

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

Applicability. The **Form HUD-50075-5Y** is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.					
A.1	<p>PHA Name: CHELSEA HOUSING AUTHORITY PHA Code: MA016</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): 01/01/2025</p> <p>The Five-Year Period of the Plan (i.e. 2019-2023) 2025- 2030</p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan 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 on 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 websites. PHAs are also encouraged to provide each resident council with a copy of their PHA Plans.</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	
					PH	HCV
Lead PHA:						

B.	Plan Elements. Required for <u>all</u> PHAs completing this form.
B.1	<p>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.</p> <p>The mission of the Chelsea Housing Authority is to provide safe, decent and affordable housing and to establish programs that educate, enhance and empower the lives of all residents in the community we serve. The Chelsea Housing Authority is committed to both maintaining the full viability of our current housing portfolio while seeking to explore and develop affordable housing opportunities for our diverse population. The CHA strives to manage its resources efficiently and to promote the personal, economic and social upward mobility necessary to provide families the opportunity to make the transition from subsidized to non-subsidized housing.</p>
B.2	<p>Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low- income, and extremely low-income families for the next five years.</p> <p>Despite limited resources, increased demand and aging housing developments dating back to the 1950s, the Chelsea Housing Authority (CHA) is committed to providing a full range of safe, secure, suitable and appropriate affordable housing options to extremely low, very low, and low-income family, elderly, and disabled households in a fair manner. We are committed to redeveloping our 914 units in our eight developments through public-private partnerships, tax-credit incentives, and the use of federal, state and private fund resources.</p> <p>As housing professionals, we no longer just house our residents. Today it is imperative that we also provide supportive services to our family, elderly and disabled households. To provide these vital wide-ranging services, the CHA has collaborated with the city of Chelsea, community organizations, private businesses and financial institutions along with the federal Department of Housing and Urban Development (HUD) and the state office of the Executive Office of Housing and Livable Communities Development (EOHLC).</p> <p>Examples are the partnership to maintain safe housing through our Resident Officers Program with the Chelsea Police Department and our work with the Chelsea Senior Center to provide a Brown Bag program that provides a month’s worth of healthy groceries at no charge to our seniors. Our partnership with the city of Chelsea and T-Mobile helps to close the “digital divide” for our young people in public housing who can’t afford internet access, while our partnership with the MASS Union of Public Housing Tenants and the Chelsea Collaborative helps train our resident councils to become empowered and engaged in housing-related issues.</p> <p>Our dedicated staff and Board of Commissioners are committed to running a fiscally sound agency, improving the quality of our “brick and mortar,” workforce development of our adults and youth, encouraging family self-sufficiency and providing supportive services with our partners so that our residents grow and age in place.</p>
B.3	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p>

The Chelsea Housing Authority (CHA) is committed to providing a full-range of safe, secure, suitable, and appropriate affordable housing opportunities to extremely low, very-low, and low-income family, elderly, and disabled households in a fair manner.

The CHA continues to revitalize its existing housing stock through the Capital Fund initiatives. With the assistance of the Capital Fund Program, we have continued to implement a needs assessment based on physical improvements that have benefitted residents of the CHA, and most importantly created a heightened sense of safety and security in our developments with enhancements under the Safety and Security grant.

The CHA is committed to deconcentrating poverty within its federal conventional public housing developments and attempting and support wider access to affordable housing opportunities throughout the entire community. The CHA is committed to fair and non-discriminatory practices throughout all its housing programs and activities.

The mission of the Chelsea Housing Authority is to provide safe, decent and affordable housing and to establish programs that educate, enhance and empower the lives of all residents in the community we serve.

The Chelsea Housing Authority is committed to both maintaining the full viability of our current housing portfolio while seeking to explore and develop affordable housing opportunities for our diverse population.

The CHA strives to manage its resources efficiently and to promote the personal, economic and social upward mobility necessary to provide families the opportunity to make the transition from subsidized to non-subsidized housing.

The greatest barriers to increased availability of high-quality, affordable housing continue to be limited public funding and more limited private sector interest in developing affordable housing in Chelsea.

The real estate market continues to be in an upswing, the mortgage markets remain tight, and rents and sale prices are still out of reach for many low- and moderate-income households due to rapid escalation in recent past years, combined with uncertainty in the market on the parts of buyers, sellers, financiers, and investors.

The CHA has seen an increase in the number of voucher holders having trouble finding units that meet the criteria of the rental assistance programs combined with the tight rental market, security deposit requirement, etc. Consequently, the Authority is redoubling its efforts at outreach and marketing to attract and recruit landlords and quality units.

The Chelsea Housing Authority is committed to utilizing HUD assistance to increase economic security and self-sufficiency and improve housing stability through supportive services. The CHA is committed to assisting residents who are moving from welfare-to-work with affordable housing opportunities that do not act as disincentives to economic advancement. The CHA continues to

provide regular and consistent case management as well as conduct outreach efforts to participants in the Family Self-Sufficiency (FSS) program. The CHA's strengthened approach to service coordination and self-sufficiency is accomplished by providing information, educational and employment counseling and opportunities and developing regional partnerships aimed at promoting self-sufficiency to over twenty-five FSS clients.

Staff have attended specific trainings on Section 8 and federal public housing, Fair Housing, EOHLIC leased housing programs, Inspection Training, RAD, PBV, Small Area FMRs and EIV. Regular meetings are conducted with senior staff and property managers to ensure a continuous flow of communications with staff.

The CHA undertakes affirmative measures to ensure access to assisted housing, regardless of race, color, religion, national origin, sex, familial status or disability. The CHA promotes and furthers Section 504 and reasonable accommodation practices, through the LEP plan and practices, and ensures all residents, applicants and various stakeholders are informed of VAWA related requirements and protections.

We are working much more closely with HUD and DHCD to benefit from their experience and oversight. The CHA routinely adds translated documents to its library to create greater access to and improved communications with residents. The CHA continues to completely revise and update the website and online resources available to applicants, residents, landlords, vendors, and other interested parties,

Tremendous effort has been dedicated to strengthening the Resident Councils, the Resident Advisory Board, Resident Officer Program and improving Crime Watch participation and attendance. The CHA designated all its public housing inventory as “No Smoking” during the last Five- Year Plan term and conducted outreach and offered smoking cessation and educational programs to residents.

Our residents and the community at large continue to play a critical role in the development of this Plan and without their input and support, we would not be able to successfully continue fulfilling our mission. Staff worked with the RAB on reviewing management policies and procedures, leasing documents and the ACOP/Admin Plan, as well as expanding the scope and number of enrichment programs for residents and families. The Chelsea Housing Authority continually strives to ‘do more with less’, improving the lives of residents and clients while reducing its expenditures.

B.4 **Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA’s goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

The Chelsea Housing Authority is committed to supporting the needs of victims of domestic violence and offers preference to such victims in both the public housing and housing choice voucher programs.

The applicant or household member is a victim of domestic violence (as defined in the Abuse Prevention Act at M.G.L. c. 209A or the Violence Against Women Act, and:

- a. The applicant has been displaced from his/her dwelling unit due to domestic violence and has not secured permanent housing; or**
- b. The applicant or household member is recently displaced or likely to be displaced from his/her dwelling unit due to the loss of income from an abuser who must leave the home (e.g. restraining order issued); and the applicant’s rent is documented to be more than 50% of his/her monthly adjusted income as a result of the loss of income from the abuser being separated from the household.**

In determining eligibility under the domestic violence category, the applicant must show:

	<p>a. That he/she, or a household member, is a victim of domestic violence by submission of a certification and, if required by CHA, provide third party documentation as described below.</p> <p>b. The certification form HUD 5382 to be submitted is provided by HUD as part of compliance with the Violence Against Women Act (VAWA). Depending on its initial review of the circumstances, CHA may require more specific, third-party documentation to verify that the applicant or household member is a victim of domestic violence.</p> <p>c. Third party documentation includes a police or court record of the domestic violence; other documentation signed by the victim and an employee, agent, or volunteer of a service provider, a social service provider, domestic violence shelter staff, school personnel, attorney, social worker or a medical professional (psychologists and mental health providers) from whom the victim has sought assistance in addressing the domestic violence. The professional will attest, under penalties of perjury, to the professional’s belief that the incident(s) in question are bona fide incidents of abuse. CHA shall not make contact with the abuser if doing so would create a risk of harm to the person claiming abuse and CHA shall maintain confidentiality of all information as per the VAWA policy.</p> <p>d. If the applicant is determined eligible, the applicant must provide the name of the abuser and shall certify that the abuser will not reside with the applicant.</p> <p>Certification of domestic violence and or displacement because of domestic violence referred to in 24 CFR 5.420 (b)(4), shall come from local police department, social service agencies, court of competent jurisdiction, or a clergyman, physician, or public or private facility that provides shelter or counseling to victims of domestic violence.</p>
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C.	Other Document and/or Certification Requirements.
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C.1	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan</p> <p>The Chelsea Housing Authority has defined significant amendments and substantial deviation/modifications to the Plan in accordance with HUD’s Notice PIH 99-51 that provided a working definition as guidance to housing authorities. The CHA’s definition was as follows: Only changes to the Section 8 Administrative Plan/ACOP, which treats admission policies, local preferences and organization of the waiting list, screening policy and termination policy are considered significant amendments to the Agency Plan.</p> <p>The following actions, therefore, are not considered to be a significant amendment to the Agency Plan:</p> <p>a) Actions of the Board of Commissioners to add or delete programs or funding which are discretionary to the HA as long as HUD requirements are met.</p> <p>b) Actions of the Authority necessary to compete for, or to become or remain eligible for, funding or funding sources including, but not limited to, creating, publishing, evaluating and accepting requests for proposals, and preparing and executing any Memorandum of Understanding or any contract approved by the Board of Commissioners.</p> <p>c) Decisions by the Board of Commissioners to open or close application periods for the waiting list.</p> <p>d) Changes to the voucher payment standards.</p> <p>e) Changes to the subsidy standards.</p> <p>f) Changes to the utility allowance schedule.</p> <p>g) Any action necessary to come into or remain in compliance with published rule changes; HUD or</p>
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	other Federal Directives or Notices; Federal, State and local law. Additions of non-emergency work items (not included in the current Annual Plan or 5 Year Action Plan) or changes in the use of replacement reserve funds under the Capital Fund; Any change with regard to demolition or disposition, designation, homeownership program or conversion activities.
C.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.3	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Required Submission for HUD FO Review.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>

D.	Affirmatively Furthering Fair Housing (AFFH).
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D.1

Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

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Describe fair housing strategies and actions to achieve the goal

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Describe fair housing strategies and actions to achieve the goal

Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs

- A. PHA Information.** All PHAs must complete this section. (24 CFR § 903.4)
- A.1** Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **Five-Year Period** that the Plan covers, i.e. 2019-2023, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.
- PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table.
- B. Plan Elements.**
- B.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. ([24 CFR § 903.6\(a\)\(1\)](#))
- B.2 Goals and Objectives.** Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR § 903.6\(b\)\(1\)](#))
- B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5- Year Plan. ([24 CFR § 903.6\(b\)\(2\)](#))
- B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR § 903.6\(a\)\(3\)](#)).
- C. Other Document and/or Certification Requirements.**
- C.1 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the ‘Sample PHA Plan Amendment’ found in Notice PIH-2012-32, REV 2.
- C.2 Resident Advisory Board (RAB) comments.**
- (a) Did the public or RAB have comments?
- (b) If yes, submit 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 § 903.17\(b\)](#), [24 CFR § 903.19](#))
- C.3 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.
- C.4 Required Submission for HUD FO Review.**
- Challenged Elements.
- (a) Did the public challenge any elements of the Plan?
- (b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.
- D. Affirmatively Furthering Fair Housing.**
(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

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

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

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 PHA Plan. The 5-Year PHA Plan provides the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, 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.