



Commonwealth of Massachusetts  
**DEPARTMENT OF HOUSING &  
COMMUNITY DEVELOPMENT**

Deval L. Patrick, Governor ♦ Aaron Gornstein, Undersecretary

**Public Housing Notice 2014-16**

**MEMORANDUM**

TO: Local Housing Authority Executive Director  
FROM: Steven Carvalho, Associate Director,  
Division of Public Housing & Rental Assistance  
RE: 2015 Cyber Security and Computer Upgrade (webpage creation, etc.) Initiative  
DATE: September 2, 2014

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With more frequency, we hear of system breaches or lost electronic equipment containing personally identifying information in all areas of business having costly impacts for both organizations and individuals. Given the potential loss in terms of trust, money, privacy and security and with ever increasing online business activities, collectively we need to redouble efforts to insure that our systems and security procedures prevent such losses.

To support you in these efforts, I am pleased to announce the Cyber Security/Computer Upgrade Initiative which is available to all LHAs managing state-aided housing. Funds can be used to upgrade current hardware, software, malware, webpage creation, physical security, and for reviewing and updating the LHA's information security policy and practices. Additionally, the Governor recently signed into law, Chapter 235 of the Acts of 2014, An Act Relative to Local Housing Authorities, which contains requirements for posting certain information on the authority's website. These requirements pertain to posting of contact information of LHA senior staff, annual plans, and certain program and financial reports. LHAs in receipt of these funds should consider using them for development or enhancement of websites which will ultimately be used to meet the requirements of Chapter 235 once regulations are developed.

For LHAs having a consolidated c. 400 program consisting of not more than 200 units, \$5000 will be made available while those having more than 200 units may receive up to \$7,500 for this purpose.

DHCD staff are available to assist you in these efforts and to maximize use of these funds. In assessing your Authority's needs, please review the Office of Consumer Affairs and Business Regulations' regulation, Standards for the Protection of Personal Information for Residents of the Commonwealth (201 CMR 17.00) available at <http://www.mass.gov/ocabr/insurance/providers-and-producers/doi-regulatory-info/doi-regulatory-bulletins/2010-doi-bulletins/2010-02-compliance-with-201-cmr-1700.html> and DHCD's own Privacy and Confidentiality regulation (760 CMR 8.00).

To receive this funding, you must include the amount in the Authority's annual c.400 operating budget for the current year. The amount should be included in the DHCD Approved Exemptions - Direct Reimbursement line item as well as in the Admin Other – a/c #4190 or Non Capitalized Equip – a/c #4611. If your Authority needs to include this amount in a budget revision please do so prior to the end of the eleventh month of the Authority's fiscal year.

Please contact Ayo Yakubu-Owolewa, Finance Manager, for the Bureau of Housing Management at 617-573-1233 if you have any questions.