



Ruthanne Fuller
Mayor

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Barney Heath
Director

To: WestMetro HOME Consortium Members
From: City of Newton, Housing & Community Development Division
Re: WestMetro HOME Consortium Meeting

MEETING NOTICE and AGENDA

Thursday, November 2, 2023 at 9:00 a.m.

City of Newton Housing and Community Development Division of the Planning and Development Department will hold this meeting as a virtual meeting. No in-person meeting will take place at City Hall.

To view and participate in this virtual meeting on your computer, at the above date and time, visit <https://newtonma-gov.zoom.us/j/81504794013>. You may also join the meeting from your phone by dialing +1 312 626 6799 and entering Meeting ID: 815 0479 4013

1. Consolidated Pool & CHDO RFP

- a. Presentations from MetroWest Collaborative Development & Planning Office of Urban Affairs
- b. Review of Project Review Committee Funding Recommendations
- c. Vote

2. HOME-ARP Draft RFP

- a. Review Draft RFP
- b. Vote

3. Analysis of Impediments to Fair Housing (AI) Update

- a. Fair Housing Testing Program
 - i. Update from Paige Stopperich, Esq. – Suffolk Housing Discrimination Testing Program (HDTP)

4. FY21 & FY22 HOME Monitoring

- a. FY21 & FY22 HOME Monitoring Update

5. NSPIRE Inspections

The location of this meeting/event is wheelchair accessible and Reasonable Accommodations will be provided to persons with disabilities who require assistance. If you need a Reasonable Accommodation, please contact the city of Newton's ADA/Section 504 Coordinator, Jini Fairley, at least two business days in advance (2 weeks for ASL or CART) of the meeting/event: jfairley@newtonma.gov or (617) 796-1253. The city's TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

a. Update

6. Budget Update

a. Update

7. FY24 AAP & FY24 Subrecipient Agreements

a. Update

ATTACHMENTS:

- Project Review Committee Memo
- Draft HOME-ARP RFP
- Budget Update

Next WMHC Meeting – **February 1, 2024** – 9:00 A.M. via Zoom

2024 Consortium Meetings:

February 1, 2024

May 2, 2024

September 5, 2024

November 7, 2024

All meetings take place from 9:00 a.m. – 11:00 a.m.

The location of this meeting/event is wheelchair accessible and Reasonable Accommodations will be provided to persons with disabilities who require assistance. If you need a Reasonable Accommodation, please contact the city of Newton's ADA/Section 504 Coordinator, Jini Fairley, at least two business days in advance (2 weeks for ASL or CART) of the meeting/event: jfairley@newtonma.gov or (617) 796-1253. The city's TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

Bedford
Belmont
Brookline
Concord
Framingham
Lexington

WESTMETRO HOME CONSORTIUM

City of Newton, Representative Member
1000 Commonwealth Avenue
Newton, MA 02459-1449
(617) 796-1120

Natick
Needham
Newton
Sudbury
Waltham
Watertown
Wayland

To: WestMetro HOME Consortium Council

Bedford Jeff King, **Belmont** Gabriel Distler, **Brookline** David Guzman, **Concord** Megan Zammuto, **Framingham** Jackie Mondesir, **Lexington** Carol Kowalski, **Natick** Amanda Loomis **Needham** Karen Sunnarborg, **Newton** Lara Kritzer, Malcolm Lucas, Allison McIntyre, **Sudbury** Ryan Poteat, **Waltham** Colette Casey-Brenner and Frank Nakashian **Watertown** Larry Field, **Wayland** Robert Hummel, **Regional Housing Services Office**, Liz Rust

From: Project Review Committee (David Guzman, Frank Nakashian, Larry Field, and Shaylyn Davis-Iannaco)

Re: FFY23 (HM24) HOME Consolidated Funds Pool and FFY23 (HM24) CHDO Operating Project Review Committee Funding Recommendations

Date: November 2, 2023

The Project Review Committee (PRC) is responsible for reviewing funding applications for available Consolidated Funds, CHDO Set-Aside funds, and CHDO Operating funds and presenting recommendations to the Consortium Council. The RFP for the HM23 Consolidated Funds and CHDO Set-Aside Funds, as well as the application for CHDO Operating Funds were issued September 14, 2023, making available **\$138,450.00** in Consolidated Pool Funds, **\$247,890.75** in CHDO Set-Aside Funds, and **\$82,630.25** in CHDO Operating Funds. The PRC received one (1) proposal for Consolidated Pool Funds from the Planning Office of Urban Affairs, two (2) proposals for CHDO Set-Aside Funds from MetroWest Collaborative Development and Brookline Community Development Corporation, and two (2) proposals for CHDO Operating Funds from MetroWest Collaborative Development and Brookline Community Development Corporation. The PRC met on October 20, 2023 to review the proposals.

CHDO Operating Funds

1. MetroWest Collaborative Development (MWCD)

MWCD has been a long-standing CHDO, operating in several of the WestMetro HOME Consortium communities. Most recently, MWCD completed an elevator replacement at Saint Joseph Hall in Watertown, MA, which provides 25 units of affordable elderly housing to the community. MWCD also assisted both Newton and Watertown in the management of their respective COVID-19 Emergency Rental Housing Assistance Programs.

MWCD is currently the City of Newton's selected developer for transformation of the Newton Armory into 100% affordable housing. This project will provide 43 units at deep levels of affordability by serving households with incomes ranging between 30% and 60% of our area median income. In addition, these apartments are intergenerational as they include a mix of one, two, and three-bedrooms with five fully accessible, thereby serving individuals, seniors, families, and those with disabilities. MWCD has secured nearly \$5 million in local funding from Newton.

2. Brookline Community Development Corporation (BCDC)

BCDC was certified as a CHDO by the Consortium pre-FY13 as the *Brookline Improvement Coalition*. BCDC has undertaken several projects in the Brookline community over the last several years, including an emergency rental assistance program, a first-time homebuyer program, and has recently focused their efforts on decarbonizing and rehabilitating their existing affordable housing developments. BCDC is seeking to re-establish itself within the Consortium as a CHDO.

Upon review of its application, the Project Review Committee decided against funding BCDC at this time. One of the application requirements for CHDO operating funds requires the applicant to follow the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards as described in 2 CFR 200, which BCDC indicated they do not. Additionally, many of the required materials were sent after the October 13, 2023 5:00 p.m. deadline.

➤ **The PRC allocation recommendation for CHDO Operating Funds is as follows:**

HM24 CHDO Operating Funds		
	Request	Recommendation
MetroWest Collaborative Development	\$82,630.25	\$50,000.00
Brookline Community Development Corporation	\$82,630.25	\$0.00

According to HUD regulations, a CHDO operating funds award cannot exceed the lesser of 50% of the organization's operating budget or \$50,000 during the year that the award under this program would be utilized.

As a result, the PRC recommends the following:

- **Award MWCD \$50,000.00 in HM24 CHDO Operating Funds for eligible operating expenses**
- **Reallocate the remaining \$32,630.25 to the Consolidated Pool.**

Consolidated Pool

1. Saint Ann’s Senior Village, Wayland, MA – Planning Office of Urban Affairs (POUA)

The project scope consists of the new construction of 60 one-bedroom, affordable rental units for seniors in a neighborhood setting. This is in direct response to the growing need for affordable housing opportunities for older adults in Wayland. 25% of the units will be available for extremely low-income seniors, at or below 30% of the area median income (AMI). The remaining units will be available to those seniors at or below 60% AMI.

The site is currently controlled by the Planning Office and recently received ZBA approval for a comprehensive permit. The Planning Office of Urban Affairs has completed many similar projects over the last 30 years and has similar projects underway across Massachusetts.

➤ **The PRC allocation recommendation for Consolidated Pool Funds is as follows:**

HM24 CHDO Operating Funds		
	Request	Recommendation
Saint Ann’s Senior Village	\$138,450.00	\$171,080.25

The PRC recommends the following:

- **Allocate \$138,450.00 to Saint Ann’s Senior Village.**
- **Allocate the remaining \$32,630.25 from the CHDO Operating Funds to Saint Ann’s Senior Village.**

- This project *must* undergo a HOME underwriting analysis and a HUD Environmental Assessment before a funding commitment can be made.

CHDO Set-Aside

1. West Newton Armory – Metro West Collaborative Development

MWCD has partnered with Civico Development to redevelop the historic West Newton Armory. The City of Newton selected this development team after a competitive RFP process in late 2021. This project will provide 43 units at deep levels of affordability by serving households with incomes ranging between 30% and 60% of the area median income. In addition, these apartments are intergenerational as they include a mix of one, two, and three-bedrooms with five fully accessible, thereby serving individuals, seniors, families, and those with disabilities. MWCD has secured nearly \$5 million in local funding.

2. 154-156 Boylston Street – Brookline Community Development Corporation

BCDC acquired 154-156 Boylston Street in 1997, which is the last time this property has been renovated. BCDC is seeking CHDO set-aside dollars to complete the needed kitchen and bath renovation and increase the overall energy efficiency of the property. This property includes 6 units at 80% AMI. To complete this work, BCDC has secured local funding in the amount of \$978,000, in both ARPA and CDBG funds, to begin this work and are working to secure other sources of funding to make up the total cost, estimated to be about \$3.98 million.

Upon review of its application, the PRC decided against funding for this proposal at this time. The PRC had concerns regarding cash flow and the timeline presented. Additionally, because the PRC did not at this time certify BCDC as a CHDO, they are not eligible to receive CHDO set-aside funding.

➤ **The PRC allocation recommendation for CHDO Set-Aside Funds is as follows:**

HM24 CHDO Set-Aside Funds		
	Request	Recommendation
MetroWest Collaborative Development	\$247,890.75	\$247,890.75
Brookline Community Development Corporation	\$300,000.00	\$0.00

The PRC recommends the following:

- **Allocate \$247,890.00 in HM24 CHDO Set-Aside funds to the project.**
- **Project must undergo HOME underwriting and completion of HOME environmental assessment.**

WestMetro Home Consortium
Request for Proposal (RFP) 2023

HOME American Rescue Plan (HOME-ARP):

TBRA

Supportive Services

Non-Congregate Shelter Acquisition and Development

Rental Housing

City of Newton

Housing and Community Development Department

1000 Commonwealth Ave

Newton, MA 02459

Issue Date: November 9, 2023

Response Deadline: February 9, 2024

WestMetro HOME Consortium

REQUEST FOR PROPOSAL

HOME-ARP

The WestMetro HOME Consortium (WMHC) is a group of 13 communities who work together to allocate HOME funds. These communities consist of Bedford, Belmont, Brookline, Concord, Framingham, Lexington, Natick, Needham, Newton, Sudbury, Waltham, Watertown, and Wayland.

The WMHC has received a special allocation of the HOME Investment Partnership Program through the 2021 American Rescue Plan (HOME-ARP) in the amount of \$5,406,962.00 from the U.S Department of Housing and Urban Development (HUD). The Consortium received HUD's approval of its HOME-ARP allocation plan in June 2023, making \$4,595,918.00 available through a competitive RFP process. Proposals *must* serve those who are experiencing or are at-risk of homelessness, as defined in CPD Notice 21-10.

The WMHC is seeking proposals from qualified nonprofit organizations and municipalities to provide tenant-based rental assistance, supportive services, and/or develop rental housing or non-congregate shelter units that will serve households experiencing homelessness or other eligible populations described herein. The goal of these activities is to reduce the frequency and severity of homelessness in the WMHC.

Proposal packets are available and may be obtained by downloading from the City of Newton's website at <https://www.newtonma.gov/government/planning/housing-community-development/westmetro-home-consortium>.

In order for your proposal to be considered you ***must attend*** one of the technical assistance sessions with the City of Newton. Please register by emailing Shaylyn Davis-Iannaco ***and*** Nika Sandal at sdavis@newtonma.gov and nsandal@newtonma.gov.

- **Rental Housing:**
 - o Monday December 11, 2023 from 2:30 p.m. – 3:30 p.m.
 - o Friday January 12, 2024 from 11 a.m. – 12 p.m.
- **Supportive Services:**
 - o Thursday December 21, 2023 from 10:30 a.m. – 11:30 a.m.
 - o Thursday January 4, 2024 from 2 p.m. – 3 p.m.
- **Non-Congregate Shelter:**
 - o Wednesday December 13, 2023 from 1:30 p.m. – 2:30 p.m.
 - o Monday January 8, 2024 from 2:30 p.m. – 3:30 p.m.
- **Tenant-Based Rental Assistance:**
 - o Thursday December 7, 2023 from 1 p.m. – 2 p.m.
 - o Wednesday January 10, 2024 from 2 p.m. – 3 p.m.

Proposals are due by 5:00pm on February 9, 2024. LATE PROPOSALS WILL NOT BE ACCEPTED

The WestMetro HOME Consortium encourages and welcomes bids from small, local, women and minority owned businesses and other disadvantaged business enterprises.

Ad Published: November 9, 2023 in the Boston Herald

November 15, 2023 in the MetroWest Daily News

DRAFT

Project Overview

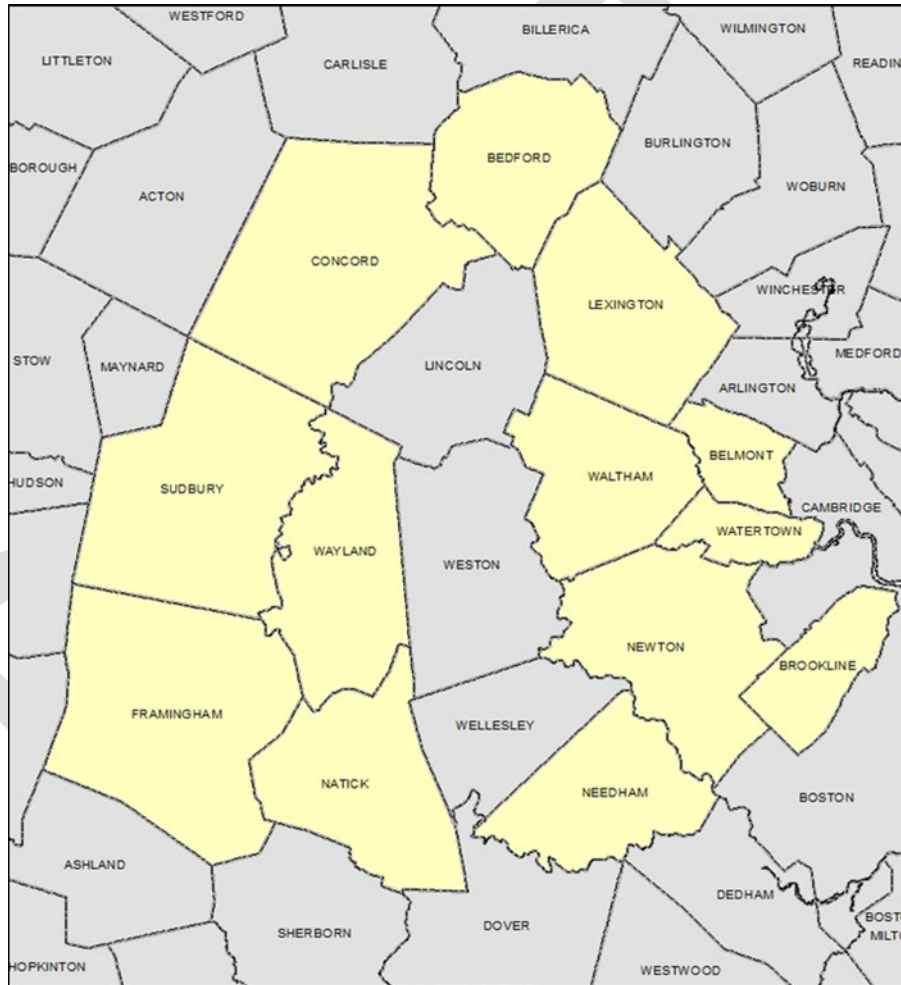
HOME Investment Partnerships Program (HOME) - American Rescue Plan Act of 2021 (ARP) provides funds for housing development, homelessness assistance and supportive services. These funds will be used to benefit individuals and families who meet the criteria outlined as a qualifying population.

Additional information on HOME-ARP is located at:

<https://www.hud.gov/sites/dfiles/OCHCO/documents/2021-10cpdn.pdf>.

Eligible Geography

Projects submitted in response to this RFP must be located in and service residents that live within the WestMetro Home Consortium limits.



Qualifying Populations

- Homeless or At Risk of Homeless (24 CFR 91.5)
- Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking (24 CFR 5.2003)
- Other Populations

- Other Families Requiring Services or Housing Assistance to Prevent Homelessness: a household who have previously been qualified as “homeless”, are currently housed due to temporary or emergency assistance, including financial assistance, services, temporary rental assistance or some type of other assistance to allow the household to be housed, and who need additional housing assistance or supportive services to avoid a return to homelessness.
- At Greatest Risk of Housing Instability: a household who either 1) has annual income that is less than or equal to 30% of AMI and is experiencing severe cost burden; or 2) has annual income that is less than or equal to 50% of AMI, as determined by HUD, AND meets one “at risk of homelessness” condition. See HUD memo for complete definitions.
 - o Note: Veterans and Families that include a Veteran Family Member that meet the criteria for one of the qualifying populations described above are eligible to receive HOME-ARP assistance.

Eligible Activities

The following activities are eligible under HOME-ARP:

- Tenant-Based Rental Assistance (TBRA) (\$300,000.00)
- Supportive Services (\$750,000.00)
- Acquisition and Development of Non-Congregate Shelter (\$1,000,000.00)
- Acquisition and Development of Affordable Rental Housing (\$2,545,918.00)

What is TBRA?

Tenant Based Rental Assistance (TBRA) program provides Rental Assistance and/or Deposit Assistance for Low Income Households who want to rent from a private landlord. Under the TBRA Program, participants are responsible for locating the rental unit they want to rent within the WestMetro Home Consortium. Participants choose the type of housing they wish to rent (i.e. house, duplex, apartment). The participant’s portion of the rent is a minimum of 30% of their adjusted monthly income. TBRA pays the remainder of the contract rent to the private property landlord.

Who is eligible to apply?

- A. Qualifies as Subrecipient
 - a. Subrecipient means a public or private nonprofit agency, authority, or organization receiving federal funds from the WestMetro HOME Consortium to undertake activities eligible for such assistance.
- B. Organizational Experience
 - a. Has successfully undertaken similar programs or activities.
 - b. Has received other federal funding in the past and demonstrated success in meeting program requirements.
- C. Organizational Capacity
 - a. Understands and has implemented federal regulatory requirements similar to those that will apply to the proposed activities.
 - b. Has adequate administrative and financial processes and systems in place to comply with the requirements to maintain detailed records to track expenditures, revenues, and staff time spent on specific activities.

- c. Has qualified individuals on staff assigned to work on the proposed activities. Has adequate staff time available to complete the identified tasks on time or has a plan to fill these gaps in personnel.

Eligible Costs

HOME regulations at 24 CFR §92.209(a) state that eligible costs for TBRA activities include rental assistance and security deposit payments. TBRA may also include utility deposit assistance, but only if this assistance is provided with TBRA or security deposit payments.

Ineligible Costs

Despite the flexibility the HOME Program provides for TBRA, there are a number of program activities that are ineligible for HOME TBRA assistance.

- TBRA may not be used to assist a resident owner of a cooperative or mutual housing unit when that resident is recognized by state law as a homeowner.
 - o However, under the provisions of some cooperative or mutual housing agreements, the units are considered rental housing under state law. The residents of this rental housing may receive TBRA.
 - o Under any circumstance, a tenant who rents from an owner of a cooperative or mutual housing unit **may** receive HOME TBRA.
- HOME TBRA may not be used to prevent the displacement of tenants from projects assisted with Rental Rehabilitation Program funds.
- PJs may not provide HOME TBRA to homeless persons for overnight or temporary shelter.
- HOME TBRA may not duplicate existing rental assistance programs that already reduce the tenant's rent payment to 30 percent of income. For example, if the household is already receiving assistance under the Section 8 Program, the household may not also receive assistance under a HOME TBRA program.

What are Supportive Services?

There are three categories specifically included as supportive services under HOME-ARP:

- McKinney-Vento Supportive Services: McKinney-Vento Supportive Services under HOME-ARP are adapted from the services listed in section 401(29) of McKinney Vento.
 - o Outreach services: Costs of activities to engage qualified populations for the purpose of providing immediate support and intervention, as well as identifying potential program participants, are eligible.
 - o Substance abuse treatment services: Cost of substance abuse treatment services to prevent, reduce, eliminate, or deter relapse of substance abuse or addictive behaviors provided by licensed or certified professionals.
 - o Case management: Costs of assessing, arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of the program participant(s) are eligible costs. PJs and sub-recipients providing these supportive services must have written standards for providing assistance.
 - o Landlord/Tenant Liaison: Costs of liaison services between property managers/owners and program participants.
- Homelessness Prevention Services: HOME-ARP Homelessness Prevention Services are adapted from eligible homelessness prevention services under the regulations at 24 CFR 576.102, 24 CFR 576.103, 24 CFR 576.105, and 24 CFR 576.106, and are revised, supplemented, and streamlined in Section VI.D.4.c.i.

- Housing Counseling Services: Housing counseling services under HOME-ARP are those consistent with the definition of housing counseling and housing counseling services defined at 24 CFR 5.100 and 5.111, respectively, except where otherwise noted.
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Who is eligible to apply?

- A. Qualifies as Subrecipient
 - a. Subrecipient means a public or private nonprofit agency, authority, or organization receiving federal funds from the WestMetro HOME Consortium to undertake activities eligible for such assistance.
- B. Organizational Experience
 - a. Has successfully undertaken similar programs or activities.
 - b. Has received other federal funding in the past and demonstrated success in meeting program requirements.
- C. Organizational Capacity
 - a. Understands and has implemented federal regulatory requirements similar to those that will apply to the proposed activities.
 - b. Has adequate administrative and financial processes and systems in place to comply with the requirements to maintain detailed records to track expenditures, revenues, and staff time spent on specific activities.
 - c. Has qualified individuals on staff assigned to work on the proposed activities. Has adequate staff time available to complete the identified tasks on time or has a plan to fill these gaps in personnel.

What is Non-Congregate Shelter?

Historically, emergency shelter spaces have been designed to provide temporary accommodations for multiple individuals and/or families in a shared (congregate) space. This provides limited or no privacy for each household and usually requires households to share bathroom facilities. Non-Congregate Shelter (NCS) is a form of emergency shelter that also serves multiple households, but the space is designed to provide separation and privacy for each household served (individual or family), including access to a private full bathroom that is not shared with other households. The intent of NCS is to slow the spread of any illnesses and support the dignity of each household served by creating privacy during their emergency shelter stay.

Who is eligible to apply?

Lead Applicants for this RFP must demonstrate the following:

- 501(c)3 nonprofit status or identification as a local unit of government (LUG) that operates its principal place of business in the State of Massachusetts (a CoC/LPB, if incorporated as a 501(c)3 entity, is eligible).
- Active involvement in the CoC/LPB planning process.
- Effective experience in homeless service provision.
- Does not require program participants to complete any prerequisites to receive services (i.e., religious activities, sobriety treatment, etc.).
- Uses HMIS to produce quarterly reports (Domestic violence service agencies must use a comparable database).
- Participates in a Qualified Service Organization Business Associate Agreement (QSOBAA) to allow sharing within HMIS.
- Exhibits the financial capacity to administer funds as demonstrated through an audited federal financial statement.

- Has financial management systems in place such as cash receipts and disbursement logs, invoices, and cancelled check registers, etc.
- Employs staff who possess bachelor's degree in accounting or possess experience in accounting along with college accounting credits or a bookkeeper whose work is overseen by an accounting firm.
- Demonstrates effective community relationships, with the ability to collaborate, coordinate, and partner with other local organizations.
- Must agree to emergency shelter policies and practices for the use of these funds:
 - Minimum habitability standards.
 - HUD's Equal Access Rule.
 - Avoidance of involuntary family separation.
 - Safe practices to reduce infectious disease transmission.

Additional requirements and expectations are outlined below for any agencies that are party to or Lead Applicant for the project:

- Homeless Service Providers:
 - Experienced in providing assessments, referrals, and case management services specifically targeted to people who are homeless.
 - Experienced with successful HMIS data collection.
 - Ability to complete standardized assessments to help ensure that the right individual/family is getting to the right program to end their homelessness.
- Tribal Communities and Tribal Councils:
 - Per 24 CFR part 92 Final Rule for HOME, Tribal Communities or Tribal Councils may apply for HOME-ARP funds
- Developers and Construction Companies:
 - Licensed in LARA; bonded and insured.
 - Has established a partnership with a CoC, LPB, local unit of government, homeless service provider, or Tribal Community or Tribal Council to facilitate operations.

Eligible Costs

Per the HOME-ARP NOTICE (page 57), the following costs are identified as eligible:

- Acquisition Costs: Costs to acquire improved or unimproved real property.
- Demolition Costs: Costs of demolishing existing structures for the purpose of developing NCS.
- Development Hard Costs: Costs identified in 24 CFR 92.206(a) to rehabilitate or construct NCS units, except costs must be for meeting the physical standards established in Section VI.E.7 of the NOTICE (page 55).
- Site Improvements: Costs to make improvements to the project site, including installation of utilities or utility connections, and the construction or rehabilitation of laundry, community facilities, on-site management, or supportive service offices.
- Related Soft Costs: Reasonable and necessary costs incurred by the purchaser and owner associated with the financing, acquisition, and development of NCS projects, including costs identified in 24 CFR 92.206(d) *with the following exceptions*: o Costs to provide information services such as affirmative marketing to prospective homeowners and tenants are not eligible.
- Costs of funding an initial operating deficit reserve are not eligible.

- Costs of project-specific assistance to community housing development organizations, including technical assistance and site control loans or seed money loans as specified in 24 CFR 92.301 are not eligible.
- Replacement Reserve: **(No more than 10% of the total grant request)** Costs to capitalize a replacement reserve to pay the reasonable and necessary costs of replacing major systems and their components whose useful life will end during the restricted use period. Major systems include structural support, roofing, cladding, and weatherproofing, plumbing, electrical and HVAC.

Ineligible Costs

Per the HOME-ARP NOTICE (page 57), the following costs are identified as ineligible and must be supported in other ways within the Lead Applicant’s operating budget.

- Non-congregate shelter operations and supportive services are not eligible expenses within NCS funding. Other funding sources must be documented in the Lead Applicant’s operating budget to support NCS operations and supportive services funding for all proposed NCS units.
- Costs to convert NCS units following the minimum use period. Other funding sources must be documented in the Lead Applicant’s operating budget to support the cost of conversion.

WHAT ARE THE DESIGN OPTIONS FOR THIS APPLICATION?

NCS project proposals must be based on one of the three options noted below. Every option must focus on creation of new NCS spaces, increasing the availability of NCS for the associated CoC or LPB:

- Rehabilitation and/or Construction Only – A project proposal that outlines costs related to rehabilitation of an existing structure owned by the applicant; and/or building on a vacant property; and/or expanding an existing structure. A project proposal under this definition would not be utilizing any funds for acquisition.
- Acquisition Only – A project proposal that outlines costs related to purchasing vacant land or structures for the purposes of NCS. This option does not include any costs for rehabilitation or construction.
- Acquisition with Rehabilitation and/or Construction – A project proposal that outlines costs related to both the purchase and rehabilitation and/or construction of vacant land or improved parcels (properties with existing structure(s) and/or utilities).

Regardless of the design option chosen, the project proposal must indicate whether there is an intention to convert the NCS units following the minimum use period.

Project Type	Restricted Use Period
Acquisition Only	10 Years
Rehabilitation	10 Years
New Construction	15 Years

Minimum Use Period: All HOME-ARP NCS projects must be operated as NCS for a minimum period of time prior to conversion. The minimum use period prior to conversion varies based on the original HOME-ARP NCS eligible activity undertaken and the amount of funds invested in the project.

What is Affordable Rental Housing?

Affordable rental housing is housing with rents equal to, or lower than, average rates in the private market. It is for people who have a low-to-moderate income but may not be eligible for subsidized housing.

Eligible Activities: Acquisition, construction, and rehabilitation of affordable rental housing, including reconstruction as defined in 24 CFR 92.2. Acquisition of vacant land or demolition may be undertaken only with respect to a HOME-ARP project for which construction is expected to start within 12 months of commitment.

Eligible Costs: HOME-ARP funds may pay for up to 100 percent of the following eligible costs associated with HOME-ARP rental units:

- Development hard costs include the actual cost of constructing and rehabilitating housing to meet applicable property standards. Eligible development costs also include site improvements, utility connections and costs to construct or rehabilitate laundry and community facilities located within the same building as the HOME-ARP housing;
- Refinancing of existing debt secured by a HOME-ARP rental project rehabilitated with HOME-ARP funds;
- Acquisition costs of improved or unimproved real property;
- Related soft costs including reasonable and necessary costs incurred by the PJ or project owner associated with the financing, development, acquisition, or rehabilitation of HOME-ARP rental housing; o Relocation costs as defined in 24 CFR 92.206(f), 24 CFR 92.353, and the Notice; o Certain costs related to the payment of construction, bridge, or guaranteed loans, if HOME-ARP is part of original financing; and
- Operating cost assistance, through a capitalized operating reserve or ongoing operating cost payments, for HOME-ARP units restricted for occupancy by qualifying households.

FY2024 HOME-ARP Application Cover Page

Please complete only **one** per applicant/organization.

Part 1: Applicant's Information

Applicant/Organization: _____

Mailing Address: _____

City/State/Zip: _____

Contact Person: _____

Position: _____

Telephone: _____ **Fax:** _____

Email Address: _____

- **Is your organization a 501(c)(3) corporation?** Yes No
 - **Does your organization have an active registration with SAM?** Yes No
- If so, what is your UEI number? _____

Part 2: HOME-ARP Request

Please complete the chart below with the title of the proposed project(s), amount requested for each eligible component, and the number of unduplicated individuals to be served. Do not list households, only individuals.

Eligible Component	Title of the Proposed Project	Amount Requested	Anticipated Number of Persons to be Served
TBRA		\$	
Rental Housing (Acquisition, construction, and rehab)		\$	
Supportive Services		\$	
Non-Congregate Shelters (acquisition, construction, rehab)		\$	

TOTAL		\$	
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Part 3: Attachments/Checklists

- ➔ Rental Housing / Non-Congregate Shelter Application Checklist
- ➔ TBRA / Supportive Services Application Checklist
- ➔ WestMetro HOME Consortium Construction Standards
- ➔ CPD Notice 21-10

Part 4: Authorization to Submit HOME-ARP Proposal(s)

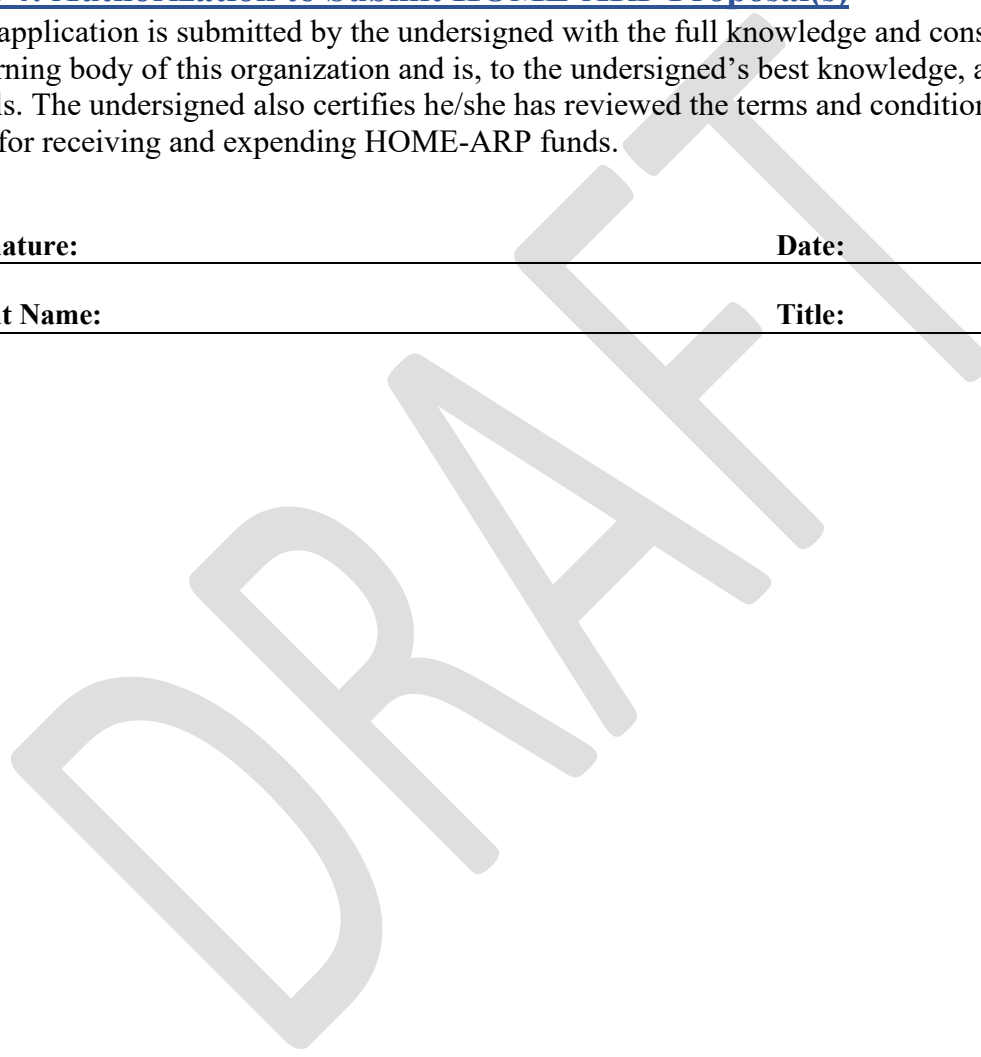
This application is submitted by the undersigned with the full knowledge and consent of the governing body of this organization and is, to the undersigned’s best knowledge, accurate in all details. The undersigned also certifies he/she has reviewed the terms and conditions stated in the RFP for receiving and expending HOME-ARP funds.

Signature:

Date:

Print Name:

Title:



WESTMETRO HOME CONSORTIUM RENTAL HOUSING AND NON-CONGREGATE SHELTER FUNDING APPLICATION

Project NAME			
Project LOCATION	Full street address (with zip code), or other precise location.		
Project SIZE	Site Acreage:	Total building gross square footage:	Total living (net) square footage:
Project FUNDING	HOME-ARP funds requested:	Total other funds to be used:	Total project cost:
Project SUMMARY & NEEDS	Provide a brief summary of the project, including: Location (amenities within walking distance, access to transit); short summary of details on page 4 (rehabilitation or new construction; target population; type of housing; special features); proposed measurable outcomes and brief citations (section & page) showing how the project meets a priority need(s) identified in the <i>HOME-ARP Allocation Plan and FY21-FY25 Consolidated Plan</i> .		

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SOURCES OF FUNDS *Check all that apply.*

<input type="checkbox"/> HOME-ARP funds	\$	<input type="checkbox"/> Other (identify sources)
<input type="checkbox"/> HOME funds	\$	
<input type="checkbox"/> CDBG funds	\$	
<input type="checkbox"/> CPA funds	\$	
<input type="checkbox"/> Private bank loan	\$	
<input type="checkbox"/> Sales revenue	\$	

USES OF HOME-ARP FUNDS *Check all that apply.*

<input type="checkbox"/> Acquisition	<input type="checkbox"/> Rehabilitation	<input type="checkbox"/> New construction	<input type="checkbox"/> Redevelopment
--------------------------------------	---	---	--

TARGET POPULATION & SPECIAL FEATURES *Check all that apply.*

<input type="checkbox"/> Homeless (as defined in CPD 21-10)	<input type="checkbox"/> At-Risk of Homelessness (as defined in CPD 21-10)	<input type="checkbox"/> Fleeing/Attempting to Flee Domestic Violence (as defined in CPD 21-10)
<input type="checkbox"/> Other Families Requiring Services or Housing Assistance to Prevent Homelessness (as defined in CPD 21-10)		

At Greatest Risk of Housing Instability (as defined in CPD 21-10)

TYPE OF HOUSING *Check all that apply.*

Rental Combination or other (identify):

Individual/Family

Single Room Occupancy /
Group Residence

Permanent Supportive Housing

UNIT COMPOSITION *List the development's number of units in each category.*

	≤ 30% AMI	≤ 50% AMI	≤ 60% AMI	≤ 80% AMI	80% - 100% AMI	Market-rate	Total Units
SRO							
Studio							
1 BR							
2 BR							
3 BR							
4 BR/+							

OUTREACH *Summarize efforts to date to communicate with abutters, neighborhood residents & local officials.*

Development Team Information

Resumes of key members of the development team.

General Contractor

Name:

Address:

Contact Person

Telephone: () -

Email:

Minority Business Enterprise: Yes No

Women's Business Enterprise: Yes No

Architect

Name:

Address:

Contact Person

Telephone: () -

Email: _____

Minority Business Enterprise: Yes No

Women's Business Enterprise: Yes No

Engineer

Name:

Address:

Contact Person

Telephone: () -

Email: _____

Minority Business Enterprise: Yes No

Women's Business Enterprise: Yes No

Management Agent

Name:

Address:

Contact Person

Telephone: () -

Email: _____

Minority Business Enterprise: Yes No

Women's Business Enterprise: Yes No

Attorney

Name:

Address:

Contact Person

Telephone: () -

Email: _____

Minority Business Enterprise: Yes No

Women's Business Enterprise: Yes No

Development Consultant

Name:

Address:

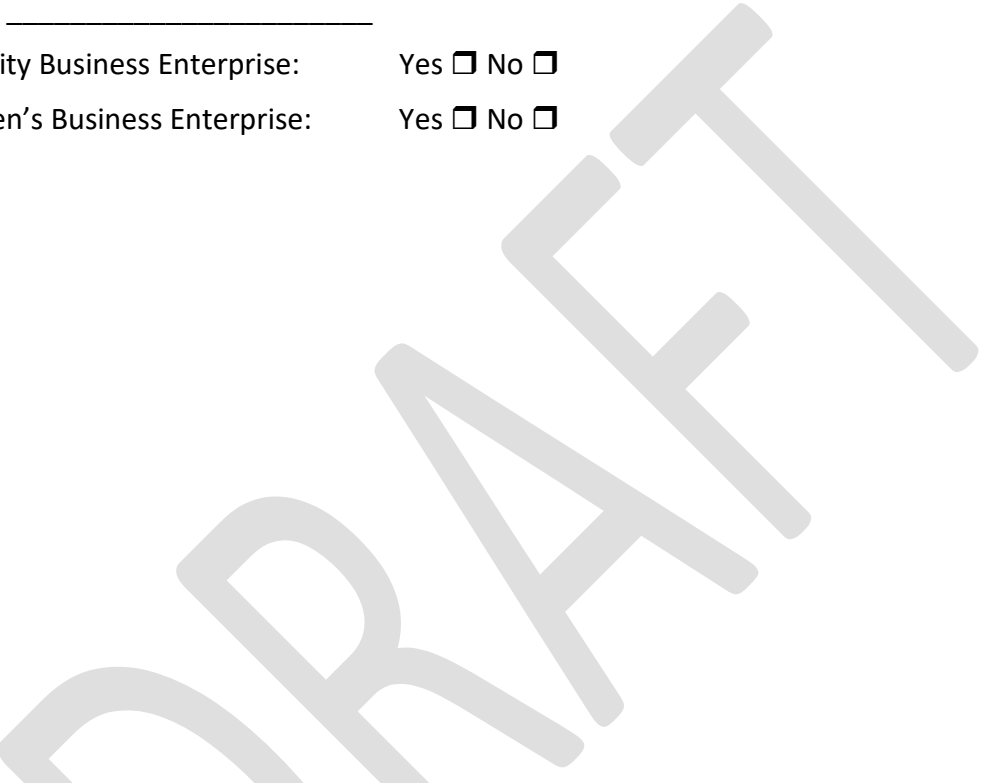
Contact Person

Telephone: () -

Email: _____

Minority Business Enterprise: Yes No

Women's Business Enterprise: Yes No



FY 2024 HOME-ARP TBRA & Supportive Services

Title of Proposed Project: _____

Funding Request TBRA: \$ _____

Funding Request Supportive Services: \$ _____

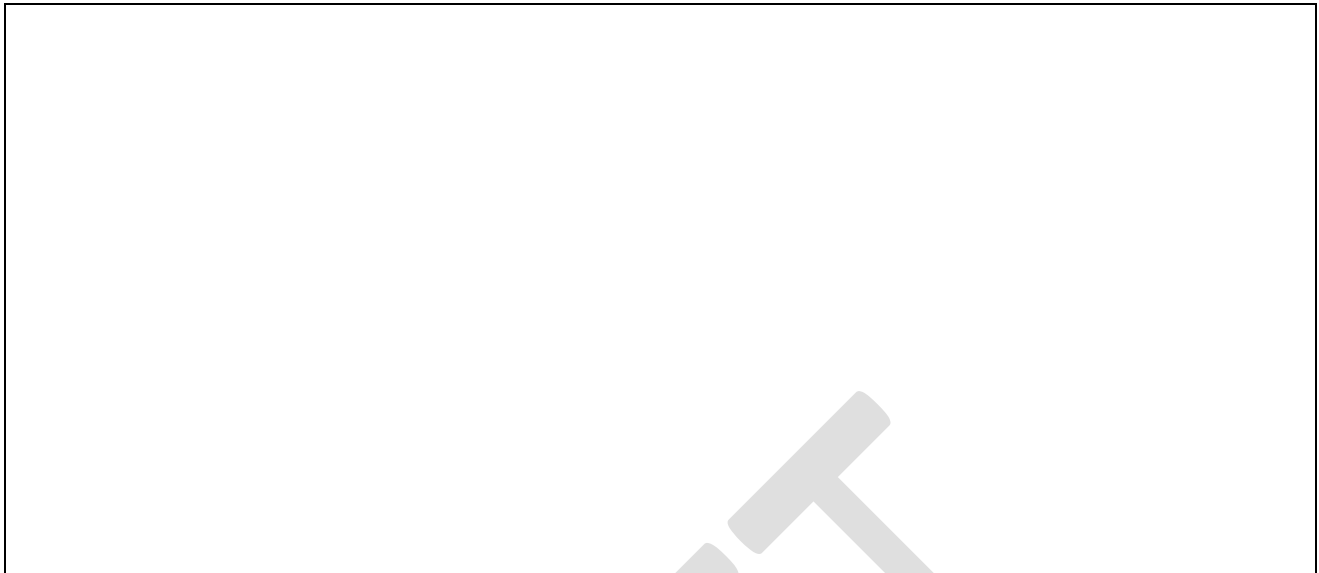
Funding Request for McKinney-Vento Supportive Services: _____

Funding Request Homelessness Prevention Services: _____

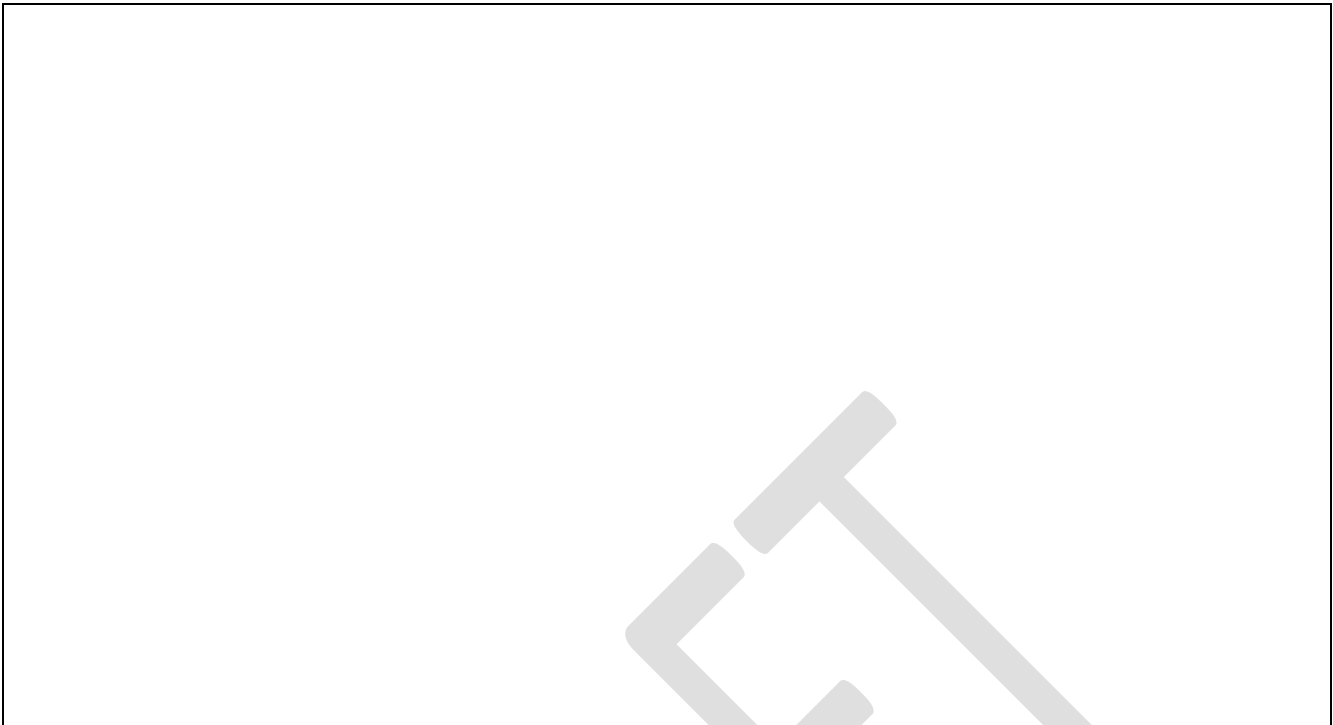
Funding Request for Housing Counseling Services: _____

Brief Description of Project

Describe the nature of the proposal. Please do not use more than 100 words in length.



1. Please describe your proposed project, including **population to be served, program site(s), start and end dates, as well as the specific scope of services** your organization intends to provide. Identify any partners with whom you will collaborate to offer services.



2. Describe the **need for the project**, including the characteristics and specific needs of the clients to be served. Include an explanation of how the need for the proposed activity was identified and the unique circumstances in the service area that are affecting homelessness (i.e. relevant data such as, point-in-time numbers and target populations - single adults, families, chronically homeless unaccompanied youth, etc.).



3. Explain your organization’s **client intake process** and how you will determine if the client meets HUD’s definition for “qualifying populations”.

[Empty response box for question 3]

4. Describe how your proposed project will **ensure an individual and/or family’s successful transition** into permanent housing. What services will be offered to help people obtain permanent housing and prevent homelessness. How, when, where, and by whom will supportive services be offered?

[Empty response box for question 4]

5. Provide a detailed description of the **safeguards in place** that comply with the VAWA requirements as described in 24 CFR 92.359. as it pertains to the needs of special populations (e.g., survivors of domestic violence, dating violence, sexual assault and stalking).

[Empty response box for question 6]

6. Describe the policies and procedures for **assessing, prioritizing, and reassessing individual and family needs** for services.

[Empty response box for question 6]

7. Please describe a similar project/program your organization has facilitated. What were the outcomes? What were the obstacles?



8. List up to **two to three (2-3) major outcomes** that the proposed project will achieve. Include a measurable change for the individuals and families to be served and the tools that will be used to achieve them. Include a detailed plan for tracking and reporting this data to the WestMetro HOME Consortium and HUD.



9. Provide information about the people to be served as a result of the organization and project receiving HOME-ARP funds:

- Estimate the total number of (unduplicated) individuals to be served: _____
- Of the total number of individuals to be served, estimate the number of (unduplicated) families: _____
- Estimate the total number of (unduplicated) individuals homeless or at risk of homelessness (24 CFR 91.5) who will be served with HOME-ARP funds: _____
- Estimate the total number of (unduplicated) families homeless or at risk of homelessness who will be served with HOME-ARP funds: _____
- Estimate the total number of (unduplicated) individuals at greatest risk of housing instability who will be served with HOME-ARP funds: _____
- Estimate the total number of (unduplicated) families at greatest risk of housing instability to be served with HOME-ARP funds: _____
- Provide estimated cost (\$) per beneficiary - (HOME-ARP Funding Request/ # of HOME-ARP Beneficiaries): _____

10. Indicate the percentages of your **total service population** within each of the following categories (the total of all categories may exceed 100%):

Single Males (Age 18+)	%
Single Females (Age 18+)	%
Unaccompanied Males under 25 years old	%
Unaccompanied Females under 25 years old	%
Households with Children	%
Households with Children – headed by single males or females	%
Veterans	%
People who have experienced Domestic Violence	%
Adults with Developmental Disabilities	%
Adults with Physical Disabilities	%
Adults with Mental Illness	%
Adults diagnosed with Substance Abuse	%

11. Complete the table below, **detailing the budget** for your proposed project (including personnel and non-personnel costs):

Personnel Costs

Job Title	Hourly Rate	Total Salary + Fringe Benefits for this Position	Salary Billed to HOME-ARP	Fringe Billed to HOME-ARP	Total HOME-ARP Costs for this Position	% of Salary + Fringe Charged to HOME-ARP
Example: Case Manager	\$31.30	\$65,100	\$26,250	\$6,300	\$32,550	50%
TOTALS						

Non-Personnel Activity Costs

Program Activity Costs	Total Activity Costs	Total Activity Cost Billed to HOME-ARP	% of Total Activity Costs Billed to HOME-ARP
Example: Financial Assistance	\$1,600	\$800	50%
TOTALS	\$	\$	

12. Describe and explain each **HOME-ARP-funded personnel and non-personnel cost** for this grant request.



A large empty rectangular box with a black border, intended for the applicant to describe and explain each HOME-ARP-funded personnel and non-personnel cost for the grant request. A large, light gray watermark reading "DRAFT" is oriented diagonally across the box.

13. Does the implementation of this project depend on receiving 100% of your HOME-ARP request? If you are not approved for 100% of your HOME-ARP request, how will you address the shortfall?

Empty rectangular box for providing information.

14. If there is any other information you think would be pertinent to this application, please provide that information below.

Large empty rectangular box for providing additional information.

DRAFT

Required for	Check if included	WESTMETRO HOME CONSORTIUM APPLICATION HOME-ARP RENTAL HOUSING AND NON-CONGREGATE SHELTER CHECKLIST
APPLICATION		
All Proposals		Application
DEVELOPER INFORMATION & QUALIFICATIONS		
All Proposals		Organization mission , including how this project fits mission
		Previous similar projects completed and capacity to undertake project
		Owned Rental Real Estate Schedule , including occupancies, compliance status and cash flows
		Most recent audited organizational annual financial statement
		Most recent annual organizational operating budget
Nonprofits		Description of board of directors : including skills, experience, tenure & affiliations
		Copy of articles or organization, by-laws and 501(c)(3) letter
CHDO		Copy of current CHDO certification from WestMetro HOME Consortium
For-profit		Corporate organizational document(s) , identifying owner and/or general partner
DEVELOPMENT TEAM INFORMATION		
All Proposals		Resumes of key development team members
		Contact information (for GC, architect, engineer, management agent, attorney, consultant(s))
PROJECT INFORMATION		
All Proposals		Evidence of site control (legally binding option, purchase & sale agreement or deed)
		Letter of project support , signed by chief planning official, or chief elected official, if no such chief planning official exists
		Zoning and permitting requirements and schedule
		Map or narrative describing site size, topography, current use
		Context map , identifying proximity to roads, transit, municipal and health facilities, amenities
		Color photos (5 to 10), of site and its surroundings
		Brief property history , including prior uses, owner(s) and occupancy
		Phase 1 Environmental Site Assessment
		Environmental mitigation plan , including lead paint, asbestos, underground tanks
		Preliminary site plan
		Itemized scope of work & cost estimates (may be submitted as part of detailed development budget)
		Schedule of unit types , by square footage, affordability tier(s), number of bedrooms and bathrooms, accessibility type, amenities provided
		Timeline , including milestones identified in Proposal Submission Requirements section
		Description of sustainability design elements
		Description of site/common area accessibility improvements
	Market Analysis : including prevailing/trending rents or prices, demand & target population; may be conducted by Applicant	
New construction		Detailed floor plans, elevations
As needed		Affirmative Fair Housing Marketing Plan

		Plan and budget for temporary or permanent relocation , if there are existing tenants
		Other approvals: Response letter(s) from Conservation or Historical Commission, Mass. Historical Commission, Mass. Architectural Access Board, etc.
		Capital needs assessment for multifamily rehabilitation of ≥ 26 units
		Commitment to perpetual affordability, or otherwise greater than HOME requirements
Tax credit projects		Market Analysis: must be conducted by third party professional
PROJECT FINANCES		
All		Source and Uses Schedule
		Development Budget , including itemized hard and soft costs
		Letters of Financial Commitment , from all sources including terms and conditions
		Non-HOME-ARP funding: sources, commitment letters or application/decision schedules www.mhic.com/onestop_downloads.cfm
Rental		Stabilized Operating Budget
		Long-term Pro Forma , covering the entire HOME-ARP Minimum Compliance Period
		Project Based Rental subsidy, if any: sources, commitment letters or application/decision schedules
Tax Credit Projects		Limited Partnership Agreement , or letter of interest
ATTACHMENTS (Included in RFP)		
As Needed		Certificate of Non – Collusion
		Certificate of Tax Compliance

Required for	Check if included	WESTMETRO HOME CONSORTIUM APPLICATION HOME-ARP TBRA & SUPPORTIVE SERVICES CHECKLIST
APPLICATION		
All Proposals		Application
ORGANIZATION INFORMATION & QUALIFICATIONS		
All Proposals		Organization mission , including how this project fits mission
		Previous similar projects completed and capacity to undertake project
		Most recent audited organizational annual financial statement
		Most recent annual organizational operating budget
Nonprofits		Description of board of directors : including skills, experience, tenure & affiliations
		Copy of articles or organization, by-laws and 501(c)(3) letter
CHDO		Copy of current CHDO certification from WestMetro HOME Consortium
For-profit		Corporate organizational document(s) , identifying owner and/or general partner
MANAGEMENT TEAM INFORMATION		
All Proposals		Resumes of key management team members
		Contact information (for management team)
ATTACHMENTS (Included in RFP)		
As Needed		Certificate of Non – Collusion
		Certificate of Tax Compliance

Bedford Budget Update- October 2023

Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM23	\$ 1,700.00	\$ -	\$ 1,700.00
HM24*	\$ 1,322.00	\$ -	\$ 1,322.00
Total	\$ 3,022.00	\$ -	\$ 3,022.00

TBRA Budgets			
Fiscal Year	Budget	Expended	Balance
HM22	\$ 15,650.00	\$ 7,854.07	\$ 7,795.93
HM23	\$ 17,040.00	\$ -	\$ 17,040.00
HM24*	\$ 17,400.00	\$ -	\$ 17,400.00
Total	\$ 50,090.00	\$ 7,854.07	\$ 42,235.93

*will become available once HM24 subrecipient agreement is executed.

Belmont Budget Update- October 2023

Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM21	\$ 5,075.00	\$ -	\$ 5,075.00
HM22	\$ 4,900.00	\$ -	\$ 4,900.00
HM23	\$ 5,320.00	\$ -	\$ 5,320.00
HM24*	\$ 4,127.00	\$ -	\$ 4,127.00
Total	\$ 19,422.00	\$ -	\$ 19,422.00

Sherman Gardens			
Fiscal Year	Budget	Expended	Balance
HM22	\$ 48,975.00	\$ -	\$ 48,975.00
HM23	\$ 53,185.00	\$ -	\$ 53,185.00
Total	\$ 102,160.00	\$ -	\$ 102,160.00

Projects/Programs			
Fiscal Year	Budget	Expended	Balance
HM24*	\$ 54,310.00	\$ -	\$ 54,310.00
Total	\$ 54,310.00	\$ -	\$ 54,310.00

*will become available once HM24 subrecipient agreement is executed.

Brookline Budget Update- October 2023			
Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM22	\$ 21,200.00	\$ 7,385.34	\$ 13,814.66
HM23	\$ 22,990.00	\$ -	\$ 22,990.00
HM24*	\$ 18,111.00	\$ -	\$ 18,111.00
Total	\$ 62,301.00	\$ 7,385.34	\$ 54,915.66
108 Centre Street- Hebrew Senior Life			
Fiscal Year	Budget	Expended	Balance
HM21	\$ 364,024.94	\$ -	\$ 364,024.94
HM22	\$ 267,400.00	\$ -	\$ 267,400.00
HM23	\$ 229,875.00	\$ -	\$ 229,875.00
HM24*	\$ 234,740.00	\$ -	\$ 234,740.00
Total	\$ 1,096,039.94	\$ -	\$ 1,096,039.94
*will become available once HM24 subrecipient agreement is executed.			

Concord Budget Update- October 2023			
Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM23	\$ 3,040.00	\$ -	\$ 3,040.00
HM24*	\$ 2,358.00	\$ -	\$ 2,358.00
Total	\$ 5,398.00	\$ -	\$ 5,398.00
Projects/Programs			
Fiscal Year	Budget	Expended	Balance
HM24*	\$ 31,025.00	\$ -	\$ 31,025.00
Total	\$ 31,025.00	\$ -	\$ 31,025.00
*will become available once HM24 subrecipient agreement is executed.			

Framingham Budget Update- October 2023			
Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM23	\$ 25,315.00	\$ 19,495.45	\$ 5,819.55
HM24*	\$ 19,646.00	\$ -	\$ 19,646.00
Total	\$ 44,961.00	\$ 19,495.45	\$ 25,465.55
TBRA**			
Fiscal Year	Budget	Committed***	Balance
HM23	\$ 143,140.00	\$ 77,585.14	\$ 65,554.86
HM24*	\$ 258,500.00	\$ -	\$ 258,500.00
Total	\$ 258,500.00	\$ -	\$ 258,500.00
Carlson Crossing West			
Fiscal Year	Budget	Expended	Balance
HM19	\$ 130,732.49	\$ 130,732.49	\$ -
HM20	\$ 4,823.00	\$ 4,823.00	\$ -
HM21	\$ 171,970.00	\$ 171,970.00	\$ -
HM22	\$ 24,593.25	\$ 24,593.25	\$ -
HM23	\$ 110,000.00	\$ 65,788.26	\$ 44,211.74
Total	\$ 442,118.74	\$ 397,907.00	\$ 44,211.74
Carlson Crossing East			
Fiscal Year	Budget	Expended	Balance
HM19	\$ 200,000.00	\$ -	\$ 200,000.00
HM20	\$ 1,104.27	\$ -	\$ 1,104.27
HM21	\$ 103,605.00	\$ -	\$ 103,605.00
HM22	\$ 121,800.00	\$ -	\$ 121,800.00
HM23	\$ 30,916.90	\$ -	\$ 30,916.90
Total	\$ 457,426.17	\$ -	\$ 457,426.17
Program Income (RESERVED FOR TBRA)			
Fiscal Year	Budget	Expended	Balance
HM22	\$ 7,874.57	\$ -	\$ 7,874.57
HM23	\$ 7,855.31	\$ -	\$ 7,855.31
HM24	\$ 1,924.60	\$ -	\$ 1,924.60
Total	\$ 17,654.48	\$ -	\$ 17,654.48
*will become available once HM24 subrecipient agreement is executed.			
** check-in with Nika to see actual case totals			
***committed to a case- NOT expended. Check-in with Nika to see actual case totals			

Lexington Budget Update- October 2023			
Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM23	\$ 3,215.00	\$ -	\$ 3,215.00
HM24*	\$ 2,497.00	\$ -	\$ 2,497.00
Total	\$ 5,712.00	\$ -	\$ 5,712.00
TBRA			
Fiscal Year	Budget	Expended	Balance
HM22	\$ 29,650.00	\$ -	\$ 29,650.00
HM23	\$ 32,170.00	\$ -	\$ 32,170.00
HM24*	\$ 32,850.00	\$ -	\$ 32,850.00
Total	\$ 94,670.00	\$ -	\$ 94,670.00
*will become available once HM24 subrecipient agreement is executed.			

Natick Budget Update- October 2023			
Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM21	\$ 4,550.00	\$ 2,200.00	\$ 2,350.00
HM23	\$ 4,780.00	\$ -	\$ 4,780.00
HM24*	\$ 3,709.00	\$ -	\$ 3,709.00
Total	\$ 13,039.00	\$ 2,200.00	\$ 10,839.00
TBRA**			
Fiscal Year	Budget	Committed***	Balance
HM23	\$ 47,805.00	\$ 14,700.00	\$ 33,105.00
HM24*	\$ 48,820.00	\$ -	\$ 48,820.00
Total	\$ 96,625.00	\$ 14,700.00	\$ 81,925.00
Program Income (RESERVED FOR TBRA)			
Fiscal Year	Budget	Committed***	Balance
HM21	\$ 10,000.00	\$ 7,160.00	\$ 2,840.00
Total	\$ 10,000.00	\$ 7,160.00	\$ 2,840.00
*will become available once HM24 subrecipient agreement is executed.			
** check-in with Nika to see actual case totals			
***committed to a case- NOT expended. Check-in with Nika to see actual case totals			

Needham Budget Update- October 2023			
Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM23	\$ 3,010.00	\$ -	\$ 3,010.00
HM24*	\$ 2,335.00	\$ -	\$ 2,335.00
Total	\$ 5,345.00	\$ -	\$ 5,345.00
Projects/Programs			
Fiscal Year	Budget	Committed***	Balance
HM24*	\$ 30,725.00	\$ -	\$ 30,725.00
Total	\$ 30,725.00	\$ -	\$ 30,725.00
*will become available once HM24 subrecipient agreement is executed.			

Sudbury Budget Update- October 2023			
Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM23	\$ 810.00	\$ -	\$ 810.00
HM24*	\$ 631.00	\$ -	\$ 631.00
Total	\$ 1,441.00	\$ -	\$ 1,441.00
Projects/Programs			
Fiscal Year	Budget	Committed***	Balance
HM24*	\$ 8,290.00	\$ -	\$ 8,290.00
Total	\$ 8,290.00	\$ -	\$ 8,290.00
*will become available once HM24 subrecipient agreement is executed.			

Waltham Budget Update- October 2023			
Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM24*	\$ 14,925.00	\$ -	\$ 14,925.00
Total	\$ 14,925.00	\$ -	\$ 14,925.00
Beaverbrook Apartments			
Fiscal Year	Budget	Expended	Balance
HM21	\$ 250,550.00	\$ -	\$ 250,550.00
HM22	\$ 149,450.00	\$ -	\$ 149,450.00
Total	\$ 400,000.00	\$ -	\$ 400,000.00
TBRA**			
Fiscal Year	Budget	Committed***	Balance
HM22	\$ 177,325.00	\$ 174,709.96	\$ 2,615.04
HM23	\$ 192,310.00	\$ 12,701.00	\$ 179,609.00
HM24*	\$ 196,380.00	\$ -	\$ 196,380.00
Total	\$ 566,015.00	\$ 187,410.96	\$ 378,604.04
Program Income			
Fiscal Year	Budget	Expended	Balance
HM23	\$ 25,000.00	\$ -	\$ 25,000.00
HM24	\$ 43,038.30	\$ -	\$ 43,038.30
Total	\$ 68,038.30	\$ -	\$ 68,038.30
*will become available once HM24 subrecipient agreement is executed.			
** check-in with Nika to see actual case totals			
***committed to a case- NOT expended. Check-in with Nika to see actual case totals			

Watertown Budget Update- October 2023			
Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM24*	\$ 7,780.00	\$ -	\$ 7,780.00
Total	\$ 7,780.00	\$ -	\$ 7,780.00
Projects/Programs			
Fiscal Year	Budget	Expended	Balance
HM24*	\$ 102,375.00	\$ -	\$ 102,375.00
Total	\$ 102,375.00	\$ -	\$ 102,375.00
Program Income			
Fiscal Year	Budget	Expended	Balance
HM22	\$ 119,155.50	\$ -	\$ 119,155.50
Total	\$ 119,155.50	\$ -	\$ 119,155.50
*will become available once HM24 subrecipient agreement is executed.			

Wayland Budget Update- October 2023			
Admin. Budgets			
Fiscal Year	Budget	Expended	Balance
HM23	\$ 920.00	\$ -	\$ 920.00
HM24*	\$ 714.00	\$ -	\$ 714.00
Total	\$ 714.00	\$ -	\$ 714.00
TBRA/SDAP			
Fiscal Year	Budget	Expended	Balance
HM23	\$ 9,190.00	\$ -	\$ 9,190.00
HM24*	\$ 9,385.00	\$ -	\$ 9,385.00
Total	\$ 18,575.00	\$ -	\$ 18,575.00
12 Hammond Way			
Fiscal Year	Budget	Expended	Balance
HM19	\$ 65,955.10	\$ -	\$ 65,955.10
HM22	\$ 50,000.00	\$ -	\$ 50,000.00
Total	\$ 115,955.10	\$ -	\$ 115,955.10
*will become available once HM24 subrecipient agreement is executed.			