

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Northampton is pleased to submit to the U.S. Department of Housing and Urban Development Year 2 of the City's Five Year Consolidated Plan for FY2015-FY2020. For the program year July 1, 2016 - June 30, 2017, the City will receive \$613,742. This document outlines how the City will allocate and spend these, as well as, funds carried over from previous years. The City of Northampton remains committed to providing high quality services to those most in need in Northampton.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The objectives and outcomes are outlined in the Annual Goals and Objectives section of this document.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Northampton reviewed the activities, goals and outcomes from the 2015-2020 Consolidated Plan/Year 1 Action Plan. While the two large housing projects were unexpectedly delayed and are carried forward to this program year, other high priority projects were completed and public service subrecipients provided critical services to Northampton residents with low and moderate incomes.

Accomplishments as of March 31, 2016 include:

- installation of audible signals for the sight impaired at two downtown locations

- installation of handicap accessible playground equipment at Jackson Street School, a site used by school students and adjacent public housing residents
- Small Business technical assistance was provided to 12 businesses (4 new; 8 existing)
- Valley CDC administered a homeownership program providing 2 downpayment/closing cost assistance grants and referrals to HOME assisted units. The program also provided services to 26 renters and 8 homeowners seeking purchase and stabilization resources.
- Twelve public service agencies provided services to 4,977 residents with low and moderate incomes. Assistance included housing stabilization services to SRO residents; Adult Basic Education classes; computer and employment training for immigrants; soup kitchen and food pantry offerings; legal assistance for residents at risk of losing their housing; nutrition services to elders as well as outreach and advocacy to Latino residents.

Year end performance results will be detailed in the CAPER.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Citizen input is on-going throughout the year. Monthly meetings of the Northampton Housing Partnership, the Next Step Collaborative and the Community Preservation Committee are regular settings for the sharing and exchange of information.

On the regional level, the Individual Services Committee, the Family Services Committee, the Committee on Unaccompanied Youth and the Veterans Committee meet monthly. These sessions gather service providers from all four Western Mass. counties through the Network to End Homelessness. The Pioneer Valley Planning Commission's Regional Housing Plan Implementation and Fair Housing committees meet quarterly, as does the Network's Leadership Council and Committee on Housing Sex Offenders. The Western Mass. Inter-Agency Council on Housing and Homelessness also meets quarterly, bringing together representatives of all the State systems whose work impacts homelessness.

Preparation for the Action Plan and discussions about priority community needs took place at all local meetings that took place after January 1, 2016 and several Network Committee meetings over the past six months. Two public hearings, advertised through legal ads in the local newspaper, mailings and on the City's website, were held for outreach to the broader community. The funds for public service awards were allocated through a competitive application process during which interviews were conducted by the AdHoc Public Services Review Committee. Additional input was gathered at the public meeting at which the Draft Action Plan was presented.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

All comments made at the public hearings and at other local and regional meetings were taken into account in the formulation of this plan. See appendix for minutes from the public hearings. The blog of the Western Mass. Network to End Homelessness lists all meetings, meeting agendas and minutes of all the various committees. (The blog site is westernmasshousingfirst.org) Data collected by each of the 2 Continuums of Care in the Network is also contained on the blog site and is updated regularly.

6. Summary of comments or views not accepted and the reasons for not accepting them

No formal comments outside of the City sponsored consultation process were received and no public input received was not considered.

7. Summary

In 2016-2017, the City of Northampton will receive \$613,742 in federal Community Development Block Grant funds (CDBG). The City encourages public participation and comment in development of the Annual Action Plan through public hearings and, if unable to attend by calling or emailing questions, concerns or comments.

This document details how the City will expend Federal funds to address the challenges faced by residents in our community with low and moderate incomes.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role | Name | Department/Agency |
|-------------|-------------|-------------------|
| Lead Agency | NORTHAMPTON | |

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Margaret Keller, CDBG Administrator for the City of Northampton MA 413-587-1288

Cam Leon, Assistant CDBG Administrator for the City of Northampton MA 413-587-1286

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Northampton's community development program benefits greatly from collaborative local and regional partnerships. Locally, the Northampton Housing Partnership, the Next Step Collaborative, Valley CDC Provider meetings, City Council sub-committees, meetings with City departments, the CDBG Public Services Grant Application interview process and the CDBG Public Hearings all contribute valuable input through the year about community needs and provide venues to carry out the work to meet objectives and accomplish goals.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City's CDBG Administrator takes responsibility for insuring coordination of relevant component parts/participants functioning in the local service delivery system. Listed below is a sampling of some activities that occurred this past year that enhanced that coordination:

- Public session with the Dept. of Transitional Assistance sponsored by the Next Step Collaborative on SNAP regulation changes (1-21-2016)
- Next Step Collaborative session with Cooley Dickinson Hospital ER and Psych Unit Personnel re: Homeless Discharge Protocols (5-12-2016)
- Western Mass. Network to End Homelessness monthly meetings; Individual Services Committee, Family Services Committee, Veterans Services Committee, Unaccompanied Youth Committee
- Quarterly meetings of the Leadership Council of the Network/ rotated through the 4 counties to coordinate overall efforts to end homelessness
- Quarterly meetings of the Western Mass. Inter-agency Council on Housing and Homelessness/ State agency reps serving Western MA
- Annual Community Strategic Planning Session of Casa Latina/ this year had presentations from Safe Passage and MA Fair Housing Center
- Quarterly meetings of Valley CDC and HAPHousing with housing support service providers (i.e. Vets, DMH) to insure housing stabilization for low income tenants in their properties

- Monthly Next Step meetings with City and local housing and homeless service providers to gauge shelter capacity and adequacy of available resources/ Presentation by the Hampshire HOPE Opioid Coalition Coordinator

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City's CDBG Administrator served as the regional COC lead agent for 16 years and now sits on the CoC board, administered by the Hilltown CDC for the last four years. The CoC collects and publishes Point in Time Count data utilized for Consolidated and Annual Action plan formulation. The CoC (3 counties) interfaces with the Western Mass. Network to End Homelessness (oversees work in 4 counties). The CoC just secured funding from the State to facilitate the creation of a coordinated entry system and an award to provide services for homeless youth. CoC Board members and the Steering Committee of the Network have been meeting to identify best practices for collaboration. The two CoC leads in the region participate on the Network Steering Committee and Leadership Council. The City CDBG Administrator, is also on the Leadership Council. All systems mesh. Currently, the CoC utilizes the Network's committee system (Individual Services, Family Services, Unaccompanied Youth, Veterans, Housing Sex Offenders Task Force, Domestic Violence Committee, Secure Jobs Connect) which yields rich monthly meetings with participants across western Massachusetts. Locations are rotated for ease of access, as the geography covered is extensive. The Network Coordinator provides the staff support, meeting minutes, legislative advocacy and overall coordination for Network efforts and has successfully done so for 7 years.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

A State line item earmark for the Network was utilized in part this past year to fund technical assistance for the CoC . TAC was hired for 125 hours from January 1, 2015 to June 30, 2016 to help clarify the governance and committee structure, review the use and management of the HMIS project and services, provide training for grantees on regulations and compliance, develop goals for each sub-population to end homelessness and to develop a strategy for implementing a coordinated entry model with a uniform assessment tool. The results of this effort will guide activity in the coming year. There are no municipalities in the CoC that are ESG entitlement communities. ESG funding for the CoC is allocated by the MA Dept. of Housing and Community Development through a competitive process. As part of the CoC governance structure, the CoC engages in annual discussion about what the funding priorities should be and supports applications for funds from appropriate agencies for activities that address

those priorities. Funds in the past few years have been directed to Prevention Services due to the high number of families in local hotels/motels.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

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| 1 | Agency/Group/Organization | CASA LATINA, INC. |
| | Agency/Group/Organization Type | Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-Health Services-Education Services-Employment Service-Fair Housing Neighborhood Organization |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | CD staff met with Casa Latina during the year to monitor CDBG grant performance and provide technical assistance for organizational development. Agency's priority is to recruit additional board members with fundraising expertise to increase agency revenue to expand staff capacity. 3 new members joined this past year. Efforts will continue in this coming year. Currently, there is 1.5 staff positions and volunteers. United Way and Cooley Dickinson Hospitals and Valley Medical Group are supporting the Medical Translation Program and operational costs. |
| 2 | Agency/Group/Organization | CENTER FOR HUMAN DEVELOPMENT / SRO OUTREACH PROJECT |
| | Agency/Group/Organization Type | Housing Services - Housing Services-Children Services-Persons with Disabilities Services-homeless Services-Health |

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| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | CHD provides staffing for the CDBG funded SRO Outreach Project, Big Brothers and Big Sisters and works in the region with homeless families and children. Through the CDBG interview process, updates were given on the SRO Project and BBBS. City CD staff interface with CHD around the family homelessness issues through the sub-committees of the Network and the CoC. Updates from the SRO Outreach Program are provided at every monthly Next Step meeting (City and housing providers) City also works closely with the Community Housing Support Services Coordinator, an employee of CHD. The CHSS position was a brain child of Housing Partnership members in recognition of the need for housing stabilization and tenancy preservation services for families at risk of eviction in Housing Court. CHD responded to the Request for Services and was awarded the three year grant of \$195,000.. |
| 3 | Agency/Group/Organization | Center for New Americans |
| | Agency/Group/Organization Type | Services-Education Services-Employment |
| | What section of the Plan was addressed by Consultation? | Economic Development Anti-poverty Strategy |

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| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Met with agency leadership during CDBG monitoring visit and got updates through the CDBG public services interview process and at the CDBG Public Hearings. Agency had an acting Executive Director through the year, but has now filled the position. Agency is expanding its legal services for immigrants component and continues to work with the Dept. of Education(DESE)on English language and career development offerings. Increased collaboration with homeless and social service agencies, so referrals can be made for households presenting with other challenges. |
| 4 | Agency/Group/Organization | Northampton Department of Public Works |
| | Agency/Group/Organization Type | Services-Persons with Disabilities Grantee Department |
| | What section of the Plan was addressed by Consultation? | Non-Homeless Special Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Implemented a program this year with DPW to install 13 audio signalized pedestrian buttons at high traffic intersections. Met with newer DPW staff to describe CDBG eligible activities for their consideration moving forward. There are no projects anticipated for next year that could utilize CDBG funding. |
| 5 | Agency/Group/Organization | Community Action of the Franklin, Hampshire and North Quabbin Regions, Inc. |
| | Agency/Group/Organization Type | Services-Children Services-Education Services-Employment |
| | What section of the Plan was addressed by Consultation? | Homelessness Needs - Unaccompanied youth Anti-poverty Strategy |

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| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Regional CAP agency staff came to the public hearings. They are also a public services grantee so there is regular interaction between their staff and City staff. Their family and child care programs utilize the James House and Vernon Street School, both City owned. Their annual community needs assessment is utilized by City staff for program planning and evaluation. Agency Director is former Northampton Mayor and active in the CoC and Regional Network to End Homelessness' Leadership Council. |
| 6 | Agency/Group/Organization | Community Legal Aid, Inc. |
| | Agency/Group/Organization Type | Services - Housing Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Service-Fair Housing |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Public Housing Needs Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Community Legal Aid is a CDBG grantee so there is regular interaction between the organization and City staff. Agency staff attended the needs assessment public hearing and relayed poignant anecdotes about how the agency assists individuals and families who are at risk of losing their housing gain stability (i.e. putting in place rep payees or obtaining mental health services) to maintain their tenancy. CLA staff attorneys work closely with the Community Housing Support Services Coordinator, a position funded by the Community Preservation Committee as applied for by the Northampton Housing Partnership. |

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| 7 | Agency/Group/Organization | Northampton Veterans Services |
| | Agency/Group/Organization Type | Services - Housing Services-homeless Services-Health Other government – Local |
| | What section of the Plan was addressed by Consultation? | Homelessness Needs – Veterans |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Northampton's Veterans Agent, Steve Connor, is a regular participant at the monthly Next Step Collaborative meetings, head of the Statewide Veterans Coalition and member of the Network Veterans Committee. Mr. Connor regularly brings updates on local, regional and statewide activity. He works closely with the Northampton VA and Soldier On, to bring medical resources and health care, as well as emergency shelter, transitional and permanent supported housing opportunities to men and women Veterans and their children, at the campus in Leeds. |
| 8 | Agency/Group/Organization | PIONEER VALLEY HABITAT FOR HUMANITY |
| | Agency/Group/Organization Type | Housing Regional organization |
| | What section of the Plan was addressed by Consultation? | Anti-poverty Strategy |

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| | <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p> | <p>CDBG staff meet annually with the Director of the local Habitat chapter. The search is on for new development opportunities in Northampton, now that the Verona Garfield site is completed. (5 Habitat families and one market rate lot to be developed). The Planning Director, CDBG Administrator and Habitat Director, Megan McDonough, tour some possible sites on 4-25-2016. The Planning Director is investigating the purchase of 2 large parcels that could contain carve outs for Habitat homes. \$125,000 has been allocated in this Action Plan for that purpose. Acquisition of these parcels will accomplish multiple city goals; open space protection, natural resource conservation and creation of affordable housing. Discussions will continue during the program year.</p> |
| 9 | <p>Agency/Group/Organization</p> | <p>Cooley Dickinson Hospital</p> |
| | <p>Agency/Group/Organization Type</p> | <p>Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Publicly Funded Institution/System of Care Major Employer</p> |
| | <p>What section of the Plan was addressed by Consultation?</p> | <p>Homelessness Strategy Non-Homeless Special Needs Community physical and mental health issues</p> |
| | <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p> | <p>Jeff Harness, at Cooley Dickinson Hospital has assisted with the strategy to build capacity at Casa Latina. The medical interpreter program is important for the Latino community in accessing medical services. CDH has funded it in the past. Mr. Harness also met with the Resident Services Coordinator at Meadowbrook the City's largest affordable apartment complex to address health care access (connection made by the CDBG Administrator). CDH Social work and Emergency Dept. staff will attend a Next Step meeting 5-12-2016) to revisit discharge planning protocols created several years ago by the Network to prevent discharges into homelessness.</p> |

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| 10 | Agency/Group/Organization | HAP Housing |
| | Agency/Group/Organization Type | Housing Regional organization |
| | What section of the Plan was addressed by Consultation? | Creating Affordable Housing |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The City encouraged HAP Housing to undertake the redevelopment of a 58 unit SRO building downtown. HAP pursued the project and has secured funding to demolish the building, relocate the remaining tenants and build a new 4 story, mixed use, mixed income development on the site. HAP has always been a trusted regional housing agency. The Chief Operating Officer has been the Chair of the Leadership Council of the Network, a long time member of the Northampton Housing Partnership and serves on the Northampton Housing Authority's Board of Commissioners. The results of the collaboration around the Northampton Lodging SRO will bring 70 new residential units, 48 affordable, with units set aside for clients of the Department of Mental Health, as well as formerly homeless with fully handicapped accessible units as well. |
| 11 | Agency/Group/Organization | Highland Valley Elder Services |
| | Agency/Group/Organization Type | Services-Elderly Persons Regional organization |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Highland Valley Elder Services (HVES) is a CDBG public services grantee, therefore there is regular interaction between (HVES) and City staff. CDBG Administrator has assisted with invitations and networking for community visioning sessions so HVES can gain a better understanding of homeless services and community needs. |

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| 12 | Agency/Group/Organization | Literacy Project |
| | Agency/Group/Organization Type | Services-Education Services-Employment Regional organization |
| | What section of the Plan was addressed by Consultation? | Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The Literacy Project is a CDBG public services grantee and a tenant at the James House so there is significant interaction between the agency and the City. As are many of the City CDBG funded public services, TLP is seen as a form of homelessness prevention, as educational attainment is economic empowerment. The component of the program that CDBG funds, is the "mentoring" support that addresses the student holistically, addressing the multiple challenges that an individual and family with low incomes may face. Being able to navigate the employment world, for example, by learning computer and study skills is a solid approach to stable housing and a secure financial future. |
| 13 | Agency/Group/Organization | MANNA SOUP KITCHEN, INC. |
| | Agency/Group/Organization Type | Services-homeless Food Security Homelessness Prevention |
| | What section of the Plan was addressed by Consultation? | Homelessness Strategy Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | MANNA Soup Kitchen is a CDBG grantee; staff are consulted throughout the program year. Observations of guests at the MANNA program, relative to numbers and profiles, provide helpful insight to who is struggling in our community. This program embodies the true safety net in Northampton and reduces food insecurity and relieves housing cost pressures. |

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| 14 | Agency/Group/Organization | MASS FAIR HOUSING CENTER |
| | Agency/Group/Organization Type | Service-Fair Housing |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The Mayor's Office and Community and Economic Development Office work with the Mass Fair Housing Center to provide fair housing testing and community outreach and education activities in Northampton. A workshop for local landlords was held 2-11-2016 and addressed medical marijuana, fair housing laws, service animals and other pertinent topics. Northampton is considered a "community of opportunity" in a highly segregated region, so City staff attend meetings where housing choice and mobility strategies are discussed. The Fair Housing Center is leading that effort. |
| 15 | Agency/Group/Organization | Northampton Housing Authority |
| | Agency/Group/Organization Type | PHA |
| | What section of the Plan was addressed by Consultation? | Public Housing Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The Housing Authority has a new director after 23 years. The Director hired in July of 2015 spent this year getting oriented and addressing internal operational issues. Hopefully there will be more of a community presence in the new program year. There was discussion this past year on whether the NHA would move forward with the CDBG allocation for demolition of a farmhouse on Burts Pit Road. Both the City and NHA Director feel the better path may be for the NHA to relinquish the development responsibility to another entity; that discussion is continuing as legislative action may be required to revise the land disposition agreement from the Commonwealth. |

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| 16 | Agency/Group/Organization | Northampton Survival Center |
| | Agency/Group/Organization Type | Provision of Food |
| | What section of the Plan was addressed by Consultation? | Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The Northampton Survival Center (NSC) is a CDBG public services grantee so agency and City staff communicate regularly throughout the program year. City staff made linkages between the Resident Services Coordinator at Meadowbrook and the NSC for nutrition and cooking educational workshops and to sponsor children's meals programming during the summer at the apartment complex. |
| 17 | Agency/Group/Organization | SAFE PASSAGE |
| | Agency/Group/Organization Type | Services-Victims of Domestic Violence |
| | What section of the Plan was addressed by Consultation? | Homeless Needs - Families with children |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Safe Passage is represented monthly at the Next Step Collaborative meetings held by the CDBG Administrator. Also, newly formed this year, is a committee on Domestic Violence Issues within the W. Mass. Network to End Homelessness. The discussion with hospital personnel will focus on protocols for patients presenting with DV challenges. The Network has done extensive advocacy around securing Emergency Assistance and RAFT resources for victims of domestic violence. CDBG Administrator met with the Director of Safe Passage on 4-4-2106 to identify possible collaborative projects. |
| 18 | Agency/Group/Organization | ServiceNet, Inc. |
| | Agency/Group/Organization Type | Services-homeless |

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| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Unaccompanied youth Homelessness Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | ServiceNet Inc. is a CDBG public services grantee and a large mental health agency in Western Mass. The Shelter and Housing Division oversees most homeless beds for individuals that are non-Veteran specific in the region. In Northampton, they operate the Interfaith Winter shelter and the Grove Street Inn year round shelter, both for individuals. Program directors attend the Next Step Collaborative monthly meetings regularly and report on shelter capacity, resource development and service coordination. They also attend the Network's Individual Services Committee monthly meetings regularly. ServiceNet also administers McKinney Shelter Plus Care and Permanent Supported housing beds in Northampton, but no beds for families. The CDBG Administrator participates on the Cot Management Committee that oversees the winter shelter with ServiceNet and the Friends of the Homeless cadre of 400 volunteers that supply evening meals and overnight back up coverage to staff. The CDBG Administrator also does a monthly overnight at the shelter, so the City is in close partnership with ServiceNet in the provision of services to the homeless. |
| 19 | Agency/Group/Organization | Valley Community Development Corporation (CDC) |
| | Agency/Group/Organization Type | Housing Services-Employment |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs Economic Development |

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| <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p> | <p>Valley CDC is a CDBG grantee for the first time home buyer/down payment assistance program as well as our community partner for affordable housing. They also administer a small business assistance program. The City has allocated \$150,000 for the development of 55 units of affordable housing at 256 Pleasant Street. The City is undertaking the Environmental Review for the project and works closely with Valley on many levels. The CDBG Administrator attends quarterly meetings hosted by Valley which brings service providers together for coordinated case management. Valley works hard to preserve tenancies rather than evict people. Most support services are provided by other agencies that receive no extra compensation. Having placed people in units owned by Valley CDC, all participants willing come</p> |
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Identify any Agency Types not consulted and provide rationale for not consulting

More expansive consultation occurred when the 5 Year Consolidated Plan was compiled. The agencies listed above were the ones that City staff worked more closely with this past year.

Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|-------------------------------------|--------------------------------------|--|
| Continuum of Care | Hilltown Community Development Corp. | Creation of permanent supported housing units, homelessness prevention, housing stabilization supports in existing housing, increased focus on substance abuse and creation of new housing and support services for unaccompanied youth. |
| Western Massachusetts Opening Doors | W.Mass. Network to End Homelessness | Plan created in June of 2015 offers a framework for implementation and accountability to make homelessness rare, brief and non-recurring by retooling the crisis response system to one of housing focused, data driven and outcome oriented. Municipal work is driven by collective impact framework presented in the report. |

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|--|---|--|
| Federal Opening Doors Plan | U.S.Department of HUD | Western Mass. Network aligned regional activity with goals in Federal Plan, to insure progress and accountability in one overall framework. The 10 objectives articulated in the Federal plan are pursued at the regional and local level. |
| Housing Needs Assessment and Strategic Housing Pla | Northampton Housing Partnership | Mayor's Office, CDBG Administrator/Housing Planner work through the Housing Partnership to implement the goals and objectives in the plan. Updates are provided monthly at the Partnership meetings to monitor progress. This plan is more generic than the homelessness plans, but goals align. |
| Action Plan - Governor's Opioid Working Group | Governor's Office/ Hampshire HOPE | High degree of substance abuse in homeless shelters. Hampshire HOPE - Heroin/Opioid Prevention and Education task force has interfaced with the Next Step Collaborative, and has formed a multi pronged local coalition. Goals of creating public awareness to reframe addiction as a medical disease, foster public private partnerships to leverage resources, community education are overlapping goals. Interface led HOPE to include a housing provider/ liaison to the Regional Network to End Homelessness on the task force. |
| Pioneer Valley Planning Commission | PVPC | Identification of Communities of opportunity that commit to creating affordable housing to facilitate movement from areas of minority and poverty concentration/ from Hampden County to Hampshire County. Overlapping goal of being able to increase utilization of Section 8 vouchers in strong real estate markets. |
| All Roads Lead Home | Three County CoC 10 Yr. Plan to End Homelessness 2008 | Build community support for ending homelessness, are goals of the City and the CoC and Network. Coordination and funding for prevention, rapid rehousing, creation of permanent supportive housing units, increase educational opportunities, employment and individual life skills and assets. |
| Special Report on Unaccompanied Youth | Executive Office of the Governor | Commonwealth created a Special Commission on Unaccompanied Homeless Youth and issued a report in June of 2015. Goal of Commission, which aligns with regional and local planning efforts is to ensure a comprehensive and effective response to the unique needs of homeless youth. Funding for data collection, housing and support services has followed the report, some of which has been secured by both CoC's in the region, now being implemented. |

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Preparation for the Action Plan and discussions on priority community needs took place at all local meetings and several Network Committee meetings. Two public hearings, advertised through legal ads in the local newspaper, mailings and on the City's website, and open to everyone, were held for outreach to the broader community. The Draft Plan was also published on the City's website and a hardcopy was made available in the CDBG office. Input and suggestions were taken into consideration when identifying priorities to be addressed.

Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (if applicable) |
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| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (if applicable) |
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| 1 | Public Hearing | Minorities Non-English Speaking - Specify other language: all non-English speaking residents Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing | Public Hearing on Housing, Community and Economic Development Priorities on Thursday, March 3, 2016. 14 people attended. | See minutes of meeting in Appendix. | All comments were accepted. | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (if applicable) |
|------------|------------------|--|--|-------------------------------------|--|---------------------|
| 2 | Public Hearing | Minorities Non-English Speaking - Specify other language: all non-English speaking residents Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing | Public Hearing for discussion of Draft Annual Action Plan on Tuesday, March 29, 2016. 9 people attended. | See minutes of meeting in Appendix. | All comments were accepted. | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (if applicable) |
|------------|------------------|--|---|--|--|---------------------|
| 3 | Public Meeting | Housing and Homeless Service Providers | Next Step Collaborative. Meets monthly. Housing and homeless service providers work directly with City staff to identify service delivery system gaps, work to insure resources are fully utilized and not duplicated, and coordination and collaboration occurs to the greatest extent possible. | Regular networking venue identifies service gaps, shelter capacity issues, program coordination. Work is on-going. | All comments were accepted | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (if applicable) |
|------------|------------------|-----------------------------|---|---|--|---------------------|
| 4 | Public Meeting | Housing Partnership members | Northampton Housing Partnership. Meets monthly. | Regular meetings address short and long term housing needs, community education, zoning work, creation and preservation of affordable units. Work is on-going. Follow work plan in Housing Needs Assessment and Strategic Plan of 2011. | All comments were accepted. | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (if applicable) |
|------------|------------------|------------------------------|--|---|--|---------------------|
| 6 | Public Meeting | Non-targeted/broad community | The Western Mass. Network to End Homelessness holds several monthly meetings attended by City staff. Individual Services, Family Services, Veteran's Services, Housing Sex Offenders, Domestic Violence Committee, Unaccompanied Youth. Providers from 4 counties come together to work on such issues as uniform intake, coordinated entry, legislative advocacy, systems change, grant writing, etc. | Network work is on-going. Data Collection is advancing in ways that permit tracking of local and regional progress towards ending homelessness. | | |

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The City of Northampton will use its new program year entitlement and carry over funds to implement projects as prioritized in the 2015-2020 Consolidated Plan. City departments, housing developers and public service agencies utilize many other funding sources to operate programs and bring projects to fruition.

Priority Table

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Reminder of ConPlan \$ | Narrative Description |
|---------|------------------|---|----------------------------------|-----------------------|-----------------------------|--------------|---|--|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | public - federal | Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services | 613,742 | 20,000 | 792,286 | 1,426,028 | 2,621,226 | CDBG funds will be used for housing programs/projects; economic development; public facilities; demolition; public service programs; planning activities; and administration of the grant. Expected remaining amount is based on level funding over the remaining three years, \$10,000 per year program income and annual carry-over of \$250,000 |

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Reminder of ConPlan \$ | Narrative Description |
|-------------------|------------------|---|----------------------------------|--------------------|--------------------------|-----------|--|---|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| Continuum of Care | public - federal | Housing | 334,210 | 0 | 0 | 334,210 | 1,002,630 | Supportive Housing and Shelter Plus Care Programs. Expected remaining amount based on level funding over the next three years |
| Other | public - federal | Acquisition Housing Public Improvements | 0 | 0 | 0 | 0 | 0 | |
| Other | public - federal | Housing | 238,721 | 0 | 0 | 238,721 | 716,163 | Funding for A Positive Place. Expected remaining amount based on level funding over the next three years. |

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

All City of Northampton CDBG funded projects require other funding sources in order to implement the project. Affordable housing applications to State and Federal funding sources require evidence of a local match. Public facilities often utilize Capital Improvement Program funds and private fundraising dollars. Public infrastructure projects generally utilize State Chapter 90 funding and other grant sources. Public service grants use a variety of other funding sources, such as United Way and private fundraising. Local affordable housing projects apply for funding from the Community Preservation Committee for CPA Act funding. Smith College has an Affordable Housing Trust fund that is also available to support local development when Smith removes units from the community inventory for their expansion purposes.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City owns the land and building that serves as the year round homeless shelter for individuals. It was deeded to the City through a disposition agreement with the Commonwealth when the State Hospital was closed down. In that disposition process, the Northampton Housing Authority was also deeded 4 parcels, 2 of which have been developed. The time period for the development to occur has expired, so the responsibility for future activity is now being investigated. The \$45,000 dollar allocation set aside for demolition of a farmhouse at one of those parcels is on hold until this issue is resolved. The Office of Planning and Sustainability is in pursuit of 2 large parcels to acquire for open space purposes and the possibility of carve outs for affordable housing development. If and when secured, the City will issue RFP's for housing development. The Oak Street parcel, the Cooke Avenue parcel remain possible sites for new housing, albeit small numbers of units. The hope is to move quickly on the Laurel Street and Burts Pit Road sites now owned by the Housing Authority, once the ownership issue is addressed.

Discussion

With the Northampton real estate market continuing to be strong, very few properties become available through tax takings or foreclosures. Municipal land available for development is minimal. The Northampton Housing Partnership is examining tax abatement programs and zoning proposals that may result in the inclusion of affordable units in new developments or subsidies for residents in existing units. The City is watching HUD closely to monitor implementation of a program that will allow for Fair Market Rent rates to be adjusted in high income, strong real estate markets such as Northampton's.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|--------------------------------------|------------|----------|--|-----------------|--|---|---|
| 1 | Homelessness Prevention | 2015 | 2019 | Homeless Non-Homeless Special Needs | | Homelessness Prevention | CDBG: \$16,500 Continuum of Care: \$423,076 HOPWA: \$238,721 | Homelessness Prevention: 121 Persons Assisted |
| 2 | Support for Emergency Shelter System | 2015 | 2019 | Homeless | | Support for Emergency Shelter Addressing Basic Needs | CDBG: \$23,000 | Homeless Person Overnight Shelter: 250 Persons Assisted |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|--|------------|----------|--------------------|-----------------|---|--|---|
| 3 | Rental Housing for Families | 2015 | 2019 | Affordable Housing | | Homelessness Prevention Rental Housing for Individuals Rental Housing for Families Housing for At - Risk & Special Needs Populations Housing Support Services | CDBG: \$300,000 Continuum of Care: \$139,875 | Rental units constructed: 103 Household Housing Unit |
| 4 | Rental Housing for Individuals | 2015 | 2019 | Affordable Housing | | Homelessness Prevention Rental Housing for Individuals Housing for At - Risk & Special Needs Populations Housing Support Services | CDBG: \$300,000 Continuum of Care: \$184,355 | Rental units constructed: 62 Household Housing Unit |
| 5 | Preservation of Existing Affordable Rental Stock | 2015 | 2019 | Affordable Housing | | Preservation of Existing Affordable Rental Stock | CDBG: \$122,748 | Homelessness Prevention: 1521 Persons Assisted |
| 6 | Housing Rehabilitation | 2015 | 2019 | Affordable Housing | | Housing Rehabilitation Resources | CDBG: \$40,000 | Homeowner Housing Rehabilitated: 9 Household Housing Unit |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|---|------------|----------|--|-----------------|---|---|--|
| 7 | Affordable Homeownership for Families | 2015 | 2019 | Affordable Housing | | Affordable Homeownership for Families | CDBG: \$32,000 | Direct Financial Assistance to Homebuyers: 4 Households Assisted |
| 8 | Housing for At-Risk and Special Needs Populations | 2015 | 2019 | Affordable Housing | | Housing for At - Risk & Special Needs Populations | CDBG: \$300,000 Continuum of Care: \$334,210 | Housing for Homeless added: 66 Household Housing Unit HIV/AIDS Housing Operations: 23 Household Housing Unit |
| 9 | Economic Development/Income Maximization | 2015 | 2019 | Economic Development/Income Maximization | | Economic Development | CDBG: \$21,500 | Public service activities for Low/Moderate Income Housing Benefit: 50 Households Assisted Jobs created/retained: 5 Jobs Businesses assisted: 25 Businesses Assisted |
| 10 | Housing Support Services | 2015 | 2019 | Affordable Housing | | Housing Support Services | CDBG: \$16,500 | Homelessness Prevention: 100 Persons Assisted |
| 11 | Addressing Basic Needs | 2015 | 2019 | Non-Housing Community Development | | Addressing Basic Needs | CDBG: \$67,500 | Public service activities other than Low/Moderate Income Housing Benefit: 3217 Persons Assisted |
| 12 | Elimination of Slums and Blight | 2015 | 2016 | Elimination of Slums and Blight | | Elimination of Slums and Blight | CDBG: \$45,000 | Rental units constructed: 10 Household Housing Unit Buildings Demolished: 1 Buildings |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|--------------------------------------|------------|----------|-----------------------------------|-----------------|-----------------------|-----------------|--|
| 13 | Improvement of Public Facilities | 2015 | 2016 | Non-Housing Community Development | | Public Facilities | CDBG: \$20,000 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 75 Persons Assisted |
| 14 | Improvement of Public Infrastructure | 2015 | 2019 | Non-Housing Community Development | | Public Infrastructure | CDBG: \$17,933 | Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 200 Households Assisted |
| 15 | Planning and Administration | 2015 | 2019 | Program Administration | | | CDBG: \$122,748 | Other: 5000 Other |

Table 6 – Goals Summary

Goal Descriptions

| | | |
|---|-------------------------|---|
| 1 | Goal Name | Homelessness Prevention |
| | Goal Description | The City will allocate CDBG funds to Community Legal Aid (\$6,500) and the SRO Outreach Project (\$10,000) to work with low and moderate income residents at risk of homelessness to stabilize their housing. The HOPWA award of \$238,721 to A Positive Place will work to prevent homelessness for residents living with HIV/AIDS and the ServiceNet Shelter Plus Care award of \$184,355 will provide supports as well as subsidies to stabilize chronically homeless individuals in their current housing. The City is committed to the goal of the Regional Network to End Homelessness which is - if homelessness occurs, that it be rare, brief and non-recurring. |
| 2 | Goal Name | Support for Emergency Shelter System |

| | | |
|---|-------------------------|---|
| | Goal Description | Funds will be allocated to the Grove Street Inn homeless shelter for individuals (\$13,000) and to the Hampshire Inter-Faith Winter Shelter (\$11,000). Funds will also be expended on improving the heating system at the year round shelter (see Public Facilities section). |
| 3 | Goal Name | Rental Housing for Families |
| | Goal Description | The City has allocated funds to the Valley CDC for the Lumberyard Project which will provide 55 units ranging from one bedroom to three bedroom units for families. A CDBG allocation has also been made to HAP Housing for the 129 Pleasant Street Lodging development which will create 70 units of rental housing, in studios and one bedroom units of which 48 will be affordable. Both of these commitments were made in prior years but securing the other State funding sources has delayed the CDBG fund draws for both. The CoC will garner McKinney funding for Paradise Pond Apartments and A Positive Place, both rental programs for families. The City intends to allocate the \$150,000 to HAP Housing during the current program year that ends June 30, 2016. However, it may need to be rolled over into next year. If for some reason HAP does not choose to utilize the CDBG award, the City will consider reallocating that amount to the Valley CDC Lumberyard project, or to the housing rehabilitation program being administered for the City by the Pioneer Valley Planning Commission. |
| 4 | Goal Name | Rental Housing for Individuals |
| | Goal Description | The CDBG allocation, listed in Rental Housing for Families, is repeated here. 14 of the 55 units at the Lumberyard project are one bedroom units. It is possible that of the 70 total units (48 affordable) at 129 Pleasant Street they could all be individual households, as the total inventory is comprised of studio and one bedroom units. The CoC has permanent supported housing units across the three counties, 21 are based in Hampshire County. New construction would be 14+48=62 |
| 5 | Goal Name | Preservation of Existing Affordable Rental Stock |
| | Goal Description | Although no funds will be expended on a specific project, staff time included in the planning and administration budget line item will be spent monitoring the 1,521 units on the Subsidized Housing Inventory to insure none are lost. The newly implemented Housing Rehabilitation Program is beginning with a focus on owner occupied single family homes, but could move to include investor owned/rental property in the future. |
| 6 | Goal Name | Housing Rehabilitation |

| | | |
|----|-------------------------|---|
| | Goal Description | The City is contracting with the Pioneer Valley Planning Commission to administer a housing rehabilitation program. With funding in the current program year of \$160,000 (July 1, 2015- June 30, 2016) the program will launch in late spring. We assume most of those funds will be rolled over into the new program year due to the late start. We have also allocated \$200,000 for the new year. PVPC expects to complete 5-9 units with that total expenditure. Program parameters are currently being established. Marketing activities and household eligibility determinations will be made prior to the end of the current year. We expect the program to be fully operational in the new program year (July 1, 2016-June 30, 2017). |
| 7 | Goal Name | Affordable Homeownership for Families |
| | Goal Description | The City will provide direct financial assistance to four first time homebuyers in the program year. The CDC's First Time Homebuyer workshops and counseling services will be focused on identifying and qualifying households that are eligible to utilize the direct financial assistance. |
| 8 | Goal Name | Housing for At-Risk and Special Needs Populations |
| | Goal Description | The allocations to the new Valley CDC and HAP Housing projects on Pleasant Street are counted within this goal too, as the units being created will be available to homeless, formerly homeless and special needs populations. Live 155 (formerly Northampton Lodging) will contain 8 apartments reserved for homeless households earning less than 30% AMI, and five apartments will be reserved for clients of the Department of Mental Health. Four apartments will be fully handicapped-accessible and two apartments will be equipped for the visual and/or hearing impaired. Support services through an on-site Resident Coordinator and community agencies will be available to building residents. The CoC will provide funding to house formerly homeless families and individuals and those with HIV/AIDS. |
| 9 | Goal Name | Economic Development/Income Maximization |
| | Goal Description | Funds will be allocated to the Valley CDC's Small Business Assistance Program (\$15,000) and Community Action's Youth Employment Readiness Program (\$6,500). |
| 10 | Goal Name | Housing Support Services |
| | Goal Description | The City will allocate funds to the SRO Outreach Project (\$10,000) to support SRO residents and to Community Legal Aid (\$6,500) to assist residents at risk of eviction. |

| | | |
|----|-------------------------|--|
| 11 | Goal Name | Addressing Basic Needs |
| | Goal Description | Funds will be allocated to MANNA Soup Kitchen (\$3,000); the Northampton Survival Center (\$10,000); the two emergency shelters (\$23,000); the Literacy Project (\$9,000); Casa Latina (\$10,000); The Center for New Americans (\$8,500); and Highland Valley Elder Services (\$4,000) to address shelter, education, food and other basic needs for households with low and moderate incomes. |
| 12 | Goal Name | Elimination of Slums and Blight |
| | Goal Description | The farmhouse on Burts Pit Road on a parcel deeded to the Northampton Housing Authority through disposition of State Hospital property will be demolished to allow for future affordable housing development. The project was designed and permitted to accommodate 10 clients of the Department of Developmental Services, but no State funding has been allocated to date. |
| 13 | Goal Name | Improvement of Public Facilities |
| | Goal Description | The City will allocate \$20,000 to the Grove Street Inn homeless shelter, a City owned building, for improvements to the heating system. |
| 14 | Goal Name | Improvement of Public Infrastructure |
| | Goal Description | \$17,932.74 will be allocated to construct a sidewalk at the River Run Condominium complex to safely connect residents to nearby services. |
| 15 | Goal Name | Planning and Administration |
| | Goal Description | Funds will be used for affordable housing planning and implementation activities, homeless services coordination activities, community and economic development project formulation and implementation, for the conduct of fair housing activities, in addition to administration of the Community Development Block Grant Program. |

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The City's subsidized housing inventory compiled annually by the Department of Housing and Community Development indicates that 1,521 of 12,604 year round housing units (2010 Census) are categorized as subsidized. This translates to 12.07% of the total units. No information on how the income levels break down within those 36 developments is readily available.

Specifically for the new projects moving forward, the Valley CDC Lumberyard Development at 256 Pleasant Street, 8 units will be made available to those earning <30% of area median income, and 47 earning at or below 60% of area median income. For the Live 155 HAP Housing project, 8 units will be set aside for extremely low income households earning <30% of area median income, 8 earning <50% of area median income and 32 at the low income range of <60% of area median income.

AP-35 Projects – 91.220(d)

Introduction

For the program year July 1, 2016 - June 30, 2017, the City of Northampton will receive Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development in the amount of \$613,742. Funds from previous program years will be reallocated should they not be expended and applied to projects moving forward. Oldest funds will be committed first as contracts are executed and projects entered into IDIS.

The Annual Action Plan details how CDBG funds will be spent on priorities identified in the City's 5-Year Consolidated Plan as reviewed and updated for the new program year.

| # | Project Name |
|----|---|
| 1 | Valley CDC Down-Payment Assistance Program |
| 2 | 256 Pleasant Street Acquisition |
| 3 | 129 Pleasant Street Relocation (or Acquisition) Costs |
| 4 | Acquisition - Affordable Housing Projects |
| 5 | Burts Pit Road Farmhouse Demolition |
| 6 | Housing Rehabilitation Program |
| 7 | Alliance/Gandara House Rehabilitation |
| 8 | Grove Street Inn Improvements |
| 9 | Small Business Technical Assistance |
| 10 | Puentes: Bridges for Latinos |
| 11 | Big Brothers Big Sisters Mentoring Program |
| 12 | Single Room Occupancy (SRO) Outreach Program |
| 13 | Services to Build Immigrant Self-Sufficiency |
| 14 | Youth Employment Readiness Initiative |
| 15 | CLA Tenancy Preservation Project |
| 16 | Northampton Nutrition Program |
| 17 | Pathways to Success |
| 18 | MANNA Soup Kitchen |
| 19 | Grove Street Inn Homeless Shelter |
| 20 | Interfaith Winter Shelter |
| 21 | Emergency Food Pantry |
| 22 | Planning and Administration |
| 23 | CDC Down Payment Assistance Grants |
| 24 | River Run Sidewalk |

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved

needs

Northampton has a critical need for an increased supply of deeply subsidized affordable housing, preservation and improvement of existing units, services to address basic needs, an increased supply of jobs that pay a living wage and public infrastructure improvements. Coupled with that is a 30% decrease in CDBG funds over the past several years. Fortunately, the City's adoption of the Community Preservation Act has allowed the CDBG funds to be augmented for affordable housing unit creation and housing support services. The Community and Economic Development Office, in conjunction with the Mayor strives to allocate funds over a variety of categories for a broader community impact and to address multiple City goals.

With such a rich and valuable social service community providing a range of programming, it has been the City's goal to fund as many organizations as possible. With the past years of CDBG funding reduction, that has translated into very small funding awards. Those amounts require the agencies to have to look to multiple sources to fully fund programs. The Public Services Review Committee struggles with this annually and tries to not go below the \$3,000 level. Agencies say that below that amount, the data collection requirements become too burdensome.

Additionally, one of the primary service agencies for underserved populations is experiencing diminished staff capacity and organization strength. The Committee faced the challenge of finding the balance between being supportive and holding them accountable to performance measurement goals.

It is the City's hope to work closely in the new program year with the Northampton Housing Authority to institute family self-sufficiency programming, so households can move up and out into the community, facilitating movement on the Section 8 waiting lists and the public housing waiting lists.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

| | | |
|----------|--|---|
| 1 | Project Name | Valley CDC Down-Payment Assistance Program |
| | Target Area | |
| | Goals Supported | Affordable Homeownership for Families |
| | Needs Addressed | Affordable Homeownership for Families |
| | Funding | CDBG: \$32,000 |
| | Description | The Valley CDC will work with low income households to qualify for down payment assistance grants, as well as make referrals to HOME funded opportunities. Down payment/closing cost grants in the amount of \$3,000 each will be provided for four first time home buyers. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 4 down payment / closing cost assistance grants; 36 low and moderate income households will be provided technical assistance. |
| | Location Description | Valley Community Development Corporation's Homeownership Center is located at 30 Market Street, Northampton MA |
| | Planned Activities | 4 first time home buyer grants to eligible low/mod income residents; home buyer assistance to renters seeking to attain homeownership, referrals to HOME and other funding sources and program administration costs. |

| | | |
|---|--|--|
| 2 | Project Name | 256 Pleasant Street Acquisition |
| | Target Area | |
| | Goals Supported | Rental Housing for Families Rental Housing for Individuals Housing for At-Risk and Special Needs Populations |
| | Needs Addressed | Rental Housing for Individuals Rental Housing for Families Housing for At - Risk & Special Needs Populations Housing Support Services |
| | Funding | CDBG: \$150,000 CPA: \$300,000 |
| | Description | CDBG loan for acquisition of 1.25 acre parcel by the Valley Community Development Corporation (CDC). Redevelopment of the site, formerly the Northampton Lumber Yard, will be mixed use with 5,300 square feet of commercial space on the first floor and 55 units of affordable housing. Prior year funds will be used for acquisition of the property. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 55 units of affordable housing; 1, 2 and 3 bedrooms. Income levels vary between 30, 50 and 60% of area median income. |
| | Location Description | 256 Pleasant Street, Northampton MA. |
| | Planned Activities | Loan for acquisition of property |
| 3 | Project Name | 129 Pleasant Street Relocation (or Acquisition) Costs |
| | Target Area | |

| | | |
|---|--|--|
| | Goals Supported | Rental Housing for Families Rental Housing for Individuals Housing for At-Risk and Special Needs Populations Housing Support Services |
| | Needs Addressed | Rental Housing for Individuals Rental Housing for Families Housing for At - Risk & Special Needs Populations Housing Support Services |
| | Funding | CDBG: \$150,000 CPA: \$300,000 |
| | Description | CDBG loan to assist with either acquisition or relocation costs. Existing 58 unit single room occupancy building being purchased by HAP Housing (previously Northampton Lodging). The obsolete building will be demolished; tenants will be re-located and moved back after construction of 70 units in a mixed use, mixed income four story structure, with commercial on the first floor. Prior year funds will be used. Research is currently being done to determine how the funds will be applied to the project. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 48 affordable units and 22 market rate units all studio and one bedroom apartments. Income levels vary between 30, 50 and 60% of area median income. |
| | Location Description | 129 Pleasant Street, Northampton MA. New development will have the address of 155 Pleasant Street. |
| | Planned Activities | Acquisition of property or costs associated with relocation of existing tenants. |
| 4 | Project Name | Acquisition - Affordable Housing Projects |
| | Target Area | |
| | Goals Supported | Affordable Homeownership for Families |
| | Needs Addressed | Affordable Homeownership for Families |

| | | |
|---|--|---|
| | Funding | CDBG: \$125,000 |
| | Description | Acquisition of property for future development of affordable housing projects. Planning Director currently in negotiation with sellers on a parcel on Burts Pit Road, and one on Glendale Road. Plan is to retain most of the acreage for open space protection and natural resource conservation, with carve outs for affordable housing development. Once parcels are purchased, City will issue a Request for Proposals to agencies to undertake the affordable housing development components. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | Undetermined at this juncture. Site surveys and development schematics and pro formas will commence once purchases are made. |
| | Location Description | Two parcels are being considered by the Planning Department, one on Glendale Road and one on Burts Pit Road. Funds could also be used on Laurel Street and at another location on Burts Pit Road if the Northampton Housing Authority opts to not pursue the final two parcels they were deeded during the land disposition process at the closing of the State Hospital. If those 2 parcels revert to City ownership, a Request for Proposals will be issued and a new development entity would move forward. CDBG funds could still be utilized to demolish the remaining farmhouse on the Burts Pit Road parcel. |
| | Planned Activities | Limited development opportunities initiated by the City to be implemented in collaboration with selected affordable housing developer to increase supply of affordable homeownership for low and moderate income families. |
| 5 | Project Name | Burts Pit Road Farmhouse Demolition |
| | Target Area | |
| | Goals Supported | Housing for At-Risk and Special Needs Populations Elimination of Slums and Blight |
| | Needs Addressed | Housing for At - Risk & Special Needs Populations Elimination of Slums and Blight |

| | | |
|----------|--|--|
| | Funding | CDBG: \$45,000 |
| | Description | Demolition of a vacant and deteriorating residential structure and detached garage on Burts Pit Road owned by the Northampton Housing Authority. The parcel was associated with the former Northampton State Hospital and has been abandoned for more than 20 years. Plans were to develop the parcel for affordable housing for special needs populations. Prior year funds will be used for this project. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | The parcel was designed and permitted to construct new housing to serve 10 clients of the Department of Developmental Services. No state funding was forthcoming to cover the costs, so the project has remained fallow. CDBG funds have been made available to clear the site for future development. The time period given to the Housing Authority in the Northampton State hospital Land Disposition Agreement to develop the 4 parcels they were deeded, has now expired. There is discussion about who will move forward with the development of this parcel and one on Laurel Street. If a new developer is identified, there may be a different plan for utilization of the site. It will be housing, but the nature, scale and the end user is undetermined at this time. |
| | Location Description | 278 Burts Pit Road, Northampton MA |
| | Planned Activities | Demolition of vacant residential structure and detached garage on Burts Pit Road in order to clear site for future affordable housing development. |
| 6 | Project Name | Housing Rehabilitation Program |
| | Target Area | |
| | Goals Supported | Housing Rehabilitation |
| | Needs Addressed | Housing Rehabilitation Resources |
| | Funding | CDBG: \$400,000 |

| | | |
|---|--|---|
| | Description | The Pioneer Valley Planning Commission will administer this new program for Northampton. Assistance will available for income eligible owner occupied single family home owners and focus on remediation of code violations and lead paint abatement. Prior year funds will be used for this program along with new year funding. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 5-8 owner occupants with low and moderate incomes. |
| | Location Description | City wide |
| | Planned Activities | Repairs to heating, plumbing, electrical, roof and structural systems to remediate code violations. Lead paint abatement will be given high priority if costs allow. |
| 7 | Project Name | Alliance/Gandara House Rehabilitation |
| | Target Area | |
| | Goals Supported | Preservation of Existing Affordable Rental Stock Housing for At-Risk and Special Needs Populations |
| | Needs Addressed | Preservation of Existing Affordable Rental Stock Housing for At - Risk & Special Needs Populations |
| | Funding | CDBG: \$45,000 |
| | Description | Rehabilitation of Gandara House at 18 Summer Street, formerly known as the Alliance for Sober Living, a residence for individuals in recovery. Work will include roof replacement and interior renovations to address health and safety concerns. |
| | Target Date | 6/30/2017 |

| | | |
|----------|--|--|
| | Estimate the number and type of families that will benefit from the proposed activities | There are six residents at the program location, at any one point in time. All are individuals with low and moderate incomes, committed to sobriety. |
| | Location Description | 18 Summer Street, Northampton MA |
| | Planned Activities | Roof replacement, chimney repair, floor repair, interior renovations to address health and safety concerns. |
| 8 | Project Name | Grove Street Inn Improvements |
| | Target Area | |
| | Goals Supported | Support for Emergency Shelter System Improvement of Public Facilities |
| | Needs Addressed | Support for Emergency Shelter Public Facilities |
| | Funding | CDBG: \$20,000 |
| | Description | Grove Street Inn, a City owned building is a 21 bed emergency shelter administered by ServiceNet, Inc. CDBG funds will be used for improvements to the heating system. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 75 homeless individuals are typically served annually at the facility. |
| | Location Description | Grove Street Inn, 91 Grove Street, Northampton MA |
| | Planned Activities | Improvements to the heating system at the City's year round homeless shelter for individuals. |
| 9 | Project Name | Small Business Technical Assistance |
| | Target Area | |

| | | |
|-----------|--|--|
| | Goals Supported | Economic Development/Income Maximization |
| | Needs Addressed | Economic Development |
| | Funding | CDBG: \$15,000 |
| | Description | The Valley Community Development Corporation (CDC) will provide technical assistance to 15 income eligible residents who wish to start their own businesses and to existing micro-businesses with five or fewer employees to create growth and generate new job opportunities for the community. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 15 income eligible entrepreneurs and/or micro-businesses. |
| | Location Description | Valley CDC sees clients at 30 Market Street, Northampton MA and conducts workshops out in the community. |
| | Planned Activities | Counseling and technical assistance related to preparation of business plans, making financial projections, identification of marketing opportunities and securing financing. |
| 10 | Project Name | Puentes: Bridges for Latinos |
| | Target Area | |
| | Goals Supported | Economic Development/Income Maximization Housing Support Services Addressing Basic Needs |
| | Needs Addressed | Economic Development Housing Support Services Addressing Basic Needs |
| | Funding | CDBG: \$10,000 |

| | | |
|----|--|---|
| | Description | Casa Latina will provide outreach, support, advocacy, translation and referral services to low/mod Latino residents facilitating their access to health services, housing, improved literacy, employment opportunities and higher levels of community interaction and empowerment. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 100 Latino residents with low and moderate incomes. |
| | Location Description | Casa Latina's office is located at 140 Pine Street, Florence MA, but CDBG funds support staff who go into the community and knock on doors to provide information and referral information to Latino residents. |
| | Planned Activities | Outreach activities and case management with Latinos and Spanish speaking residents to increase life skills and economic empowerment. |
| 11 | Project Name | Big Brothers Big Sisters Mentoring Program |
| | Target Area | |
| | Goals Supported | Addressing Basic Needs |
| | Needs Addressed | Addressing Basic Needs |
| | Funding | CDBG: \$5,000 |
| | Description | The Center for Human Development (CHD) Big Brothers Big Sisters program will create and support mentoring relationships for low to moderate income Northampton children from families with multiple risk factors. Children are referred to the program by school personnel and other area agencies. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 30 at-risk youth and their families in households with low and moderate incomes. |

| | | |
|----|--|---|
| | Location Description | Many participant households live at Hampshire Heights, a Housing Authority public family housing development and referrals come through the adjacent Jackston Street Elementary School personnel. |
| | Planned Activities | Mentors (bigs) and youth (littles) meet once a week for at least one year. Mentoring is either through a <i>community based model</i> where the pair get together on weekends or after school, scheduling outings on their own or; through a site based model such as the <i>Kids to Campus</i> program where youth are matched with college students. The Kids to Campus program provides transportation for the youth to get together with their mentors on the Smith College campus. |
| 12 | Project Name | Single Room Occupancy (SRO) Outreach Program |
| | Target Area | |
| | Goals Supported | Homelessness Prevention Housing Support Services Addressing Basic Needs |
| | Needs Addressed | Homelessness Prevention Housing Support Services Addressing Basic Needs |
| | Funding | CDBG: \$10,000 |
| | Description | The Center for Human Development (CHD) will provide case management and support services to residents living in SRO units throughout Northampton and Florence to connect residents with needed resources. Goals of the program include housing stabilization, tenancy preservation and homelessness prevention. A food pantry is available three days per week. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 75 SRO residents with low to moderate incomes, through on site presence, regular coffee hours, visits at the food pantry and one on one case management. |

| | | |
|-----------|--|---|
| | Location Description | Go West, 1-3 North Main Street, Florence The Maples, 16 North Maple Street, Florence The Florence Inn, 17 North Maple Street, Florence Earle Street Apartments, 180-182 Earle Street, Northampton King Street SRO, 96-98 King Street, Northampton The Lorraine, 96 Pleasant Street, Northampton Northampton Lodging, 129 Pleasant Street, Northampton Bridge Street SRO, 82 Bridge Street, Northampton |
| | Planned Activities | Transportation to appointments, weekly coffee hours, landlord mediation, food pantry operation, case management and advocacy for residents living in SRO's. |
| 13 | Project Name | Services to Build Immigrant Self-Sufficiency |
| | Target Area | |
| | Goals Supported | Economic Development/Income Maximization Addressing Basic Needs |
| | Needs Addressed | Economic Development Addressing Basic Needs |
| | Funding | CDBG: \$8,500 |
| | Description | The Center for New Americans will provide language programs, career pathway and employment services and educational offerings to immigrants to enhance their abilities to achieve economic independence and empowerment. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 45 immigrant households with low and moderate incomes. |

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| | Location Description | James House Community Learning Center, 42 Gothic Street, Northampton MA |
| | Planned Activities | ESOL classes, technology instruction, career advising and guidance, immigration legal services and referrals to area support services. |
| 14 | Project Name | Youth Employment Readiness Initiative |
| | Target Area | |
| | Goals Supported | Homelessness Prevention Economic Development/Income Maximization Addressing Basic Needs |
| | Needs Addressed | Homelessness Prevention Economic Development Addressing Basic Needs |
| | Funding | CDBG: \$6,500 |
| | Description | Community Action will provide individual career development assistance, employment readiness training and educational workshops focused on employment in high-growth sectors of the economy for Northampton at-risk youth ages 14-24. Youth are referred through the High School's Guidance Department and Alternative Learning Program (ALP). |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 75 at-risk youth with low and moderate incomes. |
| | Location Description | Program is based in Northampton at 17 New South Street and works closely with the Alternative Learning Program at Northampton High School. |

| | | |
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| | Planned Activities | <i>Individual assessment and support</i> to set and achieve training and employment goals; youth will participate in a year-long <i>job readiness training</i> program which teaches initiative, technology, time management, handling workplace conflict and other work value topics, as well as participate in <i>career pathways education</i> exploring high-growth employment sectors such as green jobs, health, and information technology. |
| 15 | Project Name | CLA Tenancy Preservation Project |
| | Target Area | |
| | Goals Supported | Homelessness Prevention Housing Support Services Addressing Basic Needs |
| | Needs Addressed | Homelessness Prevention Housing Support Services Addressing Basic Needs |
| | Funding | CDBG: \$6,500 |
| | Description | Community Legal Aid will provide free legal services for tenants who are at risk of eviction and are participants in rent subsidy programs (such as Section 8 or the Mass. Rental Voucher Program). The goal is to preserve the tenancy or to secure an alternate housing situation in order to avoid termination from rental assistance program. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 20 residents with low incomes at risk of losing their housing and rental subsidy and are court involved. |
| | Location Description | The Community Legal Aid office is located at 20 Hampton Avenue, Northampton MA but staff attorneys are present in housing court and conduct home visits to best serve the clients. |

| | | |
|-----------|--|---|
| | Planned Activities | Free legal services to prevent eviction and maintain subsidies. Landlord mediation, court representation, linkages with agencies who provide supportive services and information about the legal process are services provided. |
| 16 | Project Name | Northampton Nutrition Program |
| | Target Area | |
| | Goals Supported | Addressing Basic Needs |
| | Needs Addressed | Addressing Basic Needs |
| | Funding | CDBG: \$4,000 |
| | Description | Highland Valley Elder Services will provide nutritionally balanced home delivered meals to income eligible home-bound elders. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 4-7 income eligible home-bound elders. |
| | Location Description | City wide |
| | Planned Activities | Delivery of hot meals to home-bound elders. Monday-Friday year round preventing hunger and isolation and promotes aging in place where appropriate. |
| 17 | Project Name | Pathways to Success |
| | Target Area | |
| | Goals Supported | Economic Development/Income Maximization Addressing Basic Needs |
| | Needs Addressed | Economic Development Addressing Basic Needs |

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|----|--|---|
| | Funding | CDBG: \$9,000 |
| | Description | The Literacy Project will provide comprehensive Adult Basic Education (ABE) services to adults and out of school youth age 16 and over for successful HiSET attainment and to facilitate preparation for college and career success. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 25 residents with low and moderate incomes. |
| | Location Description | James House Community Learning Center, 42 Gothic Street, Northampton |
| | Planned Activities | The CDBG funded Career Pathways program is integrated into the ABE classes. HiSET (high school equivalency test) preparation combined with intensive individualized counseling and skills training to overcome barriers to college and career readiness are the focus of the program. The CDBG funds allow the Literacy Project to address the needs of the student holistically. |
| 18 | Project Name | MANNA Soup Kitchen |
| | Target Area | |
| | Goals Supported | Addressing Basic Needs |
| | Needs Addressed | Addressing Basic Needs |
| | Funding | CDBG: \$3,000 |
| | Description | The MANNA Soup Kitchen will provide three free meals a week year round to homeless and residents with low and moderate incomes. Special Thanksgiving Day and Christmas Day meals are also provided. The availability of these meals addresses food insecurity, isolation and eases the stress of having to decide between food expenses and housing costs. |
| | Target Date | 6/30/2017 |

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|----|--|--|
| | Estimate the number and type of families that will benefit from the proposed activities | 450 homeless and housed, at-risk residents with low and moderate incomes. |
| | Location Description | The Meals are provided at 2 locations : St. John's Episcopal Church located at 48 Elm Street, Northampton MA and at Edwards Church, located at 297 Main Street, Northampton MA. |
| | Planned Activities | Free meals every Monday, Wednesday and Saturday with a special meal on Thanksgiving Day and Christmas Day. CDBG funding pays for operating expenses, as the staff are all stipended, rather than salaried and the program is supported by many community volunteers. |
| 19 | Project Name | Grove Street Inn Homeless Shelter |
| | Target Area | |
| | Goals Supported | Support for Emergency Shelter System Addressing Basic Needs |
| | Needs Addressed | Support for Emergency Shelter Addressing Basic Needs |
| | Funding | CDBG: \$13,000 |
| | Description | ServiceNet operates a 21 bed transitional and emergency shelter for men and women homeless individuals. The shelter is open from 4:00 pm - 8:00 am Monday-Friday, and 24 hours a day on Saturday and Sundays. Guests may stay up to 90 days. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 75 homeless individuals are served annually. Case management is provided at the Hampshire County Resource Center, located at 43 Center Street. |

| | | |
|----|--|---|
| | Location Description | Grove Street Inn, 91 Grove Street, Northampton MA |
| | Planned Activities | 21 emergency shelter beds with on site supervision. |
| 20 | Project Name | Interfaith Winter Shelter |
| | Target Area | |
| | Goals Supported | Support for Emergency Shelter System Addressing Basic Needs |
| | Needs Addressed | Support for Emergency Shelter Addressing Basic Needs |
| | Funding | CDBG: \$11,000 |
| | Description | ServiceNet, in collaboration with the Friends of Hampshire County Homeless Individuals and the City will provide a 20 bed overnight winter emergency shelter for men and women individuals from November 1 - April 30. Two meals a day are also provided. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 175 homeless individuals. |
| | Location Description | 43 Center Street, Northampton MA |
| | Planned Activities | Food and overnight shelter from November-April; case management provided through the Resource Center, located at the same address. |
| 21 | Project Name | Emergency Food Pantry |
| | Target Area | |
| | Goals Supported | Addressing Basic Needs |
| | Needs Addressed | Addressing Basic Needs |

| | | |
|----|--|--|
| | Funding | CDBG: \$10,000 |
| | Description | The Northampton Survival Center will provide free nutritionally balanced monthly food packages customized to individual dietary needs. Clients will have weekly access to fresh bread and produce, much of it locally grown. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 2,130 residents with low and moderate incomes. |
| | Location Description | 265 Prospect Street, Northampton MA |
| | Planned Activities | Provision of monthly food packages and weekly distribution for other items. |
| 22 | Project Name | Planning and Administration |
| | Target Area | |
| | Goals Supported | Planning and Administration |

| | | |
|-----------|--|--|
| | Needs Addressed | Homelessness Prevention Support for Emergency Shelter Rental Housing for Individuals Rental Housing for Families Preservation of Existing Affordable Rental Stock Housing Rehabilitation Resources Affordable Homeownership for Families Housing for At - Risk & Special Needs Populations Economic Development Housing Support Services Addressing Basic Needs Elimination of Slums and Blight Public Facilities Public Infrastructure |
| | Funding | CDBG: \$122,748 |
| | Description | Funds will be used for community and economic development planning activities and administration of the CDBG program. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 5,000 residents with low and moderate incomes. |
| | Location Description | Public services are usually available City wide, although public facility and public infrastructure projects will be conducted at specific eligible locations. |
| | Planned Activities | See Projects section for detail. |
| 23 | Project Name | CDC Down Payment Assistance Grants |
| | Target Area | |

| | | |
|----|--|--|
| | Goals Supported | Affordable Homeownership for Families |
| | Needs Addressed | Affordable Homeownership for Families |
| | Funding | CDBG: \$3,000 |
| | Description | Down payment/closing cost assistance grant for an income eligible first time home buyer. One grant is being carried over from the previous program year, as a homeowner has been identified and deemed eligible, but whether or not they would close on their property in the current program year was not definite at time of Annual Action plan submission. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | 1 down payment/closing cost assistance grant to benefit an eligible household with low/moderate income. |
| | Location Description | 30 Market Street, Northampton |
| | Planned Activities | 1 grant will be awarded to assist with down payment/closing costs on the purchase of a home for an income eligible first time home buyer. |
| 24 | Project Name | River Run Sidewalk |
| | Target Area | |
| | Goals Supported | Improvement of Public Infrastructure |
| | Needs Addressed | Public Infrastructure |
| | Funding | CDBG: \$17,932 |
| | Description | Sidewalk construction to promote safe pedestrian access for residents to nearby services. Approximately 85 linear feet will be constructed as part of a larger project related to a Mass Highway project addressing intersection and pedestrian safety on Damon Road. Project is carried forward from the previous program year and is in an income eligible area. |
| | Target Date | 6/30/2017 |

| | | |
|--|--|--|
| | Estimate the number and type of families that will benefit from the proposed activities | 216 households at the River Run Condominium complex in an income eligible area (8216.01) that now walk in the road to access services. |
| | Location Description | River Run Apartments, 80 Damon Road, Northampton MA |
| | Planned Activities | Construction of sidewalk to aid pedestrian safety and tie in to a larger project that will include additional sidewalks and crossings. |

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Funds were allocated to priorities as identified from citizen participation and public input during the five year consolidated planning process and the current year action plan process. Census tracts with more than 20% minority population are defined as areas of minority concentration. Using ONeCPD and extensive examination of census tract and block group information by the CDBG Administrator and GIS Coordinator in the Office of Planning and Sustainability did not reveal areas of concentration beyond the public housing family developments and larger affordable apartment complexes. Outreach by Casa Latina will be focused on Hampshire Heights, and Florence Heights which contain concentrations of Spanish speaking residents. Meadowbrook Apartments (254 units) and Hathaway Farms (207) also contain diverse resident populations and the CDBG Administrator works closely with the Resident Services Coordinators there. River Run (216) is a condo complex but many of the units are rented by households with low and moderate incomes. Targeting services at those locations is prioritized when possible.

Geographic Distribution

| Target Area | Percentage of Funds |
|-------------------------------------|---------------------|
| No geographic Priorities Designated | |

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Public services are delivered City wide. Outreach to sub-populations that the individual public service agencies target, however, is done in specific locations. The Housing Partnership and Office of Planning and Sustainability sponsored forums for private and non-profit housing developers to stimulate housing development in the downtown. There is also a neighborhood citizen participation process to revitalize the Pleasant Street corridor, a primary gateway into the downtown. Both proposed mixed use affordable housing projects are on Pleasant Street and include vibrant first floor commercial spaces that will make them major contributors to the revitalization strategy. A visual site survey will be conducted by the vendor selected to administer the housing rehabilitation program to determine where outreach and property selection should occur.

Discussion

Block group level data will be reviewed further to determine additional target areas and locations for housing rehabilitation and public infrastructure projects.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

| One Year Goals for the Number of Households to be Supported | |
|--|-------|
| Homeless | 325 |
| Non-Homeless | 3,137 |
| Special-Needs | 75 |
| Total | 3,537 |

Table 11 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through | |
|--|-----|
| Rental Assistance | 296 |
| The Production of New Units | 0 |
| Rehab of Existing Units | 10 |
| Acquisition of Existing Units | 0 |
| Total | 306 |

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

It is difficult to get unduplicated counts of numbers to be served as individuals often utilize multiple services. For example, individuals counted as participating in MANNA's program could also be in an emergency shelter. Individuals participating in Casa Latina's services could also be attending classes at The Center for New Americans and obtaining food from the Survival Center.

If HAP Housing utilizes the CDBG allocation for acquisition rather than relocation, the number in the chart above for acquisition of existing units would change from 0 to 58.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Northampton has an established working relationship with the Northampton Housing Authority (NHA). CDBG funds have been committed for various public housing improvements over the past several years. This year the City is allocating funds for the demolition of a dilapidated farmhouse on Burts Pit Road to allow for future development of affordable housing.

Actions planned during the next year to address the needs to public housing

The physical plant improvement projects the Northampton Housing Authority is slated to undertake in the new program year include the following:

- Hampshire Heights/ roof replacement in phases
- Cahill Apartments/ Community room upgrades; upgraded underground fire alarm system is completed
- State Street/ boiler replacement was completed
- Bridge St. 689/ Upgrades to common areas
- Grace House/ Insulation project planned
- McDonald House/ new roof
- Florence Heights/ concrete and blacktop repairs, kitchen cabinet and counter replacements, unit thermostat replacements

Actions to encourage public housing residents to become more involved in management and participate in homeownership

In response to this consultation inquiry, the NHA responded with their mission statement: "The NHA is committed to ensuring decent, safe and affordable housing and housing opportunity for the citizens of Northampton and the region, in an effort to maintain the economic diversity of the community. To this end, the NHA shall strive to create and maintain clean and secure housing developments, offer a variety of housing opportunities for the community's citizens, assure fiscal integrity of all program participants and work to support initiatives to provide opportunities for residents who wish to gain self-sufficiency and economic independence. The effectiveness of these endeavors is measured, in part, by the dedication of an innovative and caring staff to efficient program management and collaboration with

residents, community service providers and Northampton's government and community leaders." They do have tenant representation on the Board of Commissioners and a tenant association at the Salvo House. There are no tenant associations at either family development at this time. The NHA does not participate in any self-sufficiency programming and no longer has a staff person serving as the Mixed Populations Coordinator to address management challenges of younger disabled residents living in elderly housing complexes.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The PHA is not designated as troubled according to criteria established by HUD or the Commonwealth of Massachusetts.

Discussion

The newly hired Executive Director is still getting oriented and sorting through hiring/firing and public process missteps made early on. She has yet to participate in larger community efforts after nearly a year, as she continues to focus on internal operating concerns.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Northampton works closely with Eliot Homeless Services. Eliot administers a grant from the Department of Mental Health which funds street outreach activities to identify and serve homeless individuals. This PATH Program (Project for Assistance in Transition from Homelessness) has outreach workers in Pittsfield, Greenfield, Northampton, Amherst, Holyoke, Westfield and Springfield which is comprehensive coverage in Western Massachusetts. The Path worker in Northampton has been in the position for almost 20 years and is well versed with the local population, where the unsheltered reside and is a critical link in our local service delivery system. Brendan Plante works closely with ServiceNet's Shelter and Housing division as well as its clinical division, to link clients with housing and mental health and substance abuse services. Brendan reports monthly at the City sponsored Next Step meetings. He knows who is on the streets, what their profiles are and is our first alert warning system if the unsheltered numbers become high enough that we need to locate additional shelter beds. Brendan visits camps and conducts "office" hours at the Main Street bagel shop and is the City's eyes and ears on the street. He builds trust through the engagement process and also does one to one therapy and runs a group meeting early in the morning to catch folks coming out of the winter shelter. He distributes information on employment opportunities and is an identifiable presence for connecting people to the resources they need. He participates in a weekly meeting with ServiceNet Resource Center staff for coordinated case management to assist with helping people move their lives forward. Brendan and his counterpart in Amherst work closely, as many clients go back and forth between the 2 communities for shelter and services. Brendan will soon be joined by a staff person from DialSelf. DialSelf is the Franklin county agency that provides housing and support services for unaccompanied youth. They just received funding from HUD to create an outreach position to serve Hampshire County. This is an exciting addition to our local service delivery system. Between the two efforts, our community is confident that all persons sheltered and unsheltered will be aware of available resources and can receive the attention they may require to access them successfully.

Addressing the emergency shelter and transitional housing needs of homeless persons

CDBG funding will continue to be provided to the City's two shelters, the Grove Street Inn and the Inter-Faith Winter Shelter for Homeless Individuals for staffing. Collaborative advocacy and support will be provided to Safe Passage for the operation of their emergency shelter for domestic violence victims and

to Soldier On, for their emergency shelter beds serving Veterans. The CDBG Administrator participates in the Management Committee that meets monthly to oversee the operation of the Inter-Faith Winter Shelter and volunteers once a month to stay overnight. The Community and Economic Development office utilizes CDBG funding for physical improvements to the City owned Grove Street Inn when necessary as well as for transitional housing programs in the community.

There are no plans to create additional emergency shelter beds. With the year round beds at the Grove Street Inn, the winter shelter beds at the InterFaith shelter during the coldest winter months and the annex for winter shelter overflow in Easthampton (6), the numbers of those seeking shelter in Northampton can usually be accommodated. There were a number of turnaways this year at the winter shelter, however. This will be analyzed over the coming year to assess needed program changes. Folks turned away for actively abusing substances can usually be accommodated at Craigs Doors in Amherst. There were some operational difficulties at the Amherst program this year that will hopefully improve next season. With the close communication between the City and ServiceNet, the operators of both generic shelters for individuals in Northampton, a close watch occurs and shifts can be made mid-season if necessary.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Victims of domestic violence presenting to Safe Passage have access to their emergency shelter in Northampton, if there is an opening. Safe Passage staff have expressed the need for transitional housing options for their clients. The City will work with them during this next year to see how that might be accomplished. People finding themselves chronically homeless work with ServiceNet staff at the Resource Center to identify locally available units. ServiceNet has some permanent housing units on Hawley Street (9) and they own and manage the Florence Inn (17). Those units provide some ability to house those coming out of homelessness. People entering the InterFaith Shelter are often moved up to the Grove Street Inn when beds are available to allow more time for people to do the work necessary for self-sufficiency. There are no emergency shelter beds for families in Northampton, so the City is less involved with that realm of service. Grace House, a program of the Center for Human Development is a closed referral residence for women in recovery and their children and Soldier On just opened a beautiful new building containing 16 units on the VA Campus for women Veteran's and their children. They are also about to open 44 units of limited equity coops for older male Veterans at that site. Soldier On is in the process of renovating buildings in Agawam and Chicopee to provide additional PSH units to the region. Soldier On has emergency shelter beds, transitional beds and permanent supported housing

options on the campus. Soldier On is able to serve men and women Vets at every stage of the housing and services continuum of care. They also will pick up and serve Veterans leaving the jail system if they have no other immediate housing options. The Northampton Housing Authority administers approximately 300 HUD VASH vouchers for the region and the case managers at the VA in Leeds participate in Next Step meetings and serve on the Network to End Homelessness's Veteran's Committee.

The 3 County Continuum of Care has just received a funding award from the State to develop a more formal coordinated entry system and Soldier On is taking the lead on developing it for the entire CoC. This will streamline intake and placement, as well as rapid rehousing efforts. The key to this success will be increasing the production of units so referrals can be made. Great strides have been taken in the prevention and diversion realm, however, and the availability and utilization of State resources has greatly reduced the number of families in hotels and motels. The number in Western Mass. (primarily Greenfield, Holyoke, West Springfield and Chicopee) has gone from 400 in the last couple of years to 29. We have seen in the past that when there are dollars available for case management, first and last months rent and security deposits and for rental and utility arrearages, permanent housing placements can be made. When those dollars disappear, the cycle begins again and the number of homeless families starts the upward climb all over again.

Friends of Hampshire County Homeless Individuals has secured 275,000 from Northampton's Community Preservation Program in the first round of 2016. With private fundraising efforts and applications to area foundations, the FOH is looking to acquire an existing building to house and serve 6-10 unaccompanied homeless youth. They will partner with DialSelf. Due to the high real estate prices for such a building locally, the fundraising goal is \$750,000. This will be the third house created by FOH/ The first is Yvonne's House which serves 6 chronically homeless men and women; now owned and managed by ServiceNet, the second is the Gandara/Friends House which serves 6 formerly homeless men and women committed to sobriety.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City has conducted the following activities to prevent homelessness:- Created the Community Housing and Support Services Program to provide assistance to individuals, but primarily families facing eviction. The Coordinator identifies court involved families with non-payment issues and provides case management services to preserve the tenancy. 3 year grant, initiated by the Northampton Housing Partnership, funded by the Northampton Community Preservation Committee. Grant was the vision of legal aid attorneys and front line support service people who acknowledge the multiple challenges some

families face and the need for one trustworthy person in their lives to help them navigate those challenges.

- the City views most of the public services funded by CDBG as homeless prevention activities; providing free food so people can better afford their housing costs, developing employment skills for youth, promoting language competency in order to secure economic self-sufficiency, etc.

- Next Step meeting held with 3 Social Workers at Cooley Dickinson Hospital (5-12-16) to revisit the Discharge Planning Protocol developed by the Network several years ago. Phone numbers were exchanged, faces put to names and all agreed to work together to avoid discharging people into homelessness whenever possible. Sub-groups will continue to meet to improve communication.

- Soldier On picks up any individual being discharged from the Hampshire County House of Correction and will shelter them if they have no immediate other housing options.

- City funds the Community Legal Aid Homelessness Prevention Program which also does tenancy preservation work through the Court System, in a more triaged fashion. Tenant landlord mediation occurs at Housing Court and payment plans are established and services secured in order to avoid evictions into homelessness.

- a Veteran's Court has just been established in Holyoke. This Court will take into consideration special issues being faced by Veterans that may have contributed to law violating activities, such as Post Traumatic Stress disorder. It has been operating for 6 months. It will be important to see if homelessness prevention activities as a result of this new court system component has had success in this realm.

- The City views most of the public service activities funded by CDBG as homelessness prevention efforts. Increasing language competency in order to secure economic self-sufficiency, accessing free food to be better able to afford housing costs, preparing at risk youth for employment opportunities and career paths, are some examples. Enhancing self worth, life skills and training for economic security are all critical components to having stable housing and healthy lives.

Discussion

Non-homeless special needs activities:

Elder Households will be served by the Highland Valley Elder Services, the Northampton Housing Authority and the Northampton Senior Center and Council on Aging. Services will include home modification grants and loans to age in place, home delivered meals, public housing, and outreach, education and socialization opportunities. Frail elders are served by HVES Protective Services division.

Households with disabled members will be served by Stavros Center for Independent Living, the Department of Mental Health and the Department of Developmental Disabilities. The Community Housing Support Services Coordinator will also be available, as well as the Resource Center and Housing Authority.

Households with mentally ill members will be served by Community Support Options, ServiceNet, Inc. and the Department of Mental Health. There are several residential settings in the City which function as community based housing for the mentally ill with 24/7 staffing on site.

The Department of Public Health operates a new detox center in Greenfield which increases the bed availability in the region, as well as continuing to operate residential programs. Gandara Center operates Hairston House, the former Alliance for Sober Living residence on Summer Street and the Gandara/Friends House on Maple Avenue to serve individuals in recovery from substance abuse.

Victims of domestic violence receive emergency shelter, legal assistance and support services through Safe Passage. People with HIV/AIDs are served through a Positive Place, a community program based out of Cooley Dickinson Hospital. The program has 22 rental vouchers utilized in properties owned privately, located throughout the region. Their HOPWA allocation through the City of Springfield is \$122,659 and \$116,062 from the 3 County COC. 11 vouchers are from HOPWA and 11 are from the McKinney Vento Program. They have no funds for short term rent, mortgage or utility allowances, nor do they operate any facilities themselves.

| One year goals for the number of households to be provided housing through the use of HOPWA for: |
|--|
| Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family |
| Tenant-based rental assistance |
| Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated |
| Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds |
| Total |

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Northampton works and will continue to work to identify and remove barriers to affordable housing. Current efforts include:

- The Northampton Housing Partnership is examining a home rule option to allow tax relief to developers of affordable housing. Such a program was adopted by the town of Amherst. Tax relief is given to account for the reduction in rental amounts (between market rate units and subsidized units) for projects of 10 units or more. City staff have met with Amherst staff to learn more. Discussions will continue.
- The City's zoning ordinance is being analyzed to identify additional costs that could possibly be removed or reduced in order to facilitate the creation of affordable units; such as the need for site plan review for new detached accessory apartment units.
- The City is monitoring HUD's movement to allow test pilot projects for establishing small area fair market rent rates in high cost areas to increase utilization of Section 8 rental vouchers.
- The City is pursuing the purchase of two large land tracts on which to create affordable home ownership, although there are few State funding sources currently available for homeownership development.
- Mass. Fair Housing Center will continue to conduct confidential testing of Northampton landlords to ascertain discriminatory practices.
- The City is re-instituting a Housing Rehabilitation Program to assist households with low and moderate incomes, allowing them to remain in their homes and experience improved living environments.

Discussion

AP-85 Other Actions – 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

The most important role the City can play is to facilitate communication and collaboration in the face of diminishing resources. With continued cuts in program funding sources, it is imperative the service delivery systems operate as effectively and efficiently as possible, insuring services are not duplicated or wasted. Specifically, the City will support staff and organizations carrying out public social service programming that address basic needs for the underserved by allocating CDBG funds, providing technical assistance and conducting interactive monitoring sessions.

City support for and participation in the Western Mass. Network to End Homelessness, the Western Mass. Inter-Agency Council on Housing and Homelessness, the Three County Rural CoC, the Next Step Collaborative, the Housing Partnership and the committees of the regional network will facilitate coordinated actions to meet the needs of the underserved.

With the numbers of Hispanic households increasing and many with language challenges, it is imperative that Casa Latina, the grass roots organization serving the Latino community in Hampshire County be viable and strong. Outreach, advocacy and connection to resources will become increasingly critical to prevent people from slipping beyond the safety net.

Actions planned to foster and maintain affordable housing

CDBG financial resources will be allocated to the two large affordable housing projects planned for Pleasant Street. Permitting, conducting environmental reviews and contracting, as well as identification of support services will be coordinated. Efforts will continue to prevent any additional loss of units from the subsidized housing inventory. Demolition of NHA property on Burts Pit Road and plans for new development at the Laurel Street site will move forward.

Added to the affordable housing inventory are: 16 transitional housing units for women Veterans and their children (completed in December 2015) and 44 new units of limited equity cooperative ownership units for older male Veterans at the VA campus, slated for completion in 2016, and 43 new affordable units (of 83) at the Christopher Heights Assisted Living Development at Village Hill (the former State Hospital site), creating 87 new units of affordable housing. The 55 units at Valley CDC's Lumberyard project and the 48 affordable units at 129 Pleasant Street through HAPHousing, will add an additional 103 permanently affordable rental units for individuals and families when State funding is secured (2016-2017) and construction completed (2018-19).

Ten homeownership units will be improved through the creation of a Housing Rehabilitation Program. If Habitat for Humanity gets involved with parcels through the City's acquisition of property for limited development projects, new construction of home ownership units could occur in the coming years.

The Housing Partnership will continue to meet monthly to strategize about preservation issues, as well as identify opportunities for new unit production. Outreach will continue with one of the property owners of an expiring use development (Leeds Village Apartments, 2018).

Actions planned to reduce lead-based paint hazards

CDBG funds will be allocated for a Housing Rehabilitation Program. With the age of the housing stock, it is conceivable that each residential rehab project undertaken may include remediation of lead paint to some degree. Decisions will need to be made when evaluating abatement activity versus code violation compliance. The goal of the program would be for six to ten units participating to be able to achieve full compliance for de-leading.

Actions planned to reduce the number of poverty-level families

According to the American Community Survey 2014 data, 6.0% of all families and 13.9% of the total population had incomes below the poverty level. The City will work to insure the following services are available through the existing delivery system: the MANNA Soup Kitchen, the SRO food pantry and the Northampton Survival Center to address food insecurity which addresses food insecurity and frees up income for housing costs. The Literacy Project, The Center for New Americans and Community Action's Youth Employment Readiness Program will assist residents with economic empowerment. Valley CDC's Small Business Assistance Program will help increase incomes for small business entrepreneurs.

The Northampton City Council supports the work of the Living Wage Campaign. Volunteers doing this work conduct outreach and education activities with area employers about the benefits of paying wages that can support household living expenses. The Pioneer Valley Workers Center educates and advocates for employees about their rights and responsibilities and strives to improve employer/employee relationships and working environments. Community Action administers a wide variety of programming, as the anti-poverty agency in the region.

Actions planned to develop institutional structure

With the Western Mass Network to End Homelessness and Three County Continuum of Care meetings, the City is regularly informed and participates in regional activity relative to individual and family homelessness, unaccompanied youth and Veterans efforts. The only gap previously identified in the existing institutional structure was a youth component. DialSelf will now have a presence in Hampshire County with a new youth street outreach program and plans for a residence for youth, so that gap has

been filled.

Between the Next Step Collaborative, Valley CDC's Homeless Services Providers quarterly sessions and the Northampton Housing Partnership meetings, the City gains a holistic sense of what is happening in the community at a local level. Next Step meetings are attended by providers working with the unsheltered individual homeless, sheltered homeless individuals, Veterans, people with HIV/AIDS and people at risk of homelessness in the SRO's. Housing Partnership members are composed of legal aid attorneys doing eviction prevention work, local clergy, a Community Reinvestment Act Banking compliance officer, a realtor, affordable housing developers, an architect and private landlords. Valley CDC meetings are attended by DMH case managers, housing search workers, housing stabilization staff and PATH workers who identify tenants whose housing is at risk. The institutional structure that currently exists is comprehensive and collaborative. People work together and support each other.

Actions planned to enhance coordination between public and private housing and social service agencies

Last year's Action Plan noted the hiring of a new executive director at the Northampton Housing Authority. Due to internal operational issues, she has not yet ventured out into the community as we had hoped. During this coming year, it is the City's expectation that the NHA's voice will be heard as a collaborative community partner and that support services to existing NHA tenants will be enhanced by that collaboration.

The City will continue to attend HAPHousing's and Valley CDC's quarterly meetings with housing service providers for coordinated case management and tenancy preservation for residents in their buildings. The City is hosting a meeting on 5-26-16 with area realtors, housing providers and service providers to brainstorm relocation strategies for the 40 remaining tenants at Northampton Lodging that need to be moved before the demolition can occur. Finding that many affordable units in Northampton will be challenging, so everyone is coming together to see what can be identified. This session is indicative of how the City calls and the community answers in order to move everyone forward in meaningful ways.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

| | |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

| | |
|---|--------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 90.00% |

Discussion

The Plan details how funds expected from the 2016 grant (B16-MC-25-0027) will be expended including the anticipated program income of \$20,000. These loans consist of a 1st time home buyer repayment of \$21.08 per month; a small business loan payment of \$691.04 per month and a housing development loan payment of \$1,000 per year. The anticipated amount includes additional program income, if any, which is unknown as it is dependent on whether or not housing rehab and home repair loans are paid off. Over the past several years, due to the difficult economic situation, the City has seen fewer repayments. The majority of homeowners request subordinations. All unanticipated program income received during the prior program year not included in the 2015-2016 plan has been allocated in this year's document and no reimbursements, other than program income, have been made to the local account.

This plan covers program years 2014, 2015, 2016

Attachments

Citizen Participation Comments

Action Plan Public Hearing March 3, 2016

The Action Plan public hearing for the period beginning July 1, 2016 began at 5:35 p.m. 14 people representing various agencies and interested citizens, Peg Keller, CDBG Administrator and Cam Leon, Assistant CDBG Administrator were in attendance. (Sign in sheet attached).

Applications

Peg began with an overview of the CDBG program and made some announcements. Applications were on-line for the first time this year. Unfortunately, most people experienced issues accessing, completing or sending the on-line application. Consequently, only a few people were successful submitting electronically. The majority of applications received were paper. Peg requested anyone who attempted to do an electronic submittal and experienced problems to connect with Cam. She is gathering a list of the issues to submit to CivicPlus, the City's website provider. Peg thanked everyone for their patience as we attempt to move to electronic submittals.

Peg explained HUD requires us to have two meetings during the planning process of the Action Plan. Generally, the first meeting (for the needs assessment) is held in February. Today's meeting, having been cancelled twice due to inclement weather, accelerates the process.

Public Services interviews will be held next week (March 7th, 8th and 9th from noon to 2:00 each day). Members this year include: Councilor Gina-Louise Sciarra; Councilor Marianne LaBarge; Rev. Todd Weir, First Churches; Greta Hagen, Assistant Director of Development, Safe Passage; and Lionel Romain, Director of Housing for Central and Western Mass, CEDAC. The Draft Plan public hearing will be held March 29th at 5:30 to allow for a 30-day comment period before submittal to HUD on May 15th.

Award

Peg noted the City's award this year will be \$613,742 up \$11,400 from last year. This allows \$1,710 more for public service activities before adding in prior year program income. Good news for sub-recipients who could see their projects level-funded and/or increased.

Making a Difference

This year in an effort to celebrate successes and remind ourselves why we do this work, providers in attendance were asked to share a success story:

Heidi - Survival Center: provides monthly food packages. The monthly program includes a large assortment of fresh produce. Clients are encouraged to return weekly to supplement their groceries with fresh produce but historically, that has led to some confusion. Clients getting produce with their monthly package were given more produce than weekly visitors, which led to a feeling of a double standard in the process of being served. Plus, for those who return for

weekly produce, the Center wanted to validate that choice by giving an abundant supply. The issue was resolved by increasing the budget for fresh produce to increase the supply and raise all visitors – monthly and weekly – to the same new level. It realigned the program with the Center’s values, and simplified the process for everyone.

Linda – Community Housing Support: advocacy to prevent homelessness. Recently helped a woman with a daughter and son whose work hours got cut. She did not certify Section 8 and rent didn’t change. She got involved with payday loans and eventually got into extensive debt (she had three loans). Linda called the Attorney General and DA’s offices, the woman got more hours at work, and recertified the Section 8, thereby adjusting her rent. She has a savings account and now that her finances have stabilized is hoping to go on vacation this year.

Judith – Literacy Project: instruction for the HiSET, college and career readiness. CDBG funds help students move on to the next steps. Most recently, one student passed the HiSET and enrolled in HCC and one, who graduated last year, is now at HCC. Judith read a very moving letter from him in which he praised the Literacy Project for giving him the ability to move forward.

Laurie – Center for New Americans: ESOL classes, education and career support services for immigrants. Laurie spoke about how the CNA helps students become acquainted by talking about a field trip students went on to the Survival Center as a way to introduce newcomers to resources in the area.

Danielle – SRO Outreach: case management, support and advocacy to SRO residents. Danielle spoke about Northampton Lodging tenants who are anxious due to the need to relocate for reconstruction of the building. Some were told by previous management they didn’t qualify for fuel assistance causing further anxiety. The current management reached out to Community Action who went directly to Northampton Lodging to meet with the tenants and qualify them.

Lou – Casa Latina Board Member: CDBG funds are used for information and referral for Latino residents. The mission of Casa Latina is empowerment for Hispanics. This year the Three Kings Celebration was held; one person raised about half of the funds to put on the celebration (which gives toys to children). That person had been a client of Casa’s and was now “giving back”.

Joanne – CDC: Homeownership/1st Time Home buyer grants. In one instance, the CDC worked with an attorney who grew up in foster care. She completed Smith College’s Ada Comstock undergraduate program and then attended law school. Her dream was to own a home of her own. With the 1st time homebuyer program, she was able to buy a house in Northampton.

Katie – Service Net: oversees Grove Street Inn Shelter and Interfaith Cot Shelter and three permanent housing locations.

Mike – Resource Center: helps homeless individuals navigate through issues and locate resources such as income, MassHealth, assistance with housing search, access medical care. Katie spoke about a mentally ill woman (well known to all) who has been homeless for over 20 years. Many attempts to house her in the past had failed. About six months ago, she agreed to be housed at the Florence Inn. There was skepticism as to whether she would remain housed but so far she has stayed, is taking her meds, paying her rent on time, and generally seems happy to have a place to call her own home. A true success story!

Geralyn – Highland Valley Elder Services: elder nutrition program - Meals on Wheels. There has been a long wait list which, due to CDBG funds was eliminated. Meals cost \$7.25 per person; each meal is cooked fresh daily and delivered. HVES is now starting to see baby boomers vs 80 individuals.

Jen – Community Legal Aid: free legal services for tenants with rent subsidies at risk of eviction. Jen spoke about two success stories – The first one, a 30 year old, Section 8 tenant, challenged due to a head injury, had received an eviction notice related to hoarding. Legal Aid set up services to allow for housekeeping by arguing she never had services. They also put a rep payee in place and obtained mental health services. She is now stable. The second, a Northampton Housing Authority Spanish speaking tenant was threatened with eviction for not reporting TAFDC income. Investigation showed that the NHA has no documents in Spanish, and this woman speaks no English setting the stage for misunderstanding. CLA was able to advocate for her and stabilize her housing.

Stephanie – Cathedral in the Night: has been around for five years, providing worship and a community meal through partnership every Sunday night. Also provides Tuesday coffee hour at Brueggers from 3:00-4:00; Wednesday lunch at the WWII club for Veterans; and has partnered with Elms College to provide a “Care Van” on Sundays 4:30-6:30 for diabetes check, foot care and scripts.

Laura – A Positive Place: (previously Aids Care of Hampshire County) serves Hampden, Hampshire, Berkshire and Franklin counties. They manage 22 housing vouchers: 11 McKinney Vento and 11 HOPWA. Coordinating with area agencies they provide homeless prevention, help people with rent arrearage, and try to keep individuals in care. Laura shared a story about a recently housed trans-woman eliminating the need for her to exchange sex for a car to sleep in or having to navigate the danger of being on the street.

Conclusion

Each presenter received a round of applause after delivery of their success story. Peg noted everyone is working well together and as a City we continue to make strides addressing very challenging issues we are all well aware of. The meeting concluded 6:42 at p.m. Peg reminded everyone the Draft Plan Public Hearing will be held on March 29, 2016 at 5:30 pm in City Hall Hearing Room 18.

Respectfully submitted, Cam Leon

3
Action Plan Public Hearing
3-3-16

CDBG Draft Plan Public Hearing

March 29, 2016

The Draft Plan public hearing began at 5:30 p.m. Nine people representing various agencies and interested citizens, Peg Keller, CDBG Administrator and Cam Leon, Assistant CDBG Administrator were in attendance. (Sign in sheet is included in the appendix).

Peg reviewed the 2016-2017 allocation and explained the 15% public service and 20% administration limitations. She also passed out copies of the Draft Action Plan for review.

Review of Draft Plan Components

Housing

Homeownership – funding for the Valley CDC to administer a 1st time buyer homeownership program; 4 down payment assistance/closing grants (@\$3,000 ea) – up from 3 last year.

Acquisition/Relocation: 129 Pleasant Street (currently Northampton Lodging) – HAP Housing is beginning to relocate tenants; there are 48 people left to relocate at this point. The existing building will be demolished; 70 new units will be constructed.

Acquisition: 256 Pleasant Street (currently Northampton Lumber Yard) – Valley CDC is awaiting funding from the State. Redevelopment of the site with commercial space on the first floor and 55 units of affordable housing for families.

Both of the Pleasant Street projects also applied for and received CPA funds (\$300,000 each).

Acquisition: Affordable Housing Development – there are currently offers on two parcels from the Planning Director to private owners. If parcels are secured, they will be utilized for open space protection and limited development opportunities to create affordable housing homeownership units.

Demolition: Burts Pit Road – Northampton Housing Authority was deeded four parcels (Paradise Pond Apts.; Mary McColgan Apts.; Laurel Street and, Burts Pit Road – near the dog park) when the State Hospital closed. There is a caveat in the deed restriction if the Housing Authority did not develop within five years, the property reverts back to the state; status is currently being reviewed.

Housing Rehabilitation Program – rehab of homeowner units to address code violations including lead abatement. A significant portion of Northampton housing stock is was built prior to 1930.

1
Action Plan Public Hearing
3-3-16

Infrastructure

River Run Sidewalk – sidewalk construction on Lane Plant Road to serve the River Run Condominium complex which will tie in with Mass DOT sidewalk construction and crosswalks on Damon Road. (Project is slated for completion in this program year).

Public Facilities

Grove Street Inn Homeless Shelter – 21 bed emergency shelter. Service Net is the program administrator operating in this City owned building. CDBG funds will be used for improvements to the heating system.

Economic Development

Valley CDC - Funding for workshops and technical assistance for micro-businesses and individuals wishing to start a business.

Public Services

Funding for 12 social service programs targeted to the City's low and moderate income households. Services provided will include SRO outreach, housing support, legal services, emergency food bank, education and career training and support, youth services, elder nutrition and emergency shelter.

Discussion

The lack of affordable housing in both Northampton and Amherst was discussed in relation to refugee settlement. The question arose, how can we be a welcoming community without adequate / affordable housing? Discussion followed.

Lev –(Community Action) commented, as another way to look at how to maintain consistency and stabilization for families can be achieved, the importance of education and how young people moving from school to school are impacted.

Peg briefly discussed the success stories shared from the public hearing on February 16th and asked if anyone had anything they wished to add about their programs and successes.

Renee – (Big Brothers Big Sisters) spoke about Noel and Scott who have been matched about two years (this story was highlighted in Business West, January 2016). Noel has a passion for cars and is now at Smith Vocational; his first oil change was on Scott's car. Renee said Noel recently attended Scott's wedding as a groomsman.

The Big Brothers Big Sisters Smith College based "Kids to Campus" program receives referrals for Jackson Street kids who generally come from families with low educational attainment. The youth meet once a week on site with a person in college and have dinner at the campus center. This creates a friendship and lasting bond – the power of it is just spending time with the child

with no other agenda. Often children from these matches see it is possible they could go to college as well.

Lev – (Community Action) added a story about a young person in the alternative learning program at the high school participating in the Youth Employment Readiness Program. During mock interviews, his personality began to shine and he started to take leadership roles. For young people who have very few successes in life, to have a chance to be seen as successful is a powerful experience for them and small successes can be huge.

Lev then updated the group on the Generation Q Program, which provides peer support for LGBTQ youth.

Peg noted that the Friends of Hampshire County Homeless Individuals have applied for CPA funding for a third house to create 8-10 units for unaccompanied homeless youth. FOH will partner with DIAL/SELF a Franklin County based organization that provides housing and support services for homeless and at-risk youth aged 18-24.

Donna – Donna, from Valley CDC described their Homeownership Center programs. A couple of families are able to purchase each year in Northampton, generally in the Ryan Road / Florence Road area where purchase prices are more reasonable. She recently worked with a woman who grew up in the foster care system and became a lawyer. She always wanted to own a home; she purchased her first home earlier this year. CDBG funds provided down payment assistance/closing costs.

Conclusion

Everyone was thanked for their updates and success stories. Participants appreciated the positive approach and identified many future networking and collaboration opportunities. Peg noted how much the Public Service Review Committee enjoyed the interview process and how all expressed appreciation for what they learned and what amazing work is going on in the City. Peg had floated the idea of on-site visits for them next year which they readily embraced. Plans will be made for that early in 2017.

The meeting concluded at 7:00 p.m.

Respectfully submitted,
Cam Leon

Grantee Unique Appendices

3 County CoC
2016

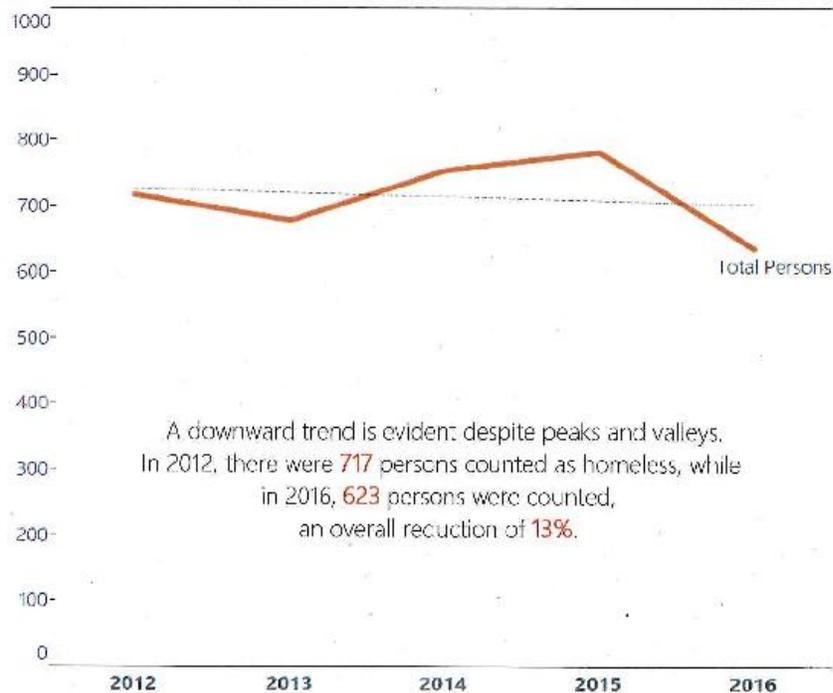


3 County CoC Data Report

| | |
|--------------|---|
| Organization | All 3 County CoC Organizations and Programs |
| Topic | Point in Time Count Trends from 2012 to 2016 |
| Description | The CoC was reconfigured in 2012 to include Berkshire County programs and exclude Hampden County programs. We now have 5 years of PIT Count data since the reconfiguration — enough to examine PIT Count trends and their underlying drivers. |

3 County CoC Region • Berkshire, Franklin, and Hampshire Counties Point in Time Counts 2012 - 2016

Overall Point in Time Counts

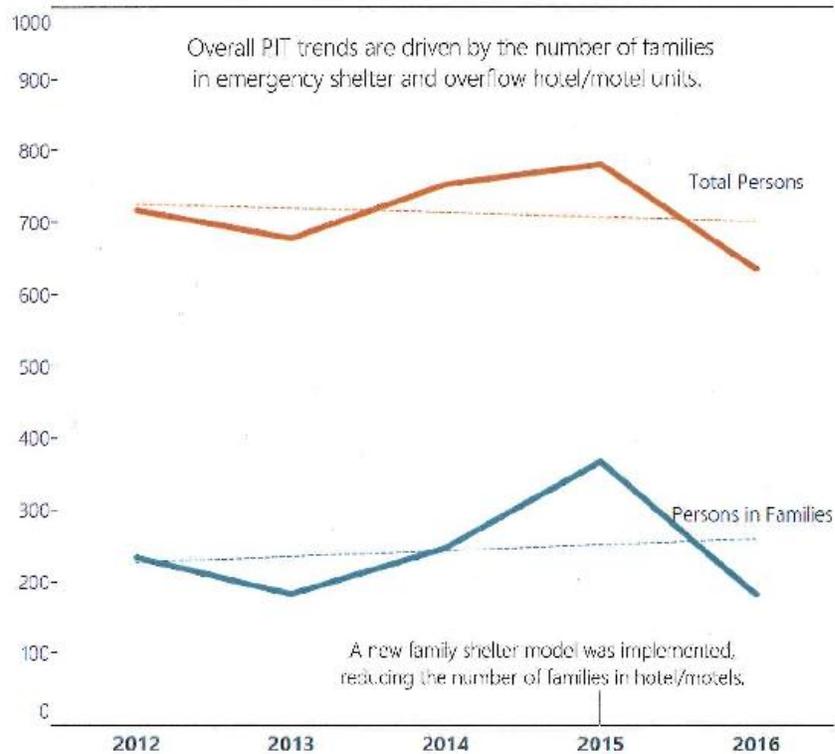


Report Date: February 16th, 2016

1

3 County CoC Region • Berkshire, Franklin, and Hampshire Counties
Point in Time Counts 2012 - 2016

Persons in Families

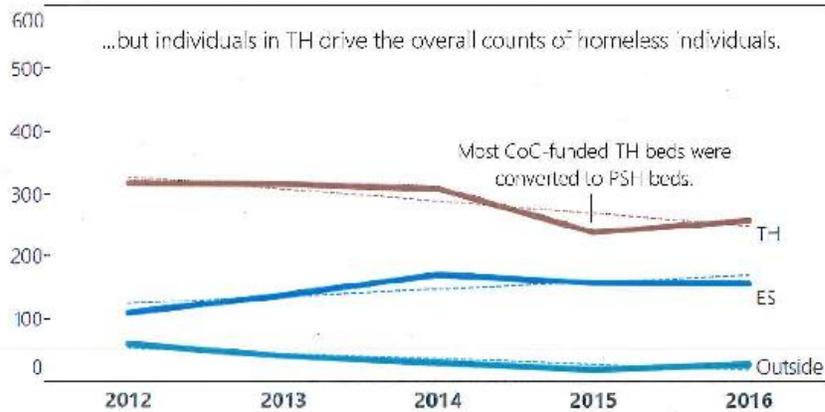
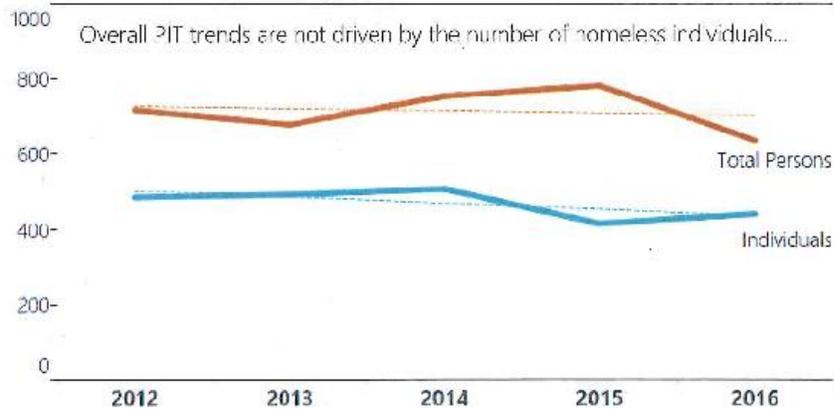


Notes

- In general, family shelter capacity stays constant, while hotel/motel utilization goes up or down based on demand.
- Families in transitional housing comprise a small percentage of all families. In 2016, that percentage grew smaller, as one TH-FAM program stopped participating in the count because it no longer had dedicated beds for parents/ families with a history of homelessness. In 2012, there were 18 families in transitional housing. In 2016, there were only 3 families in transitional housing.

3 County CoC Region • Berkshire, Franklin, and Hampshire Counties
Point in Time Counts 2012 - 2016

Individuals

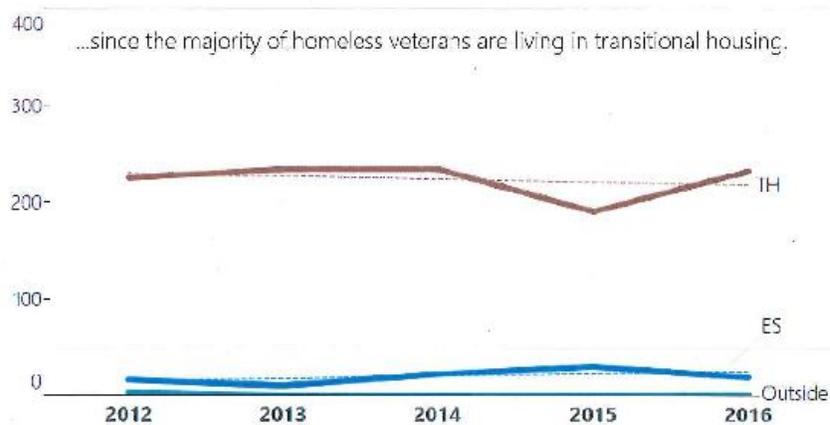
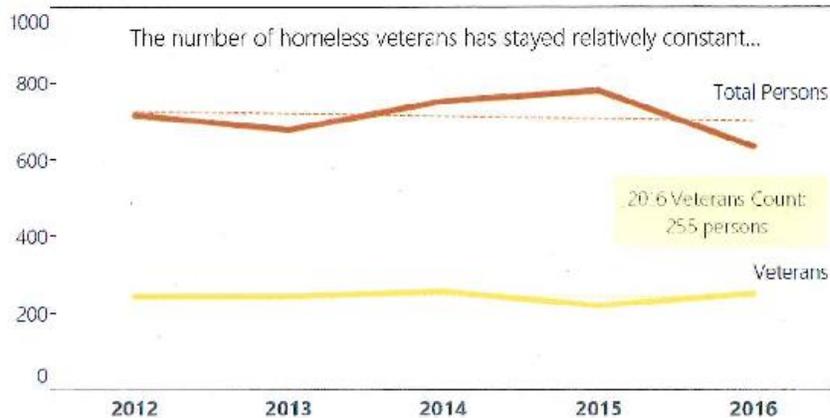


Notes

• Although most CoC-funded TH-IND beds were converted to PSH beds by the 2015 PIT Count, the majority of TH beds were funded by Soldier On, Inc. rather than by the CoC. These beds were not converted and remained TH beds. On the night of the 2016 Count, **226** of **259** TH-occupied beds were Soldier On beds, representing 87% of TH-IND beds. (See next chart.)

3 County CoC Region • Berkshire, Franklin, and Hampshire Counties
Point in Time Counts 2012 - 2016

Veterans

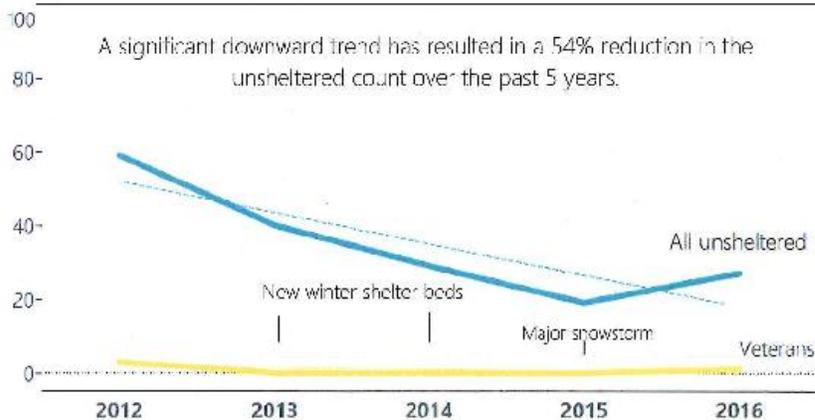
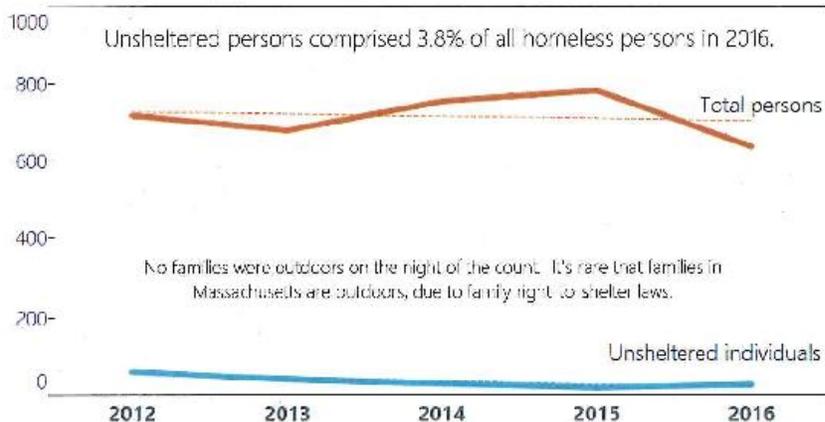


Notes

- Of all homeless veterans counted in 2016, **21** were staying in emergency shelter and **1** was staying outside. These persons represent 9% of all homeless veterans.
- Of all veterans in emergency shelter, **1** person was a family head of household with children staying in family shelter. All other persons were individuals.

3 County CoC Region • Berkshire, Franklin, and Hampshire Counties
Point in Time Counts 2012 - 2016

Unsheltered Persons



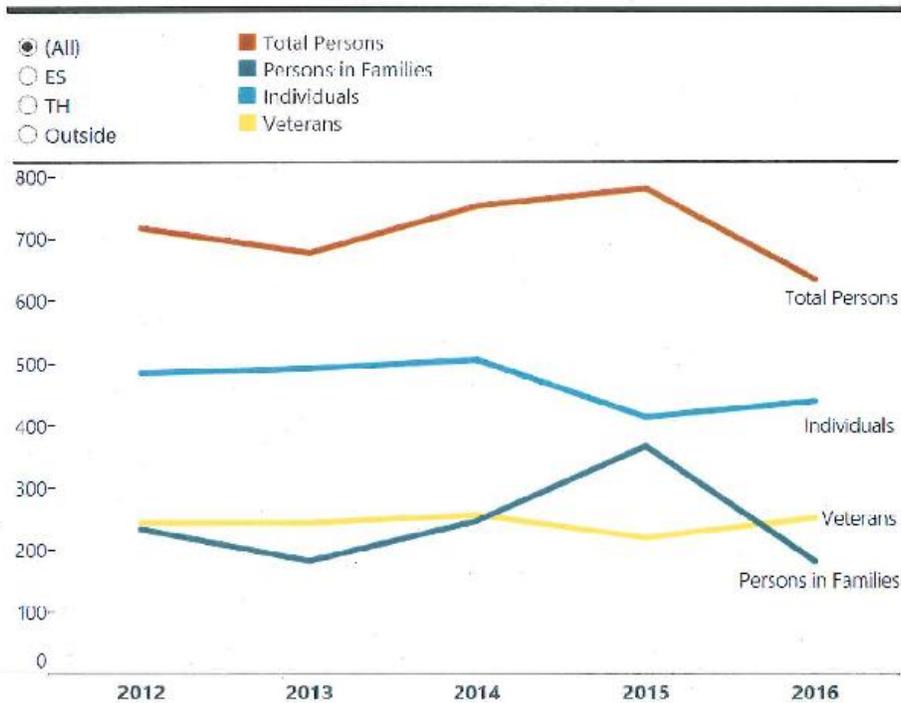
Notes

- Massachusetts has one of the lowest rates of unsheltered homelessness in the country. Last year it was **2.8%**, compared to a national rate of **31%**.
- From 2012 to 2015, unsheltered counts went down by **25%** across the country, and by **18%** across the state. The CoCs significant drop has been due to the combination of new or expanded winter beds, along with newly dedicated permanent housing beds for chronically homeless individuals.

3 County CoC Region • Berkshire, Franklin, and Hampshire Counties
Point in Time Counts 2012 - 2016

Summary

A small downward trend has resulted in a 13% reduction in homelessness since 2012. The reduction has been driven by a reduction in family homelessness coupled with a smaller reduction in transitional housing capacity. These, in turn, are due to systems changes including the implementation of a new family shelter model and the conversion of transitional housing beds to permanent supportive housing beds. It's likely that SSVF rapid rehousing funds have also contributed to the downward trend.



[Explore the data >>](#)

Notes

- It's possible, though not likely, that preliminary 2016 data may change slightly once the final PIT Count analysis is completed and confirmed. The final report will be issued in March or April.
- The CoC has not yet received demographic information for persons staying in hotel/motels during the 2016 Count. Once this data is received, we will expand this report to include an analysis of homeless young adults/ unaccompanied youth; along with Courty-specific data.

For more information, contact [Andrea Miller](#)

Report Date: February 16th, 2016

3 County CoC Region • Berkshire, Franklin, and Hampshire Counties
Point in Time Counts 2012 - 2016

Underlying Data

Point in Time Counts by Year and Location

| Setting | Population | 2012 | 2013 | 2014 | 2015 | 2016 |
|----------------|---------------------|------|------|------|------|------|
| ES | Total Persons | 305 | 280 | 386 | 495 | 337 |
| | Persons in Families | 196 | 143 | 216 | 338 | 181 |
| | Individuals | 109 | 137 | 170 | 157 | 156 |
| | Veterans | 16 | 10 | 22 | 30 | 21 |
| TH | Total Persons | 353 | 358 | 338 | 267 | 259 |
| | Persons in Families | 37 | 39 | 31 | 29 | 7 |
| | Individuals | 316 | 315 | 307 | 238 | 252 |
| | Veterans | 225 | 234 | 234 | 190 | 233 |
| Outside | Total Persons | 59 | 40 | 29 | 19 | 27 |
| | Persons in Families | 0 | 0 | 0 | 0 | 0 |
| | Individuals | 59 | 40 | 29 | 19 | 27 |
| | Veterans | 3 | 0 | 0 | 0 | 1 |

[Explore the data >>](#)

Notes

Summary of key events over the last 5 years

- About 40 new winter shelter beds for individuals went online in November and December 2013, just prior to the 2014 PIT Count. There was a corresponding increase in the number of persons counted.
- Most CoC-funded TH beds for individuals were converted to PSH during 2014, resulting in a lower TH-IND count in 2015.
- One family TH program stopped offering dedicated homeless beds to families in September 2015 (due to contract requirements), resulting in a lower TH-FAM count in 2016.
- There was a major snowstorm the night before the January 2015 PIT Count, which lasted into day, resulting in a significant decrease in the number of unsheltered persons counted during the 2015 PIT.

For more information, contact [Andrea Miller](#)

Report Date: February 16th, 2016

7

3 County CoC Point in Time Count Data Report 2016 Population Counts By County and Community

This shape represents a slicer. Slicers are supported in Excel 2010 or later.

If the shape was modified in an earlier version of Excel, or if the workbook was saved in Excel 2003 or

Household/ Persons Count

| Household Count | FAM | IND | Grand Total |
|--------------------|-----------|------------|-------------|
| Amherst | 5 | 39 | 44 |
| Easthampton | 0 | 4 | 4 |
| Hadley | 0 | 3 | 3 |
| Leeds | 0 | 185 | 185 |
| Northampton | 1 | 47 | 48 |
| South Hadley | 8 | 0 | 8 |
| Grand Total | 14 | 278 | 292 |

| Number of Persons | FAM | IND | Grand Total |
|--------------------|-----------|------------|-------------|
| Amherst | 12 | 42 | 54 |
| Easthampton | 0 | 4 | 4 |
| Hadley | 0 | 3 | 3 |
| Leeds | 0 | 185 | 185 |
| Northampton | 4 | 47 | 51 |
| South Hadley | 29 | 0 | 29 |
| Grand Total | 45 | 281 | 326 |

Priority Populations

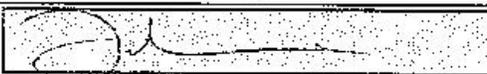
| Veterans | FAM | IND | Grand Total |
|--------------------|----------|------------|-------------|
| Amherst | 0 | 5 | 5 |
| Easthampton | 0 | 0 | 0 |
| Hadley | 0 | 0 | 0 |
| Leeds | 0 | 185 | 185 |
| Northampton | 0 | 3 | 3 |
| South Hadley | 0 | 0 | 0 |
| Grand Total | 0 | 193 | 193 |

| Chronic Homeless Adults | FAM | IND | Grand Total |
|-------------------------|----------|-----------|-------------|
| Amherst | 1 | 14 | 15 |
| Easthampton | 0 | 2 | 2 |
| Hadley | 0 | 3 | 3 |
| Leeds | 0 | 0 | 0 |
| Northampton | 0 | 12 | 12 |
| South Hadley | 2 | 0 | 2 |
| Grand Total | 3 | 31 | 34 |

April 2016

| Young Adults | FAM | IND | Grand Total |
|--------------------|----------|----------|-------------|
| Amherst | 2 | 4 | 6 |
| Easthampton | 0 | 0 | 0 |
| Hadley | 0 | 0 | 0 |
| Leeds | 0 | 1 | 1 |
| Northampton | 1 | 1 | 2 |
| South Hadley | 2 | 0 | 2 |
| Grand Total | 5 | 6 | 11 |

Grantee SF-424's and Certification(s)

| Application for Federal Assistance SF-424 | |
|--|---|
| 16. Congressional Districts Cf: | |
| * a. Applicant: <input type="text" value="Channah"/> | * b. Program/Project: <input type="text" value="CDBG"/> |
| Attach an additional list of Program/Project Congressional Districts if needed. | |
| <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> | |
| 17. Proposed Project: | |
| * a. Start Date: <input type="text" value="07/01/2016"/> | * b. End Date: <input type="text" value="07/30/2017"/> |
| 18. Estimated Funding (\$): | |
| * a. Federal | <input type="text" value="613,742.00"/> |
| * b. Applicant | <input type="text" value="0.00"/> |
| * c. State | <input type="text" value="0.00"/> |
| * d. Local | <input type="text" value="0.00"/> |
| * e. Other | <input type="text" value="792,205.66"/> |
| * f. Program Income | <input type="text" value="20,000.00"/> |
| * g. TOTAL | <input type="text" value="1,426,027.66"/> |
| * 19. Is Application Subject to Review By State Under Executive Order 12372 Process? | |
| <input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> | |
| <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. | |
| <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372. | |
| * 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.) | |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| If "Yes", provide explanation and attach | |
| <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> | |
| 21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001) | |
| <input checked="" type="checkbox"/> ** I AGREE | |
| * The list of certifications and assurances, or an Internet site where you may obtain this list, is contained in the announcement or agency specific instructions. | |
| Authorized Representative: | |
| Prefix: <input type="text"/> | * First Name: <input type="text" value="David"/> |
| Middle Name: <input type="text"/> | |
| * Last Name: <input type="text" value="Kachewik"/> | |
| Suffix: <input type="text"/> | |
| * Title: <input type="text" value="Mayor"/> | |
| * Telephone Number: <input type="text" value="(413) 587-1249"/> | Fax Number: <input type="text" value="(413) 587-1249"/> |
| * Email: <input type="text" value="mayor@channahama.gov"/> | |
| * Signature of Authorized Representative:  | * Date Signed: <input type="text" value="5/16/16"/> |

| Application for Federal Assistance SF-424 | | |
|---|---|---|
| *1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application | *2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision | * If Revision, select appropriate letter(s) <input type="text"/> * Other (Specify): <input type="text"/> |
| *3. Date Received: 03/10/2016 | 4. Applicant Identifier: <input type="text"/> | |
| 5a. Federal Entity Identifier: <input type="text"/> | 5b. Federal Award Identifier: 15-16-NC-25-0117 | |
| State Use Only: | | |
| 6. Date Received by State: <input type="text"/> | 7. State Application Identifier: <input type="text"/> | |
| 8. APPLICANT INFORMATION: | | |
| *a. Legal Name: City of Northampton | | |
| *b. Employer/ taxpayer Identification Number (EIN/TIN): 02-600-106 | *c. Organizational DUNS: 01901342 | |
| d. Address: | | |
| * Street1: 210 Main Street | Street2: <input type="text"/> | |
| * City: Northampton | County/Parish: <input type="text"/> | |
| * State: MA: Massachusetts | Province: <input type="text"/> | |
| * Country: USA: UNITED STATES | Country: <input type="text"/> | |
| * Zip / Postal Code: 01060-3198 | Zip / Postal Code: <input type="text"/> | |
| e. Organizational Unit: | | |
| Department Name: Community and Economic Develop | Division Name: <input type="text"/> | |
| f. Name and contact information of person to be contacted on matters involving this application: | | |
| Prefix: Ms. | * First Name: Margaret | Middle Name: <input type="text"/> |
| * Last Name: Keller | Suffix: <input type="text"/> | |
| Title: Housing Development and CDBG Administrator | | |
| Organizational Affiliation: <input type="text"/> | | |
| * Telephone Number: (413) 587-1288 | Fax Number: (413) 587-1278 | |
| * Email: pkeller@northampton.gov | | |

| Application for Federal Assistance SF-424 | |
|---|--|
| * 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="City or Township Government"/> Type of Applicant 2: Select Applicant Type: <input type="text"/> Type of Applicant 3: Select Applicant Type: <input type="text"/> * Other (specify): <input type="text"/> | |
| * 10. Name of Federal Agency: <input type="text" value="Department of Housing and Urban Development"/> | |
| 11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14.218"/> CFDA Title: <input type="text" value="Community Development Block Grants/Entitlement Grants"/> | |
| * 12. Funding Opportunity Number: <input type="text"/> * Title: <input type="text"/> | |
| 13. Competition Identification Number: <input type="text"/> Title: <input type="text"/> | |
| 14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> | |
| * 15. Descriptive Title of Applicant's Project: <input type="text" value="Community Development Block Grants"/> | |
| Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> | |

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

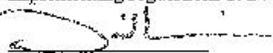
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.


Signature/Authorized Official

5/5/16
Date

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation – It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan – Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan – It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds – It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2014; 2015 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force – It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

 5/5/16
Signature/Authorized Official Date

MAYOR
Title

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

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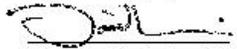
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2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
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Signature/Authorized Official

5/5/16
Date

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2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2014; 2015; (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

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Excessive Force – It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

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2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.


Signature/Authorized Official

5/5/16
Date

MAYOR
Title

2016 ENTITLEMENT ACTION PLAN COMPLETENESS CHECKLIST

Grantee: City of Northampton Period Covered by Action Plan: 7/1/16-6/30/17
 Consolidated Plan Year: 2

Reviewed by: _____ Date: _____

Programs covered by plan: CDBG HOME ESG HOPWA

Date plan received in IDIS:
 Original, signed SF 424 received? Date Received: _____
 Original, signed Certifications received? Date Received: _____

Automatic approval date: _____

Note: The 45 day review period begins when the Field Office receives both the signed, hard copies of the SF-424 and Certifications and the submission date on the AD-25 screen, whichever is later.

Certifications: <https://www.hudexchange.info/resource/2396/consolidated-plan-certifications-state-and-non-state/> (Check for updated forms on the HUD Exchange.)

SF 424: <https://www.hudexchange.info/resource/306/hud-form-sf424/>

Desk Guide: <https://www.hudexchange.info/resource/2641/econ-planning-suite-desk-guide-idis-complan-action-plan-caper-per/>

FAQs: <https://www.hudexchange.info/resource/3177/econ-planning-suite-faqs/>

Consolidated Plan Updates to Reflect Disaster Recovery Needs (for CDBG-DR recipients only): <https://www.hudexchange.info/resources/documents/Consolidated-Plan-Updates-to-Reflect-Disaster-Recovery-Needs-and-Associated-Priorities.pdf>

CONCLUSION AND RECOMMENDATION:

Based on my review of this Action Plan, in accordance with all applicable regulations, I recommend that the plan be _____
 [approved/disapproved]

Comments: Type comments here.

SIGNED:

Reviewer: _____ Date: _____

Program Manager: _____ Date: _____

CPD Director: _____ Date: _____

Entitlement Annual Action Plan: Completeness Checklist

activities assisted with ESG funds and develop funding policies and procedures for the operation and administration of HMIS?

Yes No Comment pgs. 6-7 _____

Does the plan describe the following agencies, groups, and organizations and others who participated in the process and consultation with housing, social service agencies and other entities, including the agency types described in the chart below?

Yes No Comment pgs. 8-21 _____

| Consultation | | | |
|---|--|-------------------------------------|--------------------------|
| 24CFR | Requirement | Yes | No |
| 91.100(a)(1) | Housing Services and Assisted Housing | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | Health Services | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | Social and fair housing services (including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | Community-based and regionally-based organizations that represent protected class members, and organizations that enforce fair housing laws | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 91.100(a)(2)(i), 91.200(b)(3) and 91.220 Homeless strategy | Continuum(s) of Care | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | Public and private agencies that address housing, health, social service, victim services, employment, or education needs of: 1. Low-income person 2. Homeless persons, including veterans, youth and persons with special needs | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | Publicly funded institutions and systems of care that may discharge persons into homelessness, such as: 1. Health-care facilities 2. Mental health facilities 3. Foster care and other youth facilities 4. Corrections programs and institutions | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | Business and Civic Leaders/ Network Leadership Council | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 91.100(a)(3) Lead-based paint | State and local health and child welfare agencies, including health department data on the addresses of housing units in which children have been identified as lead-poisoned | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 91.100(a)(4) | Adjacent units of general local government | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | State / County (Metro. City) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 91.100(a)(5) | Local and regional government agencies, including local government agencies in metropolitan-wide planning and transportation responsibilities | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Entitlement Annual Action Plan Completeness Checklist

Is there a summary of the citizen participation process in the chart provided, and were the public hearing and comment period requirements satisfactory?

Yes No Comment _____

Are citizen comments included in the plan, and are the comments specifically and adequately addressed by the grantee?

Yes No Comment: Comments were solicited at the public hearings/ no other comments were received outside of those publicly posted sessions and other meetings _____

Note: If no comments received check the yes box but there must be a narrative statement indicating no comments received.

Does the grantee provide a summary of comments not accepted and reasons for not accepting them in the chart provided?

Yes No N/A Comment _____

According to the table provided, does the grantee explore alternative public involvement techniques that encourage a shared vision of change for the community and the review of program performance (e.g. the use of focus groups or the internet)?

Yes No Comment: The Public Services interviews function as focus group sessions, as they provide a venue for needs assessments for the sub-population the agency serves.

Note: This is encouraged, but not grounds for disapproval of a plan.

Expected Resources – AP-15
24 CFR 91.215(a) (4), 91.220(c) (1, 2)

In the chart provided, does the plan include Annual Allocation, Program Income, Prior Year Resources, and Expected Amount Available for Remainder of Con Plan for each identified funding source, including Consolidated Plan resources, (CDBG, HOME, ESG and HOPWA as appropriate, Section 8 funds, low income housing tax credits, and competitive McKinney-Vento Homeless Assistance Act funds and other resources from private, state, and local sources that are reasonably expected to be made available to address the needs identified in the plan?

| | | | |
|---|---|-----------------------------|---------------|
| Annual Allocation | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> | Comment _____ |
| Program Income | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> | Comment _____ |
| Prior Year Resources | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> | Comment _____ |
| Expected Amount Available for remainder of Con Plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> | Comment _____ |

Does the plan explain how federal funds will leverage additional resources (private, state and local funds), including a description of how match requirements will be satisfied?

Yes No N/A Comment pg. 31 _____

Match requirements: NA

Entitlement Annual Action Plan Completeness Checklist

Note: These needs are described on SP-25 in an associated Consolidated Plan or Stand-Alone Action Plan. Projects planned to address homeless and other special needs may also be addressed on AP-65 in the discussion text box. AP-35 describes the activities for the year in each project, including projects users plan to undertake relative to this requirement. Individual project details can be viewed by clicking "view" next to each project entry on this screen. An overview of project details can be seen by clicking "View Summary" at the bottom of the table on this screen.

- Describe proposed accomplishments, and target date for completion of the activity?
Yes No Comment [43-62](#)

Does the plan include a description of activities for all CDBG funds (including program income and proceeds from Section 108 guarantees, etc.) expected to be available?

Yes No Comment [43-62](#)

Are CDBG activity descriptions in sufficient detail, including location, to allow citizens to determine the degree to which they are affected?

Yes No Comment [43-62](#)

Does the plan indicate the reasons for allocation priorities and any obstacles to addressing underserved needs?

Yes No Comment [73-74](#)

Note: It is important that all CDBG funds be covered by the action plan, that the source of all such funds be clearly identified in the action plan, and that the planned use of all such funds for activities (and allowable contingencies) is shown in the action plan. In reviewing action plans, HUD should check that there is a balance between the sources of funds listed in the action plan and the amounts budgeted for the individual activities. A check should also be made to ensure that the amounts listed as sources match the amount of estimated funding listed in the corresponding SF 424. If there is a discrepancy between any of these figures, the grantee should be contacted immediately for clarification and correction.

Expenditure Limits

Has the grantee's budget exceeded the 20% administrative cap for CDBG?
Yes No N/A

Has the grantee's budget exceeded the 15% public service cap for CDBG?
Yes No N/A

Has the grantee's budget exceeded the 10% administrative cap for HOME?
Yes No N/A

Has the grantee's budget met the 15% CHDO set-aside for HOME?
Yes No N/A

Has the grantee's budget exceeded the 3% administrative cap for HOPWA or the 7% administrative cap by project sponsors under HOPWA?

Entitlement Annual Action Plan Completeness Checklist

Did the grantee specify one-year goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing using funds made available to the jurisdiction?

Yes No Comment 43-62

Note: The term affordable housing shall be as defined in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.

Public Housing – AP-60
24 CFR 91.220(h)

Did the grantee describe actions it plans to take to address the needs of public housing?

Yes No Comment 65-66

Does the plan discuss actions planned to encourage public housing residents to become more involved in management and participate in homeownership?

Yes No Comment pg.65

If the public housing agency is designated as “troubled” by HUD, does the grantee must describe the manner in which it will provide financial or other assistance to improve its operations and remove the “troubled” designation?

Yes No N/A Comment _____

Note: Consult with Public and Indian Housing representative to determine whether Public Housing Authority is designated as “troubled.”

Homeless and Other Special Needs Activities – AP-65
24 CFR 91.220(i)

Did the grantee describe its one-year goals and specific action steps for reducing and ending homelessness through?

a. Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs)

Yes No Comment pg. 67

b. Addressing the emergency shelter and transitional housing needs of homeless persons

Yes No Comment 67-68

c. Helping homeless person (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again?

Yes No Comment 68-69

Entitlement Annual Action Plan Completeness Checklist

Yes No Comment 73-74

Does the plan discuss actions planned to foster and maintain affordable?

Yes No Comment 73

Does the plan discuss actions planned to evaluate and reduce lead-based paint hazards?

Yes No Comment 74

Does the plan discuss actions the grantee plans to take to reduce the number of poverty level families?

Yes No Comment 74

Does the plan discuss actions the grantee plans to take to develop the institutional structure?

Yes No Comment 74-75

Does the plan discuss actions the grantee plans to take to enhance coordination between public and private housing and social service agencies?

Yes No Comment 75

Note: With respect to economic development, the jurisdiction should describe actions that will take place to enhance coordination with private industry, businesses, developers, and social services agencies.

Program-Specific Requirements – AP-90

24 CFR 91.220(l) (1)

CDBG

Does the AP include a description of CDBG funds expected to be available during the program year, including the following?

- a) the CDBG origin year grant;
- b) any program income expected to be received during the program year;
- c) any program income amounts not included in a prior action plan;
- d) any program income previously generated under a lump sum drawdown agreement for which a new agreement will be executed during the program year pursuant to 24 CFR 570.513(b);
- e) proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in its strategic plan;
- f) surplus from urban renewal settlements;
- g) reimbursements other than program income, made to the local account; or
- h) any income from float-funded activities?
(Since AP-90 has not been changed to reflect new requirements, please respond to questions a), b), c), d) and g) in the Discussion text box of the AP 90 screen)

Yes No Comment 76

Does the AP identify the estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate-income?

Yes No Comment 76

HOME 91.220(l) (2)

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Entitlement Annual Action Plan Completeness Checklist

Specific Appendices" under attachments on AD-25.

Did the PJ describe eligible applicants (e.g., categories of eligible applicants), its process for soliciting and funding applications or proposals (e.g., competition, first-come first-serve) and where detailed information may be obtained (e.g., application packages are available at the office of the jurisdiction or on the jurisdiction's Web site).

Yes No N/A Comment _____

Note: Documentation related to this requirement should be included with any other "Grantee Specific Appendices" under attachments on AD-25. If not attached, where in the plan was this described?

If the PJ planned to limit the beneficiaries or give preferences to a particular segment of the low-income population, was a description of that limitation or preference described in the action plan?

Yes No N/A Comment _____

Note: Documentation related to this requirement should be included with any other "Grantee Specific Appendices" under attachments on AD-25. Any limitation or preference must not violate nondiscrimination requirements in 24 CFR 92.350, and the participating jurisdiction must not limit or give preferences to students. A limitation or preference may include, in addition to targeting tenant-based rental assistance to persons with special needs, as provided in 24 CFR 92.209(c)(2), limiting beneficiaries or giving preferences to such professions as police officers, teachers, or artists. The PJ must not limit beneficiaries or give a preference to all employees of the jurisdiction. The PJ may permit rental housing owners to limit tenants or give a preference in accordance with 24 CFR 92.253(d) only if such limitation or preference is described in the action plan.

Emergency Solutions Grant 91.220 (I) (4):

Did the grantee include its written standards for providing ESG assistance? See 24 CFR 576.400(e) (2) and (e) (3) for the minimum standards.

Yes No Comment _____

If the Continuum of Care for the jurisdiction has established a centralized or coordinated assessment system that meets HUD requirements, did the jurisdiction describe that system?

Note: The requirements for using a centralized or coordinated assessment system, including the exception for victim service providers, are set forth under 24 CFR 576.400(d).

Yes No N/A Comment _____

Did the grantee identify its process for making subawards and describe how the jurisdiction intends to make its allocation available to units of general local government and/or private nonprofit organizations?

Yes No Comment _____

Entitlement Annual Action Plan Completeness Checklist

CERTIFICATIONS - 24 CFR 91.225

Note: Scanned copies of signed certifications can be attached in the AD-Z6 screen, though grantees must submit two original signed copies of all certifications to HUD. One set of certifications will be sent to FHEO.

Are the general and specific certifications for each program funded complete and accurate, where applicable?

(a) *General*

- a. Affirmatively furthering fair housing? (See 24 CFR 570.904)..... Yes No
- b. Anti-displacement and relocation plan?..... Yes No
- c. Anti-lobbying?..... Yes No
- d. Authority of jurisdiction?..... Yes No
- e. Consistency with plan?..... Yes No
- f. Section 3?..... Yes No

(b) *CDBG*

Note: The certification period for the CDBG program's overall benefit requirements must be consistent with the period certified in the prior certification.

- a) Citizen participation?..... Yes No
- b) Community development plan?..... Yes No
- c) Following a current consolidated plan? (See 24 CFR 570.903)..... Yes No
- d) Use of funds (including years)?..... Yes No
- e) Excessive force?..... Yes No
- f) Compliance with anti-discrimination laws? (See 24 CFR 570.904) Yes No
- g) Compliance with lead-based paint procedures?..... Yes No
- h) Compliance with laws?..... Yes No

(c) *ESG*

- a) Not less than 10 years?..... Yes No
- b) Not less than 3 years?..... Yes No
- c) Limits for shelter for street outreach activities?..... Yes No
- d) Renovation will result in safe and sanitary buildings?..... Yes No
- e) Recipients will provide housing assistance and supportive services? Yes No
- f) Match requirement?..... Yes No
- g) Confidentiality?..... Yes No
- h) Involvement of homeless individuals and families?..... Yes No
- i) Consistency with Con Plan?..... Yes No
- j) Discharge policy?..... Yes No

Entitlement Annual Action Plan Completeness Checklist

- A plan that does not include a description of the manner in which the unit of general local government or state will provide financial or other assistance to a public housing agency if the public housing agency is designated as "troubled" by HUD.

Type explanation here.

The chart below can be used to track plan status changes made during the review process:

| Date | Plan Status Changed From | Plan Status Changed To | User That Made the Change | Comments |
|------|--------------------------|------------------------|---------------------------|----------|
| | | | | |
| | | | | |
| | | | | |

Entitlement Annual Action Plan Completeness Checklist

Explanation: For example, a PJ may use recapture provisions for its HOME down payment assistance program, but impose resale provisions on homebuyer units newly constructed with HOME funds by its CHDO. The Annual Action Plan must explain when it will use each set of provisions.

Field Office Action: If yes or N/A, proceed with your review. If no, you must contact the PJ and ask that it revise its discussion of its resale and/or recapture provisions to include an explanation of the circumstances under which each set of provisions will be used before the end of the 45-day Annual Action Plan review period. If this is not possible or the PJ fails to respond or submit an acceptable revision within the review period, you must inform the PJ in the Annual Action Plan approval letter that HUD is disapproving its resale and/or recapture provisions and it may not use any HOME funds to undertake any activities related to homebuyer assistance until the PJ has submitted and HUD has approved the resale and/or recapture provisions to be used.

Recapture Provisions

Recapture Provisions permit the HOME-assisted homebuyer to sell their unit at any time during the period of affordability, to any willing buyer, and at the price the market will bear. The PJ imposes recapture provisions by written agreement and by recorded lien. In the event of a voluntary or involuntary sale during the period of affordability, the PJ must recapture the amount specified under its recapture provisions.

B1: Do the provisions reflect one of the following models?

- 1. PJ recaptures entire amount;
- 1. Pro rata reduction of recapture amount during affordability period;
- 2. Owner recovers entire investment (down payment and capital improvements) before PJ recaptures HOME investment;
- 3. Shared net proceeds in event of insufficient net proceeds;
- 4. PJ-developed or modified provisions.

Yes No Verification found on page/screen

Comments/Basis for Conclusion (Please Specify which Model):

Explanation: The HOME regulations at 24 CFR 92.254(a)(5)(ii)(A) list four acceptable recapture models and permit PJs to adopt, develop or modify their own recapture requirements for HUD approval.

B2: Are the provisions described in adequate detail for the HUD Reviewer and interested members of the public to understand the PJ's method for recapturing funds?

Yes No N/A Verification found on page/screen

Comments/Basis for Conclusion:

Explanation: The Annual Action Plan must describe the recapture provision(s) to be used in sufficient detail for HUD and the public to understand which provisions it has chosen and how they will be implemented. Provisions that simply cite or repeat HOME regulations are not acceptable. The provisions must be described in the Annual Action Plan. Similarly, if the PJ has developed its own provisions or made modifications to the regulatory models, it must describe those provisions in sufficient detail.

Entitlement Annual Action Plan Completeness Checklist

Annual Action Plan approval letter that HUD is disapproving its recapture provisions and it may not use any HOME funds to undertake any activities related to homebuyer assistance until the PJ has submitted and HUD has approved the recapture provisions to be used.

Resale Provisions

Resale Provisions preserve the affordability and availability of the HOME-assisted homebuyer unit to low-income households for the entire period of affordability. The PJ controls the resale price by establishing an objective methodology for determining what is a fair return to the original homebuyer, in an effort to make the property affordable to a reasonable range of low-income homebuyers. If the established resale price is not affordable to the subsequent low-income homebuyer, the PJ may be required to provide additional assistance to that homebuyer – but may not adjust the resale price as a result.

C1: Does the resale provision limit resale of the property during the HOME period of affordability only to a buyer whose family qualifies as a low-income family?

Yes No Verification found on page/screen

Comments/Basis for Conclusion:

Explanation: Resale provisions that permit resale of a HOME-assisted unit to a subsequent homebuyer who is not low-income – regardless of the circumstance – are not acceptable. Resale provisions that provide a recapture option to facilitate sale to a subsequent buyer who is not income-eligible (i.e., resale/recapture hybrids) are not acceptable.

Field Office Action: If yes, proceed with your review. If no, you must contact the PJ and ask that it revise its resale provision to state that the housing may only be resold to a family that qualifies as low-income. If this is not possible or the PJ fails to respond or submit an acceptable revision within the 45-day review period, you must inform the PJ in the Annual Action Plan approval letter that HUD is disapproving its resale provisions and it may not use any HOME funds to undertake any activities related to homebuyer assistance until the PJ has submitted and HUD has approved the resale provisions to be used.

C2: Does the provision contain a specific definition of “fair return on investment?”

Yes No Verification found on page/screen

Comments/Basis for Conclusion:

Explanation: The provision describes in detail what return homebuyers can expect if they sell their unit during the period of affordability. The PJ is expected to identify an objective standard or index that will determine “fair return” on resale. (See C3)

Field Office Action: If yes, proceed with your review. If no, you must contact the PJ and ask that it revise its resale provision to include a definition of “fair return on investment.” If this is not possible or the PJ fails to respond or submit an acceptable revision within the 45-day review period, you must inform the PJ in the Annual Action Plan approval letter that HUD is disapproving its resale provisions and it may not use any HOME funds to undertake any activities

Entitlement Annual Action Plan Completeness Checklist

D1: If the PJ plans to use a presumption of affordability instead of enforcement mechanisms to meet the resale requirement, does the resale provision identify specific neighborhoods that will be subject to the presumption of affordability?

Yes No Verification found on page/screen

Comments/Basis for Conclusion:

Explanation: A presumption of affordability cannot be sought or approved for an entire PJ. The presumption can only be made on a neighborhood basis.

Field Office Action: If yes, proceed with your review. If the presumption is not neighborhood or neighborhood(s)-specific, you must reject the presumption, and prohibit the PJ from using any HOME funds without imposing either resale or recapture requirements. The PJ may resubmit a new presumption request for HUD's approval at any time during the program year. If this is not possible or the PJ fails to respond or submit an acceptable revision within the 45-day review period, you must inform the PJ in the Annual Action Plan approval letter that HUD is disapproving its resale provisions and it may not use any HOME funds to undertake any activities related to homebuyer assistance until the PJ has submitted and HUD has approved the resale provisions to be used.

D2: If this is a new request or renewal of a presumption issued previously, did the PJ submit a recent market analysis for each neighborhood for which approval of the presumption of affordability is sought?

Yes No N/A Verification found on page/screen

Comments/Basis for Conclusion:

Explanation: The PJ must submit a separate market analysis for each neighborhood for which it seeks approval of a presumption of affordability, except that it can perform a combined market analysis for a limited number of contiguous neighborhoods that are similarly situated with respect to demographic profile, housing market, and economic conditions. The analysis must be recent (performed within the last 12 months).

Field Office Action: If yes, proceed with your review. If the PJ did not submit a market analysis, did not submit analyses for all neighborhoods, or submitted analyses that were not completed within the last 12 months, you must contact the PJ and ask that recent market analyses supporting the presumption be submitted. If the analyses are not submitted timely, you must reject the presumption, and prohibit the PJ from using any HOME funds without imposing either resale or recapture requirements. The PJ may resubmit a new presumption request for HUD's approval at any time during the program year.

D3: If the market analysis was originally submitted with a previous year's Annual Action Plan, does the Plan indicate that the PJ has determined that an updated analysis is not warranted by any changes in the neighborhood's market conditions?

Yes No N/A Verification found on page/screen

Comments/Basis for Conclusion:

Entitlement Annual Action Plan Completeness Checklist

Yes No N/A Verification found on page/screen

Comments/Basis for Conclusion:

Explanation: The market analysis must support the conclusion that housing may be presumed to meet the resale restrictions. If the analysis is flawed or does not support this conclusion, the HUD Field Office must disapprove the presumption of affordability.

Field Office Action: If yes and all other requirements related to the presumption have been met, you may approve the presumption of affordability. If no, you must reject the presumption of affordability and require the use of approved resale or recapture provisions in the neighborhood(s).

Based on my review of the Plan against the regulations, I have determined the Plan is:

Approved

Disapproved

Date plan disapproved (in part or in its entirety): _____

Note: Written notification of disapproval must be communicated to the applicant in accordance with 24 CFR 91.500(c). If disapproved, provide documentation including dates and times on incompleteness determination, and discussions with grantee and Headquarters:

Reviewed by **DATE:**

Program Manager **DATE:**

CPD Director **DATE:**

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