



Falmouth Housing Authority  
Falmouth, MA (MA047)  
Designated Housing Plan

August 30, 2018



## Introduction

The Falmouth Housing Authority (FHA) was established on August 16, 1948 under Article 98 of Chapter 121B of the General Laws governing the State of Massachusetts. Its jurisdiction is the Town of Falmouth that includes Woods Hole, East Falmouth, West Falmouth, North Falmouth and Waquoit.

FHA is committed to ensuring safe, decent and affordable housing by working cooperatively with community, state, federal and local officials. FHA always endeavors to make the best use of all available resources so our residents and participants can live in an atmosphere of dignity and respect, free from discrimination.

Our programs and properties are designed to assist extremely low, low and very low-income households. The vast majority of our client households are extremely low-income families, seniors, veterans, persons with disabilities, and formally homeless. Working together with landlords, housing developers, charities and local governments, we strive to provide housing and support services to as many eligible families as possible.

FHA currently operates a combined total of 652 units/vouchers for the following federal programs:

### Public Housing

**222 units as follows:**

- Harborview Apartments	80 units
- Rose Morin Apartments	59 units
- Tataket Apartments	83 units

### Voucher Programs

**430 vouchers as follows:**

Housing Choice Voucher Program	319 vouchers
DIAL (Disabled Independent Adult Living)	80 vouchers
Continuum of Care	24 vouchers
Section 8 Moderate Rehabilitation Single Room Occupancy	7 vouchers

FHA has also entered into a maintenance agreement with the Falmouth Housing Corporation. Through this partnership, FHA provides maintenance repair, upkeep and inspection services for newer developed affordable housing units located in the Town of Falmouth:

**704 Main Street****58 units**

Three (3) accessible units; 19 one-bedroom units; 39 two-bedroom units. The property was financed primarily with Low-Income Housing Tax Credits with 44 of the units restricted to people at 60% of AMI or less. Of the remaining 14 units, 10 are restricted to persons at 60% to 80% of AMI and the final 4 apartments are limited to people earning less than 120% of AMI.

**20 Edgerton Drive****24 units**

There are 12 one-bedroom units and 12 two-bedroom units of which four (4) units are accessible. The property was financed primarily with state and local subsidies. Sixteen of these units are restricted to 80% of AMI or below and the remaining eight (8) are for people earning less than 120% of AMI.

**587 Gifford Street****36 units**

Eight (8) efficiency units; 16 one-bedroom units and 12 two-bedroom units. The property was financed by a variety of sources. Eight (8) of the units are designated for chronically homeless, disabled individuals in a program supported by the Cape Cod Council of Churches known as Bridgeport, four (4) units have been designated for residents being served by the Department of Mental Health, and the remaining 24 units are for people earning 80% or less of AMI.

**651 Gifford Street****14 units**

Six (6) one-bedroom units; 7 two-bedroom units; 1 three-bedroom unit. The property was financed by a wide variety of sources. All units are designated for people earning 80% or less of AMI.

**Scattered Homes****9 units**

Nine (9) scattered site single family homes, one (1) triplex and one (1) duplex. These properties were financed by a local bank and, while not legally deed restricted as affordable units, are currently occupied by low-income families.

FHA shares information regarding all of its housing programs, including affordable projects developed through other local agencies, with potential applicants through a variety of means, such as administrative office walk-ins, via emails generated through our website ([www.falmouthhousing.org](http://www.falmouthhousing.org)), and community outreach events (fairs, educational presentations). The purpose of this application is to highlight focus on two (2) special need populations: elderly and disabled to ensure that they have equal access to thrive within our portfolio of housing units.

In the Commonwealth of Massachusetts, elderly housing is allocated by state law to reflect the following:

Elderly	86.5%
Young Disabled (under 62)	13.5%

The Authority is seeking approval to (re)designate its three (3) federal properties, Harborview (MA047-004), Rose Morin (MA047-006) and Tataketa (MA047-005) to match this allocation and thereby have the above-mentioned FHA properties with as similar a set of rules as possible. HUD has previously approved such request, however, since the last Designation was approved the Authority added the Rose Morin property to its federal public housing portfolio. This request includes all federal public housing properties.

### Designation Justification

In its 2009 Housing Production Plan, the Town of Falmouth set forth a commitment to reach to increase its housing production by ½% to 1% annually. This figure was based on 2009’s total number of year-round housing units, which was 14,440. “In order for the town to meet its goal of providing affordable units at a rate of ½ to 1% per year, 72 units would be required annually . . . [of the 72 units] 43 rental units [should be] produced annually as follows:

- 6 units (14%) for families with children
- 11 units (26%) for individuals and couple households
- 12 independent-living units (28%) for seniors and disabled residents
- 14 service-enriched units (33%) for seniors

Currently, the housing authority provides a combined total of 222 units at three properties (Harborview, Rose Morin and Tataketa). Each unit has one (1) bedroom and the current occupancy rates are as follows:

Property	Total Tenants	Ages 18-61	Disabled under 62	Total Disabled	Two-Person Households
Harborview	85	10	9	36	6
Rose Morin	60	9	9	36	2
Tataketa	88	17	16	39	5

Table 1

**\*Two-person households includes households with live-in aides**

As of August 28, 2018, there are 592 applicants on the Authority’s federal public housing waiting list (*there are over 1,700 applicants waiting for an offer of housing on all of*



*Authority's waiting lists combined*). Of the 592 applicants, 364 identified as elderly; 270 identified as disabled (*which can be a combination of elderly and applicants under the age of 62*). This means that more than half of those currently waiting for an offer of housing from the Authority are either elderly, elderly and disabled, or disabled under the age of 62. A recent review (April 2018) of advertised units demonstrated that the current rental rates for a one-bedroom unit in Falmouth is approximately \$1,500 per month. Upon review of the current income of those residing in public housing and/or are on the waiting list, most monthly incomes do not exceed \$1200.00. Based on this information, it is clear that a pressing need for the community is housing that is based on 30-40% of monthly incomes. By approving this Designation request, HUD will assist the Authority in ensuring that public housing units continue to address the needs of the most vulnerable populations in our communities: the elderly and the disabled.

A review in April 2018 indicated that there are 14, 860 year-round households in Falmouth. In reviewing the year-round households and the waiting lists, one could surmise that the number of persons waiting to be housed in Falmouth exceeds 10% of the number of year-round households as follows:

14,860	Year-Round Households
592	Applicants on Authority's federal Public Housing Waiting List
1,700	Applicant's on all of the Authority's federal and state waiting lists

*Table 2*

Although the Town of Falmouth is currently undergoing a revision to its Housing Production Plan, **what remains the same (*as is demonstrated on our current waiting list*) is the need for affordable housing that is set aside to serve the elderly and disabled.** And, based upon their monthly income, it can be further stated that the housing must go beyond the typical description of affordable (80% of AMI) to reach the vulnerable disabled and/or elderly communities with annual incomes that are below the federal poverty rate.

People are provided information regarding all available waiting lists when they contact the Authority. Navigating between the nuances of each particular program can be daunting; the Designation will assist to eliminate barriers to housing for two special need populations (elderly and disabled) while allowing for full access to participation for the housing in our portfolio.

Through its partnerships with the Falmouth Housing Corporation, the Falmouth Housing Trust, SCG Management and the Harwich Ecumenical Council, the Authority has demonstrated its commitment beyond public housing to encourage the development of units that serve these target populations.

## **Treatment of Current Residents due to the Designation**

The Authority anticipates few persons or families currently housed at Harborview, Rose Morin or Tatakot will request voluntary relocation due to the request 86.5% elderly and 13.5% disabled Designation. Mixed populations (see Table 1 above) have resided in these communities for many years.

## **No Eviction or Lease Termination due to Designation**

The Authority will offer relocation to any resident currently residing in the properties who do not like the designation we are seeking. Since there are no non-designated federal public housing properties in Falmouth Housing Authority's federal portfolio (other than those Harborview, Rose Morin and Tatakot – for which we are seeking the designation), these residents will be offered Section 8 Housing Choice Vouchers to assist in their relocation. All residents will be notified that the relocation is voluntary and that no one will be required to relocate.

## **Notice of the Designation and an Explanation of Available Relocation Benefits**

The residents of Harborview, Rose Morin and Tatakot will receive notification of the designation as soon as the Authority receives notification from HUD of compliance with the statute. The notification will inform the residents that the designation plan will be in effect for five years from the date of HUD's notification of approval of the plan.

The notice will inform the residents that no resident who is lawfully residing in a dwelling unit at Harborview, Rose Morin and/or Tatakot will be evicted or otherwise required to vacate because of the designation. Those desiring voluntary relocation because of this designation will be offered Housing Choice Vouchers as soon as the Authority's request for the Designation is approved by HUD.

The notice will describe the Authority's statutory obligations to the residents who wish to relocate, including a description of available relocation benefits, the right to relocate to housing that is comparable in costs, services, and design factors and payment of actual, reasonable moving expenses. They will be offered the opportunity to participate in the tenant-based rental assistance under the Section 8 Housing Choice Voucher Program at a rental rate paid by the resident that is comparable to that applicable to the unit from which the person or family has vacated or to relocate.

## **Assurances of Decent, Safe, and Sanitary Conditions for Relocation Housing**

In accordance with HUD Handbook 1378 Chg-9, the Authority will provide written notices to the non-designated group of general information and notice of eligibility for voluntary relocation assistance. Each notice will be personally served or sent via certified or registered first-class mail, return receipt requested and documented in the tenant files at the Authority. Each notice will be written in plain, understandable language. Persons who are unable to read and/or understand the notice will be provided with appropriate translation/communication and counseling. Each notice will indicate that name and telephone number (including the TDD number, if applicable) of the person who may be contacted for answers to questions or other needed assistance.

The Authority will provide relocation assistance advisory services, per HUD Handbook 1378 Chg-9, and properly coordinate relocation activities. The Authority will provide at least one referral (where possible, three or more) to a comparable replacement dwelling that is decent, safe and sanitary.

### **Appeals**

A person who disagrees with the Authority's determination concerning the amount of relocation assistance for which the person is eligible may file a written appeal of that determination with the Authority. A low-income person who is dissatisfied with the Authority's determination on their appeal may submit a written request for review of that determination to the HUD Boston field office.

### **Record-keeping Procedures**

The records of the Falmouth Housing Authority regarding this matter will include:

- a. A notice of the designation to all residents of Harborview, Rose Morin and Tatakot and an explanation of available relocation benefits for those wishing to relocate on a voluntary basis;
- b. Evidence that the residents received timely written notice informing them that they have an opportunity to relocate voluntarily if they so desire;
- c. Evidence that residents received a timely offer to participate in the Section 8/Housing Choice Voucher Program if they so wish to voluntarily relocate;
- d. Evidence that the Authority will be responsible for all moving and utility hook-up costs, etc.,
- e. Records will be prepared/updated by the Authority and will be maintained in both the tenant file and a separate master file, both located in the Authority's administrative office (115 Scranton Avenue, Falmouth, MA 02540). Forms to be used will include:

1. Site occupancy records
  2. Records of advisory assistance and other contacts
  3. Claims for moving and related expenses
  4. Residential relocation and management report(s)
- f. Residents will receive notification of the general voluntary relocation as soon as HUD has approved the Designated Housing Plan. The notice will describe the assistance to be provided and the procedures for obtaining the assistance.



## Resolution and Certifications and Assurances

### FHA Board Resolution Approving Submission of the Designated Housing Plan

#### Resolution

#### DESIGNATED HOUSING PLAN

Resolved:

That the Falmouth Housing Authority wishes to designate Harborview, Rose Morin and Tatakot properties as 86.5% for elderly persons and 13.5% for younger people with disabilities.

Any household wishing relocate voluntarily will be given the opportunity to participate in the Section 8 Housing Choice Voucher Program as soon as HUD approves the additional Housing Choice Vouchers we will seek.

All relocation resources will be decent, safe, sanitary and affordable, and in compliance with the Uniform Relocation Act 970.5(h)(1).

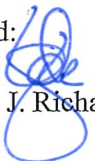
The Falmouth Housing Authority's action is compliant with the non-discrimination provisions of federal civil rights laws, including but not limited to Section 504 of the Rehabilitation Act, the Fair Housing Act, and Titles II and III of the Americans with Disabilities Act.

The Falmouth Housing Authority approves the Designated Housing Plan as presented, dated August 30, 2018, and authorizes its submission to the U.S. Department of Housing and Urban Development (HUD). Further, the Executive Director is hereby designated as the Falmouth Housing Authority's official representative in this regard and authorized to effect any changes or negotiations required for approval of the plan and to otherwise act on the behalf of the Falmouth Housing Authority.

It is understood that any changes in the above approval by the Board of Commissioners will required a reconsideration of the Board and a subsequent resolution approving the action, pending approval by HUD.

I certify that the above is a true and exact copy of a resolution unanimously adopted by the Board of Commissioners at a Board Meeting held on August 30, 2018, and said resolution has not been rescinded or modified in any way.

Signed:

 8/30/2018

Bobbi J. Richards, M.A., Secretary and Executive Director

Falmouth Housing Authority

115 Scranton Avenue

Falmouth, MA 02540