



Commonwealth of Massachusetts
**EXECUTIVE OFFICE OF HOUSING &
LIVABLE COMMUNITIES**

Maura T. Healey, Governor ◆ Kimberley Driscoll, Lieutenant Governor ◆ Edward M. Augustus Jr., Secretary

Public Housing Notice 2021-21, Addendum #1

To: All LHA Executive Directors
From: Fatima Razzaq, Acting Director Division of Public Housing
Subject: Updated Resources for the Four Factor Analysis, part of the Language Access Plan
Date: October 27, 2025

We are pleased to inform local housing authority's that we have made available resources to assist you in completing the Four Factor Analysis required as part of your LHA's Language Access Plan. Linked with the addendum you will find:

- [Addendum 1 - U.S. Census Bureau data on languages spoken at home among LEP individuals age 5+ years](#)
- [Addendum 1 - Fillable Four Factor Analysis \(standalone fillable document, separated from the Language Access Plan Template\)](#)
- [Addendum 1 - Instructions for Uploading the Four Factor Analysis in CHAMP](#)

If you have questions, please contact your Housing Management Specialist.