



Wayland Housing Authority
106 Main Street
Wayland, MA 01778

Brian E. Boggia
Executive Director

V/TTY: (508) 655-6310
FAX: (508) 655-8566
www.wayland.ma.us

Board of Commissioners
Mary M. Antes
Russell Ashton
Kevin Goodwin
John Thomas
Susan Weinstein

Public Housing Five Year Plan 2024-2027

2024 Annual Plan Update

WHA Board Approved 11/16/23





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Wayland Housing Authority 2024 Annual Plan Update

The U.S. Department of Housing and Urban Development (HUD) requires all Public Housing Authorities to develop with input from public housing residents, Section-Eight Housing Choice Voucher participants, elected officials and the public, a plan outlining its majority initiatives for the coming years.

The Agency PHA Plan for Fiscal Years 2023-2027 and the Draft 2024 Annual Plan Update are available for public review at the WHA administrative office located at 106 Main Street, Wayland, MA. The draft can be reviewed as well at the WHA website: <https://www.wayland.ma.us/wayland-housing-authority>.

The WHA will accept written comments through 4:00 PM on October 25, 2023. Written comments should be addressed to the Wayland Housing Authority, 106 Main Street, Wayland, MA 01778 Attention PHA Plan comments; Fax 508-655-8566; e-mail bboggia@waylandhousing.com.

A Public Hearing will be held on October 25, 2022 at 3:00pm at the WHA office 106 Main Street, Wayland, MA.

The WHA Board of Commissioners will consider all comments during its review at its next regular meeting November 16, 2023.

Attachments

1. HUD 50075-SM Annual Plan Update
2. WHA Deconcentration Policy
3. HUD Capital Improvement Plan 2020-2024
4. HUD-50077-SL Certification by State or Local Official Plan Consistency with the Consolidated Plan
5. HUD-50077-ST Certification of Compliance with PHA Plans
6. HUD-50077-CRT SM Civil Rights Certification
7. Tenant and Public Comments



Wayland Housing Authority
NOTICE OF PUBLIC HEARING
PHA Plan 2024 Annual Update

The U.S. Department of Housing and Urban Development (HUD) requires all Public Housing Authorities to develop an agency plan with input from public housing residents, Section-Eight Housing Choice Voucher Participants, elected officials and the public, outlining its major initiatives for the coming years.

The Wayland Housing Authority PHA Plan for Fiscal Years 2020-2024 and the draft 2024 Annual Plan update is available for public review at the WHA administrative office located at 106 Main Street, Wayland, MA. The draft can be reviewed as well at the WHA website: <https://www.wayland.ma.us/wayland-housing-authority>.

During the hearing, any proposed revisions to the WHA's mission, management plans, Capital Fund Program grant construction projects will be presented for discussion. The public is invited to attend to express their priorities and concerns and/or offer comments and suggestions. This hearing will be held on October 25, 2023, at 3:00 PM at the WHA Office 106 Main Street, Wayland, MA 01778

The WHA will accept written comments through 3:00 PM on October 25, 2023. Written comments should be addressed to the Wayland Housing Authority, 106 Main Street, Wayland, MA 01778 Attention PHA Plan comments; Fax 508-655-8566; e-mail bboggia@waylandhousing.com.



The WHA is an Equal Housing Opportunity Provider

韦兰房屋委员会
公开聆讯通知
PHA 计划 2024 年度更新

美国住房和城市发展部 (HUD)
要求所有公共住房管理局根据公共住房居民、第八节住房选择券参与者、民选官员和公众的意见制定机构计划，概述其未来几年的主要举措。

韦兰住房管理局 PHA 2020-2024 财年计划和 2024 年年度计划更新草案可在位于马萨诸塞州韦兰市主街 106 号的 WHA 伟华行政办公室进行公众审查。草案也可以在 WHA 伟华网站进行审查: <https://www.wayland.ma.us/wayland-housing-authority>。

在听证会期间，将提交对 WHA 使命，管理计划，资本基金计划赠款建设项目的任何拟议修订以供讨论。欢迎公众出席，表达他们的优先事项和关注点和/或提出意见和建议。本次听证会将于 2023 年 10 月 25 日下午 3:00 在 马萨诸塞州韦兰市主街 106 号 WHA 伟华办事处举行 01778

包含文本、剪贴画的图片 自动生成说明 3:00 PM on October 25. Written comments should be addressed to the Wayland Housing Authority, 106 Main Street, Wayland, MA 01778 Attention PHA Plan comments; Fax 508-655-8566; e-mail bboggia@waylandhousing.com.

世界卫生组织是平等住房机会提供者

Жилищное управление Вэйланда
УВЕДОМЛЕНИЕ О ПРОВЕДЕНИИ ПУБЛИЧНЫХ СЛУШАНИЙ
Ежегодное обновление плана PHA на 2024 год

Министерство жилищного строительства и городского развития США (HUD) требует, чтобы все органы государственного жилищного строительства разработали план агентства с участием жителей государственного жилья, участников ваучера на выбор жилья по восьмому разделу, выборных должностных лиц и общественности с изложением своих основных инициатив на ближайшие годы.

План PHA Жилищного управления Вэйланда на 2020-2024 финансовые годы и проект обновления годового плана на 2024 год доступны для публичного ознакомления в административном офисе ВА3, расположенном по адресу 106 Main Street, Wayland, MA. С проектом также можно ознакомиться на сайте ВА3: <https://www.wayland.ma.us/wayland-housing-authority>.

В ходе слушаний будут представлены на обсуждение любые предлагаемые изменения в миссии ВА3, планах управления, проектах строительства грантов Программы капитального фонда. Общественности предлагается присутствовать, чтобы высказать свои приоритеты и опасения и/или высказать свои замечания и предложения. Это слушание состоится 25 октября 2023 года в 15:00 в офисе WHA 106 Main Street, Wayland, MA 01778

Рисунок, содержащий текст, картинку Описание генерируется автоматически 3:00 PM on October 25. Written comments should be addressed to the Wayland Housing Authority, 106 Main Street, Wayland, MA 01778 Attention PHA Plan comments; Fax 508-655-8566; e-mail bboggia@waylandhousing.com.

ВА3 является поставщиком равных жилищных возможностей

Streamlined Annual PHA Plan (Small 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, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

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

Definitions.

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

A.	PHA Information.
A.1	<p> PHA Name: <u>Wayland Housing Authority</u> PHA Code: <u>MA101</u> PHA Type: <input checked="" type="checkbox"/> Small PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2024</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>136</u> Number of Housing Choice Vouchers (HCVs) <u>81</u> Total Combined <u>217</u> 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> The U.S. Department of Housing and Urban Development (HUD) requires all Public Housing Authorities to develop an agency plan with input from public housing residents, Section-Eight Housing Choice Voucher Participants, elected officials and the public, outlining its major initiatives for the coming years. </p> <p> The Wayland Housing Authority PHA Plan for Fiscal Years 2024-2027 and the 2024 Annual Plan update is available for public review at the WHA administrative office located at 106 Main Street, Wayland, MA. The draft can be reviewed as well at the WHA website: https://www.wayland.ma.us/wayland-housing-authority. </p> <p> During the hearing, any proposed revisions to the WHA's mission, management plans, Capital Fund Program grant construction projects will be presented for discussion. The public is invited to attend to express their priorities and concerns and/or offer comments and suggestions. This hearing will be held on October 25, 2023, at 3:00 PM at the WHA Office 106 Main Street, Wayland, MA 01778 </p>

The WHA will accept written comments through 3:00 PM on October 25, 2023. Written comments should be addressed to the Wayland Housing Authority, 106 Main Street, Wayland, MA 01778 Attention PHA Plan comments; Fax 508-655-8566; e-mail bboggia@waylandhousing.com.

☐ **PHA Consortia:** (Check box if submitting a Joint PHA Plan and complete table below)

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:		NOT APPLICABLE			

B. Plan Elements Submitted with 5-Year PHA Plans. Required elements for Small PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a Small PHA is not submitting its 5-Year Plan. See sub-section below for required elements in all other years (Years 1-4).

B.1 Revision of Existing PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last **Five-Year PHA Plan** submission?

Y N

- ☐ ☒ Statement of Housing Needs and Strategy for Addressing Housing Needs.
☐ ☒ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
☐ ☒ Financial Resources.
☐ ☒ Rent Determination.
☐ ☒ Homeownership Programs.
☐ ☒ Substantial Deviation.
☒ ☐ Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each element(s):

- Compliance with the provisions of the Housing Opportunity Through Modernization Act (HOTMA)
- The WHA is considering revising the definition of local preference in the Admissions and Continued Occupancy Plan.

(c) The PHA must submit its Deconcentration Policy for Field Office Review.

See Attached

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- ☐ ☒ Hope VI or Choice Neighborhoods.
☐ ☒ Mixed Finance Modernization or Development.
☐ ☒ Demolition and/or Disposition.
☐ ☒ Conversion of Public Housing to Tenant Based Assistance.
☐ ☒ Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
☐ ☒ Project Based Vouchers.
☐ ☒ Units with Approved Vacancies for Modernization.
☐ ☒ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

	<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>
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>The Wayland Housing Authority strives to provide safe, sanitary, and secure housing for its residents. The WHA self-inspection program helps ensure that all properties are well maintained. WHA properties have passed HUD REAC inspections and meet or exceed Uniform Physical Condition Standards, National Standards for Physical Inspection of Real Estate (NSPIRE and Housing Quality Standards (HQS).</p> <p>The WHA Family Self-Sufficiency (FSS) program has provided counseling and self-improvement skills for public Housing and Section 8 Voucher holders. The WHA has had candidates successfully complete the program and graduate from the FSS program. HUD has approved a renewal FSS funding grant to bring the program to full-time status (25 slots).</p> <p>The WHA has been allocated 3 additional Fair Share Housing Choice Voucher Program Vouchers (HCVP) funded by the 2022 Consolidated Appropriations Act. This brings the total WHA Section 8 Voucher allocation to 81.</p> <p>The WHA provides ESL translation services and English language conversation groups for its non-English speaking residents.</p> <p>The WHA has maintained full occupancy of its public housing units. It has also maintained full utilization of its Section 8 Housing Choice Voucher program as permitted by HUD funding.</p> <p>The WHA is active as a local housing advocate providing representation to the Town of Wayland Housing Partnership, Municipal Affordable Housing Trust Fund Board, and the Community Preservation Committee.</p> <p>The WHA has partnered with Jewish Family Services of MetroWest to improve community relations, develop a Community Code of Conduct, and provide anti-bullying seminars.</p> <p>The WHA leases and manages affordable moderate-income rental units in agreement with the Wayland Municipal Affordable Housing Trust Fund Board. It also provides monitoring services for the Town's Chapter 40B affordable housing inventory.</p>
B.4	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p>
B.5	<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>

	Plan Elements Submitted All Other Years (Years 1-4). Required elements for all other fiscal years. This section does not need to be completed in years when a Small PHA is submitting its 5-Year PHA Plan.
B.1	<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 type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" 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 type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process.</p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
B.2	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>See attached.</p>
C	Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.2	<p>Certification by State or Local Officials.</p> <p><u>Form HUD 50077-SL</u>, <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.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p><u>Form HUD-50077-CRT-SM</u>, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

C.4

Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

(a) Did the public challenge any elements of the Plan?

Y N
☐ ☒

If yes, include Challenged Elements.

D.

Affirmatively Furthering Fair Housing (AFFH).

D.1

Affirmatively Furthering Fair Housing.

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

1. Ensure Community Participation. To ensure the PHA Plan is informed by meaningful community participation and program participants, the WHA has given the public reasonable opportunities for involvement throughout the planning process, including the development of the PHA Plan and the incorporation of the PHA plan into subsequent planning documents.

The WHA has published the proposed PHA Plan Update to allow WHA residents and others the opportunity to examine its content and submit comments. The WHA has convened one public hearing during the development of the PHA Plan and issued legal notice in local newspapers, Town of Wayland web site, and posted a draft Plan at each WHA housing development.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

2. Assess Fair Housing Issues. The WHA works to identify and address fair housing issues affecting those protected under the Fair Housing Act. These fair housing issues include, among others:

- Ongoing local or regional segregation or lack of integration based on race, color, religion, sex, sexual orientation, familial status, national origin, and disability within the jurisdiction and region.
- Racially or ethnically concentrated areas of poverty within the jurisdiction and region.
- Significant disparities in access to opportunity for any protected class within the jurisdiction and region; and
- Disproportionate housing needs for any protected class within the jurisdiction and region.
- Access to all housing by Section 8 Housing Choice Voucher Program participants.
- The WHA has implemented a Limited English Proficiency program and provides translation services to our clients. Documents and notices are translated into Chinese, Russian, and Spanish.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

3. Identify Contributing Factors. The WHA works to identify significant contributing factors for the fair housing issues of segregation, racially or ethnically concentrated areas of poverty, disparities in access to opportunity, disproportionate housing needs, and fair housing issues related to publicly supported housing, disability and access, and fair housing enforcement, outreach capacity, and resources.

The WHA staff will continue to actively work with program participants, community advocates and local landlords to promote affordable housing opportunities in the Town of Wayland and surrounding communities.

The WHA staff will continue to examine statistical summaries to detect progress and trends in diversifying its housing.

Instructions for Preparation of Form HUD-50075-SM Annual Plan for Small PHAs

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

☐ **Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hopec6/mfph#4

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

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

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

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

☐ **Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with 24 CFR §900.145(a)(1).

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

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

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

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

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

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

☐ **Hope VI or Choice Neighborhoods.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hopec6. (Notice PIH 2010-30)

☐ **Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hopec6/index.cfm>. (Notice PIH 2010-30)

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

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

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

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

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

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

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

C. Other Document and/or Certification Requirements.

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

C.2 Certification by State 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). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

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

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

D. Affirmatively Furthering Fair Housing (AFFH).

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

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

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

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

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

Deconcentration Policy

Wayland Housing Authority
106 Main Street
Wayland, MA 01778
V/TTY: (508) 655-6310
Fax: (508) 655-8566

Approved: 11/16/23

Admissions and Continued Occupancy Plan (ACOP)

Income Mixing and Deconcentration

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

Definitions

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

(a) Low-Income Household

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

(b) Very Low-Income Household

A Very Low-Income Household is defined as a Household whose annual income exceeds thirty (30) percent of the Boston AMI but does not exceed fifty (50) percent of the AMI for the area with adjustments for smaller and larger Households, as determined by the Secretary of Housing and Urban Development.

(c) Extremely Low-Income Household

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

Income-Mixing

(a) Income Mixing Goals

It is the goal of WHA to attain, within a reasonable period of time, a resident population in each development composed of Lower-Income Households with a broad range of incomes.

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

(b) Targeting Requirements

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

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

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

- Ten percent of the total number of Households admitted to the Section 8 tenant-based assistance program during the fiscal year,
- The number of the WHA's public housing apartments in developments located in census tracts with a poverty rate of 30 percent or more that are made available and filled by eligible Households who are not Extremely-Low income Households.

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

Deconcentration

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

The WHA will accomplish the deconcentration goal in a uniform and non-discriminatory manner. While targeting certain levels of income for admission to WHA public housing,

WHA will not intentionally concentrate lower-income Households, as defined below, in one public housing development or building within a development.

(a) Deconcentration – Identification Procedures

Annually, the WHA will calculate the average income at all WHA public housing development (“the Authority-wide average income”). The WHA will also calculate the average income of all Households at each Development separately (“the Development average income”). Developments in which the Development average income is above 115% of the Authority-wide average income will be considered “higher-income” developments. Likewise, Developments in which the Development average income is below 85% of the Authority-wide average income will be considered “lower-income” Developments.

(b) Definitions

(i) The Authority-wide average income: The average income of all Households residing in WHA public Housing developments. Such an average is used as a base measure from which developments are either determined to be “higher-income” or “lower-income” for purposes of the WHA’s deconcentration policy.

(ii) The Development average income: The average income of all Households residing in a single WHA public housing development.

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

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

(c) Remedial Action

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

(i) Establish an income Preference in order to reach Applicant Households with lower or higher incomes as appropriate.

(ii) Initiate affirmative marketing strategies to all eligible income groups.

(iii) Provide additional applicant consultation and information.

(iv) Provide additional supportive services and amenities.

(v) Provide rent incentives authorized by Quality Housing and Work Responsibility Act of 1998 ("QHWRA")

(vi) Targeting investment and capital improvements towards a development(s) below 85% of the Authority-wide average income.

Monitoring

As part of the WHA's Annual Plan submission to HUD, the WHA will annually monitor the income levels of Households residing in WHA housing and on the waiting list to assess its progress in attaining the deconcentration and income mixing goals. The WHA will calculate and compare the average Household incomes at each development with the Authority-wide average, as described above. In addition, the income status of Applicants on the WHA's waiting list will be analyzed to determine the percentage of Applicants with "Low," "Very Low" and "Extremely Low" incomes.

The WHA will also ascertain its progress in meeting the income-targeting goal that requires in federal developments that 40% of new admissions must be Extremely-Low Income Households. If the monitored data indicates any problems, WHA will alter its marketing and deconcentration strategies in accordance with this policy and federal regulations.

Civil Rights Protection Plan

It is the policy and obligation of the Wayland Housing Authority to administer all aspects of its housing programs without regard to race, color, age, sex, sexual orientation, gender identity, national origin, ethnicity, religion, familial or marital status or handicap/disability. The WHA's Civil Rights Protection Plan ("CRPP") approved by the U.S. Department of Justice on July 26, 1999, is designed to protect Applicants, residents and their visitors from threats, harassment, violence or abuse while they are on WHA property.

Wayland Housing Authority
Annual Income Limit Report

1) Program: Federal Public Housing AMP I, 2) Project: Public Housing AMP I, 3) Income Limit Type: Wayland (Boston- Cambridge-Quincy) , 4) Income Limits Effective: 5/15/2023,
5) Admission Dates: From 1/1/1900 To 1/1/9999, 6) Tenant Status: Active Only Tenants

No. in Household	Annual Income No. of Families	Annual Income No. of Families	Annual Income No. of Families	Annual Income No. of Families	Total Families
	Low Income	Very Low Inc.	Extremely Low		
	\$82,950	\$51,950	\$31,150	Over 80%	
1	3	17	72	1	93
	\$94,800	\$59,400	\$35,600	Over 80%	
2	1	6	19	0	26
	\$106,650	\$66,800	\$40,050	Over 80%	
3	0	2	2	0	4
	\$118,450	\$74,200	\$44,500	Over 80%	
4	0	4	1	0	5
	\$127,950	\$80,150	\$48,100	Over 80%	
5	0	1	5	0	6
				Total Families	134

Annual Income Limit Summary

Income Bracket	Total Families
Low Income	4
Very Low Income	30
Extremely Low	99
Over 80% Income	1
Total Families	134

PUBLIC HOUSING
HOUSED 2022

Wayland Housing Authority Annual Income Limit Report

1) Program: Federal Public Housing AMP I, 2) Project: Public Housing AMP I, 3) Income Limit Type: Wayland (Boston- Cambridge-Quincy) , 4) Income Limits Effective: 5/15/2023, 5) Admission Dates: From 1/1/2022 To 12/31/2022, 6) Tenant Status: Active Only Tenants

No. in Household	Annual Income No. of Families	Annual Income No. of Families	Annual Income No. of Families	Annual Income No. of Families	Total Families
	Low Income	Very Low Inc.	Extremely Low		
	\$82,950	\$51,950	\$31,150	Over 80%	
1	1	2	4	0	7
	\$94,800	\$59,400	\$35,600	Over 80%	
2	0	0	1	0	1
	\$106,650	\$66,800	\$40,050	Over 80%	
3	0	0	2	0	2
	\$127,950	\$80,150	\$48,100	Over 80%	
5	0	1	0	0	1
				Total Families	11

Annual Income Limit Summary

Income Bracket	Total Families
Low Income	1
Very Low Income	3
Extremely Low	7
Over 80% Income	0
Total Families	11

SECTION 8
CURRENT PARTICIPANT

Wayland Housing Authority
Annual Income Limit Report

Program: Section 8 Voucher, 2) Project: Voucher ACC #100 WHA Vouchers, 3) Income Limit Type: Wayland (Boston-Cambridge-Quincy), 4) Income Limits Effective: 5/15/2023, Admission Dates: From 1/1/1900 To 1/1/9999, 6) Tenant Status: Active Only Tenants

No. in Household	Annual Income No. of Families	Annual Income No. of Families	Annual Income No. of Families	Annual Income No. of Families	Total Families
	Low Income	Very Low Inc.	Extremely Low		
	\$82,950	\$51,950	\$31,150	Over 80%	
1	0	2	35	0	37
	\$94,800	\$59,400	\$35,600	Over 80%	
2	2	5	18	0	25
	\$106,650	\$66,800	\$40,050	Over 80%	
3	1	0	8	0	9
	\$118,450	\$74,200	\$44,500	Over 80%	
4	1	1	4	0	6
	\$127,950	\$80,150	\$48,100	Over 80%	
5	0	0	1	0	1
				Total Families	78

Annual Income Limit Summary

Income Bracket	Total Families
Low Income	4
Very Low Income	8
Extremely Low	66
Over 80% Income	0
Total Families	78

Wayland Housing Authority
SEMAP Deconcentration Report - HUD 52648
Fiscal Year Ending 12/31/2023

Filter criteria includes: 1) Program: Section 8 Voucher, 2) Project: Voucher ACC #100 WHA Vouchers

- 1) 0 a. Number of Sect. 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.
- 23 b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.
- 0 c. Percent of all Sect. 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).
- Is line c 50% or more? Yes ☐ No ☒
- 2) 0 a. Percent of all Sect. 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.
- 0 b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.
- 0 c. Number of Section 8 families with children who moved during the last completed PHA FY.
- 0 d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes ☐ No ☒
- 3) 0 a. Percent of all Sect. 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.
- 0 b. Number of Section 8 families with children who moved to low poverty census tracts during the last 2 completed PHA FYs
- 1 c. Number of Section 8 families with children who moved during the last two completed PHA FYs.
- 0 d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes ☐ No ☒

Rent Collection Policy

Wayland Housing Authority
106 Main Street
Wayland, MA 01778
V/TTY: (508) 655-6310

Approved: 04/24/2001
Rev:

WHA Management Plan Fiscal Policy

It is the policy of the Wayland Housing Authority (WHA) to vigorously pursue timely rent collection. The WHA relies on rental income to support its operations and the services it provides. Thus, the WHA believes that tenants must take seriously their obligation to pay rent in a timely manner. To make uniform the treatment of tenants who pay rent late, the WHA hereby adopts this Rent Collection Policy.

Specifically:

1. Rent is due on the **first** of each month and may be paid in advance on or before the due date by personal check, money order, or certified bank check. Cash will be accepted, but this payment method is discouraged. Cash payments must be made during WHA office hours, handed to an office staff member, and will be immediately receipted. Such receipt will be signed by both tenant and office staff member, with copies to tenant and the WHA. Rent may be paid at any time before the rent due date.
2. A tenant may request a delay in rent payment or repayment agreement. Such a request must be made in writing and be approved by the WHA's Executive Director or his/her designee prior to the date that rent is due and will be granted only in extraordinary circumstances.
3. Rent received after 4:30 p.m. on any day is considered received on the next regular business day. Rent received on a weekend or holiday is considered received on the next regular business day.
4. If all or any part of the monthly rent payment is received after 4:30 p.m. on the **fifth** of the month, then the unpaid rent is considered delinquent.
5. If a tenant fails to pay all or any part of the rent by the **fifth** of the month, the WHA will declare the rent delinquent and issue a 14-Day Notice to Quit/Notice of Termination for Non-Payment of Rent. Prior to issuing such a Notice, the WHA will offer the tenant an opportunity to discuss the reason for the nonpayment. This opportunity is not available to tenants who are habitually delinquent in paying rent and have had a prior opportunity for discussion within the prior six months.
6. If the tenant fails to pay all or any part of the rent within thirty days of its due date, the WHA shall charge the tenant interest at the highest legally permissible interest rate on the unpaid balance from the date the payment was due.
7. The tenant shall be assessed actual charges incurred by the WHA to process checks which are returned for insufficient funds. If two (2) checks for from the same household are returned for insufficient funds in any twelve-month period, personal checks will no longer be accepted for rental payments.
8. Misrepresentation, nondisclosure, or late disclosure of income, failure to report changes in household size, or other fraudulent acts which violate rent collection provisions in the lease may result in initiation of eviction proceedings. Applicable interest accrues during periods of nonpayment. The WHA will aggressively pursue collection of overdue rental monies.
9. Upon expiration of the Notice to Quit, the WHA may serve a Summary Process Summons and Complaint on the tenant and file the action in court. Tenant will pay all expenses incurred by the WHA as a result of the tenant's failure to pay rent including court filing fees, sheriff/constable costs, and moving/storage costs in eviction actions commenced on account of such nonpayment of rent.
10. The tenant's lease and/or state regulations may contain additional provisions regarding rent payment and collection.

WAYLAND HOUSING AUTHORITY

MANAGEMENT'S DISCUSSION & ANALYSIS

DECEMBER 31, 2022

FINANCIAL ANALYSIS

Summary of Net Position

Presented below is the Authority's condensed summary of net position at December 31, 2022 compared to December 31, 2021. The statement of net position presents the assets and deferred outflows of resources, liabilities and deferred inflows of resources, and net position of the Authority at the end of the fiscal year. The purpose of the statement of net position is to give the financial statement readers a snapshot of the fiscal condition of the Authority as of a certain point in time. It presents end of year data for assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position (assets and deferred outflows of resources, minus liabilities and deferred inflows of resources).

SUMMARY OF NET POSITION December 31, 2022 and 2021

	2022	2021	Change	% Change
Current Assets	\$ 1,575,375	\$ 1,385,128	\$ 190,247	13.73%
Capital Assets	2,686,447	2,701,152	(14,705)	-0.54%
Other Noncurrent Assets	<u>85,923</u>	<u>106,288</u>	<u>(20,365)</u>	-19.16%
Total Assets	<u>4,347,745</u>	<u>4,192,568</u>	<u>155,177</u>	3.70%
Deferred Outflows of Resources	<u>255,869</u>	<u>141,451</u>	<u>114,418</u>	80.89%
Current Liabilities	168,569	169,517	(948)	-0.56%
Noncurrent Liabilities	<u>1,221,451</u>	<u>1,459,953</u>	<u>(238,502)</u>	-16.34%
Total Liabilities	<u>1,390,020</u>	<u>1,629,470</u>	<u>(239,450)</u>	-14.69%
Deferred Inflows of Resources	<u>426,643</u>	<u>152,474</u>	<u>274,169</u>	179.81%
Investment in capital assets	2,686,447	2,701,152	(14,705)	-0.54%
Restricted	11,976	4,523	7,453	164.78%
Unrestricted (deficit)	<u>88,528</u>	<u>(153,600)</u>	<u>242,128</u>	-157.64%
Total Net Position	<u>\$ 2,786,951</u>	<u>\$ 2,552,075</u>	<u>\$ 234,876</u>	9.20%

Total assets of the Authority at December 31, 2022 and 2021 were \$4,347,745 and \$4,192,568, respectively, a change of 3.70%. The significant components of current assets are cash and receivables. The significant components of noncurrent assets are capital assets. Capital assets include land, buildings and building improvements, construction in progress, and equipment. All capital assets except for land and construction in progress are shown net of accumulated depreciation.

WAYLAND HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION & ANALYSIS

DECEMBER 31, 2022

Summary of Revenues, Expenses and Changes in Net Position

Presented below is the condensed summary of revenues, expenses and changes in net position information for fiscal year ended December 31, 2022 compared to the year ended December 31, 2021. The information reflects the results of operations for the Authority and displays the sources of revenue, the nature of expenses for the year and the resulting change in net position. All revenues and expenses are accounted for on an accrual basis. See notes to financial statements.

SUMMARY OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
For the years ended December 31, 2022 and 2021

	2022	2021	Change	% Change
Revenue				
Operating Revenues	\$ 2,734,049	\$ 2,545,091	\$ 188,958	7.42%
Non-operating Revenues	<u>268,195</u>	<u>196,604</u>	<u>71,591</u>	36.41%
Total Revenues	<u>3,002,244</u>	<u>2,741,695</u>	<u>260,549</u>	9.50%
Expenses				
Housing assistance payments	1,389,089	1,310,899	78,190	5.96%
Administration	425,147	427,701	(2,554)	-0.60%
Repair and maintenance	362,185	491,956	(129,771)	-26.38%
Depreciation expense	270,455	271,974	(1,519)	-0.56%
Utilities	169,738	159,276	10,462	6.57%
Other general expenses	90,824	73,968	16,856	22.79%
Insurance expense	59,930	50,024	9,906	19.80%
Tenant services	<u>--</u>	<u>33,640</u>	<u>(33,640)</u>	-100.00%
Total Expenses	<u>2,767,368</u>	<u>2,819,438</u>	<u>(52,070)</u>	-1.85%
Change in Net Position	234,876	(77,743)	312,619	-402.12%
Net Position - Beginning of Year	<u>2,552,075</u>	<u>2,629,818</u>	<u>(77,743)</u>	-2.96%
Net Position - End of Year	<u>\$ 2,786,951</u>	<u>\$ 2,552,075</u>	<u>\$ 234,876</u>	9.20%

Capital Fund Program - Five-Year Action Plan

Status: Submitted

Approval Date:

Approved By:

Part I: Summary						
PHA Name : Wayland Housing Authority		Locality (City/County & State)				
PHA Number: MA101		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No:)				
A.	Development Number and Name	Work Statement for Year 1 2023	Work Statement for Year 2 2024	Work Statement for Year 3 2025	Work Statement for Year 4 2026	Work Statement for Year 5 2027
	WAYLAND HA-COCHITUAATE VILLAGE APARTMENTS	\$338,162.00	\$333,974.00	\$333,974.00	\$338,162.00	\$338,162.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2023	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	WAYLAND HA-COCHITUATE VILLAGE APARTMENTS (MA101000001)			\$338,162.00
ID0029	Operations(Operations (1406))	Operations		\$31,162.00
ID0031	Architect Engineer(Contract Administration (1480)-Other Fees and Costs)	Design Services		\$32,000.00
ID0033	Accounting(Contract Administration (1480)-Other Fees and Costs)	Financials		\$2,000.00
ID0071	HVAC Heating Upgrades(Dwelling Unit-Interior (1480)-Mechanical)	Scattered Sites		\$20,000.00
ID0072	Roof Upgrades(Dwelling Unit-Exterior (1480)-Roofs)	Roof Replacement		\$20,000.00
ID0087	Management Improvements(Management Improvement (1408)-Staff Training)	Fair Housing		\$1,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1		2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0094	Maintenance Training(Management Improvement (1408)-Staff Training)	HVAC, Electrical		\$2,000.00
ID0123	Masonry Chimney Repoint Repair (Dwelling Unit-Exterior (1480)-Roofs)	Repoint Repair Chimneys		\$10,000.00
ID0125	Hallways Common Areas Upgrade(Non-Dwelling Interior (1480)-Common Area Flooring)	CVA Paint/replace rug		\$15,000.00
ID0128	Landscaping/Tree Removal(Non-Dwelling Site Work (1480)-Landscape)	Landscaping Tree Removal		\$10,000.00
ID0139	Door Entry System (Non-Dwelling Construction - Mechanical (1480)-Other)	CVA New Door call system		\$5,000.00
ID0153	Kitchen Upgrades(Dwelling Unit-Interior (1480)-Kitchen Cabinets)	Upgrade kitchens		\$160,000.00
ID0176	Septic Upgrade(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	Best Park		\$30,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2023	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	Subtotal of Estimated Cost			\$338,162.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)				
Work Statement for Year		2	2024	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	WAYLAND HA-COCHITUATE VILLAGE APARTMENTS (MA101000001)			\$333,974.00
ID0095	Operations(Operations (1406))	Operations		\$30,574.00
ID0097	Accounting(Administration (1410)-Other)	Accounting		\$900.00
ID0098	Architect Engineer(Contract Administration (1480)-Other Fees and Costs)	Architect Engineer/Contract Admin		\$20,000.00
ID0099	Environmental Review(Administration (1410)-Sundry)	EV		\$2,500.00
ID0100	Energy Audit(Contract Administration (1480)-Other Fees and Costs)	EA		\$2,000.00
ID0101	Roof Upgrades(Dwelling Unit-Exterior (1480)-Roofs)	Repair Replace		\$88,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2024	
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity
ID0171	Kitchen Upgrades(Dwelling Unit-Interior (1480)-Kitchen Cabinets)	CVA		\$190,000.00
	Subtotal of Estimated Cost			\$333,974.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2025	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	WAYLAND HA-COCHITUATE VILLAGE APARTMENTS (MA1010000001)			\$333,974.00
ID0130	Operations(Operations (1406))	Operations		\$21,132.00
ID0132	Accounting(Administration (1410)-Other)	Accounting		\$1,000.00
ID0133	Architect Engineer(Contract Administration (1480)-Other Fees and Costs)	A/E Contract Admin		\$25,000.00
ID0137	Environmental Review (Administration (1410)-Other)	Environmental Review		\$2,500.00
ID0138	Energy Audit (Administration (1410)-Other)	Energy Audit		\$3,000.00
ID0144	Roof Upgrades(Dwelling Unit-Exterior (1480)-Roofs)	building envelope		\$80,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2025	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0145	Windows/Doors Repair Replace(Dwelling Unit-Exterior (1480)-Windows)	Energy Savings		\$64,342.00
ID0146	Management Improvements(Management Improvement (1408)-System Improvements)	Work Order System		\$1,000.00
ID0154	HVAC Heating Upgrades(Dwelling Unit-Interior (1480)-Mechanical)	HVAC Heating Upgrades		\$20,000.00
ID0172	Kitchen Upgrades(Dwelling Unit-Interior (1480)-Kitchen Cabinets)	CVA		\$116,000.00
	Subtotal of Estimated Cost			\$333,974.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2026	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	WAYLAND HA-COCHITUA TE VILLAGE APARTMENTS (MA101000001)			\$338,162.00
ID0155	Operations(Operations (1406))	Operations		\$31,662.00
ID0156	Architect Engineer(Contract Administration (1480)-Other Fees and Costs)	A/E		\$33,000.00
ID0157	Accounting/Administration (1410)-Sundry)	Accounting		\$3,500.00
ID0158	HVAC Air Conditioning (Dwelling Unit-Interior (1480)-Mechanical)	CVA Install Roof AC Common Areas		\$50,000.00
ID0159	Modernization Coordinator(Contract Administration (1480)-Other)	Coordinate Capital Improvements		\$30,000.00
ID0160	Maintenance Garage/Shed(Non-Dwelling Construction-New Construction (1480)-Storage Area)	Storage		\$30,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2026	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0161	Generator Emergency Upgrade(Non-Dwelling Construction - Mechanical (1480)-Generator)	CVA		\$20,000.00
ID0162	HVAC Heating Upgrades(Non-Dwelling Construction - Mechanical (1480)-Central Boiler)	Bent Park and CVA		\$60,000.00
ID0173	Kitchen Upgrades(Dwelling Unit-Interior (1480)-Kitchen Cabinets)	CVA		\$30,000.00
ID0175	Septic Upgrade(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	Bent Park and CVA		\$50,000.00
	Subtotal of Estimated Cost			\$338,162.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)				
Work Statement for Year		5	2027	
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity
	WAYLAND HA-COCHITUATE VILLAGE APARTMENTS (MA(01000001))			
ID0163	Operations(Operations (1406))	Operations		\$338,162.00
ID0164	Architect Engineer(Contract Administration (1480)-Other Fees and Costs)	A/c		\$45,162.00
ID0165	Accounting/Administration (1410)-Sundry	Fee		\$32,000.00
ID0166	Rain Garden(Non-Dwelling Site Work (1480)-Storm Drainage)	CVA Flood Control		\$5,000.00
ID0167	Septic Repair(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving)	Bent Park		\$60,000.00
ID0168	Patio Canopy(Dwelling Unit-Exterior (1480)-Canopies)	Bent Park CVA Outside Patios		\$20,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2027	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0169	Mailboxes Central(Non-Dwelling Exterior (1480)-Mail Facilities)	Bent Park		\$5,000.00
ID0170	Bathrooms Upgrade(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks)	Bent Park and CVA		\$100,000.00
ID0174	Kitchen Upgrades(Dwelling Unit-Interior (1480)-Kitchen Cabinets)	CVA		\$68,000.00
	Subtotal of Estimated Cost			\$338,162.00

**Certification of Compliance with
PHA Plans and Related Regulations
(Small PHAs)**

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

**PHA Certifications of Compliance with the PHA Plans and Related Regulations
including Civil Rights and PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 1/1/24, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA certifies that the following policies, programs, and plan components have been revised since submission of its last Annual PHA Plan (check all policies, programs, and components that have been changed):

- Y 903.7a Housing Needs
Y 903.7b Deconcentration and Other Policies Governing Eligibility, Selection, Occupancy, and Admissions Policies
Y 903.7c Financial Resources
Y 903.7d Rent Determination Policies
NA 903.7h Demolition and Disposition
NA 903.7k Homeownership Programs
Y 903.7r Additional Information
- Y A. Progress in meeting 5-year mission and goals
Y B. Criteria for substantial deviation and significant amendments
Y C. Other information requested by HUD
- 1 1. Resident Advisory Board consultation process
2 2. Membership of Resident Advisory Board
Y 3. Resident membership on PHA governing board

The PHA provides assurance as part of this certification that:

- (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
 6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
 7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
 8. For a PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting lists would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
 17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
 19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 21. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Wayland Housing Authority
PHA Name

MA 101
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20__ - 20__

Annual PHA Plan for Fiscal Year 2024

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

Name of Authorized Official
Susan Weinstein

Title Chair, WHA Board of Commissioners

Signature

Date

16 Nov 2023

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

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 2/29/2016

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

I, Robert Hummel, Wayland Town Planner
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Wayland Housing Authority
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the


Town of Wayland
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

The Wayland Housing Authority (WHA) is committed to providing safe and sanitary housing for all low, and moderate-income households in Wayland. The Wayland Housing Authority (WHA), in compliance with federal and state law and with respect for the diversity among people involved with and affected by the WHA, forbids unlawful discrimination on the basis of age, ancestry, class, color, creed, gender identity, genetic information, income, marital or family status (including the presence of children), national or ethnic origin, race, religion, sex, sexual orientation, source of income or existence of rent subsidy, or veteran status. The WHA also prohibits discrimination on the basis of physical, mental, or emotional disability and will make reasonable efforts to accommodate any person who is otherwise qualified for WHA services or employment. The WHA will not discriminate against any employee or applicant for employment on account of political or union affiliation. The WHA will not condone discrimination or harassment by or against any of its officers, employees, agents, tenants, applicants for employment, or applicants for housing.

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

Name of Authorized Official	Title Town Planner
Robert Hummel	
Signature 	Date 10/25/23

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