

Northampton Housing Partnership Member Guide

Contents

Introduction and Mission

New Member Orientation

Current Members and Subcommittees

Governing Rules/Administrative Code

- City Ordinance
- Voting Procedure

Open Meeting Law

Past Accomplishments

Affordable Housing and Chapter 40B

Relevant Planning Documents that Inform the Work

Current Affordable Housing and Support Services Projects

Local Organizations and Glossary of Terms



Introduction and Mission

The Northampton Housing Partnership, established in 1991, is an 11 member Mayoral appointed board of volunteers charged with addressing the need for a range of housing opportunities in the city, focusing particularly on housing for people with low and moderate incomes.

The Partnership

- Conducts research to formulate policies and programming; provides advocacy and community education and works to preserve existing affordable housing and support the creation of new affordable housing opportunities for renters and homeowners in Northampton
- Makes funding recommendations to the Mayor on housing related applications for the U.S. Department of Housing and Urban Development’s Community Development Block Grant Program, the locally administered Community Preservation Act Program, and other affordable housing funding programs.
- Supports housing stability and homelessness prevention policies and programming
- Advocates for affordable housing to be integrated throughout the city
- Serves as the city’s Fair Housing Committee required by HUD to oversee and improve fair housing access for all protected classes of people

The Northampton Housing Partnership meets monthly and works with local organizations and other City departments to achieve these goals.

New Member Orientation

The Partnership Chair and Vice Chair will reach out to schedule a meeting with new members within first three months of membership. Additionally, new members are encouraged to meet with a Partnership member or staff. Questions are welcome and encouraged at any point during a member’s tenure. A tour of the City’s affordable housing is conducted annually.

Current Members	Subcommittees
<ul style="list-style-type: none">● Chair Reverend Todd Weir Pastor First Churches, Friends of the Homeless Board Member; Homeowner	
<ul style="list-style-type: none">● Vice-Chair Gordon Shaw Director of Client Access at Community Legal Aid; Homeowner	
<ul style="list-style-type: none">● Clerk: Rebecca Lockwood Associate Director of Counseling and Rape Crisis Services at the UMass Amherst Center for Women & Community; Homeowner	
<ul style="list-style-type: none">● City Staff: Keith Benoit, Community Development Planner,	

Planning & Sustainability (KBenoit@NorthamptonMA.gov)	
<ul style="list-style-type: none"> Richard Abuza Owner, Abuza Brothers Management; Landlord; Homeowner 	
<ul style="list-style-type: none"> Julio Alves Director, Jacobson Center at Smith College; Homeowner 	Policy Advisory
<ul style="list-style-type: none"> Edgardo Cancel Spanish Interpreter; Community Activist; Tenant 	
<ul style="list-style-type: none"> Carmen Junno Retired Social Worker; Homeowner 	
<ul style="list-style-type: none"> Jim Reis Retired former Associate Executive Director of Operations at Way Finders; Homeowner 	Policy Advisory Zoning

Governing Rules and Administrative Code

Northampton Administrative Code - Chapter A, II.14.0. “Established:

There shall be a Housing Partnership consisting of 11 members, consisting of those representing the interests of people with low and moderate incomes, the housing and real estate industry, City boards and commissions involved in housing policy and/or projects, including but not limited to the Planning Board and the Zoning Board of Appeals. The Partnership will strive to achieve maximum diversity in its membership.

Authorities and Responsibilities

The Housing Partnership shall assist in the preservation and development of low- and moderate-income housing stock. All housing proposals submitted for the use of Community Development Block Grant funds shall be reviewed by the Partnership and the Partnership shall issue a recommendation on such proposals to the Mayor.

The Housing Partnership is an advisory multiple-member body of the City. Therefore, as stated in the City’s Administrative Code, Part I Administrative Organization, 1.0 Office and Standards, the following applies:

Multiple-member body internal organization.

Each multiple-member body shall annually elect from its membership a chair, vice-chair and clerk, and such other officer or officers as are deemed necessary or as is required by law. The annual election shall occur at the first regular meeting after July 1. The Mayor and City Clerk shall be notified of the officers of each body upon their election. The chair shall preside over all meetings of the multiple-member body, and is the official representative of the multiple-member body in all proceedings before the City Council and other officials in the City. The vice-chair performs the chair’s functions in the absence of the chair. The clerk is responsible for the certification of the multiple-member body’s meeting minutes, and observance of the Open Meeting Law.

Voting Procedure

A quorum is required for any vote. A quorum is a simple majority of the members of the Partnership, unless otherwise provided in a general or special law, executive order or other authorizing provision.

Open Meeting Law Requirements

- Meeting notices/agendas must be posted at least 48 hours in advance of the meeting
- Remote participation in meetings is allowed, but physical attendance is recommended
- Minutes of all meetings must be maintained and approved in a timely manner
- When there is a vacancy on the Partnership, a quorum is still measured by the number of members as stipulated in the City Ordinance (11 members = 6 is quorum)
- The Partnership cannot meet to conduct official business in the absence of a quorum
- Sub-committees can be established by majority vote. Regular reports must be provided to the full body and the subcommittee must abide by all applicable laws, including Open Meeting Law.
- Communication between or among a quorum of the Partnership on any matter within its jurisdiction must be conducted during a publicly posted meeting.
 - Email communication is permitted, but limited to information only and cannot include any topic that involves deliberation and recommendations.
 - Distribution of materials for discussion at a publicly posted meeting does not violate open meeting law.

Past Accomplishments

To accomplish its mission the Partnership has been active in the following ways:

Advocacy – Provision of testimony at public meetings; review of the Smith College/Northampton Affordable Housing Development Agreement to address the removal of affordable housing units in the Green Street neighborhood which resulted in the formation of a Fund to assist with new unit production in downtown locations, writing of support letters to funding agencies, are examples.

Funding Recommendations – Recommendations to the Mayor on Community Development Block Grant Program affordable housing proposals, recommendations to the Community Preservation Committee on affordable housing applications. The Partnership has reviewed such projects as Way Finders' 155 Live Apartments, Valley Community Development Corporation's Lumber Yard Apartments, Dial Self's Northampton Teen Housing and Habitat for Humanity's homeownership projects, for example.

Community Education – Periodic Op-Eds in the newspaper highlighting relevant topics, workshops on fair housing law and tenant and landlord rights and responsibilities, holding Developer Forums to encourage infill development in the downtown, enhancing information available on the City's website, are examples.

Needs Assessment, Policy Development, and Planning – completed “Needs Assessment Strategic Housing Plan “ (2011); conducted an Analyses of Impediments to Fair Housing “Unlocking Opportunity – Assessing Barriers to Housing Choice in Northampton” (2019); and formulated a Housing Partnership Action Plan each year.

Program Design and Implementation – The Community Housing Support Services Project (CHSSP), created by the Partnership, received funding from the Community Preservation Committee. Pro-active Requests for Proposals to create certain housing types in the community have been initiated by the Partnership, are examples.

Affordable Housing and Chapter 40B

Chapter 40B is the State statute that seeks to ensure that all 351 of the Commonwealth’s cities and towns provide affordable housing opportunities for people with low incomes. For communities that are under a ten percent threshold of subsidized units, denying a proposal to create affordable housing allows a developer to appeal the denial to a state Housing Appeals Committee. For communities exceeding the 10% threshold, there is no such a appeal and more local control. An application for affordable housing under Chapter 40B requires a more extensive, and expensive, application process, but allows the local zoning board to waive any and all zoning and other local regulatory requirements. Northampton is currently at 10.92% subsidized units, although some projects have not yet been added to the Massachusetts Department of Housing and Community Development Subsidized Housing Inventory.

Relevant Planning Documents that Inform the Work of the Partnership

2011/ Northampton Housing Needs Assessment and Strategic Housing Plan

<http://www.northamptonma.gov/DocumentCenter/View/929/Northampton-Strategic-Housing-Plan?bidId=>

This comprehensive report was conducted in 2011 with funding from the Community Preservation Committee. A consultant was selected (Karen Sunnarborg) and worked closely with the Partnership to analyze the status of the housing market, population demographics and develop an Action Plan to create the units identified as needed by certain household types. This plan has helped inform not only the Partnership, but the Office of Planning and Sustainability and the Community Preservation Committee to identify planning and funding priorities.

2018/ Housing Partnership Annual Action Plan

Each year, the Partnership develops a list of tasks to undertake and accomplishment in the coming year. This strategic planning helps identify information needed, guests to invite, workshops to hold and it is captured on an excel spread sheet that is updated as tasks are successfully implemented.

2019/ “Unlocking Opportunity – An Assessment of Barriers to Housing Choice in Northampton”

This report contains the most up-to-date housing statistics and recommendations relative to housing access and availability in Northampton. The City Council funded the analysis and Pioneer Valley

Planning Commission was selected as the consultant. Several stakeholder and focus group sessions were held to identify patterns of racially or ethnically concentrated areas of poverty, disparities in access to opportunities, and disproportionate housing needs, among other considerations. The public and private conditions affecting fair housing choice were also assessed. The Partnership will work in the next several years implementing the recommendations articulated in the report.

2011/ Sustainable Northampton Comprehensive Plan

The city's comprehensive plan, its primary planning document. It articulates the need for affordable housing.

2018/ Open Space, Recreation, and Multiuse Trail Plan (2019-2025)

This plan sets an objective of ensuring the creation of market rate and other building lots to ensure that open space purchases do not artificially inflate the value of land and make Northampton less affordable. Under this approach, the city has created a number of limited developments, often working with Habitat, to create affordable and entry level lots carved out of larger open space purchases.

Recent Affordable Housing Projects and Projects in the Pipeline

Live 155

Way Finders

Project Description: Demolition of an existing 58 unit SRO and new construction of a 4 story, mixed use, mixed income building located at 155 Pleasant Street. 70 rental units; 28 studios and 42 one bedroom units; 47 affordable (20 studios and 27 one-bedrooms), 23 market rate (6 studios and 17 one bedrooms). 65,000 square feet total including 2,500 sq. ft. of first floor commercial space as required by zoning. Project began in 2016 and opened for occupancy in June of 2018. The total project cost is roughly \$20,000,000.

Income levels: 23 units at 60% of the area median income (AMI) as defined by the U. S. Department of Housing and Urban Development (HUD) for the Springfield Standard Metropolitan Statistical Area (SMSA) for incomes of \$41,280 or below; 4 units at 50% AMI for incomes \$34,400 or below; 20 units at 30% AMI for incomes of \$18,600 or below. The 23 market rate units have no income eligibility requirements.

Units for Special Needs populations: All units at Live 155 are disability accessible/visitable with roll-in showers. 4 units (one per floor) are fully handicap accessible. 10 units are set-a-side for homeless or formerly homeless (at the 30% of AMI or less level); 5 apartments are set aside for clients of the Department of Mental Health and 4 units are designed to accommodate visually and/or hearing impaired residents.

Rents/Subsidy Source: Way Finders is able to offer the affordable units through participation in the Federal Low-Income Housing Tax Credit program, with the 30 percent of area median income

apartments having a subsidy attached to them through the Massachusetts Rental Voucher program. This means the tenants pay 40 percent of their gross income toward the rent, with the subsidy paying the difference. The rents for these apartments are \$701 for the studio units and \$844 for the one bedroom units. The 50 percent area median income apartments rent for \$700 and \$750 a month for studios and one bedrooms respectively, while the 60 percent area median income apartments rent for \$840 and \$900. The rent includes all utilities, and tenants have the option of purchasing Wi-Fi from Way Finders for \$30 a month. The market-rate studio apartments rent for \$900 a month, while the one-bedroom apartments rent at \$1,000 a month.

LumberYard Apartments **Valley Community Development Corporation**

Project Description: Demolition of a former lumber yard, retail building and various outbuildings and new construction of a 4 story mixed use building located at 256 Pleasant Street. 55 affordable rental units will be comprised of 14 one bedroom units, 34 two bedroom units and 7 three bedroom units. Just over 70,000 sq. ft. total including 5,400 sq. ft. of first floor commercial space as required by zoning. Project began in 2014 will be completed in June of 2019. The total project cost is roughly \$19,200,000.

Income levels: 43 units are available for households earning at or below 60% of the area median income and 12 units are for households earning at or below 30% of area median income. The 12 unit breakdown is 1 one bedroom unit, 9 two bedroom units and 2 three bedroom units.

Units for Special Needs Populations: 6 units are set aside for homeless or formerly homeless; 2 two bedroom units for Mass Rehab Commission Community Based Housing Program; 3 fully accessible handicap units; 1 unit for sensory impaired residents.

Rent/Subsidy Source: Maximum rents for the 60% of area median income eligibility levels will be \$908 for 1 bedroom units, \$1,090 for 2 bedroom units and \$1,259 for 3 bedroom units. Twelve of the units come with project based rental assistance subsidies.

Friends of Hampshire County Homeless Individuals

In the year 2000 through the leadership of Yvonne Freccero, volunteers formed a 501(c) 3 non-profit organization called Friends of Hampshire County Homeless Individuals, Inc. with the mission of providing financial and volunteer support for the Interfaith Winter Shelter. In addition to fulfilling that mission every year since, the Friends purchased 3 homes and partnered with 3 different service providers to create housing for populations in need in Northampton. The Friends chose an organization most suited to serving the tenant population selected, fundraised to locate and purchase suitable houses, then transferred ownership to the partner service providers for on-going operation.

Yvonne's House – Straw Avenue - Purchased in 2008 through the financial support of Northampton's Community Preservation Committee and the Friends, Yvonne's House provides a permanent residence for six people who have experienced long-term homelessness. ServiceNet, Inc. owns and manages the duplex and offers supportive services. Residents pay rent based on their income. Yvonne's House exemplifies the movement known as Housing First as well as the unwavering determination of Yvonne Freccero.

Gandara-Friends House - Maple Avenue - Purchased in 2011 with major financial support from the Northampton Community Preservation Committee, as well as MassHousing's Center for Community Recovery Innovations Program, the Charlesbank Homes Foundation, and the Friends private fundraising efforts. This duplex provides permanent housing for six previously homeless individuals who are committed to sober living. It is owned and managed by the Gandara Center, a regional agency that includes in its' mission housing and services for recovery from substance abuse.

Northampton Teen Housing – Hatfield/Locust Street - The third project, **Northampton TeenHousing**, will create permanent supportive affordable housing for unaccompanied homeless young adults ages 18-24. The partner in this project is Dial/Self, a nonprofit agency that has provided housing and support services to at-risk youth since 1977. This development is being implemented in two phases. An existing home was purchased and renovated on Hatfield Street is now home to 4 young adults. New construction of an additional building on an adjacent parcel that fronts on Locust Street will see completion in the fall of 2019. The new building will provide 4 additional residential units, common space and office space for conducting case management functions.

Sergeant House Renovation and Expansion **Valley CDC/Way Finders**

Project Description: This stately historic building located at 82 Bridge Street has been owned and operated by the Valley Community Development Corporation since 1990. Currently, the building is composed of 15 single room occupancy units (bedrooms only) with a common kitchen and 4 common bathrooms. Eight (8) of the units have been served by rental subsidy through the Section 8 Mod Rehab Program for 50% area median income tenants. Currently, construction is set to begin to accomplish a gut rehab, historic restoration, and construct an addition. This work will more than double the size of what is now called, Sergeant House. The 31 new units will be enhanced SROs, meaning every unit will include a bathroom and kitchenette. Renovations will also include a new elevator, a handicapped-accessible entryway, improved common areas, and an office for on-site property management. A new part-time Resident Services Coordinator will be on-site.

Income Levels: Sergeant House will offer housing units to people earning less than 60 percent of the average median income for the Springfield metropolitan area, which is \$33,900 for an individual. Eighteen units will serve 30% AMI residents and will have project based rental subsidies. Existing tenants will be relocated during the construction period that will begin in May of 2019. Project completion is slated for March of 2020. 25 percent of the Sergeant House's new units will be set aside for people coming out of homelessness, and two units will be reserved for clients of the Department of Mental Health. Total project cost is \$8.4 million.

Village Hill Northampton **The Community Builders**

Project Description: Village Hill Northampton is a 126-acre master-planned community based on New Urbanist principles. It combines commercial, R&D/light industrial and residential uses with open space to support regional job creation, housing, business development, and recreation. MassDevelopment is the managing partner overseeing the revitalization effort that has been ongoing for 20+ years. When build-out is complete, the former Northampton State Hospital campus will

feature approximately 300,000-square feet of commercial space comprised of retail, office, and light industrial uses; 350-mixed income market rate affordable homes and rental units; and ample protected open space.

Christopher Heights Northampton

Assisted Living: In February 2016, the Grantham Group opened an 83-unit assisted living facility on the former State hospital campus, 43 units of which are affordable and designated for low-income seniors. Residents enjoy private apartments, prepared meals, social activities, personal care assistance, medication reminders, and staff available at all hours.

Affordable Housing: The Community Builders has been the developer of the affordable housing created on site to date. Two of the first projects undertaken in the campus redevelopment early on transformed two existing buildings into 33 affordable rental units at the Hilltop Apartments (2006) and 40 affordable rental units at Hillside Place (2008). TCB, in partnership with Valley CDC, is currently moving forward on creating 65 units of mixed income housing on two parcels – one at the far north end of the campus (North Commons/ 53 units) and one infill lot located near the main entry (35 Village Hill Road /12 units plus 2,500 s.f. of first floor commercial space). TCB is committed to sustainable design and energy efficiency and is in the process of securing funding. The addition of these developments will promote economic diversity within this planned community.

North Commons

Project Description: This project will create 53 residential units in 1 three story structure and provide common outdoor areas on the northernmost campus parcel. The 30 acres of open space will include a playground, walking paths, linkages to area trails and permanent riverfront conservation protection. The building will contain 8 studios, 19 one bedroom units, 22 two bedroom units and 4 three bedroom units.

Local CPA and CDBG, DHCD One Stop Shop, and MassWorks funding have been awarded.

Groundbreaking for infrastructure is expected Spring 2020. The total project cost is estimated to be \$19,153,000.

Income levels: There will be 12 units at 30% AMI or below; 27 units at 60% AMI or below and 14 units at 120% AMI, combining affordable and work force housing components.

Units for Special Needs Populations: 8 units will be set-aside for clients of the Department of Mental Health and 4 units will be Community Based Housing units for people currently institutionalized or at risk of institutionalization.

Rents/Subsidy Sources: Rents at the 120% of AMI level will be \$1,100 for studio units; \$1,350 for the one bedroom units. Rents at the 60% AMI level will be \$908 for the 1 bedroom units; \$1,090 for two bedroom units and \$1,259 for three bedroom units. The rents with subsidies will be \$847 for a studio, \$928 for a one bedroom and \$1,163 for a three bedroom unit, although tenants in these units will only pay approximately 30% of their income for rent.

35 Village Hill Road

Project Description: This smaller project will see 5,400 square feet of new construction creating 12 residential units and 2,500 sq. ft. of first floor commercial space. Overall composition will include 2 studio apartments, 8 one bedroom apartments and 2 two bedroom apartments. This project has received local funding as well as an award from the State's newly created Community Scale Initiative geared towards smaller scale projects in more rural areas across the Commonwealth. The project gained site control in August of 2017 and will be completed in the fall of 2020. Total project cost will be roughly \$4,000,000.

Income levels: There will be 6 units at 80% of AMI (1 studio, 2 one bedroom units and 3 two bedroom units) and 6 units of 120% AMI work force housing (1 studio, 4 one bedroom units and 1 two bedroom unit). There will be one unit set-aside as a Community Based Housing unit.

Rents/Subsidy Sources: 80% of AMI rents for a studio will be \$1,100, \$1,200 for a one bedroom unit and \$1,454 for a two bedroom unit. For incomes at the 120% of area median income level (work force housing) rent for a studio will be \$1,100, \$1,350 for a one bedroom unit and \$1,700 for a two bedroom unit.

Pioneer Valley Habitat for Humanity

Homeownership Units

Garfield Avenue – This home ownership development, underway for several years is approaching completion. Pioneer Valley Habitat staff, volunteers and Habitat families have successfully built five homes on the Garfield Avenue site between 2008 and 2018. The first construction was townhouse style, with the wall dividing the homes running along the property line – two homes, not a condominium. The first family has been living in their home since fall of 2010. The second family moved in in June of 2011. The third home is a detached single-family home and it became occupied during the summer of 2012. Work began on the fourth house during the fall of 2012 and occupied in 2014. The next home to be constructed began in 2014 and occupied in January of 2015. The final home, completed in 2018, is a 650 square foot 1 bedroom home, exemplifying the results of the City's *Small Lots | Big Ideas* design competition, from which PVHH is piloting the best of the small home revolution. The home features a simple energy efficient design and solar panels donated from community partner PV Squared. Smith Vocational and Agricultural High School students contributed construction, plumbing and electrical labor on all the homes. The city contributed the land for four of the five homes.

Glendale Road – Pioneer Valley Habitat for Humanity broke ground in 2018 on three zero-net energy homes that share a common driveway off Glendale Rd. Two of them will be built with modular construction techniques through an innovative partnership with the Vermont Energy Investment Corporation (VEIC), the MA Dept. of Energy Resources and a modular homebuilder called Vermod. The home being built on site will be adapted to have a first floor fully handicap accessible bath. This project has received local CDBG and Community Preservation Committee funding awards, in addition to other awards. The first 3 homes are under construction with future homeowners contributing sweat equity. The two modular homes will finish construction in the

summer of 2019 and the third home being built on site is slated to be finished by December 2019. Smith Vocational forestry students have begun tree clearing for the fourth and final building lot which fronts directly onto Glendale Road. The city contributed the land for the project.

Burts Pits Road – The City has an agreement to donate three lots to Pioneer Valley Habitat in the Spring of 2020 for additional affordable housing lots. Stormwater infrastructure will be donated by Emerson Way, who is building three affordable duplexes adjacent to the PVHH homes (as a condition of the Emerson Way subdivision approval, with a fourth affordable duplex to be built at Emerson Way). The design of the homes came out of the City’s *Just Big Enough*, with architectural fees funded by the sale of adjacent city surplus lots.

Other Habitat Projects In Northampton, all with site control facilitated by the City

A duplex condo home on Pine Brook Curve in 1993

A single family home on Cahillane Terrace in 1999

A duplex condo home on Vernon and Forbes Avenue in 2000

A duplex condo home on Ryan Road in 2002

Three duplex condo homes on Westhampton Road 2003-2007

City Supported Housing Rehab Projects

Grove Street Inn Homeless Shelter Improvements

The City has financially supported physical improvements to the Grove Street Inn Homeless Shelter for Individuals over the years. The farmhouse, located on former Northampton State Hospital property was deeded to the City for use as a shelter, in the early 1990’s, via a land disposition agreement. The City owned the building for many years while ServiceNet, Inc. administered the program. Improvements included installation of an electrical fire alarm system, boiler replacement, site drainage work and exterior painting. The City recently transferred ownership of the building to ServiceNet, Inc. The shelter has capacity for 21 homeless men and women.

New South Street Apartments Rehabilitation

Home City Housing received \$250,000 from the Community Preservation Committee and \$130,000 of Community Development Block Grant funds to do exterior rehabilitation work at this downtown affordable housing property in 2014. The historic building, located at 22-34 New South Street contains 18 affordable apartments. \$50,000 in additional CDBG funds are being added in 2021 to support additional rehabilitation.

Alliance for Sober Living/Gandara Center

The City supported, with CDBG dollars, physical improvements at a property located on Summer Street. This program has serves 6 individuals committed to sober recovery. Several CDBG allocations have been made over the years, the most recent in 2016 for roof and interior repairs.

Housing Rehabilitation Program

The City re-created a Housing Rehabilitation Program in 2016. (An earlier program was discontinued several years ago). The Pioneer Valley Planning Commission administers the program

for the City. The program is fully supported by Community Development Block Grant funds and focuses on single family homeownership units. To date, 16 properties have been qualified, 15 are under contract and 11 units have been completed. Several new homeowners are in the process of being qualified. The goal of the program is to address 3-5 units per year. Total project costs are allowable up to \$45,000 to accommodate lead paint abatement if needed. All units are lead tested.

Other Housing Support Services Projects

Access to Housing Initiative

ServiceNet, Inc. applied for and received \$10,000 in 2013-2014 from the Community Preservation Committee to administer a pilot program geared towards facilitating movement out of homelessness. The funds were allocated to eligible individuals to utilize for first and last month's rent and security deposits. Lack of access to these sums is a barrier for those trying to exit homelessness.

6 people benefitted from the pilot program and were able to secure housing in Northampton. All 6 were still in those homes at the end of the grant program. 2 of the participants made repayments to the program, in order to create a small revolving fund.

Community Housing Support Services Program

Northampton's Housing Partnership, a mayoral appointed board of volunteers charged with addressing the City's affordable housing needs, designed and obtained local Community Preservation funds in 2015 to create the Community Housing Support Services Project. The Center for Human Development (CHD) was selected to administer the program following a public bidding process. For the last four years CHD staff have provided assistance to Northampton residents that has included budget counseling and financial literacy, income maximization, linkages to education and employment training, referrals to food, health, child care or other eligible benefits and assistance with the timely payment of rent. 89 households have participated in the program and tenancies have been preserved for 86, yielding a 97% success rate for keeping people stably housed. The initial three year grant was renewed by the CPC for one year beginning April 1, 2019. In 2020, the program is being merged with CHD's Single Room Occupancy project and being funded with City CDBG funds.

Local Organizations and Glossary of Terms

<u>NHA</u> - Northampton Housing Authority	NHA owns and manages the public housing in Northampton, and administers MRVP, VASH and Housing Choice Vouchers.
<u>ServiceNet</u>	Human service organization provides a variety of services of including counseling, addiction and recovery services, shelter and housing services.

Community Action	Regional CAP agency Human service organization that administers provides a variety of community services including assistance with Head Start, Youth programming, food pantries, etc.
Habitat for Humanity	Builds affordable homes with assistance from volunteer labor and donations; part of International organization.
Way Finders	Formerly HAP Housing, works to eliminate homelessness by increasing the supply of stable, affordable housing and helping first time homebuyers.
VCDC – Valley Community Development	Three main areas of focus: Housing Services, Affordable Housing Development, Small Business Development
Governmental Partners	
HUD – U.S. Department of Housing and Urban Development CPD - Community Planning and Development	Cabinet department of the Executive Branch; has a variety of offices and programs designed to support sustainable housing. Its CPD office coordinates CDBG, Emergency Solutions Grants (ESG), and others
DHCD – Massachusetts Department of Housing and Community Development	State level, Provides affordable housing options, financial assistance, and other support.
Northampton Planning & Sustainability	Planning’s role is to “identify and implement community vision for a sustainable and resilient future with a healthy and equitable economy and environment through: <ul style="list-style-type: none"> • Planning: resiliency sustainability visioning comprehensive strategic • Placemaking: design built environment history community preservation • Conservation: environment design with nature open space agriculture • Mobility: car-less options bicycles and pedestrians transit • Equity: housing community development economic prosperity (See details in Northampton Planning and Sustainability, below)
Grants, Subsidizes, and Funding Sources	
CDBG - Community Development Block Grant	Federally funded grant program, can be used for social services, housing rehab & development, community/public facilities, planning, removal of architectural barriers to allow access by persons with disabilities and/or downtown revitalization. All housing proposals submitted for the use of community development block grant funds shall be reviewed by the partnership
CPA - Community Preservation Act CPC - Community Preservation Committee	Funds that can be used towards acquisition, creation, and preservation of: open space, historic resources, land for recreational use, and/or community housing. Organizations seeking CPA funds present to the NHP, we provide letter of support, if necessary.

MassWorks	A competitive state grant to cities for infrastructure needed for economic development and affordable housing. Northampton has used the last several cycles to support affordable housing.
Short-Term Rental Excise Tax	Excise tax on certain short term rentals (e.g, Airbnb). Northampton is using this for affordable housing and related programs that can't be funded with CDBG or CPA or other sources.
Voucher Programs Section 8 Voucher , aka Subsidized Housing or Public Housing HOME Tenant-Based Rental Assistance Mass Rental Voucher Program (MRVP) MassHousing 13A Interest Subsidies	Rental assistance to help tenants find an apartment in the private market. Vouchers may stay with the housing development (project-based or non-mobile) or move with the tenant (tenant-based or mobile). Section 8: Funded by the federal government through HUD; Housing run by a local and/or regional housing authority.
LIHTC - Low Income Housing Tax Credit	Provides housing for low- to moderate-income renters in exchange for tax credits for the developers
Multifamily Subsidized Programs	Owned by a private landlord or corporation that has received government subsidies to provide affordable housing. This is also called a project-based subsidy because the subsidy stays with the housing development (project), not a particular tenant.
RAFT – Residential Assistance for Families in Transition	Homelessness prevention program at the state level; provides financial assistance to low-income families who are homeless or at risk of becoming homeless. Eligible uses include moving cost assistance, rent and utility arrears, rental stipends or utility bills.
General Terms	
“Big A” Affordable Housing	Affordable as defined by the federal government in terms of Area Median Income (AMI), legally defined term (affordable at 80% or less AMI)
“Little a” affordable housing	Housing that is affordable for middle and low income residents, but not subsidized.
AI - Analysis of Impediments	Report that identifies barriers to fair housing choice and provides strategies and actions to overcome the barriers. 2012 ; 2018 (in progress)
AMI – Area Median Income	Income level earned by a given household where half of the homes in the area earn more and half earn less. Median is used instead of the mean because it's less susceptible to outliers.
SHI – Subsidized Housing Inventory	Measures a community's stock of low or moderate incoming housing Northampton (as of 9/14/2017) SHI Units: 1,356; %: 10.8
RFQ – Request for Quotation RFP – Request for Proposal	Requests to solicit proposals for a particular service; an RFQ invites providers into a bidding process to bid on specific products or services
FMR - Fair Market Rent	Amount of money a property would rent or lease for if it was available at

	this time. The fair market rent is used by HUD to determine how much rent should be covered through Section 8 for individuals with low income.
--	--

Northampton Planning & Sustainability

As outlined in the table above, Planning & Sustainability’s mission is to identify and implement community vision for a sustainable and resilient future with a healthy and equitable economy and environment with an emphasis on planning, placemaking, conservation, mobility, and equity.

Of relevant to the Housing Partnership, this work includes:

- Staffing the Housing Partnership
- Managing the City’s community development program (CDBG funds, competitive MassWorks funds, Short-Term Rental tax, Community Preservation Act)
- Taking the lead in creating affordable and mixed income projects through use of surplus city property and limited development projects
- Creating and implementing a regulatory environment that encourages affordable and attainable housing.
- Other related special projects in support of affordable housing, homelessness and social service programs, and community resilience.

Planning & Sustainability works with overlapping collaborative staff teams.

Primary staff responsibilities of relevance to the Housing Partnership

Director of Planning & Sustainability	Coordinate CDBG and community development strategy, obtain competitive MassWorks and other grants, lead city led affordable housing projects, and coordinate sustainable mobility, resilience and planning efforts.
Assistant Director	Create and administer regulatory environment to support affordable housing, support affordable housing and resilience, and coordinate certain planning efforts.
Community Development Planner	Primary staff for Housing Partnership, coordinate CDBG administration consistent with overall strategy, support all housing and resilience efforts, support mobility efforts to lower transportation costs.
Grants Administrator	Coordinate grants and all CDBG reporting requirements.
Conservation & Preservation Planner	Staff the Community Preservation Act