoration work can begin. The goal is to create 3-5 units of congregate housing for Veterans.</p>
<p>Explore the technology behind and the benefits of the creation of Smart Buildings for better efficiencies and cost savings.</p>	<p>The Authority has entered into a contract with Visix to install digital signage at all developments. This technology will allow the LHA to stream important information and messages to our residents. In the next year, our facilities team will be investigating other technological improvements in our buildings that will include electronic leak detection, pressure and heat loss detection and electrical outages. These electronic detectors will provide immediate alerts through a smart device to allow for immediate LHA response and repair.</p>
<p>Determine if implementation of the Rental Assistance Demonstration (RAD) Program or other repositioning opportunities are feasible</p>	<p>A virtual meeting with HUD’s Office of Recapitalization was conducted in August 2020, which provided an overview of the RAD Program and discussion on the</p>

Goals for 2020-2024	Progress made or Estimated to be Completed by September 30, 2021
for the preservation of LHA public housing properties. The LHA will look at the Moving to Work Program and explore the benefits to the LHA.	<p>feasibility for development conversion. The LHA is reviewing the pros and cons of a RAD conversion at the present time.</p> <p>The LHA has submitted a letter of interest to HUD for consideration in the next application process for Moving to Work.</p>
Research energy programs for the replacement of building systems and structural fixtures for increased energy efficiencies.	<p>The LHA has received approval from the US Department of Housing and Urban Development (HUD) to enter into an extension to our energy performance contract (EPC) with Ameresco, Inc. for a period of eight years. The extension allows the Authority to continue to receive the HUD incentives and savings from our original EPC for an additional eight years and offers a significant opportunity to LHA to implement energy efficient capital improvements such as: common area lighting upgrades, premium efficiency boilers and toilets, new hot water heater tanks, roof replacement and insulation, and solar water heating.</p> <p>In 2020, 32 premium efficiency toilets were installed at Harold Hartwell Court (AMP 2) and 27 were installed at Lawrence Street (AMP 3). Also in 2020, solar hot water heaters at Highland Parkway (roof solar arrays on storage tank in the 5 Avenue C boiler building at AMP 2) were installed.</p>
Management Operations	
Revise the Mission Statement to reflect the goals and priorities of the agency.	A new slogan for the LHA has been developed and the revised Mission Statement will follow.
Incorporate data driven decision making in all areas of the Authority's operation.	The LHA hired a Data Analyst to provide trend reports to the Executive and Management Teams. This Analyst has been instrumental to the agency by providing detailed reports that support our goal of using data driven decision making to enhance our management and maintenance operations.
Increase the use of technology among all staff members for secure information storage and streamlining of administrative processes	In March 2020, the LHA initiated MyHousing, an online application system that will allow new applicants to apply online, communicate with the Public Housing team, and check the status of their application. Digital filing also began in 2020, with 15% of client information in the Division of Leased Housing Programs being archived in the new system. The LHA

Goals for 2020-2024	Progress made or Estimated to be Completed by September 30, 2021
	plans to digitize all applicant and resident files throughout the agency. The digital software will provide scanning, integration with Elite software and offers the ability for applicants and residents to e-sign documents.
Update maintenance procedures for a more efficient operation and explore possible outsourcing of work through privatization.	<p>The LHA is implementing a mobile work order process whereby maintenance staff in the field can initiate or receive a work order utilizing a tablet. This pilot program currently involves a limited number of staff members but will gradually be rolled out to all, once a final process has been established. This effort should result in a more efficient workflow.</p> <p>The LHA is also looking at privatization of maintenance work that is requested after normal business hours.</p>
Restructure the Organizational Chart and update job descriptions and the Personnel policy to reflect the Authority's needs.	The Organizational Chart for the Agency has been updated and shared with the Board of Commissioners. Job descriptions were updated to remove language and job functions that were obsolete. New job duties were included to meet the current operational needs of the agency. The Personnel Policy was updated and will be sent to the Personnel Sub-committee for review.
Continue the rebranding efforts of the agency. This will include increasing staff participation on local non-profit boards and expanding social media efforts to reach new stakeholders, residents and the general public.	The LHA currently has 6 staff members who are participating on local non-profit boards and commissions. In the post COVID era, the LHA will look to expand staff participation on Boards throughout the community. Our social media efforts to increase awareness of our programs and initiatives continues.
Expand grant writing efforts for the sustainability of the agency.	<p>It was another successful year for the LHA in obtaining grant funding for Federal and State Programs. During 2020-2021, the LHA was awarded the following grant and Housing Choice Voucher Program funding allocation:</p> <p>A \$5,000 grant was awarded by the Greater Lowell Health Alliance to fund a healthy living senior's program to provide nutritional meals to LHA's elderly</p>

Goals for 2020-2024	Progress made or Estimated to be Completed by September 30, 2021
	<p>residents.</p> <p>The LHA was awarded \$83,531 for 7 Housing Choice Vouchers under the Foster Youth to Independence Program for eligible youth aging out of foster care who are homeless.</p> <p>The LHA has submitted or will submit applications for the following:</p> <p>HUD Housing Related Hazards Grant, in the amount of \$430,000, to provide Radon remediation at Highland Parkway.</p> <p>HUD Capital Fund Emergency Safety and Security Grant (maximum award \$250,000) to provide security camera upgrades at Highland Parkway.</p>
<p>Improve job performance at all levels and develop procedures for better performance output, with an emphasis on staff accountability. Increase resident accountability through increased communication and better lease enforcement.</p> <p>The LHA will pursue future allocations of Housing Choice Vouchers, targeted toward special populations (Mainstream, VASH, FUP) to address the issue of homelessness in Lowell.</p>	<p>The LHA established new training requirements for property management and facilities staff in 2020. All new property management hires are required to obtain a Public Housing Management Certification and complete rent calculation training.</p> <p>A training requirement has also been established for maintenance staff and is included in the Collective Bargaining Agreement. Under this Agreement, the LHA will work with Union representatives to develop training programs to support maintenance staff and establishes a required number of training hours.</p> <p>Sensitivity and inclusion trainings have been coordinated for all employees.</p> <p>In 2020, the LHA was successful in being awarded 7 Housing Choice Vouchers for the Foster Youth to Independence Initiative. A Memorandum of Understanding was entered into with the Department of Children and Families and (DCF) and Community Teamwork, Inc. (CTI). To date, 3 Vouchers holders</p>

Goals for 2020-2024	Progress made or Estimated to be Completed by September 30, 2021
	have leased units and 4 are in housing search.
Continue to recruit and hire qualified minority applicants to expand diversity within the agency.	The LHA continues to place a high value on the recruitment and hiring of qualified minority candidates. In 2018, the Authority adopted an "Acre Hiring Preference" to hire residents from the high poverty neighborhood with a concentration of minority citizens. Over the last year, the Authority has filled nine positions out of fifteen with qualified minority applicants. Of the nine (9) positions filled, five (5) were administrative positions requiring a degree, one (1) was for an administrative position not requiring a degree and three (3) were hired into maintenance positions.
Expand and monitor staff development to increase productivity and ensure compliance with program regulations.	The LHA provides training and guidance to all staff to ensure compliance with federal and state regulations. Training is provided through outside vendors on specific program requirements related to Property Management, REAC Inspections, the Housing Choice Voucher Program and OSHA standards of compliance.
Client Services	
Create a set-aside of Housing Choice Vouchers for Public Housing residents graduating out of the Family Self Sufficiency Program and ready for homeownership	The LHA will establish a set-aside of 3-5 Housing Choice Vouchers for Public Housing Family Self-Sufficiency Program participants who have graduated from the program and have qualified for home ownership. This will ensure the financial stability needed by families transitioning to home ownership. The Authority is in the process of establishing an addendum to the Housing Choice Voucher Program Administrative Plan for this set-aside of vouchers.
Establish definitive protocols for communicating information to applicants/residents in order to provide better customer service.	Communication will be improved with the establishment of a new contract for digital signage. Visix will be installing a digital signage solution throughout LHA's properties. These displays will allow the LHA to broadcast global messages or tailor messaging for individual properties. Messaging will include emergency alerts, maintenance notifications, snow removal guidance, resident reminders, upcoming events and other LHA news. This new

Goals for 2020-2024	Progress made or Estimated to be Completed by September 30, 2021
	<p>communication tool will streamline message delivery and will reduce costs associated with printing and delivery of paper flyers.</p> <p>Also, the LHA website is continuously updated to bring the most up-to-date information to applicants and residents.</p>
<p>Collaborate with area non-profits in the development of programs and activities for resident youth advancement, and the expansion of the Family Self Sufficiency Program.</p>	<p>The LHA currently provides space at the Mercier Center to the Lowell School Department, to conduct individual student assessments. In addition, space is provided to conduct toddler play groups. The School Department also provides meals and snacks for the Learning Zone, an after-school homework assistance program offered at the Mercier Center and at the Community Room at Highland Parkway. During the past year, these programs were suspended due to the COVID-19 Pandemic. The LHA is hopeful to resume these activities in the Fall of 2021.</p>

ATTACHMENT E

Housing Choice Voucher (HCV) Program and Public Housing Program (PH)

Family Self Sufficiency (FSS) Program Update

May 2021

- 40 participants are enrolled in the FSS Program as of May 2021.
- 4 new participants (HCV:3, PH:1) established FSS Contracts; 2 additional residents will enroll on June 1, 2021 and 3 residents will enroll on July 1, 2021.
- 5 participants (HCV:3, PH:2) enrolled in post-secondary programs (Certificate, Associate's Degree, Bachelor's Degree, and Master's Degree).
- 23 out of 40 participants (HCV:17, PH:6) hold either part-time or full-time employment positions.
- As of May 20, 2021, 25 participants had a positive escrow balance. The total of all escrow account balances is \$280,566.04.
- 15 participants are currently accruing escrow.
- All participants are working on credit repair.
- Of the current number of participants, 26 have increased their credit scores since enrollment.
- Several participants have completed the online version of the Community Teamwork, Inc., Financial Literacy Academy within the past year and additional participants are currently enrolled.
- 1 participant has invested the required funds into the Community Teamwork, Inc., Individual Asset Development Program and is prepared to utilize accrued funds towards closing costs for the purchase of home.
- 6 participant families are preparing for mortgage pre-approval (or already obtained pre-approval) with 2 families entering into purchase and sale agreements.
- 1 participant purchased a home within the past year without the use of a Housing Choice Voucher.
- Many participants have an established goal of homeownership within their FSS Contract.

ATTACHMENT F

LOWELL HOUSING AUTHORITY (LHA)
RESIDENT ADVISORY BOARD (RAB) VIRTUAL MEETING

ANNUAL PLAN 2022

TUESDAY, APRIL 20, 2021 AT 10:30 A.M.

VIRTUAL MEETING: <https://zoom.us/j/93725504411>

OR BY CALLING: (888) 788-0099 OR (877) 853-5247 TOLL-FREE

AND ENTERING MEETING ID: 937 2550 4411

A meeting of the Resident Advisory Board (RAB) will be held to review and discuss the progress made in the second year of the 5 Year Plan and goals for fiscal year 2022. The LHA will accept comments and recommendations from residents on the Plan. We look forward to hearing from you at this important meeting!

RESIDENT ADVISORY BOARD (RAB) VIRTUAL MEETING

April 20, 2021

10:30 A.M.

AGENDA

- 1. Opening Remarks – Year 2 of the 5 Year Plan**
- 2. Impact of COVID-19**
- 3. Progress in Meeting Goals to Date**
- 4. Goals, Performance Measurement, Accountability**
- 5. Disposition of Scattered Site Units**
- 6. Resident Concerns/Discussion**
- 7. Other Topics**

RESIDENT ADVISORY BOARD (RAB) MEETING (VIRTUAL)

ANNUAL PLAN

Tuesday, April 20, 2021

10:30 AM

Meeting Minutes

1. Welcome/ Introductions:

- Jonathan Goldfield, Mary Ann Maciejewski, Sherry Giblin, Laura Watts, Eunice Zeigler, Justin Sapareto, Andrew Rocha, Residents: Albano Cunha, William Heath, Hilda Concepcion, Cathy Montanez, Margaret Fournier, Ro euth Kong, John King

2. COVID Safety Measures

- The Lowell Housing Authority has taken many steps to ensure the safety of residents and staff during the COVID-19 Pandemic. A COVID-19 Fact Sheet issued by the Center for Disease Control and translated into Spanish and Khmer has been provided to residents and staff. The LHA established a dedicated resource page on our website and conducted regular calls with HUD. All community rooms were closed to resident gatherings. The LHA adopted waivers that modified our administrative procedures. In an effort to keep staff safe, there was a 50% reduction of staffing in the office and many worked from home during this time.

3. Disposition of Property

- In August 2018, the LHA received authorization from HUD to dispose of 87 scattered site units. To date, 68 units have been sold. The LHA hired a relocation coordinator who has assisted the affected residents in determining their most suitable housing options. They may accept a Housing Choice Voucher to remain in their current unit, they may accept a Housing Choice Voucher to relocate, or they may request a transfer to another Public Housing Unit.

4. Completion of Housing Development at River's Edge on the Concord

- We are working with the City of Lowell to determine the number of units in the final phase of the River's Edge on the Concord Development. This is a

project that began some ten years ago and has provided first time home buyer opportunities to many within the Lowell Community.

5. Federalization

- We have seen progress at 40- 58 Dublin Street with a roof replacement and completion of a 94-window replacement project. Final budget adjustments are underway so that all HUD required work can be completed under the grant. The Federalization design documents are in the final phase and are scheduled to be complete on May 3, 2021.

6. Capital Plan

- Hadley House Refurbishment - The LHA is working with City and State agencies to launch the revitalization of the historic Hadley House. The goal is to create 4 or more units of much needed Veterans housing.

7. RAD

- Mary Ann explained that the LHA is very interested in applying for funding through the Rental Assistance Demonstration Program (RAD).

8. Energy Programs

- LHA is actively looking into energy programs for sustainability. We have partnered with Ameresco on a \$6 million financing agreement. Jonathan detailed the progress LHA has made. To date, we have completed or we are working on the following:
 - Faulkner St- 7 roof replacements
 - 25- 35 Temple Street - all toilets were replaced
 - Francis Gatehouse- 6,000 sq ft of roof replacement and outdoor lighting upgrades
 - Highland Parkway- boiler replacements and outdoor lighting upgrades
 - South Common- boiler replacements

Essentially all developments will see roof replacements, hot water boiler upgrades, and outdoor lighting.

9. Progress on Other Goals

- Data Driven Decision Making- LHA has hired a Data Analyst who has already developed many reports used to enhance our day-to-day operations.
- Update Maintenance Procedures- Established COVID 19 compliant procedures with emphasis on common areas. Many of the newly

established protocols will be adopted as regular procedure for the continued safety of residents and staff.

- Grant Writing- Last year LHA secured the Jobs Plus grant (\$2.3 million). We have hired a JobsPLUS Program Director, Case Manager, and Community Outreach Specialist. The program will help many residents at North Common Village with obtaining employment.
- Foster Youth to Independence Program Vouchers- LHA is working with community partners to address homelessness among youth ages 18 – 24 who are transitioning out of foster care.
- Collaborate with nonprofits in the area- We have 14 community partners to support the Jobs Plus Program

10. Resident Input/Concerns

- No questions were asked and there were no resident issues brought forward.

11. Next Steps

- The Annual Plan will be put out for public comment in May and a Public hearing will be conducted in July (date tbd) to discuss the Annual Plan.

ATTACHMENT G

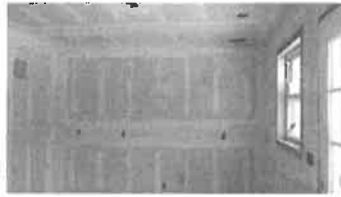
CAPITAL MANAGEMENT CFP & ENERGY PROJECTS STATUS REPORT 12/16/20 JCG/LAW

1. Kitchen & Bath Modernizations, 10-30 Avenue A (AMP2, Highland Parkway)
7 of 10 apartments are complete, with the final three to be completed approximately March 18, 2021. Two units are the unoccupied "hotel units." The resident in the third unit was moved off-site to another development apartment set up as a hotel unit. We have attached a few photographs that show the typical major work stages:

Before



During



After



2. 40-58 Dublin Street (state) Window Replacements and Federalization
This 94-window replacement project is completed. The Federalization of this development is at final (100%) design.
3. Highland Parkway Multi-Service Building HVAC and Hot Water (AMP2). The rooftop heat pump and air conditioning units on the roof of the Multi-Service Building were removed by crane and replaced with ground-mounted systems. The original leaking hot water tanks that originally serviced a development laundry facility were replaced with a standard and efficient hot water tank. The new HVAC system is energy efficient and easier to service. The prior system had failed on numerous occasions and parts were becoming less available as were unsupported system components.



4. Francis Gatehouse Mill Kitchen and Bath Modernizations (AMP4). Eight apartment kitchen and bath units were modernized; this project was completed in May 2020.

5. Centralville Gardens Elevator Replacement

The four-stop elevator at Centralville Gardens was the first of our multi-development elevator upgrade projects. The design team was led by Garcia, Galuska and DeSousa Consulting Engineers, Inc. and the general contractor was Enterprise Equipment Co., Inc. The project kicked-off in April 2020 allowing for equipment fabrication lead time. It was completed on-time and on budget in late October 2020. With 11 elevators at South Common Village and one at Concord River Mill yet to be done, we prepared a designer solicitation

contracts to use over the reduce the elevator Street are phase now; elevators) are



and awarded "House Doctor" three qualified designers to next five years. This will total acquisition time for each replacement. 43 Summer about to start the design 50 Summer Street (two next.

6. North Common Village Site Improvements, IFB2020-3

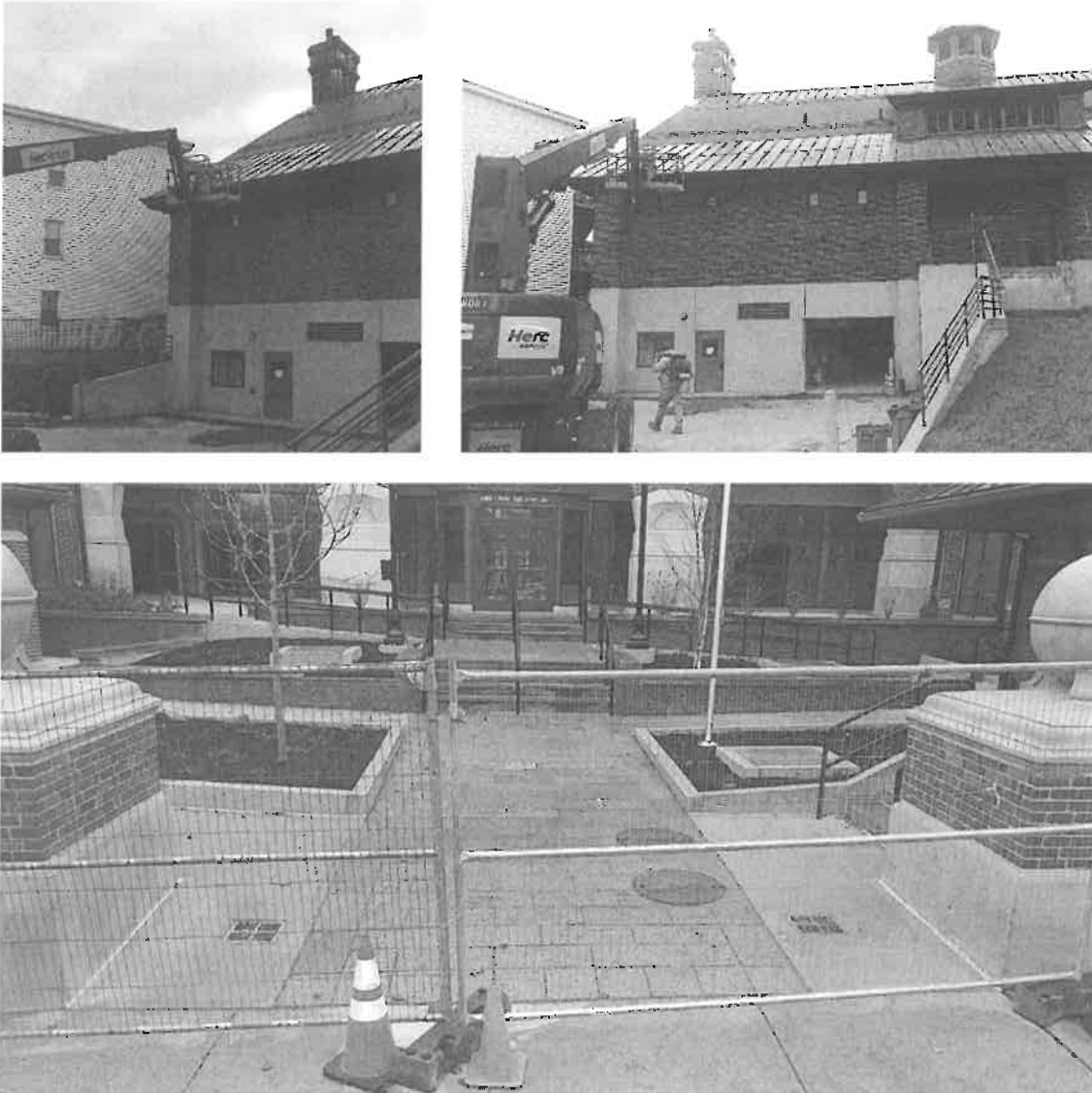
Local contractor Family Paving Inc. is in the process of finishing up the last few remaining tasks within the scope of IFB2020-3. The COVID pandemic impacted the schedule of this project, from starting late to delays in materials and stock. Several parking areas around the North Common were resurfaced and stripped, eliminating trip hazards impacting REAC scores. Benches were added along the route from the Mercier Center to Market Basket increasing neighborhood walkability, providing opportunities for residents to rest as needed. New curbing and fences were added with the goal of prohibiting vehicles from driving across lawns. The dumpster area behind Fenwick Terrace was extended to allow for more handicap parking at those ADA units and give the garbage truck better access. This job has reached Substantial Completion but will likely remain open until the Spring as final inspection of work will be difficult now that striping is covered by snow.

7. Mercier Center Site and Building Improvements

The Building Improvement of this project performed by The Aulson Company LLC (IFB2020-4) was closed out in the December board meeting. That scope included replacing existing snow guards to eliminate galvanic corrosion to existing copper roof and adding approximately 50% more guards to provide adequate coverage for square footage. The exiting asphalt roof was assessed at this time and a few small repairs were done as required. Copper gutters were added to mitigate roof run off and eliminate erosion of concrete ADA path of egress below. Aulson also removed copper staining in limestone skirt and concrete walks from the roof.

The Site Improvement portion of this project performed by Belko Landscaping Inc. (IFB2020-2) is anticipated to close out at January's board meeting as only a few minor punch list items remain. The scope of this work included the elimination of the exterior rear stairs, replaced by an ADA ramp. The front courtyard was completely redesigned, reducing the ADA path of egress by 50% to the Property Manager's office. The courtyard was also designed with the intention that it would serve as an extension of the museum, provide four platforms to showcase temporary, rotating art installations celebrating our community artists. Seating walls line the paths of egress making them as functional as they are beautiful. This project was driven by safety, as the existing concrete walks were severely cracked and eroded,

creating trip hazards. Community engagement was made a priority as this building serves so many important purposes and populations. In addition to housing the learning center and NCV Gang Unit, it will be the home of our Jobs Plus grant program. We look forward to seeing it enjoyed by all those it will serve.



8. South Common Village

The Site Improvements at South Common Village are being performed by Sunshine Paving Company and masons from Local 3. The scope of the project includes perimeter fencing between masonry piers to help reduce cross traffic and abuse of the property by nonresidents. Masonry signs at main access points will identify the property and be of a similar style the NCV sign at Themeles Square. CPTED (Crime Prevention Through Environmental Design) strategies were used to eliminating blind spots and opportunities for potential crime. All existing parking areas and internal asphalt was redone to eliminate trip hazards and avoid potential REAC point loss. Trees were culled between 65 Summer Street and 145 Gorham Street to allow more sunlight into the interior green spaces where pollinator gardens will be planted next Spring. This area has also been provided with exterior electrical boxes with the hope of hosting community

events such as art festivals, farmer markets, or anything else we can dream up to promote sense of place and community connection.

Two large sustainably grown, red wood pergolas have been erected in the courtyard behind 198 South Street. The upper pergola has an integral seating wall and is meant to serve as an extension of the community room. We envision community cook outs or other food related celebrations can happen here, utilizing the kitchenette just inside the building. It is elevated four feet above the lawn below also making it the perfect stage to perform for an audience below. (I've already floated the idea to the leader of the Chatham Band, he said it "sounds like fun!")

The lower pergola will serve as the HQ for a community gardening program we hope to establish next Spring prior to the landscape phase of the project. This is an interest that is evident with the current residents that we aim to encourage and nurture. The flagpole will be moved to a more predominate location with the hope of establishing a resident color guard, honoring our veteran residents. We'd like to engage our local color guard and recruiting officers to participate in ceremonies on days of national thanks and recognition.

As you can see, this project is also largely driven by the goal of community engagement. As our residents become more active within this development, it will become less attractive to those using it for illegal activity. The improvements made will give residents the sense of safety needed to reclaim the property from those who abuse it.



9. The Electrical Redistribution at Amp3 (SCV) Phases 2 is at 100% design now with BLW Engineers of Littleton, MA. This project will go out to bid by the summer, and is a \$1M project. Phase 2 is interior panel and wiring replacements in all the high-rise buildings, and is the next step beyond Phase 1's outside concrete pad, trenching, cabling and transformer replacements of 2014-2015.
10. Balcony repairs at City View Towers is at 100% design completion and will be going out to bid this spring. This is another \$1M project to stay ahead of our infrastructure needs. The design firm selected for this project is Russo Barr Associates, Inc. of Woburn, MA.



ATTACHMENT H

May 2021

Violence Against Women (VAWA) Goals

The Property Management Team notifies all residents of the established VAWA Policy. Residents are provided with a copy of the Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking, at the time of Resident Orientation. This document has been translated into Spanish and Khmer for those requiring translation. The Transfer Policy has been amended to provide victims of violence with an emergency transfer. In addition, residents are provided with the contact information of two agencies in Lowell that provide emergency domestic violence counseling, assistance, and support.

In order to assist victims of domestic violence with access to emergency housing, the Authority established a preference for victims of domestic abuse for the Public Housing Program and the Housing Choice Voucher Program.

These procedures established by the Authority remain in place to ensure that the safety of all residents.