

FY20 (FFY19) ANNUAL ACTION PLAN

FOR THE
CITY OF NEWTON
HOUSING AND COMMUNITY DEVELOPMENT PROGRAM
AND THE
WESTMETRO HOME CONSORTIUM

JULY 1, 2019 – JUNE 30, 2020

For submission to the Department of Housing and Urban Development

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Executive Summary

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

1. Introduce and summarize the objectives and outcomes identified in the Plan

The FY20 (FFY 2019) Annual Action Plan represents the fifth and final year of the FY16-20 Consolidated Plan for the City of Newton’s Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) programs and for the WestMetro HOME Consortium HOME Investment Partnerships (HOME) programs.

The Consolidated Plan was prepared by Housing and Community Development Division (the Division) staff to describe the use of federal resources for housing and community development activities in Newton and housing activities in the twelve other HOME consortium communities – the towns of Bedford, Belmont, Brookline, Concord, Lexington, Natick, Needham, Sudbury, Watertown, and Wayland and the cities of Framingham and Waltham. The FY20 (FFY19) Annual Action Plan, which is the result of citizen-driven collaborative planning processes, details how the City of Newton and the members of the WestMetro HOME Consortium will allocate the CDBG, ESG and HOME federal funds for the period of July 1, 2019 through June 30, 2020.

FY20 (FFY19) Federal Funding Amounts

Community Development Block Grant (CDBG)	\$1,908,942
HOME Investment Partnerships Program*	\$1,437,500
Emergency Solutions Grant	\$162,765
Total	\$3,509,207

**HOME funds are apportioned among the 13 members of the WestMetro HOME Consortium*

Community Development Block Grant funds

The City has allocated CDBG funding to four general categories: Housing/Homelessness, Human Services/Public Services, Architectural Access, and Program Administration. These categories are funded based on the priorities and needs detailed in the FY16-20 Consolidated Plan.

Housing/Homelessness

The majority of funds (approximately 60 percent) will be allocated to Affordable Housing/Homelessness projects to be identified during the FY20 program year. This funding will be used to facilitate housing rehabilitation, site acquisition, and development of units for low- and moderate-income households.

Human Services/Public Services

The Human Service Grants will fund 14 public service agencies and organizations during FY20. These programs directly benefit low-to-moderate income residents and will provide a critical network of supports to assist in moving vulnerable individuals and families out of poverty. The city intends to allocate 15 percent of CDBG funds, the maximum allowed by regulation.

Architectural Access

Five percent of the FY20 (FFY19) CDBG allocation, \$95,000, combined with \$30,000 in prior year CDBG funds remaining from the City Hall Wheelchair Accessible Toilet Room project, will be allocated across three projects. These projects include: the installation of three Rectangular Rapid-Flashing Beacons (RRFB) at priority locations; the construction of accessible pathways at parks; and the installation of curb cuts city-wide.

Program Administration

Staff intends to allocate the maximum allowable amount of 20 percent for program administration.

HOME Investment Partnership funds

Consortium communities have individual goals related to the construction and rehabilitation of rental housing, as well as the provision of rental and downpayment assistance. Newton will utilize FY20 (FFY19) HOME funds for the creation of affordable rental housing units.

Emergency Solutions Grant and McKinney-Vento funds

Emergency Solutions Grant (ESG) funds are awarded to local providers through a competitive Request for Proposals (RFP), providing shelter operations/services, homelessness prevention, and rapid rehousing services throughout the Brookline-Newton-Waltham-Watertown region. Staff released the FY20 (FFY19) RFP on January 14, 2019, alongside the Human Service RFP, to allow for a more timely identification of projects for the Action Plan and the execution of programs parallel to the start of the fiscal year. The FY20 ESG allocation will support 8 projects across 5 sub-grantee agencies.

The Balance of State (BoS), under the supervision of the Department of Housing and Community Development, administers McKinney-Vento funds for the former BNWW CoC communities. The Brookline-Newton-Waltham-Watertown (BNWW) Continuum of Care (CoC), previously led by the City of Newton, merged with the Massachusetts Balance of State in December of 2016. On February 6, 2019, HUD awarded the BoS a total of \$12,941,371 in FFY18 funds, a 1% increase from the prior year. From that total, the BNWW Region received \$1,168,625 for three programs.

Many programs have been consolidated. Subrecipients include Advocates, The Second Step, and Pine Street Inn.

2. Evaluation of past performance

Following the close of the fiscal year, the City of Newton submits the Consolidated Annual Performance Evaluation Report (CAPER) to HUD on behalf of the city's CDBG and ESG programs, and the WestMetro HOME Consortium's HOME programs. This report describes, in detail, the expenditures and accomplishments of the prior year, and evaluates the progress the communities made in advancing the priorities identified in that year's Annual Action Plan.

The most recent draft Consolidated Annual Performance and Evaluation Report (CAPER) was posted to the city's website on September 5, 2018. In accordance with the Citizen Participation Plan, the CAPER was presented by Newton staff to the Planning and Development Board at a public hearing. For the FY18 (FFY17) CAPER, this hearing took place before the Planning and Development Board on September 17, 2018. The presentation of the CAPER initiated a 15-day comment period, after which the report was reviewed and certified by the Executive Office and submitted to HUD. The FY18 (FFY17) CAPER was submitted on October 5, 2018. A public notice of the hearing and subsequent comment period was published in all of the Consortium communities' newspapers, and announced in the city's digital Friday Report. The public notice and report was made available on the city's webpage and in the Housing and Community Development Division office ten days in advance of the meeting.

3. Summary of Citizen Participation Process and consultation process

The draft FY20 Annual Action Plan was available for public review on Wednesday, March 20, 2019, in advance of the public hearing to be held by the Planning and Development Board on Tuesday, April 2, 2019. The Planning and Development Board voted to adopt the FY20 Annual Action Plan as presented, and then forward the Plan to the City Council and Mayor for final approval and submission. The comment period was held through Wednesday, May 1, 2019. The draft Plan was also presented to the Zoning and Planning (ZAP) Committee of the Newton City Council on Monday, May 8, 2019. The ZAP Committee voted unanimously to recommend City Council approval of the FY20 Annual Action Plan. The City did not receive any written comments concerning the FY20 Annual Action Plan.

Please see the appendix to review the Citizen Participation Plan. Please also see the consultation and participation sections of this plan.

4. Summary of public comments

The City did not receive any written comments regarding the FY20 Annual Action Plan.

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

The City did not receive any written comments regarding the FY20 Annual Action Plan.

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	City of Newton, MA	Housing and Community Development Division
CDBG Administrator	City of Newton, MA	Housing and Community Development Division
HOME Administrator	City of Newton, MA	Housing and Community Development Division
ESG Administrator	City of Newton, MA	Housing and Community Development Division

2. Introductory Narrative

The Housing and Community Development Division (the Division) of the City of Newton's Department of Planning and Development serves as the lead agency responsible for the preparation and implementation of the Five-Year Consolidated Plan and respective Annual Action Plans. In addition to operating as the lead agency for the city's CDBG and ESG consolidated planning process, the Division also serves as the lead entity for the HOME Investment Partnerships Program (HOME) on behalf of the WestMetro HOME Consortium. The Consortium is comprised of the towns of Bedford, Belmont, Brookline, Concord, Lexington, Natick, Needham, Sudbury, Watertown, and Wayland, and the cities of Framingham, Newton and Waltham.

3. Consolidated Plan Public Contact Information

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

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

The City of Newton Housing and Community Development Division (the Division) of the Department of Planning and Development works collaboratively with municipalities, city departments, housing providers and advocates, and planning, human service and homelessness agencies throughout the community and region. These joint efforts seek to address community needs, inform investment decisions and ensure the provision of critical services like health care, crisis prevention, youth and elderly programming, child care, family support, affordable housing and employment opportunities for developmentally disabled persons. The Consolidated Planning process, citizen participation and ongoing coordination with the above-mentioned service providers improves communication, leverages resources, reduces duplication and produces more meaningful projects.

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

The Brookline-Newton-Waltham-Watertown (BNWW) Continuum of Care (CoC), previously led by the City of Newton, merged with the Massachusetts Balance of State in December of 2016. The Balance of State (BoS), under the supervision of the Department of Housing and Community Development, implements the continuum's homelessness strategy across approximately 90 member communities. This encompasses the administration of federal and state resources, submission of the Consolidated Application for McKinney-Vento funds, completion of regional needs assessments and supervision of projects addressing homelessness assistance and prevention.

During FY20 (FFY19), the BoS will facilitate a BNWW area needs assessment to get feedback from local providers, direct care workers and constituents regarding housing and homeless needs. The initiative will culminate in a report that can complement ongoing planning efforts.

HUD awarded the BoS a total of \$12,941,371 in FFY18 CoC funding, a 1% increase from the prior year. From that total, the BNWW Region received \$1,168,625 for three programs. Many

programs have been consolidated. Subrecipients include Advocates, The Second Step, and Pine Street Inn.

The BoS, in coordination with several agencies from former BNWW CoC, completed the 2019 Point-in-Time (PIT) Count on January 30, 2019. Data from the PIT Count is expected to be released in May of 2019. In the Brookline-Newton-Waltham-Watertown geography, a total 210 homeless individuals were counted in emergency shelters, 46 homeless individuals were counted in transitional housing programs, 157 formerly homeless were counted in permanent housing programs, and 45 homeless persons were counted as unsheltered. A total of 1,499 individuals in emergency shelters, 238 homeless persons in transitional housing, 1,495 formerly homeless individuals in permanent supportive housing programs, and 181 unsheltered homeless people were counted throughout the entire BOS service area.

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

The city coordinates with the BoS CoC concerning projects and activities, performance standards, funding priorities, Coordinated Entry, and policies and procedures for the operation and administration of Homeless Management Information System (HMIS) and ESG. Division staff consulted with the former BNWW CoC local providers and BoS representatives on January 9, 2019 to finalize FY20 (FFY19) ESG funding priorities across its emergency shelter, homelessness prevention, and rapid re-housing programs. Last year, the Division streamlined planning processes and released the ESG RFP alongside the Human Service RFP. This year's RFPs were available on January 14, 2019 and due February 1, 2019.

4. Agencies, groups, organizations and others who participated in the process and consultations

Division staff and the Consortium communities consulted with relevant city departments, local and regional organizations, and housing and other social service agencies throughout the development of the FY20 (FFY19) Annual Action Plan; included in this collaboration were the City of Newton Fair Housing Committee, the Commission on Disability, and the Balance of State Continuum of Care. Division staff also heard feedback from human service provider and homelessness service provider agencies at the Needs Assessment and Strategic Plan events during the drafting of the FY16-20 Consolidated Plan. This FY20 (FFY19) Action Plan continues to

draw on the needs assessment and outreach completed during the 18-month consolidated planning process.

The draft FY20 Annual Action Plan was available for public review on Wednesday, March 20, 2019, in advance of the public hearing to be held by the Planning and Development Board on Tuesday, April 2, 2019. The Planning and Development Board voted to adopt the FY20 Annual Action Plan as presented, and then forward the Plan to the City Council and Mayor for final approval and submission. The comment period was held through Wednesday, May 1, 2019. The draft Plan was also presented to the Zoning and Planning (ZAP) Committee of the Newton City Council on Monday, May 8, 2019. The ZAP Committee voted unanimously to recommend City Council approval of the FY20 Annual Action Plan. The City did not receive any written comments concerning the FY20 Annual Action Plan.

Please see sheet [AP-10: Consultation](#) at the end of this section.

5. Identify any Agency Types not consulted and provide rationale for not consulting

Staff attempted to contact and consult with all agencies and individuals involved in providing affordable housing units, supportive services, and infrastructure improvements in the City of Newton and throughout the Consortium. No one was purposefully excluded from contributing or commenting on the Annual Action Plan.

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

Please see sheet [AP-10: Other Plans Considered](#) at the end of this section.

AP-10: Consultation for the City of Newton and the WestMetro HOME Consortium

Agency/Group/Organization Type	Type of Organization	Type of Organization (if serving multiple purposes)	What Section of the Plan was addressed by consultation?	How was the organization consulted?	What are the anticipated outcomes of the consultation or areas for improved coordination?
NEWTON					
Newton Housing Authority	Public Housing Authority	N/A	Public Housing Needs	The Newton Housing Authority (NHA) helped complete sections of the FY20 (FFY19) Action Plan and assisted to inform program development. Division staff reviews NHA's five year plan to ensure it is consistent with the Consolidated Plan on an annual basis.	This collaboration ensures that Newton is helping to create as many affordable housing opportunities as possible.
Citizens for Affordable Housing in Newton Development Organization	Services-housing	Neighborhood Organization	Housing Need Assessment	The Director of CAN-DO has attended several public meetings to discuss various components and priorities for the Consolidated Plan.	
Newton Advisory Committees	Other	N/A	All Needs Assessments; Strategic Plan; Annual Action Plan	The committees meet regularly to provide important input on the needs assessment, priorities and overall strategy of the Consolidated Plan. The Continuum of Care (BoS/BNWW CoC), Commission on Disability and the Fair Housing Committee all play key roles, informing the planning process and implementing the Annual Action Plan and CD activities.	This participation guides staff and local officials on the housing, community and economic development efforts in Newton. Division staff hope to strengthen coordination and collaboration in order to enhance community outputs.
City of Newton City Departments	Municipality	N/A	All Needs Assessments; Strategic Plan; Annual Action Plan	The Housing and Community Development Division regularly coordinate with the Departments of Health and Human Services, Public Works, Engineering, and Parks and Recreation to inform community needs, priorities and overall strategy of the Consolidated Plan.	This high level of coordination is vital in facilitating many of the activities identified in the Annual Action Plan and Consolidated Plan and in ensuring the health, safety and well-being of Newton residents.
Massachusetts Department of Housing and Community Development	Housing	N/A	Housing Need Assessment; Homeless Strategy	The staff at DHCD was involved in reviewing the housing projects/plans for the next five years. Homeless data is collected by DHCD and disbursed to Newton each year. DHCD now administers McKinney-Vento funds for the Brookline-Newton-Waltham-Watertown CoC.	This collaboration ensures that Newton is helping to create as many affordable housing opportunities as possible and addressing homeless needs.
BEDFORD					
Bedford Housing Partnership	Housing	N/A	Housing Need Assessment	Consultation	The anticipated outcomes of the consultation are improved coordination and the inclusion of the organization's input in the Action Plan.
BELMONT					
Belmont Housing Authority	Public Housing Authority	N/A	Public Housing Needs	The director of the Housing Authority was contacted directly. A member of the Housing Authority sits on the Housing Trust and attends all meetings.	The anticipated outcomes of the consultation include continued outreach by all of those involved in housing and the inclusion of the Housing Authority's input in the Plans.
Belmont Housing Trust	Housing	N/A	Housing Need Assessment	The Trust was involved in reviewing the draft Housing Production Plan. Staff attends meetings and is in regular contact with the Chair of the Housing Trust.	The anticipated outcomes of the consultation include continued coordination between those involved with housing and the inclusion of the Trust's input in the Plans.
			Market Analysis		
Belmont Health Department	Health Agency	N/A	Housing Need Assessment	The social work coordinator and veteran services agent were contacted directly.	The anticipated outcomes of the consultation include continued coordination between those involved with providing services to those in need and the inclusion of the Health Department's input in the Plans.
			Market Analysis		
Council on Aging	Services-Elderly Persons	N/A	Housing Need Assessment	The director and the social work coordinator were contacted directly.	The anticipated outcomes of the consultation include continued coordination between those involved with providing services to those in need and the inclusion of the Council on Aging's input in the Plans.
			Market Analysis		
BROOKLINE					
Brookline Housing Advisory Board	Civic Leaders	Housing	Housing Need Assessment/FY20 Annual Action Plan	The Brookline Housing Advisory Board held a public meeting to review and comment upon the FY20 Annual Action Plan.	The anticipated outcomes of the consultation are prioritizing HOME funds.
Brookline Housing Authority	Public Housing Authority	Housing	Public Housing Needs	The Town has been working closely with the BHA on its RAD Program as well as capital needs for state-owned public housing units in FY20 and beyond.	The anticipated outcomes of the consultation are to inform the Town of the BHA's needs as staff coordinate housing resources for new projects as well as preservation of affordable units.
Brookline Planning Department	Town Planning Department	Planning	Strategic Plan	The Department of Planning & Community Development engaged a consultant team to work with a citizen and staff board and develop a Housing Production Plan. The HPP was approved in November of 2016.	The Housing Production Plan will be used to guide the Town's future development for affordable, mixed income, and mixed-use housing over the next decade.
Brookline Health Department	Health Agency	N/A	Housing Need Assessment	The Health Department works with persons with disabilities, homeless individuals and families, and persons with substance abuse.	The anticipated outcomes of the consultation are improved coordination and the inclusion of the organization's input in the Consolidated Plan and Action Plan.
Brookline Diversity, Inclusion, and Community Relations Department	Service-Fair Housing	N/A	Housing Need Assessment	The Brookline Diversity, Inclusion, and Community Relations Department work on issues of fair housing, diversity, and inclusion.	
Brookline Community Mental Health Center	Services-homeless	Services-Victims of Domestic Violence	Homelessness Strategy	BCMHC provides ongoing case management to those experiencing housing problems and homelessness in the Town, as part of the organization's homeless prevention services.	
Brookline Council on Aging	Services-Elderly Persons	N/A	Housing Need Assessment	The Council on Aging provides a wide variety of services to seniors and informs the Town on the housing needs of Brookline seniors. The Council provides case management to seniors experiencing housing problems.	
Center Communities of Brookline	Housing	Services-Elderly Persons	Housing Need Assessment	This agency provides senior housing and was interviewed regarding housing needs of seniors.	

Agency/Group/Organization Type	Type of Organization	Type of Organization (if serving multiple purposes)	What Section of the Plan was addressed by consultation?	How was the organization consulted?	What are the anticipated outcomes of the consultation or areas for improved coordination?
Pine Street Inn	Housing	Services-homeless	Housing Need Assessment	This agency provides housing and services to homeless individuals within the community.	The anticipated outcomes of the consultation are improved coordination and the inclusion of the organization's input in the Consolidated Plan and Action Plan.
Brookline Community Foundation	Foundation	Civic Leaders	Housing Need Assessment	The agency was interviewed to provide information on the Housing Needs Assessment and supply general information on housing needs in the community.	
CONCORD					
Concord Housing Authority	Public Housing Authority	N/A	Public Housing Needs	Consultation	The anticipated outcomes of the consultation are improved coordination and the inclusion of the organization's input in the Action Plan.
Concord Development Housing Authority	Municipal Housing Non-Profit Organization	Other government - Local	Housing Need Assessment	Consultation/Committee Meeting	
FRAMINGHAM					
Framingham Housing Authority	Public Housing Authority	Public Housing Authority	Public Housing Needs	Consultation	The anticipated outcomes of the consultation are improved coordination and the inclusion of the organization's input in the Action Plan.
South Middlesex Opportunity Council	Housing	Services-homeless	Housing Need Assessment	Consultation	
Framingham Planning Office	Other government - Local	N/A	Housing Need Assessment	Consultation	
Framingham Veteran's Office	Other government - Local	Services-homeless	Homelessness Needs - Veterans	Consultation	
Framingham Council on Aging	Services-Elderly Persons	N/A	Housing Need Assessment	Consultation	
Framingham Health Department	Other government - Local	N/A	Omitted	Consultation	
Framingham Assessing Department	Other government - Local	N/A	Housing Need Assessment	Consultation	
Fair Housing Commission	Other government - Local	Other government - Local	Housing Need Assessment	Consultation	
Framingham Disability Commission	Other government - Local	Services-Persons with Disabilities	Housing Need Assessment	Consultation	
Balance of State Continuum of Care	Regional organization	Services-homeless	Homelessness Strategy	Consultation	
Wayside Community Programs	Housing	Services-Children	Housing Need Assessment	Consultation	
Advocates	Services-Persons with Disabilities	N/A	Housing Need Assessment	Consultation	
MetroWest Legal Services	Other	Services-homeless	Homelessness Strategy	Consultation	
MetroWest Center for Independent Living	Services-Persons with Disabilities	N/A	Housing Need Assessment	Consultation	
Bay Path Elder Services	Services-Elderly Persons	Services-Persons with Disabilities	Housing Need Assessment	Consultation	
LEXINGTON					
Lexington Housing Partnership	Housing	N/A	Annual goals	Consultation	The anticipated outcomes of the consultation are improved coordination and the inclusion of the organization's input in the Action Plan.
NATICK					
Council on Aging	Services-Elderly Persons	N/A	Housing Needs	Interview	The anticipated outcomes of the consultation are provision of HOME funds to support a TBRA program in Natick run by the Natick Service Council, along with improved coordination and the inclusion of the organization's input in the Action Plan.
Natick Affordable Housing Trust	Other government - Local	N/A	Housing Needs	Interview	
Natick Housing Authority	Public Housing Authority	N/A	Housing Needs	Interview - Meetings	
Family Promise	Human Service Agency	Service - Homeless	Housing Needs	Interviews	
Natick Service Council	Human Service Agency	Service- Homeless Services -Children	Housing Needs	Interviews	
Natick 2030+ Planning Process	Housing - gen'l public	N/A	Housing Needs	Public input meetings, resident surveys, collaboration website	
NEEDHAM					
Needham Housing Authority	Public Housing Authority	N/A	Housing Needs and Strategies	The Planning Board held a public hearing to review the NHA's Facilities Master Plan that included recommendations regarding redevelopment and new development opportunities.	The anticipated outcomes of the consultation are improved coordination regarding priority redevelopment projects and needed resources.
Needham Housing Authority	Public Housing Authority	N/A	Housing Strategy	Held retreats on January 28 and April 22, 2017 as well as September 8 with the Needham Housing Authority to discuss strategic planning related to potential redevelopment activities.	The anticipated outcomes of the consultation are improved coordination regarding priority redevelopment projects and needed resources.
Needham Department of Public Health and Council on Aging	Other government - Local	N/A	Housing Needs	Meeting to discuss report on a Healthy Aging grant to assess barriers to senior-friendly housing.	The anticipated outcomes of the consultation are identification of methods to support a more age-friendly community through housing initiatives.
SUDBURY					
Sudbury Housing Trust	Other government - Local	Service-Fair Housing	Housing Need Assessment	Consultation/Committee Meeting	The anticipated outcomes of the consultation are improved coordination between housing stakeholders in Town and the Trust and inclusion of the organization's input in the Annual Action Plan.
Sudbury Board of Selectmen	Other government - Local	Other government - Local	Annual goals	Consultation/Committee Meeting	The anticipated outcomes of the consultation are endorsement of proposed actions in the Annual Action Plan.
Sudbury Planning Department	Town Planning Department	Planning	Annual goals	Consultation	The anticipated outcomes of the consultation are endorsement of proposed actions in the Annual Action Plan.
WALTHAM					
Middlesex Human Services Agency	Services-homeless	Services-homeless	Homeless Needs - Chronically homeless	Consultation	The anticipated outcomes of the consultation are to improve coordination with homeless providers and reduce homelessness.
Waltham Police Department	Civic Leaders	Services-Chronically Homeless, Homeless Needs - Families with children, veterans, unaccompanied youth	Homelessness Strategy, Non-Homeless Special Needs	Monthly Homeless Coalition meetings, Youth Liaison between PHA and Police Department	The anticipated outcome of this collaborative effort between the Police Homeless Task Force and the City of Waltham Housing Division is to develop and implement a HOME TBRA Program for chronically homeless. Monthly meetings are attended by city agencies and officials concerning homelessness in the city.
Salvation Army	Services - homeless	Services - homeless	Homeless strategy	CDBG Emergency Assistance Program Grantee	The anticipated outcome of this consultation is to address the challenge of continuing assistance to individuals at risk of losing their home and/or utilities with limited funds.
The Greater Waltham Arc	Services-Persons with Disabilities	Service-Persons with disabilities	Non-Homeless Special Needs	Consultation	The anticipated outcome of this consultation is to provide insight on services needed for adults with developmental disabilities.
The Partnership for Youth	Services-Education	Services-Children	Non-Homeless Special Needs, Anti-Poverty Strategy	Consultation	The anticipated outcome of this consultation is to share school district data on child poverty rates and needs associated with families in poverty.

Agency/Group/Organization Type	Type of Organization	Type of Organization (if serving multiple purposes)	What Section of the Plan was addressed by consultation?	How was the organization consulted?	What are the anticipated outcomes of the consultation or areas for improved coordination?
REACH	Services-Victims of Domestic Violence	Services-Victims of Domestic Violence	Non-Homeless Special Needs	Consultation	The anticipated outcome of this consultations are to provide insight into resources and housing for survivors of domestic violence.
Boys and Girls Club	Services-Children	Neighborhood Organization	Homelessness Needs- Unaccompanied Youth	Consultation	The anticipated outcomes of the consultation are improved coordination and extension of outreach to older teens and youth.
Waltham Housing Authority	Public Housing Authority	Housing	Public Housing Needs	Consultation	The anticipated outcomes of this consultation are to address the need for affordable rental housing for low-income seniors and families and persons with disabilities.
Committee on Downtown Revitalization	Business Leaders	Neighborhood Organization	Market Analysis - Economic Development Needs	Consultation	The anticipated outcome of this consultation are to encourage economic approach to development.
Community Day Center of Waltham	Services-homeless	N/A	Homeless Needs - Chronically homeless	Consultation	The anticipated outcome of this consultation it to improve coordination with shelter providers.
Healthy Waltham, Inc.	Services - health	Health Agency	Anti-Poverty Strategy, Homelessness Strategy, Public Housing Needs	Consultation	The anticipated outcome of this consultation is to provide the City with data on poverty among school-aged children and information on children living in hotels who are receiving proper nutrition.
The Second Step	Services- homeless	Services- homeless	Housing Needs Assessment; Homeless Strategy; Anti -Poverty Strategy	Consultaion	The anticipated outcome of this consultation is to Improve coordination between agencies to reduce gaps in service areas.
Waltham Committee Inc.	Housing	Services-Persons with Disabilities	Non-Homeless Special Needs - Housing for Persons with Disabilities	Consultation	The anticipated outcome of this consultation is to provide funding resources through the CDBG rehabilitation program targeted at accessibility improvements to exisiting housing stock for persons with disabilities.
WATERTOWN					
Watertown Housing Partnership	Other government - Local	N/A	Housing Need Assessment	Housing Partnership reviewed Watertown's section of the FY20 Annual Action Plan	The anticipated outcomes of the consultation are inclusion of the Town Committee's input into the FY20 Annual Action Plan.
Watertown Housing Authority	Public Housing Authority	N/A	Other (Please specify)	Watertown Housing Authority was consulted several times on the FY20 Annual Action Plan	The anticipated outcomes of the consultation are inclusion of the Housing Authority's input into the FY20 Annual Action Plan
Religious Organizations, Social Service Providers and Community Groups	Social Service Providers	Various Services	Other (Please specify)	Mailed a notice of the Watertown Housing Partnership's February meeting to discuss the FY20 Annual Action Plan	Anticipated outcomes of the consultation are inclusion of the members of the public and nonprofits serving low income populations' input into the FY20 Annual Action Plan.
WAYLAND					
Wayland Planning Department	Town Planning Department	Planning	Annual goals	Consultation	The anticipated outcomes of the consultation are endorsement of Wayland's proposed actions in the Annual Action Plan.

AP-10: Other Plans Considered by the City of Newton and WestMetro HOME Consortium

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Ten Year Plan to End Homelessness (updated 2014)	City of Newton on behalf of the Brookline Newton-Waltham-Watertown Continuum of Care	The Strategic Plan adopts many of the priorities and strategies detailed in the FY20 Annual Action Plan.
Analysis of Impediments to Fair Housing (updated July 2014)	City of Newton	This Strategic Plan works to address some of the impediments to fair housing identified in the AI.
MetroWest Regional Fair Housing Plan FFY15-FFY20 (updated July 2015)	City of Newton/MAPC/MetroWest	This regional plan, prepared in conjunction with MAPC, builds on previous planning efforts to affirmatively further fair housing, facilitate access to housing choice and opportunity, and address barriers to fair housing identified in the previous AI.
MAPC Metro Boston 2030 Population and Housing Demand Projections and more recent Housing Data Portal	Metropolitan Area Planning Council	Division staff utilized municipal and regional data and projections provided by the MAPC in this document. Division staff adopted the Stronger Region scenario, recommended by the MAPC to plan for the needs that will be facing Newton and the region.
Metropolitan Mayors Coalition Regional Housing Task Force Housing Production Target	Metropolitan Area Planning Council	Newton is one of 15 communities represented on the Housing Metro Boston Task Force working together, and facilitated by MAPC, to increase housing opportunity in Metro Boston.
FY19 Annual Action Plan	City of Newton	Key document to inform the City's community development and housing goals throughout FY20 (FFY19).
FY16-20 Consolidated Plan	City of Newton	Key document to inform the City's community development and housing goals through 2020 and basis for the goals included in the FY20 AAP.
2007 Comprehensive Plan	City of Newton	The Comprehensive Plan focuses on strengthening and enhancing Newton as a liveable community, a goal that overlaps with Division staff's efforts to do the same for LMI people in Newton.
Newton Leads 2040 Housing Strategy	City of Newton	The Strategy identified policies and actions with the goal of producing 800 Subsidized Housing Inventory units, including affordable housing, in the City by 2021.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
HUD Conciliation Agreement (May 12, 2015)	City of Newton	An agreement between the City of Newton and Supporters of Engine 6, Disability Law Center, Inc., and the Fair Housing Center of Greater Boston, which was approved by HUD, and includes actions required of the City to create 9-12 units of permanent supportive housing suitable for homeless persons with disabilities in Newton by May 12, 2020.
Bedford Comprehensive Plan	Bedford Planning Department	The Strategic Plan chapter for the FY16-20 Consolidated Plan, in addition to the FY20 Annual Action Plan, adopts many of the priorities and strategies detailed in these plans.
Belmont's Draft Housing Production Plan	Town of Belmont	
Concord Housing Production Plan	Concord Planning Department	
Natick 360	Town of Natick	
Natick 2030+ Comprehensive Master Plan	Town of Natick	
Natick Housing Production Plan (2019 Update)	Natick Affordable Housing Trust	
Natick/Framingham Exit-13 Golden Triangle Study	Town of Natick - City of Framingham	
Needham Housing Authority Facilities Master Plan	Needham Housing Authority	
Local Housing Guidelines	Needham Planning and Community Development Department	The Strategic Plan chapter for the FY16-20 Consolidated Plan, in addition to the FY20 Annual Action Plan, adopts many of the priorities and strategies detailed in these plans.
Assessment of Housing and Transit Options for Needham Seniors	Needham Department of Public Health and Council on Aging	
Other HOME reports	Needham Planning and Community Development Department	
Open Space and Recreation Plan	City of Waltham	
Emergency Case Plan	DHCD	
Public Housing Authority Plan (2016)	Waltham Housing Authority	
Watertown Comprehensive Plan (Adopted April 2015)	Watertown Department of Community Development and Planning	
Watertown Housing Production Plan (Adopted January 2014)	Metropolitan Area Planning Council and Watertown Department of Community Development and Planning	
Annual Action Plans	Watertown Department of Community Development and Planning	
"Understanding Brookline: A Report on Poverty"	Brookline Community Foundation	
Framingham Housing Plan	Community Economic Development Department	

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Elder Services 2014-2017 Area Plan	Framingham Bay Path Elder Services	The Strategic Plan chapter for the FY16-20 Consolidated Plan, in addition to the FY20 Annual Action Plan, adopts many of the priorities and strategies detailed in these plans.
Framingham Open Space Plan	Framingham Community and Economic Development Department	
Downtown Framingham Transit Oriented Development Action Plan	Framingham Community and Economic Development Department	The Strategic Plan chapter for the FY16-20 Consolidated Plan, in addition to the FY20 Annual Action Plan, adopts many of the priorities and strategies detailed in these plans.
South East Framingham Study Area	Framingham Planning Board Department	
Town of Wayland Master Plan 2004 (updated 2011)	Wayland Planning Board; Board of Selectmen; Wayland Economic Development Committee	
Town of Wayland Housing Plan 2010 (updated 2015)	Wayland Planning Board; Board of Selectmen; Wayland Economic Development Committee	
Wayland Real Asset Planning Committee Final Report June 2017	Wayland Real Asset Planning Committee; Wayland Planning Board; Board of Selectmen	

AP-12 Participation - 91.401, 91.105, 91.200(c)

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

During the Consolidated Planning process, Division staff employed a number of methods to solicit citizen and agency input, including nine Needs Assessment presentation and discussion events, a Needs Assessment data presentation, and a meeting that summarized the input gathered during the Needs Assessment in May and June of 2014. Division staff also created an online and paper survey to provide another resource for people to share their input regarding needs in the community, and how they might prioritize those needs. In response to the public comments received during the Needs Assessment, the Division staff put an emphasis on gathering the input of low- to moderate-income people, current and potential beneficiaries of the CDBG, ESG, and HOME programs. During the 18 months of outreach, staff went to a number of events to spread the word about the Consolidated Plan and seek public input, including Nonantum Village Day, Newton Veteran's Service Center, and held a focus group with youth at the YMCA Teen Center. Division staff encouraged survey input from those who did not feel comfortable participating in a focus group, and even received surveys from clients of The Second Step, Riverside Community Care, Family Access, JCHE, and others. Division staff also met with nine citizen advisory committees to share various aspects of the Consolidated Plan and receive input from members. Much of the data and information collected during this period was incorporated into the FY20 (FFY19) Plan.

In addition to the comprehensive collection of data, staff also discussed the Annual Action Plan at various boards and commissions meetings throughout January and February, including the following: the Fair Housing Committee; Newton Commission on Disability; Uniting Citizens for Housing Affordability in Newton (UCHAN) and local providers of the former Brookline-Newton-Waltham-Watertown Homelessness Continuum of Care. In accordance with HUD guidance and the city's Citizen Participation Plan, a public hearing will be held for a review of the Plan by the city's Planning and Development Board on April 2, 2019. An accessible draft of the document was made available on the city's website a week in advance of the hearing and copies of the Annual Action Plan were available in other languages upon request.

In addition, notice of the draft Annual Action Plan's availability and the date of the public hearing will be included in the Planning and Development Department's weekly report that is distributed digitally to several hundred recipients, including local nonprofits and other organizations serving low- and moderate-income individuals and minorities. A notice for the public hearing was published in the Newton TAB, as well as in the newspapers of the twelve other WestMetro HOME

Consortium communities during the week of March 20, 2019. The notice provided contact information for the city's ADA coordinator, and telecommunications relay service, for anyone that seeks to request a reasonable accommodation.

Consortium Communities

The Towns of Bedford, Belmont, Concord, Lexington, Sudbury and Wayland use public hearings at the Board of Selectmen meetings when broad public input is needed and/or public hearings are required. The local Boards (Bedford Municipal Affordable Housing Trust, Bedford Housing Partnership, Concord Housing Development Corporation, Lexington Housing Partnership, Sudbury Housing Trust, and Wayland Housing Trust) hold monthly meetings to review and deliberate on all proposed or ongoing affordable housing projects.

In Brookline, the Housing Division staffs the Brookline Housing Advisory Board (HAB), which holds monthly meetings to review all affordable housing projects being undertaken or considered by the Town. All final funding commitments for affordable housing projects are approved by the Board of Selectmen, which act on recommendations from the HAB and hold public hearings for public input. Content related to the FY20 (FFY19) Plan was discussed at the Housing Advisory Board meeting on February 22, 2019. All HAB meetings are open to the public and advertised on the Town's website and blog, to all interested parties, including all Town Meeting members.

Framingham marked its one year anniversary as a city on January 1, 2019. For the Community Development Department, this change amounted to adjustments to internal processes most notably in presentations to the mayor and city council during the budget season. In addition, the mayor and city council were tasked with accepting funds allocated by the US Department of Housing and Urban Development (HUD) to the community. Mayor Spicer forwarded an order to accept funds to the full city council, which sustained the request with its vote on June 5, 2018. The Community Development Department held a series of meetings and public hearings throughout the fiscal year, as required by HUD. Stakeholders were invited to provide input using newspapers, newsletters, email and other forums. Outreach efforts included the CAPER and needs assessment public hearings, a Community Development Committee meeting to evaluate public service proposals, and a final meeting to allocate funds. The two committees staffed by the Community Development Department will continue to hold meetings throughout the year.

In May of 2016, the Town of Natick embarked on Natick 2030+, a two-year process to prepare a comprehensive master plan for Natick that recommends actions to achieve the town's desired vision for its physical environment over the next 20 years. Housing is a major component of this plan. In multiple public engagement events held to date, residents support diversification of the Town's housing stock, development of mid-rise multi-family dwellings (under six stories), development of more barrier-free dwellings and a wider variety of housing types in town that can accommodate a broad array of inhabitants in various life stages. The Natick Planning Board is reviewing the final draft of the master plan, and is anticipating accepting the Plan and presenting it to the Board of Selectmen and Town Meeting in the spring of 2019. The Natick Affordable Housing Trust is also beginning an update of the town's 2012 Housing Production Plan in 2019.

The Town of Needham is supporting the Needham Housing Authority's (NHA) efforts to prepare a facilities master plan with recommendations regarding redevelopment and new development opportunities. The Planning Board held a public hearing to review the master plan recommendations and the NHA will also be reaching out to other local boards and committees, including the Select Board and Community Preservation Committee.

The City of Waltham Planning Department held a public meeting on January 28, 2019 to gather input on the FY20 (FFY19) Annual Action Plan. Topics discussed included housing and community development needs and proposed use of funds for the upcoming year. Two additional public meetings will be held after applications for funding are accepted. The Housing Division provided a survey to a targeted area of the city for citizen input on the Woerd Avenue Landfill capping project. A total of 5,000 surveys were mailed to residents in six census tracts abutting the property and 250 surveys have been returned to date. Respondents were able to select from multiple choices on the re-use of the land and were also able to post their own comments regarding the changes they would like to see for the neighborhood. Residents were given the option to be notified for future public meetings to be held regarding the site.

In Watertown, the Watertown Housing Partnership serves as the Town's policy body, whose volunteer members are appointed by the town manager to oversee the development and preservation of affordable housing in Watertown. The Partnership uses email to announce its meetings, as well as agenda postings. The Partnership approved the Watertown components of the FY20 (FFY19) Annual Action Plan on February 19, 2019.

Please see sheet [AP-12: Citizen Participation](#) at the end of this section for detailed information on outreach.

AP-12: Citizen Participation Outreach for the City of Newton and the WestMetro HOME Consortium

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted	Other from Mode
NEWTON					
Public Meeting	General	14 attendees; 14 attendees	Committee reviewed the FY20 AAP process and fair housing goals at the January 9, 2019 meeting. At the February 6, 2019 meeting a staff member from the Housing and Community Development Division gave an overview of the City's CDBG and ESG programs.	N/A	Fair Housing Committee
Public Meeting	General	12 attendees	The BNWW CoC discussed funding priorities for the next fiscal year and the non-recipients voted on funding priorities on January 9, 2019.	N/A	Homelessness; Brookline-Newton-Waltham-Watertown Continuum of Care
Committee Meeting	General	5 attendees; 5 attendees	Representatives from the Housing and Community Development Division, Health and Human Services and the Planning and Development Board met relative to the FY20 Human Service program awards (February 12, 2019 and February 25, 2019). Discussion focused on FY20 application evaluations, funding priorities and allocation	N/A	Human Services RFP Review Committee
Committee Meeting	General	6 attendees	Representatives from the Housing and Community Development Division, Health and Human Services and the BNWW CoC met relative to the FY20 ESG awards (February 13, 2019). Discussion focused on FY20 application evaluations, funding priorities and allocation recommendations.	N/A	ESG RFP Review Committee
Public Meeting	General	16 attendees; 18 attendees	The COD discussed the FY20 AAP process and identification of FY19 access projects during their January 14 and February 11 meetings.	N/A	Commission on Disability
Public Hearing	General	21 attendees	Presentation of draft FY20 Annual Action Plan and summary of activities to be undertaken during FY20 (FFY19) held on April 2, 2019. Many human service subrecipients were in attendance; discussion centered on the importance of CDBG in implementing their respective programs, their gratitude for the City's continued support and how their agencies impact the lives of low-to-moderate income residents. Other discussions topics included: prioritizing the provision of affordable housing to extremely low-income households, the role of WestMetro HOME Consortium's CHDOs in developing affordable housing in the City, the challenges associated with the City's TBRA program and staff's desire to revisit a program redesign in the future, the neighborhood and access improvement programs in the context of the City's priority needs. The P&D Board voted unanimously to recommend the plan for submittal to HUD.		P&D Review
Public Hearing	General	14 attendees; 14 attendees	Presentation of draft FY20 Annual Action Plan and summary of activities to be undertaken during FY20/FFY19 to be held. Discussion included an explanation by staff of the intent of the ESG program, CHDO development in the Consortium, and the project proposal process in the HOME Consortium. ZAP voted unanimously to approve the plan for submittal to HUD.		Zoning and Planning Committee
BEDFORD					
Public Hearing	Non-targeted/broad community	Bedford Housing Partnership members attended	Input on the FY20 Annual Action Plan, including goals and objectives.	N/A	N/A

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted	Other from Mode
BELMONT					
Public Meeting	Non-targeted/broad community	12 people attended the meeting including representatives from the Planning Board	Discussion of the need for more small-scale housing; affordable housing; mixed-use in appropriate locations; and how to reduce associated barriers.	N/A	N/A
Public Meeting	Non-targeted/broad community	Meeting with the Belmont Housing Authority	Discussion of various goals, objectives and strategies.	N/A	N/A
Other	Other	A series of working meetings with the Board of Selectmen, Planning Board and Belmont Housing Trust.	Review of the draft Housing Production Plan and discussion of goals, objectives and strategies.	N/A	N/A
BROOKLINE					
Public Meeting	Non-targeted/broad community	Meeting of the Housing Advisory Board	Regularly scheduled meetings included discussions of support for Brookline Housing Authority's Rental Assistance Demonstration (RAD) projects that will renovate and preserve over 430 affordable rental units.	N/A	N/A
Public Meeting	Non-targeted/broad community	Board of Selectmen	Periodic updates to Select Board regarding status of affordable housing projects. Meeting is televised. Any new funding commitments must be approved by Select Board.	N/A	N/A
CONCORD					
Meeting	Non-targeted/broad community	Concord Housing Development Corporation	Input on the FY20 Annual Action Plan, including goals and objectives.	N/A	N/A
FRAMINGHAM					
Public Meeting	Non-targeted/broad community	Meeting held on September 13, 2018. Community development committee members in attendance.	Attendees provided their input on the CAPER.	N/A	N/A
Needs Assessment	Nonprofit agency providers/residents	Meeting held on December 6, 2018, with attendees representing various agencies. All community development committee members in attendance.	Local organizations presented on how their services respond to needs, such as youth-oriented programming and economic development initiatives that support downtown businesses.	N/A	N/A
Committee Meeting	Committee members/broad community	Meeting held on January 8, 2019, by committee members to vote in officers and set the scoring of proposals to RFP.	Members set the ground rules for scoring proposals and elected officers.	N/A	N/A
Public Hearing	Non-targeted/broad community	Hearing held on February 7, 2019, to assess proposals submitted for the FY19 public services funding cycle.	The community development committee met to evaluate applications and make decisions about grantees. Committee members asked questions about applications to grantees.	N/A	N/A
Internet Outreach	Non-targeted/broad community	Use the electronic newsletter to publicize departmental events including public hearings and meetings.	Residents accepted directions to Town's website and sign up for alerts.	N/A	N/A
LEXINGTON					
Meeting	Non-targeted/broad community; Lexington Housing Authority	Discussion	Input on the FY20 Annual Action Plan, including goals and objectives.	N/A	N/A
NATICK					
NATICK 2030+ Comprehensive Master Plan	Community-wide	Introductory meeting: 75+ people; first input meeting: 180 people; future input meetings: 50+ people; Natick 2030+ Metroquest Survey: 1,452 unique responses; Natick 2030+ Goals/Priorities Surveys: 300-900 responses.	A 2+ year process to prepare a comprehensive master plan for Natick that recommends actions to achieve the town's desired vision for its physical environment over the next 20 years. Housing is a major component of this plan. Residents particularly support more barrier-free dwellings and a wider variety of housing types in town that can accommodate a broad array of inhabitants in various life stages.	N/A	N/A

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted	Other from Mode
NEEDHAM					
Public meeting	Non-targeted/broad community	The Planning Board held a public meeting to review the NHA's Master Facilities Plan regarding potential redevelopment and new development opportunities. NHA will be part of additional public meetings, including the Select Board and Community Preservation Committee, to discuss their plans.	Planning Board members discussed ways to assist the NHA in moving forward with its plans and how recommendations might be financed.	N/A	N/A
SUDBURY					
Public Meeting	Non-targeted/broad community	Open Meeting of Sudbury Housing Trust. Trustees in attendance only.	Input on the FY20 Annual Action Plan, including goals and objectives.	N/A	N/A
WALTHAM					
Public Mailing	Non-targeted/broad community	Needs Survey, 2017-2018.	Survey results showed a perceived need for affordable housing, homeless services, more open space and a solution to traffic in the City as more market rate housing is being built. 5000 surveys mailed within 7 census tracts, 250 respondents to date.	N/A	online surveys also accepted
Public Meeting	Non-targeted/broad community	Open meeting regarding request for proposals for FY20 (FFY19) CDBG and HOME funding annual allocations. 7 attendees.	Discussion on drafting FY20 Annual Action Plan and summary of activities to be undertaken during FY20 (FFY19). Discussion on the importance of CDBG/HOME in implementing subrecipients respective social service programs. Staff explained proposal process for new allocations to be determined by Mayor.	N/A	N/A
WATERTOWN					
Public Meeting	Non-targeted/broad community	N/A	Meeting of the Watertown Housing Partnership.	N/A	N/A
Public Meeting	Non-targeted/broad community	N/A	Planning Board and Town Council Hearing on changes to Inclusionary Zoning.	N/A	N/A
WAYLAND					
Meeting	Non-targeted/broad community	Wayland Planning Department	Discussion of the goal and objectives for the FY20 Annual Action Plan.	N/A	N/A

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

1. Introduction

The City of Newton anticipates receiving \$3,502,953 in CDBG, HOME and ESG funds, plus an additional \$425,000 in program income, during the July 1, 2019- June 30, 2020 program year. Investments are targeted to a myriad of community needs and priorities identified in the FY16-20 Consolidated Plan and include the development and preservation of affordable housing, homelessness assistance and prevention, human services, architectural access and program administration. To maximize the impact of these HUD entitlement funds, the city strategically leverages additional funds and partnerships whenever possible.

See AP-15: Anticipated Resources at the end of this section.

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

The city will use federal funds to leverage additional resources in several ways. With respect to affordable housing projects, federal HOME and CDBG funds will be complemented with city controlled Community Preservation Act (CPA) funding to produce and preserve affordable units wherever possible. CPA funding provides the flexibility to produce mixed-income developments, as this funding source can be used to support households earning up to 99% of AMI. Available funds collected as a result of the city's Inclusionary Zoning Ordinance can further supplement these resources. Inclusionary Zoning (IZ) funds are collected from developers of multi-family housing projects in lieu of providing affordable units on site. During the needs assessment meetings held in preparation for developing the FY16-20 Consolidated Plan, many participants, particularly older adults, expressed the need for more mixed-income housing opportunities in the city. These developments should have market-rate, moderately-priced and restricted affordable units and be located in village centers or close to transportation and amenities. A combination of public investments using CDBG, HOME, CPA and IZ funding, in addition to other state investments (such as tax credits etc.) and private financing, should facilitate affordable housing development in Newton.

Relative to CDBG human services, and ESG, respondents to the city's request for proposals (RFP) must detail complete program costs and resources to be utilized in conjunction with the CDBG

funds. ESG funds are required to be matched by 100 percent. Leveraged funds include fundraised dollars, McKinney-Vento funds, housing vouchers, community foundations and trusts, and state grants allocations.

HOME communities support housing projects by leveraging HOME funds with state, Community Preservation Act, Inclusionary Zoning and other town funds. Communities additionally report forgone taxes from HOME match-eligible affordable housing units and state and local tenant based rental assistance program funds as contributions toward HOME's 25 percent match requirement.

In FY18, the Town of Belmont used \$9,730.60 in HOME administration funds to put together a Community Preservation Act grant application. The application for \$173,200 in CPA funds was approved by Town meeting and will be used to assess possible development opportunities at an existing Belmont Housing Authority housing development.

In FY20 (FFY19), the Town of Brookline is exploring committing \$241,275 in HOME funds to support the Brookline Housing Authority's (BHA) Strategic Preservation Initiative. Under this initiative, the BHA plans to take advantage of HUD's Rental Assistance Demonstration Program (RAD) to significantly rehabilitate its six federal public housing projects, containing a total of 438 units, serving the elderly and disabled population. As part of this program, the BHA will renovate its federal portfolio in three phases. Phase I has received HUD approval and the BHA is hopeful that it can close on construction financing this spring and begin construction shortly thereafter for this first property. Phase II consists of three additional developments that will be substantially renovated through the use of RAD and other state and local funds. The BHA is working to close on the financing of the first building of Phase II by the end of 2019 and begin construction on 90 Longwood Avenue in early 2020. This property contains 99 units of affordable housing for low-income seniors. The Town is exploring providing local resources, including HOME and Housing Trust funds, for this project.

In FY20, the Town of Concord plans to continue committing HOME funds to the Junction Village development, in addition to \$26,110 in FY19 HOME funds. The Junction Village project is currently seeking state funding, and the town has contributed \$2,000,000 in local funds towards the construction of 83 new units of assisted living.

The City of Framingham frequently leverages additional resources through its security deposit assistance program, which supports approximately 40 clients every year. The program also leverages private, state and federal funds provided by area housing subsidizing agencies to assist individuals seeking secure housing in the community. In addition to the TBRA program, the

Community Development Department leverages various funding sources when it partakes in housing development and major housing rehabilitation activities in the community.

In FY19, the Town of Lexington committed \$87,722 of HOME funds to the Lexington Housing Authority Pine Grove renovation, augmenting \$357,765 in local funds. Completion and occupancy of this project is anticipated during FY20.

In FY17 (FFY16), the Town of Natick, through its Affordable Housing Trust, began accessing Special Permit Mitigation funds to support the development of two affordable dwellings at 299 Bacon Street. The Trust has also been allocated \$160,000 in municipal funds to develop affordable housing from Town Meeting over the past two years, and will continue making regular requests in the future. These funds will be augmented by fees paid to the Trust by housing developers under the town's new Inclusionary Housing provisions in the zoning by-law, which were approved by Town Meeting this past fall.

In FY20, the Town of Sudbury plans to commit \$178,203 in HOME funds to the Coolidge Phase II project, augmenting \$250,000 in committed local funds, \$320,000 in proposed local funds (to be voted at the May 2018 Annual Town Meeting) and \$15,000,000 in state subsidies.

The Housing Division and the Waltham Housing Authority (WHA) are in the scoping stages of renovations to a 59 unit elderly housing complex that will use HOME funds and Community Preservation (CP) funds to sustain the property. The Community Preservation Committee has awarded \$50,000 to the WHA for an architectural study to be completed on the roofing structure. Once the study is complete, the Housing Division and Housing Authority will jointly apply for additional CP funds in the amount of \$300,000 to complete the roof replacement. The Housing Division was awarded \$100,000 in Municipal Housing Trust funds to provide emergency assistance to residents facing eviction or facing a housing emergency, accounting for another source of leveraged funds.

As a result of the November 2016 election, Watertown adopted the Community Preservation Act (CPA). The Town enacted a two percent surcharge, and has created the property assessment and taxation infrastructure to collect and sequester these funds. The CPA funds can be used in the future to leverage federal HOME funds. In late 2018, the Town also revised the cash-in-lieu payment for affordable Inclusionary Zoning units, and created a new payment amount for affordable assisted living units.

3. If appropriate, describe publically owned land or property located within the

jurisdiction that may be used to address the needs identified in the plan

Several affordable housing projects are underway in the City of Newton that will help to further leverage those goals identified with federal funds and address those needs outlined in the FY16-FY20 Consolidated Plan.

The City of Newton is actively helping to facilitate the creation of nine units of affordable housing for chronically homeless adults with disabilities. An underutilized, 16,900 square foot city parcel, located at 160 R Stanton Avenue, was one of those selected specifically for this purpose during the development of the 2016 Housing Strategy. 2Life Communities, formerly Jewish Community Housing for the Elderly, was chosen as the housing developer through the city's public procurement process. 2Life Communities is advancing development efforts through its expansion of Golda Meir, and was awarded their Comprehensive Funding (40B) Permit in December 2018 to create a total of 68 new affordable rental units. The project underwent an extensive public engagement process and has been invited to compete in the current state funding round for Low Income Housing Tax Credits (LIHTC), DHCD Affordable Housing Trust, Innovation and Stabilization Funds.

The Town of Brookline is exploring the potential of utilizing a Town-owned parking lot that is adjacent to a local MBTA subway station as a site for affordable senior housing. A committee of residents has been appointed by the select board to explore the potential for this project and has been meeting for over a year to discuss various options and solicit interest from potential developers. If the project moves forward, an RFP would be issued, a developer selected, and Town Meeting would need to vote on making the lot available for affordable housing either through sale or lease.

In 2013, a 12.8 acre parcel was conveyed to the Concord Housing Development Corporation by the Commonwealth of Massachusetts to be used solely for open space and affordable housing. Concord plans to develop Junction Village, an affordable assisted living facility, on this site. The development received its Comprehensive Permit and a funding application has been submitted to DHCD. Additionally, in FY20 (FFY19) the Concord Housing Authority plans to start development of one unit of family rental housing under the DHCD LIP Program on town-owned land.

AP-15 Anticipated Resources for City of Newton & WestMetro HOME Consortium for FY20

Program	Source	Use of Funds	Expected Amount Available FY20 (FFY19)		Amount Expected to be Available the Remainder of the ConPlan	Narrative Description
CDBG	public - federal	Acquisition/Mortgage Refinance for Housing Development, Administration & Planning, Housing Rehabilitation, Public Facilities Improvements, Architectural Access Improvements, Public Services	Annual Allocation (\$)	\$1,908,942.00	\$0	Please see word document for narrative.
			Program Income (\$)	\$106,250.00		
			Prior Year Resource(s)	\$60,000.00		
			Total(\$)	\$2,075,192.00		
HOME	public - federal	Homebuyer Assistance, Creation and Rehabilitation of Rental Units and Tenant-Based Rental Assistance. CHDO Operating and Administrative Funds.	Annual Allocation (\$)	\$1,431,246.00	\$0	HOME PI is \$64,198.46.00; IU is \$283,045.74 and HP is \$339,421.75 as of 6.6.19
			Program Income (\$)	\$300,00.00		
			Prior Year Resource(s)	\$2,414,969.43		
			Total(\$)	\$4,146,215.43		
ESG	public - federal	Financial Assistance, Overnight Shelter, Rapid Re-housing, Rental Assistance, Homelessness Prevention Services, Transitional Housing, Street Outreach	Annual Allocation (\$)	\$162,765.00	\$0	Please see word document for narrative.
			Program Income (\$)	\$0.00		
			Prior Year Resource(s)	\$0.00		
			Total(\$)	\$162,765.00		

Annual Goals and Objectives

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

1. Goals Summary Information

The City of Newton receives Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) funds from the U.S. Department of Housing and Urban Development (HUD). These funds are utilized to address housing and community development needs in the City of Newton and housing needs in the WestMetro HOME Consortium communities. The FY20 (FFY19) Annual Action Plan identifies nine goals for the City of Newton.

Goal 1: Production of affordable housing

In FY20 (FFY19), CDBG and HOME funding allocated to the City of Newton will continue to be used for a variety of programs and activities to preserve and expand affordable opportunities across the city. In alignment with the FY16-FY20 Consolidated Plan, the Division will seek to fund affordable housing projects within mixed-income developments near transit and village centers. They will also seek to identify projects that expand the stock of accessible and visitable housing.

Through prior year CDBG and HOME funding, it is also anticipated that eight units of affordable rental housing will be completed. The 236 Auburn Street project, developed by CAN-DO/Metro West, includes the acquisition and rehabilitation of an existing historic single-family home into a three-bedroom rental and the new construction of a duplex with one 2-bedroom and one 3-bedroom rental unit. Both homes will be affordable to households at 50% AMI. The project will also include the construction of a 5-bedroom congregate home for developmentally disabled adults at 30% AMI. This will be owned and operated by the Barry Price Center. The project at 236 Auburn Street is anticipated for completion and occupancy during fall of 2019.

The City has also awarded conditional approval of CDBG funds to Newton Housing Authority's (NHA) Haywood House project, which will create 55 new affordable rental units for seniors. The income eligibility will range from 30% AMI to up to 99% AMI. Three of the units will be fully accessible and four units will be designated for households that have been homeless or are at risk of homelessness. The project will also include two elevators and community space for supportive services. The NHA received their Comprehensive Permit in July 2018.

Inclusionary zoning and Chapter 40B Comprehensive Permit projects will create an additional 126 affordable rental units and four affordable homeownership units, leveraged with non-federal resources. Please see the appendix for additional information on these units.

Staff will continue to administer a Downpayment/Closing Cost Assistance program in conjunction with the City's First Time Homebuyer Resale Program to support and expand sustainable homeownership among low- and moderate-income households in Newton. The program will target homeownership opportunities in new and existing deed restricted homeownership units. It is anticipated that up to three income eligible homebuyers will be assisted through the CDBG Downpayment/ Closing Cost Assistance program in FY20.

Goal 2: Rehabilitation of housing

Staff will continue to market and administer the Housing Rehabilitation program (Rehabilitation program) on a rolling basis, which provides homeowners and qualifying nonprofit organizations with deferred payment loans for repairs and improvements aimed at addressing issues related to health, safety, and building code violations. In FY20 (FFY19), the Rehabilitation program will also be expanded to include existing accessory apartments and lodging houses that require repairs to ensure resident health, safety, and building code compliance. Expansion of the program was a direct result of the recent adoption of the city's Accessory Apartment Ordinance and the Lodging House Ordinance. Through FY20 and prior year funding, it is anticipated that approximately five units of homeowner housing will be rehabilitated through CDBG assistance.

Goal 3: Provision of supportive services to the homeless and at-risk of homeless

With respect to the Emergency Solutions Grant (ESG), \$161,000 was allocated through a competitive RFP process for local agencies to provide emergency shelter, homelessness prevention, and rapid rehousing assistance to homeless and at-risk individuals and families. The City of Newton, Balance of State (BoS) CoC and the former BNWW providers balance consideration of the population's greatest needs in the immediate region and HUD's increased emphasis on funding rapid re-housing and homelessness prevention. During FY20 (FFY19), ESG funding will support 8 programs across 5 sub-grantees.

Goal 4: Assistance to transition homeless individuals and families to permanent housing

The Tenant-Based Rental Assistance (TBRA) program has traditionally assisted families at or below 60% of the AMI, with rental vouchers directed toward families experiencing homelessness whenever possible. The city will not issue a new voucher for FY20 (FFY19) as staff considers the extensive administrative undertaking of TBRA, limited available capacity and overall priorities. The Division may reevaluate this goal in the future.

Goal 5: Creation of permanent and supportive housing for the homeless

In FY17 (FFY16), the City of Newton released its city-wide housing strategy, *Newton Leads 2040 Housing Strategy* (Strategy), which established the goal of creating an additional 800 Subsidized Housing Inventory units in the city by 2021 through a number of targeted policies and action steps. The Strategy identified six sites that could potentially accommodate nine to twelve units of permanent supportive housing for chronically homeless individuals. In September 2017, the city issued a Request for Proposals for the development of permanent supportive housing for chronically homeless adults with disabilities at 160 R Stanton Avenue. 2Life Communities, formerly Jewish Community Housing for the Elderly, was selected as the developer and will continue to advance development efforts on this project in FY20. In December of 2018, 2Life Communities received a Chapter 40B Comprehensive Permit for the project and was invited by the Commonwealth to apply for Low Income Housing Tax Credits, DHCD Affordable Housing Trust, Innovation and Stabilization Funds in the 2019 funding round.

Goal 6: Increase awareness of fair housing policies and practices

Consistent with the 2015-2020 WestMetro HOME Consortium Regional Fair Housing Plan, the city, in conjunction with the Fair Housing Committee, will continue to collaborate to increase knowledge about fair housing laws and obligations, identify and address discriminatory actions, increase city and Consortium capacity to affirmatively further fair housing and advance access to housing opportunity for all. Division staff will take part in training on fair housing during FY20 and will in turn support a number of assorted programs designed to educate elected officials, decision makers, and the general public about these obligations.

The City and WestMetro HOME Consortium will also initiate development of the 2021-2025 Regional Analysis of Impediments, which, in addition to the above measures, will outline meaningful goals and objectives to undertake in overcoming identified barriers to fair housing choice and opportunity throughout Newton and the 13-member Consortium.

Goal 7: Provision of human services

Human service grants will support 14 public service agencies and organizations during FY20 (FFY19). A total of \$308,520 was distributed through a competitive process held in conjunction with the ESG RFP. Selected programs cover a wide range of services that will address the needs of vulnerable populations parallel to the Brookings Institution's "Benchmarks for Success" model recently adopted and adapted by the city. These programs will directly benefit low-to-moderate income youth, families, persons with disabilities, and seniors, and assist in moving families out of poverty.

Goal 8: Implementation of architectural accessibility improvements for persons with disabilities

Six percent of the FY20 (FFY19) CDBG allocation, \$95,000, combined with \$30,000 in prior year CDBG funds remaining from the City Hall Wheelchair Accessible Toilet Room project, will be allocated across three projects. These projects include: the installation of three Rectangular Rapid-Flashing Beacons (RRFB) at priority locations; the construction of accessible pathways at Newton parks (the locations of which will be based on a further assessment of park priorities by the Parks and Recreation Department); and the installation of curb cuts city-wide.

Goal 9: Implementation of improvements to target neighborhoods

The City of Newton allocated \$100,001.30 in FY15 (FFY16) CDBG funding for the Newtonville Transportation Improvements and Tree Plantings project. The project will include the installation of up to two bus shelters at the Washington Street/Craft Street and Watertown Street/Walnut Street bus stop and is expected to be complete in FY20. No new funds will be allocated toward neighborhood improvement projects in FY20.

HOME Consortium Goals

The Consortium communities identified the creation of affordable housing, both ownership and rental, rehabilitation and tenant-based rental assistance, as goals for the FY20 (FFY19) program year.

Bedford will continue its Tenant Based Rental Assistance Program and plans to support four additional households in the upcoming year. Assistance for two households in the program will be ending in FY20.

In FY20 Brookline will begin construction on a major new affordable senior housing development, which is scheduled to be completed and tenanted in the fall of 2020. This project is being developed by 2Life Communities, formerly the Jewish Community Housing for the Elderly, and is expected to create 11 HOME units in FY20 (FFY19). In FY20, the Town will also continue to work

with the Brookline Housing Authority on its Strategic Preservation Initiative as the BHA works to close the financing and begin construction on two properties containing 199 units of affordable housing for seniors and persons with disabilities. The Town is exploring the possibility of committing HOME funds to the second of these two properties.

Concord plans to continue supporting the Junction Village affordable assisted living facility. The facility will include 83-units of new construction overall, five of which will be HOME assisted units. All units will be restricted. Junction Village received its Comprehensive Permit and has applied to DHCD for funding.

The City of Framingham plans to continue to assist approximately 40 households through the Tenant-Based Rental Assistance program, which entails paying the security deposit and first or last month's rent for eligible clients. Ninety percent of city's TBRA funding is reserved for households earning up to 60% of the area median income and ten percent of the funding is used to assist households earning up to 80% of the AMI. The city will also use HOME funds for housing development by sponsoring projects that expand the community's affordable housing pool. Framingham's final activity will be a range of housing rehabilitation work in single-family homes and major complexes.

The Town of Lexington has committed FY18 and FY19 HOME funds towards the renovation of 5 units owned by the Lexington Housing Authority at Pine Grove Village. Completion and occupancy of this project is expected in FY20.

The Town of Natick will provide four households with assistance through the Town's Tenant-Based Rental Assistance (TBRA) program. This program uses HOME funds to cover one-time rental costs, such as security deposits, for eligible families and individuals.

In FY20, the Town of Sudbury plans to commit HOME funds to the Coolidge Phase II project. The project is the second phase of The Coolidge at Sudbury and will consist of 56 one bedroom units restricted to households with at least one member who is 55 years or older; two of these units will be HOME assisted. Phase I of the project was a fully occupied 64-unit affordable rental development restricted to households with at least one member who is 55 years or older. This phase, which was completed in 2014, was approved for an allocation of nine percent Low Income Housing Tax Credits and other DHCD sources of funding.

Belmont, and Needham have no ongoing HOME projects. For the foreseeable future, Belmont will rely on its Inclusionary Zoning Bylaw and zoning amendment process to create affordable housing units.

Waltham will continue to utilize HOME funds to provide security deposits and rental assistance to chronically homeless individuals and families as well as at-risk elderly households through the

city's Tenant-Based Rental Assistance program. Waltham expects to assist 25 households in FY20 through the full TBRA rental assistance program and 50 households with the Security Deposit Program. The Housing Division typically processes over 100 applications annually for TBRA. HOME and Community Preservation funds will be used to renovate 59 Waltham Housing Authority elderly housing units at the Beaverbrook Elderly Apartments; two of the existing units will become fully accessible.

Watertown does not have any pending HOME supported projects that will be completed in FY20 (FFY19) and expects to rely on its Inclusionary Zoning, the Affordable Housing Development Fund and Community Preservation Act funds to create additional affordable units. The Town does not expect to utilize HOME funds for a Watertown based project in FY20 (FFY19).

The Town of Wayland plans to implement a Tenant-Based Rental Assistance program, providing eligible households one-time rental costs, such as security deposits and first month's rent. The Town of Wayland expects to serve four households in FY20.

AP-20: Annual Goals for City of Newton & WestMetro HOME Consortium for FY20

Name of Goal		Description of Goal	Category of Goal	Geographic Area (if applicable)	Start Fiscal Year	End Fiscal Year	Outcome	Objective	Goal Outcome Indicator (GOI)	Quantity	Unit of Measurement	Priority Needs Addressed (as identified in section SP-25 of the FY16-20 Con Plan)
NEWTON												
Production of New Affordable Units	CDBG: \$848,000 HOME: \$563,118.20	Increase production of new affordable units and visitable and accessible units through incentives, flexible funding, and	Affordable housing	N/A - Citywide	2020	2020	Affordability	Provide decent affordable housing	Rental units constructed	40	Household housing unit	Affordable housing near amenities, additional accessible rental units and visitable housing, inclusionary zoning
Housing Rehab	CDBG: \$381,250.00	Continue the housing rehab program for income-eligible residents, including improvements for accessibility and	Affordable housing	N/A - Citywide	2020	2020	Availability/acc essibility	Provide decent affordable housing	Homeowner housing added	0	Household housing unit	Housing rehab; aging in place; public housing rehabilitation
									Rental units rehabilitated	0	Household housing unit	
Supportive Services (ESG)	ESG: \$162,765	Provide supportive services for individuals and families that are homeless or at-risk for homelessness	Homeless	N/A - Citywide	2020	2020	Availability/acc essibility	Create suitable living environments	Other-Assistance to homeless and at-risk for homelessness	886	Persons assisted	Supportive services
Improve Transition to Permanent Housing	\$0	Continue support of transition as families and individuals move from homelessness into permanent housing through the pilot TBRA program. Will not issue new voucher during FY20.	Homeless	N/A - Citywide	2020	2020	Affordability	Provide decent affordable housing	Tenant-based rental assistance / rapid rehousing	1	Households Assisted	Transitional and permanent housing units; improve transition to permanent housing
Permanent and Supportive Housing	\$0	Increase the number of permanent supportive housing units for chronically homeless persons with disabilities and individuals/families experiencing homelessness	Homeless	N/A - Citywide	2020	2020	Availability/acc essibility	Provide decent affordable housing	Housing for homeless added	0	Household housing unit	Transitional and permanent housing units; improve transition to permanent housing
Fair Housing	\$0	Meet the need for more fair housing education, enforcement, and obligations.	Other - housing fairness	N/A - Citywide	2020	2020	Availability/acc essibility	Provide decent affordable housing	Other-Educational events	1	Other-Educational events held	Fair Housing
									Other-Publicity and outreach	1	Other-Publicity items	
Human Services	\$308,520.00	Provide financial support for organizations and agencies serving individuals that fall under key areas of need, including children, teens, families, persons with disabilities, and seniors.	Non-homeless special needs	N/A - Citywide	2020	2020	Availability/acc essibility	Create suitable living environments	Public service activities other than Low/Moderate Income Housing benefit	2,527	Persons assisted	Human services
Architectural Access	\$125,500.00	Increase access, throughout the City, to public thoroughfares, public buildings, parks and recreational facilities, and nonprofit agencies.	Non-housing community development	N/A - Citywide	2020	2020	Availability/acc essibility	Create suitable living environments	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing (LMH) Benefit	6,696	Persons Assisted	Architectural Access
BEDFORD												
Rental housing	HOME: \$35,375.00	Funds will be used to assist the creation of rental housing , rehabilitation of rental housing, or tenants through a TBRA.	Affordable housing	Bedford	2020	2020	Affordability	Provide decent affordable housing	Tenant-based rental assistance	2	Households Assisted	Tenant-based rental assistance
									Rental units rehabilitated	3	Household housing unit	Rental Housing
BELMONT												
No FY20 goals.												
BROOKLINE												
No FY20 goals.												
CONCORD												
No FY20 goals.												
FRAMINGHAM												
Housing Development	\$400,148.46	Promote the development of new affordable units.	Affordable housing; public housing	Framingham	2020	2020	Affordability	Provide decent affordable housing	Rental units constructed	20	Household housing unit	Housing development
Public Housing Improvements	\$157,165.00	Make public housing units ADA-compliant and perform weatherization	Affordable housing; public housing	Framingham	2020	2020	Affordability/a ccessibility	Create suitable living environments	Rental units rehabilitated	5	Household housing unit	Housing rehabilitation
Tenant Based Rental Assistance	\$106,531.86	Funds will be used to assist in the rehabilitation of rental housing, or assist tenants through a TBRA.	Affordable housing	Framingham	2020	2020	Affordability	Provide decent affordable housing	Tenant-based rental assistance / rental units rehab	40	Households Assisted	Tenant-based rental assistance

Name of Goal		Description of Goal	Category of Goal	Geographic Area (if applicable)	Start Fiscal Year	End Fiscal Year	Outcome	Objective	Goal Outcome Indicator (GOI)	Quantity	Unit of Measurement	Priority Needs Addressed (as identified in section SP-25 of the FY16-20 Con Plan)
LEXINGTON												
Rental housing	\$120,782.00	Funds will be used to assist the creation of rental housing or to assist the rehabilitation of rental housing	Affordable housing	Lexington	2016	2020	Affordability	Provide decent affordable housing	Rental units constructed	5	Household housing unit	Rental Housing
NATICK												
Rental Assistance	\$125,296.00	Funds will be used to assist in the rehabilitation of rental housing, and assist tenants through a TBRA.	Affordable housing	Natick	2016	2020	Affordability	Provide decent affordable housing	Rental units rehabilitated	0	Household housing unit	Housing rehabilitation
									Tenant-based rental assistance / rental units rehab	4	Households Assisted	Tenant-based rental assistance
NEEDHAM												
No FY20 goals.												
SUDBURY												
Affordable housing	\$178,203.00	All funds in the period will be used in the construction of rental housing for households 55 years and older.	Affordable housing	Sudbury	2020	2020	Affordability	Provide decent affordable housing	Rental units constructed	2	Household housing unit	Rental Housing
WALTHAM												
Affordable Housing/Rental Assistance	\$751,483.04	Funds will be used to assist tenants through a TBRA program. A Security Deposit program and full rental assistance will be provided to chronically homeless individuals and at-risk elders.	Affordable Housing	Waltham	2020	2020	Affordability	Provide decent affordable housing	Tenant-based rental assistance / rental units rehab	75	Households Assisted	Rental Housing
WATERTOWN												
No FY20 goals.												
WAYLAND												
No FY20 goals.												

AP-35 Projects - 91.420, 91.220(d)

1. Introduction

During the fifth year of the 2016-2020 Consolidated Plan, funding will continue to address unmet community needs and continuing commitments to priority multi-year initiatives. Proposed projects and activities remain consistent with HUD priorities, seeking to primarily assist vulnerable low-to-moderate income residents through the creation and preservation of decent housing, suitable living environments and expanded economic opportunity.

See sheet [AP-35: Projects](#) at the end of this section.

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

Division staff allocated CDBG funding to four general categories: Housing/Homelessness, Human Services/Public Services, Architectural Access, and Program Administration. These categories are funded based on the priorities and needs detailed in the FY16-20 Consolidated Plan.

Housing/Homelessness

The majority of funds (approximately 60 percent) will be allocated to Affordable Housing/Homelessness projects to be identified during the FY20 program year. This funding will be used to facilitate housing rehabilitation, site acquisition, and development of units for low- and moderate-income households.

Human Services/Public Services

The Human Service Grants will fund 14 public service agencies and organizations during FY20 (FFY19). These programs directly benefit low-to-moderate income residents, offering a critical network of supports to provide essential services for low-to-moderate income children, youth, families, adults, seniors and persons with disabilities and assist in moving vulnerable families out of poverty. The city intends to allocate 15 percent of CDBG funds to these programs, approximately \$308,520, the maximum allowed by regulation.

Architectural Access

Five percent (\$95,500) of the city's annual CDBG allocation will be directed to the installation of Rectangular Rapid-Flashing Beacons in priority locations, park pathways and city-wide curb cuts.

Program Administration

The maximum allowable amount of 20 percent will be allocated toward program administration.

Federal funds will be used to assist the greatest number of families and households possible, however, the primary obstacle to addressing underserved needs in the categories listed above

continues to be limited funding. Neighborhood opposition to affordable housing projects and ever-increasing land costs and market values presents an additional challenge to increasing housing opportunities for low-income households.

AP-35: Projects for City of Newton & WestMetro HOME Consortium for FY20

Project Name	Target Area (if applicable)	Priority Needs Addressed	Project Description	Estimated Funding Allocation	Target Date of Completion	Estimated families that will benefit from the proposed activities	Planned Activities:	Outcome - Quantity	Outcome - Unit of Measure
Housing Rehabilitation and Development Program Fund (CDBG)	N/A	Affordable housing near amenities; provide affordable housing in mixed-income developments; additional accessible rental units and visitable housing; increase production of new affordable housing units; housing rehab; aging in place	CDBG funds will be used for the following purposes: 1. rehabilitation of owner-occupied one- and two-family residential structures, owner-occupied condominium units and rental units owned by the Newton Housing Authority and nonprofit affordable housing development organizations and providers; 2. acquisition of housing units for permanently restricted affordable housing; 3. write down of mortgages for the purpose of creating permanently restricted affordable housing; and 4. preservation of existing affordable housing.	\$848,000.00	6/30/2020	40	TBD	40	rental units constructed
Housing Program Revolving Loan Fund	N/A	Housing rehab; aging in place	Estimated program income from repayment of housing rehabilitation loans to be used for new housing rehabilitation projects.	\$81,250.00	6/30/2020	5	Receipt of program income from the repayment of housing rehabilitation loans to be used for new housing rehabilitation projects. Approximately 5 homeownership will be rehabilitated in FY20.	5	homeowner units rehabilitated
Housing Program Delivery	N/A	All housing-related priority needs identified	Administrative services in support of developing new affordable housing and the rehabilitation and preservation of existing affordable housing. A portion of these funds may be used for Fair Housing activities.	\$300,000.00	6/30/2020	N/A	Administrative services and costs.	N/A	
Public Services	N/A	Human services	Funds for public services for low- and moderate-income Newton residents focusing on the following populations: children and youth, disabled adults, adults and families, and elderly. Funding is comprised of 15% of FY20 CDBG Entitlement funds (\$278,520) plus 15% of FY19 program income (\$30,000).	\$308,520.00	6/30/2020	823	The Human Service Grant will fund 14 public agencies and organizations to provide services to children and youth, persons with disabilities, survivors of domestic violence, adults and families, and elderly.	2,527	persons assisted
Accessibility Improvements- Accessible Crosswalk Signals (RRFBs)	N/A	Architectural access	Funds for the installation of an Accessible Crosswalk Signals at priority intersections	\$60,000.00	6/30/2020	2,181	ADA Accessible Crosswalk Signals	6,696	persons assisted
Accessibility Improvements- Park Pathway Installation	N/A	Architectural access	Funds for the installation of accessible pathways in parks (locations TBD based on an assessment by the Parks and Recreation Department)	\$30,500.00	6/30/2020	2,181	ADA Accessible park pathways	6,696	persons assisted
Accessibility Improvements - Curb Cuts	N/A	Architectural access	Funds for the installation of an accessible curb cuts city-wide	\$35,000.00	6/30/2020	2,181	ADA Accessible curb cuts	6,696	persons assisted
Program Management	N/A	N/A	Funds for the management and implementation of the CBDG program including citizen participation.	\$411,922.00	6/30/2020	N/A	Administrative services and costs.	1	organization
HOME Administration	N/A	N/A	Funds for the administration of the WestMetro HOME Consortium, which is equal to 10% of the annual allocation. Seven percent of the allocation goes to local communities for administration of their projects. Three percent of the allocation is set aside for general Consortium administration and compliance.	\$143,124.60	6/30/2020	N/A	Administrative services and costs.	9	organizations
HOME Tenant-Based Rental Assistance	N/A	Improve transition to permanent housing	Provide income-eligible renters with rent and/or security deposit assistance.	\$628,174.86	6/30/2020	125	TBD	125	households assisted
HOME Rental Housing Assistance	N/A	Affordable housing near amenities; provide affordable housing in mixed-income developments; additional accessible rental units and visitable housing; increase production of new affordable units; promote private entities' use of other funding sources	Funds for the creation and/or rehabilitaton of affordable housing units.	\$2,373,215.45	6/30/2020	78	TBD	78	66 rental units constructed & 12 rental units rehabbed

Project Name	Target Area (if applicable)	Priority Needs Addressed	Project Description	Estimated Funding Allocation	Target Date of Completion	Estimated families that will benefit from the proposed activities	Planned Activities:	Outcome - Quantity	Outcome - Unit of Measure
HOME CHDO Operating Expenses	N/A	All housing-related priority needs identified for the WestMetro Consortium communities	Funds for operational expenses for Community Housing Organizations operating in the WestMetro HOME Consortium.	\$71,562.30	6/30/2020	N/A	Administrative services and costs.	3	organizations
HOME CHDO Set-Aside	N/A	Affordable housing near amenities; provide affordable housing in mixed-income developments; increase production of new affordable units	Funds for the creation and/or rehabilitation of affordable housing units by Community Housing Organizations operating in the WestMetro HOME Consortium.	\$214,686.90	6/30/2020	N/A	CHDO projects are determined by an annual HOME RFP generally released in the fall.	TBD	
ESG19 Newton (FY20)	N/A	Supportive services; improve transition to permanent housing	Funds for the City of Newton are planned to operate shelters for the homeless, conduct street outreach activities, promote rapid rehousing and provide homelessness prevention as well as support program administration.	\$162,765.00	6/30/2020	289	Activities will include shelter services and homelessness prevention as well as support program administration.	886	persons assisted

AP-50 Geographic Distribution - 91.420, 91.220(f)

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

As the Community Development Block Grant (CDBG) is intended to predominantly serve low- to moderate-income residents, CDBG funding is allocated to projects that are either within CDBG eligible areas or directly impact low-to-moderate income beneficiaries. The City of Newton has identified four “target neighborhoods” within which to allocate CDBG funding on an area basis: West Newton, Newtonville, Nonantum and Newton Corner. This designation is based on the geographic boundaries of the eligible census block groups that met or surpassed the required Low Moderate Income threshold as determined by HUD Low and Moderate Income Summary Data, computed from three-year American Community Survey (ACS) data. Traditionally, block groups must be comprised of at least 51% of low- and moderate-income residents for a neighborhood to be eligible for area-benefit activities. This threshold, however, is reduced for Newton, because it contains only two block groups that meet that standard. HUD classifies Newton as an exception community, meaning that block groups are considered eligible for expenditures if comprised of greater than or equal to 30.95% low- and moderate-income residents.

Currently there are no priority “target neighborhood” improvements planned during FY20. The city anticipates increasing its investment in housing rehabilitation and development over the next program year to better address the escalating need for safe, decent and affordable housing. Affordable housing rehabilitation and development will directly benefit low-to-moderate income households, and accordingly, can be distributed city-wide. Approximately \$1,229,250 will be available to allocate on a rolling basis toward FY20 affordable housing projects.



Consortium Communities

In the City of Framingham, census tracts with the highest concentrations of low and moderate income residents usually receive the greatest infusion of HOME Investment Partnership Program funds. As a result, most HOME funds are designated for use in census tracts 383600.2, 383501.2, 383300.1, 383400.3, 383400.2, 383200.4, 383200.1, 383101.2, 383101.1, 383102.1, and

383102.2. The department at times authorizes projects outside of the specified tracts provided these projects meet HOME standards.

No other Consortium communities identify target geographic areas.

2. Rationale for the priorities for allocating investments geographically

Previously, the funding for neighborhood improvements operated on a six-year alternating rotation. Newton Corner and Nonantum each received funding once every three years, while Newtonville and West Newton each received funding once every six years. However, given the increasing need for affordable housing, the city will be allocating additional funds toward housing rehabilitation and affordable housing development during the July 1, 2019 - June 30, 2020 program year. Any neighborhood improvement projects identified during this time will be dependent on the availability of funds and must go through the substantial amendment process.

See narrative above and section SP-10 in the Strategic Plan chapter of the FY16-20 Consolidated Plan for more information on the designation of the target neighborhoods, and see the Citizen Participation Plan in the appendix for more information.

Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

1. Introduction

In FY20 (FFY19), CBDG and HOME funding allocated to the City of Newton will continue to be used for a variety of programs and activities to preserve and expand affordable housing opportunities across the city. The Division seeks to identify projects that align with priority needs outlined in the FY16-FY20 Consolidated Plan and increase the stock of accessible and visitable housing. Inclusionary zoning and Chapter 40B Comprehensive Permit projects will also create an additional 126 affordable rental units and four affordable homeownership units, leveraged with non-federal resources. (Please see the appendix for additional information on these units).

The city will continue to support the creation of nine units of permanent supportive housing for chronically homeless adults with disabilities. These units will be incorporated into the expansion of 2LifeCommunities' (formerly Jewish Community Housing for the Elderly) existing Golda Meir House, which already includes 199 units of affordable senior housing with extensive programming and services.

In September 2017, the city issued a Request for Proposals for the reuse of the city-owned water tower site on Stanton Avenue, which directly abuts the Golda Meir House. In October 2017, the city chose to move forward with 2LifeCommunities' (formerly JCHE) proposal and sell this publicly owned land to 2LifeCommunities in order to connect the old and new buildings into one vibrant affordable housing community. This new community will add approximately 68 one- and two-bedroom units through two additions. Approximately 50 of the units will be income-restricted, 8 will be unrestricted for seniors up to 60% of the Area Median Income, and nine of these units will be set-aside for chronically homeless individuals with disabilities.

Housing Division staff have played a crucial role in the progress of this project and will continue to oversee the development process on behalf of the city, particularly as it relates to ensuring the inclusion of the nine units for chronically homeless adults with disabilities. 2LifeCommunities received a Chapter 40B Comprehensive Permit in December of 2019 and anticipates having project financing secured by the end of 2019. Construction may begin in the winter of 2020, with lease-up in the fall of 2021. 2LifeCommunities was invited by the Commonwealth to apply for low-income housing tax credits in the 2019 funding round.

The City has also awarded conditional approval of CDBG funds to Newton Housing Authority's (NHA) Haywood House project. Developed by the NHA, Haywood House will consist of 55 newly constructed one-bedroom units serving income eligible senior citizens. The income eligibility

ranges from 30% AMI to up to 99% AMI. Three of the units will be fully accessible and four will be designated for households that have been homeless or are at risk of homelessness. The project will also include two elevators and community space for supportive services. The Newton Housing Authority has been invited by the Commonwealth to apply for Low-Income Housing Tax Credits in the 2019 funding round.

In FY17 (FFY16), the city completed the *Newton Leads 2040 Housing Strategy (Strategy)*, which established the goal of creating an additional 800 Subsidized Housing Inventory units in the city by 2021, through a number of targeted policies and action steps. The Strategy identified possible locations for affordable housing (including the water tower site next to the Golda Meir House) and housing types appropriate for those locations, in addition to policies that can be implemented to expand diverse housing choices in Newton. The city began implementing the Strategy in FY17 (FFY16) and will continue this work in FY20 (FFY19).

In FY20 (FFY19), the city will administer programs that were successful in FY19 (FFY18) as well as develop and administer new programs which support housing opportunities in Newton:

- The city will make CDBG and HOME funds available for the rehabilitation and creation of new affordable rental units. Projects will be identified in the FY20 program year. In addition, the city will work to strengthen its relationship with existing housing providers in order to support diverse housing choices in Newton.
- Staff will continue to market and administer the Housing Rehabilitation program (Rehabilitation program), which provides homeowners and qualifying nonprofit organizations with deferred payment loans for repairs and improvements aimed at addressing issues related to health, safety, and building code violations. The Division anticipates that five units will be rehabilitated in FY20 (FFY19). Over the past year, the city has expanded the allowable scope of work available through the Housing Rehabilitation program for the Newton Housing Authority and other nonprofit housing organization projects in order to more comprehensively address critical repairs for health and human safety. Previously, allowable work was limited solely to accessibility improvements. In FY20 (FFY19), the city will revise the Rehabilitation program guidelines to include existing accessory apartments and existing lodging houses that require repairs to ensure resident health, safety, and building code compliance. Expansion of the program will be in conjunction with the recent adoption of the Accessory Apartment Ordinance and the Lodging House Ordinance.
- Staff will contract with a consultant to restructure the city's First Time Homebuyer Assistance Program. The Program provides down payment assistance to low and moderate-income households for purchasing a home in Newton, in return for restrictions

keeping those homes affordable to households at these income levels in perpetuity. The program currently has a portfolio of approximately 50 units, but has been on hold since 2015. In contracting with a consultant, the city plans to restart the First Time Homebuyer Program while ensuring it is sustainability moving forward.

- In FY20 (FFY19), the city will continue to pursue amendments to its existing Inclusionary Zoning Ordinance to better leverage private development to support additional affordable housing in Newton.
- The city will continue with its Zoning Re-Design project, an effort to rewrite and redesign the city's entire Zoning Ordinance. Objectives of this project as they relate to housing include incorporating Fair Housing requirements, definitions, and standards; directing multi-family and mixed-use development to transit and job-oriented locations; permitting a range of neighborhood scaled, multi-family building types; and strengthening the ordinance to better meet the vast and diverse housing needs of Newton today, including encouraging and supporting the development of more affordable units throughout the city.

Consortium Communities

The Town of Bedford plans to assist at least four households with HOME financial rental assistance this year; assistance for two households will come to an end in FY20. Bedford has other active affordable housing projects. The Town is using \$3,000,000 in Bedford CPA funds to assist Preservation of Affordable Housing (POAH), a national nonprofit developer, with the preservation of 96 units of housing at Bedford Village. This development was originally funded through the State's 13A program, and the affordability restriction expired in March of 2018. The project includes the change of ownership of 447 Concord Road in Bedford, a HOME-assisted development. The Town is also supporting the Coast Guard property with the Pine Hills Crossing development through overlay zoning for the March 2019 Town Meeting. Bedford has commissioned a Housing Strategic Study to review current data and discuss future goals and strategies. The Town currently has 977 affordable units, with 18.36% of its housing included in the Commonwealth's Subsidized Housing Inventory (SHI).

Though not HOME funded, the Town of Belmont anticipates 112 rental units will begin to come online during FY20 (FFY19) at The Bradford, formerly Cushing Village. A total of 10% of these units will be affordable. With the approval of the Town's Housing Production Plan in March 2018, the Housing Trust has begun to implement the goals and strategies contained within it. As a first step, the Housing Trust began collaborating with the Planning Board to update the Town's Inclusionary Housing Bylaw and to bring a zoning amendment to Town Meeting.

In Brookline, a new project with a total of 62 new units of affordable rental senior housing will continue during FY20 (FFY19). This project began in FY17 (FFY16) and it is expected that project closeout will occur in FY21 (FFY20), when it is fully occupied. The project has received all needed financing through the State's Department of Housing and Community Development as well as a \$3 million in funds from the Town in locally controlled resources, including the Town's Housing Trust. A portion (\$807,028) of these funds are a mixture of FY17, FY18, and FY19 HOME funds and program income.

The town also continues to process a number of 40B Comprehensive Permit projects which will add a significant number of affordable units to Brookline's housing stock. Since 2016, the town approved nine projects containing a total of 633 rental units, of which 169 will be affordable to households earning 80% of AMI or less. Five additional 40B projects are in various stages of approval. These projects could add as many as 557 additional rental units, of which 118 would be affordable to households earning 80% of AMI or less.

In addition, Brookline's Public Housing Authority has begun a multi-year strategic preservation initiative that will rehabilitate and preserve its six federal housing developments (containing 438 affordable units) through the HUD Rental Assistance Demonstration (RAD) program, with state and local support. Finally, the town continues to administer its Inclusionary Zoning By-law which applies to any project containing six or more newly constructed dwelling units. Currently three projects have been approved which are subject to this by-law and will provide cash payments towards the Brookline Housing Trust. Three additional projects are currently under review, two of which would provide cash payments and one which would yield approximately five on-site affordable rental units.

The Town of Concord has a history of supporting efforts to establish and maintain affordable housing. The Peter Bulkeley project was completed in FY18 (FFY17) and created four new units of senior housing. Concord is committing HOME funds for the Junction Village affordable assisted living facility project that will include 83 units of new construction overall, five of which will be HOME-assisted units. All of the units will be restricted. Junction Village received its Comprehensive Permit and a funding application was submitted to DHCD.

In FY20, the City of Framingham's Community Development Department will be pursuing a partnership with the Cochituate Homes Cooperative by contributing HOME funds as part of the financing to support major renovations on the property. The department pursues these goals to fulfill its mission of maintaining the city's affordable housing stock as well as removing barriers for residents unable to afford housing without subsidies. The coop is on the Subsidized Housing Inventory, and its 161 units are supported by Housing Assistance Payment contracts with HUD

that expire on a yearly basis. If the project comes to fruition, the department hopes to restrict all units through the HOME program for longer-term affordability.

The Town of Lexington has committed FY18 and FY19 HOME funds towards the renovation of five units owned by the Lexington Housing Authority at Pine Grove Village. Completion and occupancy of this project is expected in FY20.

In FY20, the Natick Affordable Housing Trust will fund a new Tenant Based Rental Assistance service offered by the Natick Service Council through their financial assistance program, first on a pilot basis, and, if warranted, on a permanent basis. The Trust will also explore partnering with a nonprofit to use HOME funds to start a critical Housing Rehabilitation program for income-eligible households.

The Town of Needham approved three affordable rental developments that were permitted through the Chapter 40B comprehensive permit process, most through the State's Local Initiative Program. These projects include five affordable units that were mandated by special zoning for new independent living units as part of a Continuing Care Retirement Community developed by Wingate, approved in 2011. All the units are occupied now. Another 390 rental units were approved in 2015 for The Kendrick (formerly the Second Avenue Residences) development which is part of the redevelopment of a business area into mixed office, retail, residential and recreational uses. This project includes 98 affordable units and began occupancy in the summer of 2018. Another large rental housing project, Modera Needham, which was approved in 2013, generated a total of 136 units, 34 of which are affordable. All of these 137 affordable units are now occupied or in the process of being leased. These projects put the Town at a 12.61% level of housing affordability, per the state's Subsidized Housing Inventory.

Based on recommendations that were presented in a report on barriers to senior-friendly housing and transit in Needham, the Town prepared a draft zoning bylaw to allow Accessory Dwelling Units to promote greater diversity in Needham's housing stock. The Planning Board presented the key components of the draft Accessory Dwelling Unit Bylaw and entertained a number of comments at a public hearing held on January 29, 2019. The Board met on February 19, 2019 to review public comments and discuss changes to the proposed bylaw for inclusion in the warrant for the upcoming spring Town Meeting.

The Town of Needham continues to work with the Needham Housing Authority (NHA) on its plans to pursue redevelopment or new development as part of its existing properties. The Town has supported these efforts by facilitating several off-site retreats as well as drafting a Request for Proposals to hire a development consultant to prepare a facilities master plan. This plan has recently been completed, and the NHA is meeting with local boards and committees to present

its recommendations and obtain feedback. NHA has also applied for Community Preservation funding to move forward on implementing parts of the plan.

The Town of Sudbury has a few projects developing for future years. The Coolidge Phase II will begin construction in FY19 with completion expected in FY20. The project is the second phase of The Coolidge at Sudbury and will consist of 56 one-bedroom units restricted to households with at least one member who is at least 55 years old, of which two units will be HOME assisted. The Coolidge Phase I was a fully occupied 64-unit affordable rental development completed in 2014 that is also restricted to households with at least one member who is 55 years or older.

The City of Waltham Inclusionary Zoning Ordinance requires at least 10 percent of units in residential developments with 8 or more dwellings to be affordable to households at 80% of the Area Median Income. The City Council is amending the Inclusionary Zoning Ordinance to provide for households at 60% of the Area Median Income. Project Scoping has begun on the rehabilitation of 59 elderly units at the Waltham Housing Authority's Beaverbrook Apartments. Both HOME and CPA funds will be utilized in this project.

Watertown will continue work to create the assessing, taxation financial infrastructure necessary to implement the Community Preservation Act, and to set up a CPA Committee. Strategy 2.2 of Watertown's 2014 Housing Production Plan recommends the Town "analyze industrial and Pleasant Street Corridor zoning districts to identify areas more appropriate for mixed use and/or multi-family development..." In 2015, the Town changed the zoning in the Pleasant Street Corridor to incentivize mixed use. In 2018, two mixed use apartment projects were approved in the Corridor by Special Permit.

The Town of Wayland will continue to make progress on efforts to sell River's Edge, a town-owned parcel on Route 20. The site represents an extraordinary opportunity in Wayland, with zoning in place to build 188 multi-family residential units in primarily three to four story buildings. The Wayland Planning Board sees this project as a unique opportunity to build attractive, higher density housing for which there is demand. The project also meets Commonwealth goals, including Smart Growth principles by transforming abandoned municipal industrial property into attractive affordable housing. Wood Partners was selected as the developer for this project through a public procurement process in 2016, a Land Agreement was signed in 2017, and the Planning Board reviewed the final site plan approval in 2018. Recently, the Town received a \$2.4 million MassWorks Grant for water infrastructure improvements for this project.

One Year Goals for the Number of Households to be Supported (By Population Type)	
Population Type	Number of Households
Homeless (units reserved for homeless individuals and/or households):	46*
Non-Homeless (for all units NOT reserved for homeless individuals and/or households):	140
Special-Needs (units reserved for households that are not homeless but require specialized housing or supportive services)	28
Total (Consortium-wide) >>>>	214

NOTE: Units that are acquired and rehabilitated are only reported once under either rehabilitation or acquisition
 *Three of the units designated for homeless households are also ADA accessible units in Newton's Haywood Housing project

One Year Goals for the Number of Households Supported Through (By Program Type)	
Program Type	Number of Households
Rental Assistance (for programs such as TBRA and one-time payments to prevent homelessness):	125
The Production of New Units (construction of new units, including conversion of non-residential properties):	61
Rehab of Existing Units (including reconstruction):	22
Acquisition of Existing Units (for programs such as downpayment assistance):	0
Total (Consortium-wide)>>>>	208

NOTE: Units that are acquired and rehabilitated are only reported once under either rehabilitation or acquisition.

AP-60 Public Housing - 91.420, 91.220(h)

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

As of January 2019, the Newton Housing Authority (NHA)'s social services program evolved into a new department called the Resident Services Department. Currently the NHA is in the process of hiring another full-time social worker. This additional position will be another concrete step in growing and expanding the resident services within the NHA as an agency which will indirectly benefit the health and social welfare of the City of Newton community. In conjunction with CDBG funds and Perpetual Benevolent grant funding, the Resident Services Department aims to meet the changing needs of NHA's tenant population. In response to the societal shift toward aging in place, the department strategically develops programs that promote two core objectives: supporting healthy aging and building a sense of community within an environment of caring and dignity.

The Newton Housing Authority Resident Services Department promotes the objectives of healthy aging and community building by targeting its programming in the following three focus areas: reducing social isolation in older adults and persons with disabilities through recreational activities; providing activities focused specifically on health and wellness; and administering on-site staff clinical and case management support. Issues that have been addressed by the department include: eviction prevention, crisis intervention, social isolation, fuel assistance, loss of public benefits, referrals, and linkages to community supports.

The City has also awarded conditional approval of CDBG funds to Newton Housing Authority's (NHA) Haywood House project, which will create 55 new affordable rental units for seniors. The income eligibility will range from 30% AMI to up to 99% AMI. Three of the units will be fully accessible and four units will be designated for households that have been homeless or are at risk of homelessness. The project will also include two elevators and community space for supportive services. The NHA received their Comprehensive Permit in July 2018.

Capital needs are assessed at all NHA properties annually and emergency and preventative maintenance is used to address needs as they arise. The CDBG Housing Rehabilitation program funds are also available as applicable for improvements and emergency repairs for eligible Newton Housing Authority properties.

Consortium Communities

In FY20 (FFY19), the Bedford Housing Authority will continue its social service program to connect families to the resources necessary to stabilize their living situation and improve their quality of life. The program will provide financial literacy education, skill training, career coaching, and other support services to a maximum of 15 low-income households currently residing in Bedford

Housing Authority units.

Over the past 6 years, Belmont Town Meeting has approved over \$1,000,000 in CPA funding for public housing projects, primarily for electrical upgrades to the Belmont Village, the Belmont Housing Authority's family oriented housing development. Having secured an additional CPA grant of \$173,200, the Housing Authority will look at the feasibility of affordable housing development opportunities at one of its Sherman Gardens developments.

In FY19 (FFY18), the Town of Brookline began working with the Brookline Housing Authority (BHA) on a multi-year Strategic Preservation Initiative. This project will take advantage of HUD's Rental Assistance Demonstration Program as well as federal and state tax credits and state and local subsidies, to rehabilitate and preserve 438 units of affordable public housing units in six different properties. In FY20 (FFY19) the BHA will begin construction on Phase 1, a 100 unit property serving low- and extremely low-income seniors. The BHA also hopes to obtain funding commitments and begin construction on the first of its Phase II projects, a 99-unit senior property. The second project of Phase II, 90 Longwood Avenue, may require municipal financial support in addition to state and federal sources, which would include HOME funds.

In FY20 (FFY19) the Concord Housing Authority plans to start development of one unit of family rental housing under the Department of Housing and Community Development LIP Program on town-owned land.

The Framingham Housing Authority (FHA) is planning a major overhaul of its housing portfolio that will require HOME funds once the financing is in place. The city supports this initiative as the FHA works to secure all the funding necessary for the project. Once all funding is assured, the Community Development Department will work with the HOME Consortium to conduct an underwriting review before subsidizing the project with HOME funds.

In FY20 (FFY19) the Lexington Housing Authority plans to complete the HOME-funded renovations at Pine Grove for its five public housing units.

The Natick Housing Authority (NHA) successfully rehabilitated 6 Plain Street with HOME funds in FY17 (FFY16) and is nearing completion on the successful rehabilitation of the Coolidge House. New leadership at the NHA is assessing current conditions at all properties owned by the agency and developing comprehensive renovation plans using funds from all sources, including the HOME program.

Though not yet ready for funding in FY20 (FFY19), the Town of Needham continues to work with the Needham Housing Authority (NHA) on plans to potentially redevelop existing properties or

develop new units on NHA-owned property. The town assisted the NHA to plan and facilitate three retreats to discuss potential modernization, redevelopment, and new development efforts in more detail. The town also helped the NHA prepare a Request for Proposals to secure professional services to assess the feasibility of various projects through a facilities master plan. Needham continues to hold Community Preservation funds in reserve for the support of such a project.

Available HOME program income will be allocated to the Waltham Housing Authority in 2019 for the rehabilitation of the Beaverbrook Elderly Apartments. The 59 unit complex rehabilitation will include the renovation of two one-bedroom units into fully accessible apartments, a new roofing system, kitchen renovations, and ADA improvements site wide.

In Watertown, to ensure that applicants, tenants, and participants have meaningful access to services, programs and activities, the Housing Authority will adopt and implement a new Language Access Plan for those that may be limited in their English proficiency.

In FY20, the Wayland Housing Authority, working with the Wayland Housing Trust, is planning to perform property management responsibilities for the newly-affordable unit at 11 Hammond Road.

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

The Newton Housing Authority residents are involved in the Public Housing Authority Plan and capital needs identification process through annual tenant meetings and communication with the Resident Advisory Board.

The Newton Housing Authority does not participate in any homeownership programs. However, information about new homeownership opportunities created through the City of Newton Homebuyer Assistance program will be disseminated to NHA tenants.

Consortium Communities

In Bedford and Lexington residents gather monthly in the community building for a social event.

The Belmont Housing Authority rotates its monthly meetings amongst its developments in order to give residents an opportunity to be heard by the Commissioners. Additionally, at least one resident sits as an advisor to the Board of Commissioners and helps ensure that residents' concerns are addressed by the Commissioners.

In Brookline, as an affordable homeownership unit becomes available through turnover, the

town's Housing Division manages this resale process and engages in extensive outreach and a lottery process. Public Housing tenants interested in homeownership opportunities are notified through the Housing Authority or by signing up for the town's affordable housing listserv. A number of public housing tenants have taken advantage of these opportunities in the past.

In Framingham, the city's Community Development Department works closely with the Framingham Housing Authority to ensure that all residents are aware of the opportunities created by HOME funds through newsletter and email communications. The Community Development Department's newsletter provides information on homeownership, rental, employment, Section 3, community development, committee meetings and more. This regular outreach has been a successful way of connecting FHA residents to the TBRA program and other municipal services.

The Natick Housing Authority recently hired a new executive director after the existing director retired. The new director is reviewing the Authority's policies regarding tenant management and homeownership.

Waltham residents may participate in the management and operations of the WHA. The WHA is required to have one of its residents sit on its Board of Governors. That person has one of five votes to determine policy and procedures for the WHA and presumably represents residents' interests in the decision-making process. Additionally, the WHA maintains a Resident Advisory Board, comprised of federal public housing residents and Section 8 participants. This Board meets twice a year to discuss proposed capital improvement projects and the application of federal funds. At these meetings, the residents have an opportunity to make proposals regarding the use of funds for the needs of the residents. Finally, the Board of Governors provides an opportunity for residents to address the Board at monthly meetings by setting aside some time on the agenda for discussion of resident issues. Resident associations are encouraged to attend the meetings and bring forward any residential community issues. The Mayor conducts separate public meetings with Public Housing Authority residents to seek input on their current housing needs and insight on unaddressed maintenance and safety concerns.

The Watertown Housing Authority has an active Tenant Association and Resident Advisory Boards (RABs) in the family and elderly developments. The Authority communicates all capital needs plans and operational issues to all the resident groups. The Authority is also a member of the Massachusetts Learning, Employment and Assessment Program to enhance resident employment and life skills.

The Wayland Housing Authority works to facilitate tenant participation in WHA operations. The WHA continues to encourage tenant participation in newsletters and the tenant handbook. Staff

meets with tenant groups on a regular basis or as needed, and tenants serve on the WHA board.

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

Not applicable. No PHAs in the Consortium have been designated as “troubled.”

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

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

- 1. Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**
 - Continue to Allocate Emergency Solutions Grant funds for a Street Outreach Program and Allocate Additional Funds towards Homelessness Prevention

Consistent with existing needs, HUD priorities, evaluation of ongoing programming, and CoC recommendations, Division staff and former BNWW CoC local providers have prioritized Homelessness Prevention activities during FY20 (FFY19). The city will continue to allocate Emergency Solutions Grant funding for Homelessness Prevention within the BNWW CoC geography. Homelessness Prevention is an effective method to avert homelessness and has proven to be successful over the past several years. At this point-in-time, two local agencies, the Second Step and Brookline Community Mental Health Center, are slated to implement Homelessness Prevention activities during FY20.

Street outreach was not recommended for funding, however, Division staff, in combination with local providers, prioritized increased Homelessness Prevention resources.

- Implement, Evaluate, and Adapt the Continuum of Care's Coordinated Entry System

BNWW CoC agencies integrated within the BoS Coordinated Entry System. Efforts were undertaken to ensure integration by April 1, 2017, including coordination of training held at Newton City Hall on March 16, 2017 with CoC agencies to discuss the BoS Coordinated Entry process, Vulnerability Assessment tools, and referral requirements. Since joining the BoS, local B-N-W-W area providers have assisted approximately 50 individuals to become permanently housed as a result of Coordinated Entry.

The BoS Coordinated Entry System provides a mechanism for housing the most vulnerable persons first, effectively focusing resources on those with the greatest need. Each provider within the CoC is able to conduct a comprehensive assessment of an individual, make the appropriate referral(s) to efficiently connect them with safe housing and/or the appropriate services, design individualized strategies accordingly, and better understand homelessness in the Continuum and across the Commonwealth.

Consortium Communities

The Brookline Community Mental Health Center (BCMHC) is the key agency providing support and assistance to homeless persons. The Center runs the Brookline Safety Net Program that can provide financial assistance to households facing an emergency that might result in homelessness. In addition they connect homeless persons with shelter and/or services and therapy.

In FY20, Framingham's Community Development Department will continue to focus on a local homelessness initiative that began in FY18. The effort has brought together representatives of local nonprofit agencies, municipal and state officials, the Massachusetts Housing Alliance, Boston Medical Center, and the Massachusetts Department of Housing and Community Development with the goal of offering insight into resources that reduce homelessness. The Community Development Department then utilizes those resources to assist residents and clients that come to the office seeking assistance. Additionally, city staff collaborate with organizations such as SMOC, Advocates and Wayside Youth and Family Support Network, to offer appropriate services.

The Natick Affordable Housing Trust will continue to use municipal funds to provide emergency hotel vouchers to individuals who become homeless unexpectedly in FY20.

The Waltham Police Homeless Task force (HTF) is a team comprised of members of the Patrol Division that serve as a liaison and vital resource to the city's growing homeless population. They meet monthly as part of the Homeless Assistance Coalition and they lead the annual Point In Time Count in the city in co-operation with the Housing Division. The HTF also assists with nightly supervision of 35 homeless persons at the Bright School Warming Shelter. The shelter is open during inclement weather from December through March. The City of Waltham has employed a full time outreach worker in the Health Department to identify and assist with the homeless population. This position works with the Community Day Center and the HTF in evaluating the chronic homeless and connecting them to the resources they need to become stably housed.

The Wayland Community Fund, is a charitable committee established in 1997 that provides short-term, emergency financial assistance to Wayland residents. Emergencies include utilities, rent, medical needs, clothing, and food vouchers. The Town of Wayland and BayPath Elder Services provide an Elder Nutrition Program that enables local elder agencies to supply nutritious meals

to senior citizens. The town also has volunteers that deliver approximately 50 meals per week.

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

- Review Shelter Services Allocation from the Emergency Solutions Grant

The US Interagency Council on Homelessness and the Balance of State, have established strategic goals to end and prevent homelessness, particularly to veteran, family, youth and chronically homeless populations. Division staff utilizes ESG funds for various shelter services, including those for survivors of domestic violence and men's and women's emergency shelters. The Second Step, REACH Beyond Domestic Violence, and Middlesex Human Service Agency provide critical emergency and transitional housing for the BNWW region. ESG funds are also awarded to the only day shelter in Waltham, Community Day Center of Waltham, which provides food and case management, in addition to access to outside counseling, legal services, and referrals to appropriate service providers. This funding source serves as a valuable resource for these emergency shelter providers, especially since those types of projects are not eligible to receive McKinney-Vento Act funds. The Pine Street Inn, though not funded by ESG, also operates several projects within the CoC and manages an experienced outreach team that engages those unable or unwilling to use a shelter. Pine Street Inn staff provides these individuals with referral information, food, clothing, hygiene products, and blankets.

The BoS, in coordination with several agencies from former BNWW CoC, completed the 2019 Point-in-Time (PIT) Count on January 30, 2019. In the Brookline-Newton-Waltham-Watertown geography, a total 210 homeless individuals were counted in emergency shelters, 46 homeless individuals were counted in transitional housing programs, 157 formerly homeless were counted in permanent housing programs, and 45 homeless persons were counted as unsheltered. A total of 1,499 individuals in emergency shelters, 238 homeless persons in transitional housing, 1,495 formerly homeless individuals in permanent supportive housing programs, and 181 unsheltered homeless people were counted throughout the entire BOS service area. Division staff also carefully evaluates the appropriation of ESG funds towards the homelessness prevention and rapid re-housing components of the ESG program, which can help reduce the number of families and duration of homelessness. Although there is a clear need and benefit of providing the shelter services, the CoC must strive for permanent housing stability in order to effectively end homelessness.

- Issue additional tenant-based rental voucher(s)

In FY15 (FFY14), the city inaugurated the Tenant-Based Rental Assistance Program (TBRA), with three households selected for participation. Under this program, the funds have provided rental

subsidy and support services for income-eligible households currently living in the Commonwealth's overflow emergency shelters and working with the Metropolitan Boston Housing Partnership (MBHP). The program, in its current format, has neared its end, but the Division will reconsider restructuring TBRA moving forward.

Consortium Communities

In FY19, Framingham's Community Development Department hosted a workshop where the Massachusetts Department of Housing and Community Development (DHCD) presented on the resources available to any agency working to fill emergency shelter and transitional housing needs. This was a helpful step to bridge the gap in services that was created when DHCD removed its emergency shelter coordinator due to a workforce reduction. At this workshop, DHCD's field director coached local agencies on documentation and other requirements for expediting access to services. The Community Development Department also makes referrals to the Family Resource Center and Tempo Young Adult Resource Center. Both agencies help clients with the applications for emergency shelter and transitional housing through DHCD.

The Natick Affordable Housing Trust partners with the Family Promise program to transitionally house formerly homeless families in local churches, and, beginning in 2019, at the affordable duplex the Trust is developing at 299 Bacon Street in Natick. The Natick Community & Economic Development Department also assisted Family Promise with permitting the renovation of the organization's new social service facility in Natick Center. Additionally, the Trust uses town funds to provide emergency hotel vouchers to individuals who become homeless unexpectedly.

For the fourth consecutive year, the City of Waltham manages an overnight warming center for men and women aged 18 and older. The warming center is open from December through March between the hours of 7:30 pm and 7:00 am on days when the temperature reaches 32 degrees or below, or in the event of inclement weather like snow or freezing rain. The Housing Division provides Tenant-Based Rental Assistance to the homeless that are referred through the program's supporting agencies. The Housing Division and the referral agency work with the applicant through the application process and the TBRA rental contract to help the applicant(s) become self-sustaining.

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

homeless again

a. Shortening the period of time that individuals and families experience homelessness

ESG funding will continue to target Homelessness Prevention and Rapid Re-housing activities to quickly connect individuals and families with the support they need to exit homelessness and achieve housing stability. Aligning with HUD and city priorities to provide early interventions to prevent homelessness, additional funding has been allocated to Homelessness Prevention during FY20 (FFY19).

City staff and the BoS will continue to assess the challenges of the existing rental market within the neighboring communities of Brookline, Newton, Waltham, and Watertown to determine the feasibility of scaling up this approach through local partnerships.

b. Preventing individuals and families who were recently homeless from becoming homeless again

- Utilize Emergency Solutions Grants for Homeless Prevention and Rapid Rehousing
- Educate service providers and CoC communities about available funds

In addition to Rapid Re-housing, the Division will also utilize ESG funding for Homeless Prevention to reduce the number of individuals and families who are evicted from housing. These funds provide the financial resources to keep at-risk households housed, as well as the supportive services to help stabilize the household and ensure successful tenancies.

- Research and disseminate best practices for working with at-risk populations
- Identify and engage job training and employment services providers

A central goal of the City of Newton, Balance of State, and federal partners is to reduce the number of individuals and families becoming homeless through the provision of appropriate supportive services and financial assistance. Engaging stakeholders and community organizations will assist in accomplishing this goal. Key partners will be necessary to ascertain and ensure that critical services are available to adequately engage in the prevention of homelessness and to comprehensively support previously homeless individuals and families experiencing community integration issues. Enforcement of ESG policies and procedures will supplement these efforts, through the promotion and access of mainstream services with particularly at-risk households.

c. facilitating access for homeless individuals and families to affordable housing

units

- Finalize and Review Housing Strategy to identify sites for permanent supportive housing

Following the directive of the United States Interagency Council on Homelessness (USICH) and the BoS's Ten-Year Plan to End Homelessness, the city's Department of Planning and Development is focused on developing permanent affordable housing integrated with supportive services. The Housing Strategy, completed in 2016, identified potential sites and strategies for the development of permanently affordable housing. An underutilized, 16,900 square foot city parcel, located at 160 R Stanton Avenue, was one of those sites selected specifically for the creation of nine to twelve units of non-age restricted permanent supportive housing for chronically homeless adults with disabilities.

The City of Newton has made significant progress in these efforts. The city issued a Request for Proposals for the development of permanent supportive housing units for chronically homeless adults with disabilities at 160 R Stanton Avenue in September of 2017. 2LifeCommunities, formerly Jewish Community Housing for the Elderly, was selected as the developer, and will continue to advance development efforts in FY20. The new development will add approximately sixty-eight one-bedroom units to the 199 unit complex: fifty units will be income-restricted, and eight units will be unrestricted for seniors, with nine units set-aside for chronically homeless individuals with disabilities (the remaining unit will be reserved for a resident manager). 2LifeCommunities received a Chapter 40B Comprehensive Permit in December 2018 and was invited by the Commonwealth to apply for low-income tax credits in the 2019 funding round.

Additionally, the BoS will facilitate a BNWW area needs assessment in FY20 (FFY 19) to get feedback from local providers, direct care workers and constituents regarding housing and homeless needs. The initiative will culminate in a report that can complement ongoing planning efforts.

- Prioritize existing beds for chronically homeless individuals

CoC recipients of federal McKinney-Vento Act competition funds continue to prioritize existing permanent supportive housing beds for chronically homeless individuals upon turnover whenever possible. Pine Street Inn, Advocates, and Vinfen currently oversee twelve of these beds in Newton. Additionally, 2Life Communities' Golda Meir expansion will support these efforts with nine units being set-aside for chronically homeless adults.

Consortium Communities

The Bedford Youth and Family Services works with Bedford residents who are receiving public assistance and may be at risk of losing housing by providing information about counseling, food stamps, fuel assistance, or TAFDC, and emergency financial assistance. The veterans' agent works closely with the Department of Veterans Affairs and provides state financial and medical (Chapter 115) benefits to an average of 50 veterans, over half of whom have been previously homeless and now reside in VA housing.

The Town of Belmont's Fire and Police Departments work on an individual basis to assist homeless persons in finding emergency shelter. Additionally, the Office of Community Development, Health, Fire and Police Departments work collaboratively to identify at risk households and assist them in seeking housing assistance. The town's veteran's agent and social work coordinator also connect at-risk individuals with housing, mental health, and other social services.

The Town of Concord's community services coordinator and the Health, Fire, and Police Departments work on an individual basis to assist homeless persons in finding emergency shelter and transitional housing, while also working together to identify any at-risk households or individuals and assist them in seeking services. In addition, Concord works with regional resources when there are homelessness issues resulting from a home foreclosure.

The Lexington Youth and Family Services Department collaborates with town departments and community-based youth and family service providers to provide information and referral, case management services, as well as needs assessment and service coordination, for mental health and emergency financial assistance.

In Framingham, the Fair Housing Committee organizes public forums on housing rights and education for residents. Recently the committee began meeting with community residents living with chronically complex housing challenges. The director of SMOC's rental assistance program is a member of the Fair Housing Committee. After the meetings, which are held in the form of testimonies by guests to committee members, the director follows up with the participants by making referrals to housing, employment and other social services in the community. Once participants find housing, the department connects them with the TBRA program to assist with security deposit and first/last month's rent.

The Massachusetts Department of Developmental Services provides 38 units of housing in Natick. Most of these units are occupied by persons with mental and/or physical disabilities.

The City of Waltham allocates CDBG and Municipal Housing Trust funds for homelessness prevention through an emergency assistance program. Individuals and families facing homelessness due to rent or energy billing arrears, or other unforeseen circumstances, are able to apply for financial assistance in order to prevent homelessness. The HOME TBRA program provides rental assistance to homeless with supportive services through local agencies and the Waltham Police Homeless Task Force. The city has contracted with the Charles River Community Health Center to provide intake screenings on Waltham's most vulnerable residents. Intakes include behavioral screening, initial counseling, support and placement in a facility adequate for the condition of the client. HOME TBRA also provides the upfront costs of a security deposit and first month's rent, enabling low-income households to obtain permanent housing by removing this financial obstacle.

The Sudbury town social worker manages the HOPE Sudbury applications that provide a range of homeless prevention services, including: grants toward rent to prevent evictions, landlord mediation, budgeting education, and information referrals.

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

During FY20 (FFY19), the city will advance the Housing Strategy that has defined the approaches and actions necessary to enable Newton to reach its goal of achieving a minimum of 10% of Newton's housing stock affordable to low- and moderate-income households by 2021. This includes substantial progress to the development of nine units of restricted permanent supportive housing for chronically homeless adults with disabilities. An RFP for 160 R Stanton Avenue, an underutilized, 16,900 square foot city parcel, was released in late FY18 (FFY17). 2LifeCommunities, the chosen developer, has steadily continued the development process securing a Comprehensive 40B permit in December 2018 and applying for Low Income Housing Tax Credits in DHCD's spring 2019 funding round.

Additionally, a robust ESG program that appropriately targets homeless prevention and rapid re-housing programs will provide vulnerable individuals and families with critical resources to avoid crisis and stabilize. ESG recipients and CoC providers work closely with the Massachusetts Department of Children and Families (DCF) and the Massachusetts Department of Mental Health (DMH) on discharge policies for youth and clients of DMH. Brookline Community Mental Health Center develops individualized service plans and transition plans for Transition to Independent

Living Program participants (ages 16-22). Youth are routinely discharged to reunify with their families or to another housing option if the youth's age permits or if reunification is not possible. The Community Day Center of Waltham also coordinates closely with the Newton-Wellesley Hospital and neighboring police departments to assist extremely vulnerable, homeless and at-risk clients in stabilizing and accessing critical resources.

The BoS will be a key partner in fostering relationships with facilities potentially discharging participants to homelessness, establishing a far-wider continuum and network of services. These services range from safety and basic needs at the emergency shelter level, to case management and daily living skills at the transitional and supportive housing stage, and finally to sustainable community integration through permanent housing.

AP-75 Barriers to affordable housing - 91.420, 91.220(j)

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

As in many other communities throughout greater Boston, one of the biggest challenges to the development of affordable housing in Newton is the zoning ordinance. While reasonable regulation of new development is important and to be expected, it is essential that the city closely examine its ordinances for potential obstacles to affordable housing development. Particular zoning and other city policies that have the potential to limit affordable housing include the following:

- Existing multi-family permitting processes. In Massachusetts, either a special permit or a comprehensive permit under Chapter 40B is typically required to create any multi-family housing (i.e. more than two units). These processes add time and cost to developments that could otherwise more easily create affordable housing units, and the process can become controversial.
- Accessory apartment zoning. Accessory apartments are often more affordable to rent because they tend to be smaller, but the process for approval of these units is complicated and typically requires a special permit. It is estimated that there are 1,000 illegal accessory apartments in the city, all of which have not been properly inspected for compliance with the Massachusetts State Building Code and may pose serious health and safety concerns for occupants. Recently the city's zoning ordinance was amended to streamline the permitting of illegal accessory apartments which can be proven to be pre-existing from 1999, if they can be made code compliant. In April 2017, the city adopted the Accessory Apartment Ordinance which allows internal accessory apartments by-right in all Newton single and two-family homes.
- Lodging House Zoning Ordinance. In a lodging house, the lodger rents a rooming unit that is typically a bedroom, including a seating area. The lodger has access to, but not responsibility for, shared cooking and bath facilities with others in the house. They rent their rooming unit directly from the lodging house operator, who maintains the common areas, including the kitchen and bath. A lodging house tends to offer a more affordable living situation than a traditional rental apartment. Lodging houses are an allowed use by special permit in all multi-family districts of the city. Although lodging houses are defined, no standards for the structure or operational requirements are included in the city's

zoning or other ordinances. Since spring 2017, the city has been working to develop a proposed set of standards by which to regulate not only the formation of a lodging house, but also the continued operation of a lodging house. The new lodging house amendment specifically allows lodging houses above ground floors in BU1, BU2, BU3, BU4, MU1, MU2, MU3, and MU4 districts.

- Procurement policies. The city's procurement policy for affordable housing projects that utilize CDBG and HOME funds can increase overall project costs and the upfront time required to develop plans and specifications. The city may explore changes to the policy that could mitigate this barrier while ensuring fair and open competition.

In recognition of these existing barriers to the development of affordable housing, Division staff, along with staff in the Long Range Planning Division, intend to focus on the following programs and topic areas in the upcoming year.

Zoning Reform

In FY20 (FFY19), the city will continue to pursue amendments to the existing Inclusionary Zoning Ordinance in an effort to further leverage private development to create affordable housing. The city also intends to revise its zoning to increase permitting flexibility and development incentives for affordable housing. Potential zoning revisions include: adopting controls which are less reliant on special permits or 40B approvals; facilitating both new development and the adaptation of existing housing to better serve needs of older and disabled residents; rewarding the provision of more affordable housing than the required share of affordable units, or rewarding developments incorporating such provisions as "accessibility" and "visitability." These measures will build on the city's efforts to further support housing choice in Newton.

In addition to pursuing amendments to the Inclusionary Zoning Ordinance, the city will seek additional regulatory changes in FY20 (FFY19) through the city's Council's Zoning Redesign Project. Zoning Redesign was initiated in 2011 and Phase One of the project was completed in 2015. The initial phase successfully reorganized the existing ordinance, making it easier to understand and interpret.

Phase Two of the Zoning Redesign Project will create a new, context-based zoning ordinance that provides guidance and rules for the development and redevelopment of land in Newton. Context-based means the new zoning will sustain the city's existing development forms, reflect the building patterns of Newton's different neighborhoods and village centers, and allow new growth to occur in appropriate places and at appropriate scales. The Zoning Redesign Project intends to bring more predictability to land use regulation and the permitting process. Objectives of this project as they relate to housing include incorporating fair housing requirements, definitions, and

standards; directing multi-family and mixed-use development to transit and job-oriented locations; permitting a range of neighborhood scaled, multi-family building types; and strengthening the ordinance to better meet the vast and diverse housing needs of Newton today, including encouraging and supporting the development of more affordable units throughout the city.

Expansion of the Homeowner Rehabilitation Program

Over the past year, the city has expanded the Housing Rehabilitation program to better assist residents residing with the Newton Housing Authority and other nonprofit housing organization projects. Previously, allowable work was limited solely to accessibility improvements but will now permit projects to more comprehensively address critical repairs for health and human safety. The city also expanded the Housing Rehabilitation program to existing accessory apartments and lodging houses that require repairs to ensure resident health, safety, and building code compliance. The Housing Rehabilitation program guidelines will be revised in conjunction with the recent adoption of the Accessory Apartment Ordinance and the Lodging House Ordinance. Rental income from accessory apartments can help low- and moderate-income owners make mortgage payments and also offer “naturally affordable” small housing units for low- and moderate- income renters that are identified in the FY16-20 Consolidated Plan’s Needs Assessment as a means toward encouraging diversity in the city’s housing stock.

Fair Housing

Actions anticipated for addressing concerns regarding fair housing include the following:

- The city continues to advance the redesign of its current zoning ordinance, the most comprehensive revision to its zoning in decades. Division staff and the Fair Housing Committee (FHC) will actively ensure that proposed zoning changes support the city’s goal to affirmatively further fair housing and avoid creating disparate impacts to protected classes.
- As the deadline for submission of Assessment of Fair Housing has been suspended, the city and WestMetro HOME Consortium will embark on the development of the 2021-2025 Regional Analysis of Impediments. Consistent with the Fair Housing Act and Fair Housing Planning Guide, the city, in combination with the HOME Consortium and FHC, will conduct an updated Analysis of Impediments to Fair Housing Choice (AI) that will outline meaningful actions to overcome the effects of identified impediments.
- The city seeks to ensure that consideration of fair housing goes beyond regulatory minimums in order to implement the city’s documented fair housing development goals and objectives. The Fair Housing Committee assisted the city in developing the Fair Housing Project Consideration Tool for staff to utilize during project review. The tool goes

beyond the reach of regulatory measures as city staff evaluate applicable housing development projects for consistency with fair housing goals and policies as outlined in the FY16-20 Consolidated Plan. All evaluations will result in a statement that “the objectives of the city’s Consolidated Plan, including fair housing, have been considered in this review.”

- Information designed to guide the public and developers on the process for developing affordable housing and Comprehensive Permit projects in Newton will continue to be available on the Planning and Development Department website. The webpage details the city’s fair housing policy and obligation to affirmatively further fair housing.
- The city’s Fair Housing Statement is posted on its website. This Statement is also available in written documents through city departments, venues, sponsored events, activities targeting abutters of pending development, and zoning related actions affecting housing. At community meetings related to pending housing developments, the city will continue to inform the public of the city’s responsibility to affirmatively further fair housing, disseminating in writing, the City of Newton’s Fair Housing Statement. The city will include the US Department of Housing & Urban Development’s (HUD) Fair Housing logo on all pertinent housing documents.
- The city and FHC will continue efforts to plan for informative and meaningful fair housing programming, striving for a minimum of one event and one outreach campaign annually. Training will be provided on an annual basis to city councilors, city staff, community partners, the general public and others involved in activity related to the provision of housing. Presentations may include a variety of topics such as disparate impact and fair housing principles. Additional events and outreach will be undertaken if circumstances support these efforts.
- The city’s fair housing complaint process is driven by the Newton Human Rights Commission. The Human Rights Commission is authorized under the City of Newton Ordinance to consider claims of discrimination related to housing in Newton that are filed within 300 days of occurrence. The Commission acts as a neutral party which receives and investigates complaints, and ensures proper referrals, if necessary. Complaints can be filed to the Commission in person, through an online discrimination reporting tool, or in written form. The city, and Division staff are working to improve and streamline this tool for increased accessibility, once finalized, city staff and the FHC will promote this resource, particularly to individuals and families of protected classes, in an effort to report and stem potentially discriminatory actions. Division staff will also encourage nonprofit

housing providers to report similar acts of discrimination and enforce responsiveness consistent with city policies to address discriminatory matters.

- Additionally, the city progresses on efforts to create nine units of restricted permanent supportive housing for chronically homeless adults with disabilities. The priority parcel, 160 R Stanton Street successfully underwent the city's disposition and procurement process. The developer, 2Life Communities, formerly Jewish Community Housing for the Elderly, conducted an extensive public engagement process to expand the 199 units of affordable senior housing at Golda Meir with 68 new affordable rental units. The project received its Comprehensive Funding (40B) Permit and has been invited to compete in the current state funding round for Low Income Housing Tax Credits (LIHTC), DHCD Affordable Housing Trust, and Innovation and Stabilization Funds.

Consortium Communities

In June of 2015, the City of Newton and the WestMetro HOME Consortium submitted its Regional Fair Housing Plan for the years FFY2015-2020.

The biggest barriers to affordable housing in Belmont are the ever escalating housing costs and severe lack of unimproved property. The Town of Belmont adopted its Housing Production Plan (HPP) in March 2018 and it was approved by the State's Department of Housing and Community Development shortly thereafter. Two of the HPP's primary goals are increasing senior and family affordable housing. Strategies to achieve this include: amending the zoning bylaw to increase density in the commercial areas, using public property for affordable housing, advocating the development of under-utilized industrial and commercial properties, and encouraging residential development. Recently Town Meeting approved several tax reductions for seniors and persons with disabilities to reduce housing costs for these populations to enable them to remain in their home longer. The Housing Trust and the Planning Board are working collaboratively to update the town's Inclusionary Housing Bylaw.

The Town of Bedford also completed its Analysis of Impediments to Fair Housing Choice in 2013, which outlined five key barriers to affordable housing: lack of accessory apartments; monitoring and maintenance; density and cluster developments; and parking. Town staff will continue to examine the Accessory Apartment Bylaws to determine how to increase the number of accessory units. Staff will work with the Regional Housing Services Office (RHSO) to fulfill monitoring requirements, as well as seek out additional affordable housing opportunities to create units within existing zoning guidelines. Finally, staff will review zoning bylaws to gain a better understanding of the impact of parking standards on affordable housing development, promote

fair housing and encourage the recruitment of minority applicants to town boards and committees.

In 2016, the Town of Brookline completed a Housing Production Plan which was approved by the State's Department of Housing and Community Development. This Plan outlines strategies that the town will pursue to increase affordable housing production. It also identifies specific areas in town that can support additional affordable and mixed-income housing, with a particular focus on underutilized parcels in Brookline's commercial corridors. Brookline will continue to use its zoning bylaw proactively to encourage affordable housing as part of a market-rate project through its Inclusionary Zoning provision. In FY19, the Housing Advisory Board will be undertaking an evaluation of the town's Inclusionary Zoning Bylaw to see if it can be strengthened to increase affordable housing benefits of on-site units and/or cash payment to the Housing Trust. In addition, the Housing Division continues working with the Brookline's Fair Housing Committee. The Committee is committed with the dissemination of fair housing laws, education and a discussion of enhancing fair housing opportunities for all.

Concord continues to work towards addressing identified impediments as documented in the 2013 Analysis of Impediments, the 2015 Regional Fair Housing Plan, and the 2015 Concord Housing Production Plan. Specific actions aimed at addressing the high cost of existing housing and shortage of available land include: working with the Concord Housing Development Corporation to develop Junction Village, an affordable housing proposal on former state land in West Concord; using CPA funding to restore the affordability of units at the Emerson Annex building, when they become available and establish new affordable housing restrictions; assisting the CHDC's Small Grants Program to help low- and moderate-income homeowners make necessary safety and other improvements to their existing homes; and utilizing HOME funds to rehabilitate and improve the accessibility of existing affordable housing units and create new units when possible. The town will also continue to support the work of the Concord Housing Authority and of the Concord Housing Development Corporation wherever possible. The town will encourage development which provides new affordable units dispersed widely throughout the community; consider new Smart Growth legislation and other models for developing housing within the community; encourage mixed-use developments which provide some affordable housing at close proximity to transportation and community services; and, provide guidance and assistance to existing affordable housing homeowners and potential developers in identifying energy efficient programs and incentives to defray the cost of new construction and reduce overall housing costs.

The City of Framingham's Community Development Department targets specific areas for investment to counter past policies that served as barriers to affordable housing. Through this

approach the department leverages public resources such as Framingham’s HOME allocation to enhance housing, street and utility infrastructure and public safety. The Community Development Department also uses these tools to increase private investment, long-term economic vitality, and services in areas that once experienced disinvestment. In addition, the city regularly reviews its zoning ordinances, building codes, fees and charges, to foster growth and housing development.

The Town of Lexington completed its Analysis of Impediments to Fair Housing Choice in 2013. The single largest barrier to fair housing choice in Lexington is its high cost of entry, as a result of the relative scarcity of housing units combined with the high regional demand. Lexington continues to work on zoning ordinances to encourage affordable components and to work in partnership with developers for the creation of affordable units.

Natick faces the barriers of the high cost of construction and high demand for property, which make it difficult to maintain and develop housing that is affordable to a diverse population. There have been several 40B, 40R and local HOOP projects in town which encourage developers to provide affordable housing while developing cost restrictive properties. Natick also promotes zoning bylaws which encourage the further development of affordable housing, including the expansion of 40R and HOOP districts and implementation of inclusionary zoning. Municipal staff is considering how to foster the development of “cottages” to provide low-cost housing in both single-family and multi-family residential zones. In October of 2018, Town Meeting approved an Inclusionary Housing zoning bylaw amendment, which requires at least 15 percent of units in residential developments with two or more dwellings to be eligible for inclusion on the Commonwealth’s Subsidized Housing Inventory. Such housing is mandated by statute to be affordable to households earning at most 80% AMI. The Natick Zoning Board of Appeals also approved a new Chapter 40B Comprehensive Permit application in October of 2018 for Cloverleaf West, a proposed 70-unit apartment complex with 15 apartments affordable to households earning 60% AMI.

Given limited developable property and zoning constraints, the Town of Needham is promoting rental redevelopment projects in primarily commercial areas, where higher densities are more appropriate and where housing can create a “work, live and play” environment. For example, the town worked with developers of property in Needham Crossing, a major business park, to develop a 390-unit project, The Kendrick, through the state’s Local Initiative Program. Another 136-unit Chapter 40B rental development was completed adjacent to Routes 95/128 that includes 34 affordable units. The lotteries have been conducted and the lease-up process is nearing completion for both projects. Another five affordable rental units were created as part of special zoning through an Elder Services Overlay District that requires 10% of all independent

living units be affordable. The town approved a Mixed-Use Overlay District (MUOD) in an area in proximity to Route 128 and Highland Avenue that is appropriate for higher housing densities and mixed residential and commercial uses. THE MUOD mandates the inclusion of affordable housing.

Another Needham initiative involved a grant from the Massachusetts Association of Health Boards for Healthy Aging to conduct an assessment of community conditions and barriers to senior-friendly housing and transit. A major recommendation from this study is to change zoning to allow accessory dwelling units. In response, the Planning Board has prepared an accessory dwelling unit bylaw and will be holding a public hearing to obtain feedback on January 29, 2019.

A recent Needham effort involved changes to the Neighborhood Business District requirements to allow higher densities. The new zoning also increased the level of mandated affordable housing to 12.5% and provided the developer with an option to offer payments in-lieu of the affordable units. These payments would be deposited into the recently established Needham Affordable Housing Trust Fund.

Sudbury completed an Analysis of Impediments to Fair Housing Choice in 2013, and identified three key barriers to housing: zoning, high cost of land, and lack of community support. The Sudbury Housing Authority and the Sudbury Housing Trust work towards addressing these impediments through their efforts and initiatives.

The largest barrier to affordable housing in Waltham is the constant increase in housing costs. While there are public policies to create affordable housing and incentivize affordable housing, a majority of Waltham residents are unable to afford their current housing situation. Funding constraints hinder the city's ability to keep up with subsidizing housing in order to help families remain in their homes and avoid homelessness. Public comments received through general meetings and forums also indicate the town's lack of ability to increase housing stock. Many lots have been built-out throughout Waltham and public comments highlighted the increase in congestion. One of the Community Housing Development Organizations (CHDO) serving the MetroWest HOME Consortium has indicated the largest barrier is the competition for an affordable unit on the open real estate market.

The Assessor's Office actively identifies affordable home ownership units in Watertown, and affirmatively chooses to keep the town's assessment of these units affordable. Watertown Housing Partnership continues to strongly advocate for affordable housing, and a zoning amendment was passed in 2018 to allow assisted living facilities in more areas of town. The town adopted the Community Preservation Act in the fall of 2016. Some of the funding from this local tax is expected to be used to create additional affordable housing.

It is cost prohibitive to create affordable housing in Wayland. Available land for the development of housing is limited and expensive. With minimum lot sizes and no zoning provision for multi-family units, affordable housing is only permitted through Chapter 40B. The Town of Wayland has taken steps to remove these barriers by utilizing town owned land for affordable housing. Examples include the Nike Development, 11 units of owner occupied affordable housing; River's Edge, 190 units of a potential multi-family housing; and Stonebridge Road, four units of affordable housing. Wayland will continue to develop its pipeline of affordable housing to assist low-income households in the purchase and rental of safe and decent housing.

AP-85 Other Actions - 91.420, 91.220(k)

1. Actions planned to address obstacles to meeting underserved needs

Please refer to section AP-35: Projects.

Consortium Communities

Many of the Consortium communities will continue to work with staff, developers, consultants, and property owners to look for affordable housing development opportunities.

The City of Framingham will collaborate with town departments and community organizations such as the Veterans Department, South Middlesex Opportunity Council, Inc., and United Way of Tri-County to disseminate information about the town's security deposit assistance program and down payment assistance program. These programs help families returning to the rental market or exploring the possibility of homeownership.

The City of Waltham will continue to support the Waltham Housing Authority (WHA) with HOME funding to provide a resource for rehabilitation of aging units. By leveraging Community Preservation funds the city and the WHA are able to make substantial improvements to Housing Authority units with an emphasis on improving ADA accessibility. Project scoping has begun on the rehabilitation of 59 elderly units to address accessibility, safety and community improvements.

2. Actions planned to foster and maintain affordable housing

In FY20 (FFY19), the city will pursue a number of strategies to preserve and maintain existing affordable housing units, including administering a Downpayment/Closing Cost Assistance Program to support the resale of existing deed-restricted homeownership units to low-income households; ensuring that rehabilitation and development funds are available to nonprofit owners of affordable housing to preserve the physical integrity of the city's affordable housing resources; and bolstering partnerships and collaborations with community organizations and non-profit housing developers.

Consortium Communities

The 2018 Belmont Town Meeting approved a \$250,000 affordable housing fund to enable the Housing Trust to respond quickly to housing opportunities that arise from time to time. This fund allows the Housing Trust to conduct various pre-development activities without going through the municipal funding process.

The Town of Bedford is assisting the Preservation of Affordable Housing to preserve 96 units of

housing at Bedford Village with \$3,000,000 in Bedford CPA funds. This development was originally funded through the State's 13A program, and the affordability restrictions expired in March 2018.

To foster and maintain affordable housing, the City of Framingham will employ a series of new and in-practice strategies that include the following:

- Leverage HOME funds against other sources.
- Collaborate with the Framingham Housing Authority on new projects.
- Encourage a mix of housing types and uses throughout the city ranging from single- to multi-family housing comprising of varied lots and densities.
- Monitor the subsidized housing inventory for robust housing development.
- Continue the housing rehabilitation program, major renovations with HOME funds and alleviate the pressures in the housing market for households by offering the TBRA program.

3. Actions planned to reduce lead-based paint hazards

Newton's Housing Rehabilitation program currently uses CDBG funding to provide grants to income-eligible homeowners to remove lead-based paint, asbestos, and other health hazards. The program also offers these homeowners zero-interest deferred payment loans to fix building and safety code violations. This successful program will be continued in FY20 (FFY19).

As noted in the Needs Assessment and Market Analysis Chapters of the FY16-20 Consolidated Plan, the reported incidence of lead poisoning is low in Newton and surrounding communities. However, over 80% of housing in the city was built before 1980 and therefore a majority of those units are presumed to have lead hazards. As a result, the city will continue to make lead paint abatement and the removal of asbestos and other such health hazards a priority in the Housing Rehabilitation program. The statistics on percentage of housing in Newton built prior to 1978, when lead paint was banned, are comparable to the statistics for the Consortium as a whole.

These specific lead-based paint hazard prevention and remediation activities are incorporated into the city's housing policies and procedures. The city's Housing Rehabilitation program is marketed to income-eligible homeowners and/or landlords with more than 50% income-eligible tenants to ensure suitable safe living conditions, which is one of the primary tenets of the CDBG program. In addition, once a rehabilitation application is accepted, the city's Housing Rehabilitation and Construction Manager walks through the entire house with the homeowner, not just the area identified by the applicant as needing repair. In this way, staff is able to identify and remediate all unsafe or unhealthy living conditions. Often the issues identified are mental health related (i.e. hoarding, dementia etc.) as well as general physical disrepair. In these cases,

the homeowner can be referred to a social service agency whose staff can appropriately address those other needs as well.

Consortium Communities

Many of the Consortium communities cited MassHousing's *Get the Lead Out* program as an option for residents. For all of the Consortium communities, new affordable construction is free from lead paint.

The Towns of Bedford, Concord and Sudbury operate similar small grants programs that will continue to serve as a financial resource for low- and moderate-income families who need to fund lead paint remediation and other necessary repairs to maintain safe and healthy homes.

The Town of Brookline continues to provide referrals to the State's *Get the Lead Out* program which provides no or low-interest financing to income qualified households for lead abatement. The lead agency in the area is the Urban Edge.

In FY18, the City of Framingham's Community Development Department successfully leveraged HUD-allocated funds against MassHousing's Get the Lead Out (GTLO) dollars to remediate lead hazards from a home with a child under six. This partnership has proven to be a successful strategy for making repairs in a home requiring extensive renovations that could not all be covered through the Housing Rehabilitation program, which has caps on the amounts that can be spent on each property. The department plans to continue this approach of splitting de-leading and other costs between GTLO and HUD funds.

The City of Waltham continues to make lead paint abatement and the removal of asbestos and other such health hazards a priority in the CDBG Housing Rehabilitation program. The use of CDBG funds enables the city to offer deferred de-leading loans to owner-occupiers of multi-family properties.

4. Actions planned to reduce the number of poverty-level families

One of the priorities of the Housing and Community Development program is to fund programs and services for poverty-level individuals and families. According to data from the previous decennial Census (in 2000), 2.6 percent of families and 4.3 percent of individuals in Newton were living below poverty level. These percentages represent 811 families and 3,604 individuals. For the most recent five-year ACS estimate (2010-2014), those figures increased to 3.9 percent and 5.6 percent, respectively, which represent approximately 1,215 households and 4,868 individuals. These numbers are similar to the 2013 estimates, as they were 4.5 and 6.5 percent respectively. The 2018 and 2019 federal poverty guidelines are listed in the following table.

Size of Household	POVERTY GUIDELINES(48 Contiguous States and D.C.)	
	2018	2019
1	\$12,140	\$12,490
2	\$16,460	\$16,910
3	\$20,780	\$21,330
4	\$25,100	\$25,750
5	\$29,420	\$30,170
6	\$33,740	\$34,590
7	\$38,060	\$39,010
8	\$42,380	\$43,430
For each additional person, add	\$4,320	\$4,420

Division staff administers the city’s Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Shelter Grant (ESG) programs. The funds from these federal programs are used locally for programs and projects that target and provide the maximum benefit to extremely low- and moderate-income persons.

The city prioritizes the funding of human service and homelessness assistance programs to support low-income Newton families in achieving self-sufficiency. Continued support for these anti-poverty programs is crucial as they provide vulnerable, at-risk families access to critical supportive services, housing and relocation stabilization services, advocacy, affordable child care, emergency housing, financial literacy, skill building, and job preparedness. The provision of such programming is necessary in addressing the economic, housing and health challenges facing low-to-moderate income residents, helping families move out of poverty.

Additionally, the BNWW CoC, now merged with the BoS CoC, works together to ensure the support services are well targeted, especially for chronically homeless persons within the geographic area. In 2014, the CoC developed a Ten-Year Plan to promote community-wide support to end homelessness, detailing the following strategies aiming to reduce the families living in poverty: Prevention, Housing for Homeless and Chronically Homeless Individuals and Families, Supportive Services, Engagement of Key Stakeholders and Public Education and Awareness. The goals set forth in the Commonwealth's Plan to End Homelessness for implementation by the BoS align closely, and include:

- Increasing the number of permanently supportive housing units;
- Improving job readiness and achieving employments;
- Providing homelessness prevention and rapid rehousing assistance; and
- Providing case management services to increase the likelihood of residential stability.

The public service needs assessment conducted for the FY16-20 Consolidated Plan identified the following priorities for families and individuals in poverty.

- To increase the number of transitional (for survivors of DV and their families, as well as unaccompanied homeless youth) and permanent housing units within the CoC's communities of Brookline, Newton, Waltham, and Watertown;
- Continue to use CDBG, ESG, and other financial resources to provide support services for individuals and families that are homeless or are at-risk of homelessness;
- Continue to improve the transition as individual families move from homelessness to permanent housing.

A number of Newton's programs serving poverty-level and low-income households are directly administered by local organizations, including The Second Step, REACH Against Domestic Violence and the Community Day Center of Waltham. These programs are designed to impact the needs of this vulnerable population.

Consortium Communities

The Bedford Youth and Family Services (YFS) envisions its role as a force in fostering a healthy community and improving the quality of life for all Bedford residents by identifying and addressing the social, emotional, and developmental needs of children, youth, adults, and families. The Bedford YFS provides eligible households with fuel assistance and makes referrals to other needed resources.

The City of Framingham supports access to housing, education, health care, employment, transportation, and other support services for low- and moderate-income households through the TBRA and public service programs. These programs reduce poverty and increase access to

resources that put residents on a path to self-sufficiency. The Department also uses its newsletter to maintain connections with past clients by notifying them of job opportunities and bidding notices for local projects as well as offering avenues for shaping municipal processes.

The Natick Service Council runs a variety of programs that assists households living in poverty, connecting them with free food, clothing, employment counseling, and limited financial assistance.

Healthy Waltham, a CDBG funded program, educates parents and children on the growing, selection, preparation, and presentation of healthy food. The program is offered at four locations and includes cooking demonstrations, hands-on food preparation, nutrition information, food safety, creative ways of increasing healthy eating practices, and eating together. Healthy Waltham also provides Healthy Living workshops for senior citizens at the Stanley Senior Center. The workshops promote healthy lifestyle behaviors to improve the health of older adults, including regular physical activity and eating a healthy diet. The Salvation Army HOPE Kitchen is a daily meal program that serves breakfast and lunch from Monday to Friday in Waltham.

The Waltham Family School empowers English Language Learner families to be literate, self-sufficient and connected to the greater Waltham Community. This program focuses on preparing children for success in school, empowering parents to be partners with school in the education of their children, and strengthening the parents' skills necessary for parenting, workforce, and community life. Parents of pre-school aged children, parents with low literacy, low income, minorities and immigrants are targeted by the Waltham Family School.

Live Well Watertown, a coalition and program of the Watertown Health Department, provides a variety of free educational and social programs that aim to prevent and address obesity, inactivity and stress/mental health. The community wellness program manager and Live Well Watertown members participate in programs and serve on Committees that aim to address issues that affect the quality of life for residents, including healthy aging, housing and transportation. Programs are offered in a variety of locations, including the library, senior center, Housing Authority properties, and at outdoor park and recreation spaces. The Watertown Farmers' Market, also a program of Live Well Watertown, provides access to local, healthy food, and offers eligible customers a dollar-to-dollar Supplemental Food Nutrition Assistance match. Free wellness programs are also offered at the farmers' market, as well as free transportation for older adults.

5. Actions planned to develop institutional structure

The Housing and Community Development Division will continue to enhance program

coordination functions through improved inter-departmental communication, earlier identification and scoping of projects and priorities, continued engagement of local, private, nonprofit, state and federal partners and a greater focus on outcome measures.

For many of the Consortium communities, the biggest gap in institutional structure results from limited departmental capacity due to larger workloads, staff turnover, and small numbers of staff.

The Towns of Bedford, Concord, Lexington, Sudbury and Wayland are members of the RHSO, a municipal regional collaborative providing technical assistance to the municipal boards, committees and staff. This has served to increase municipal capacity for affordable housing.

The 2018 Belmont Town Meeting approved a \$250,000 affordable housing fund to enable the Housing Trust to respond quickly to housing opportunities that arise from time to time. This fund allows the Housing Trust to conduct various pre-development activities without going through the municipal funding process.

Framingham's Community Development Department thrives off of partnerships with governmental agencies, nonprofit organizations, private enterprises and individuals. Recently, this approach has been applied in the department's series of meetings on homelessness. The series guides CDBG subrecipients and other partners on how to impact local housing insecurity. Held monthly, the meetings' popularity continue to grow among service providers wanting to sharpen their service delivery in impacting local homelessness. To date, the meetings have focused on elder homelessness, emergency housing and shelter, local and state resources, and other ways to understand and decrease homelessness in the community.

At its spring 2017 Town Meeting, the Town of Needham established a Municipal Affordable Housing Trust to oversee housing issues as well as a dedicated fund to support its efforts to address unmet community housing needs. The Board of Selectmen, the town manager and an at-large member will serve as Trustees. On behalf of the Housing Trust, the Planning and Community Development Department has applied for \$50,000 from the town's general fund to introduce a Small Grant Repair Program that would provide up to \$5,000 in grant funds to help qualifying homeowners make health and safety improvements to their homes. Town Meeting will vote on this funding in its annual meeting this spring.

The City of Waltham added a full time assistant financial rehabilitation advisor to the Housing Division. This position assists with all projects within the department with an emphasis on financials related to housing management and applicant intakes for the city's TBRA and emergency assistance programs. In addition, a part-time administrative position has also been filled to bring division staffing up to five individuals. With these staff members and an outreach

worker in the Health Department, the city is able to assist on site and within the community. The designation of these point positions for homeless individuals walking in and/or making appointments to secure supportive services and housing options has been positive for the city. Waltham has been able to assist more individuals and put greater resources and time into providing the services sought by residents.

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

Please refer to section AP-10: Consultation at the beginning of this plan.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)

1. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

For those communities that have utilized HOME funds for homebuyer and homeownership activities, program participants are required to occupy the property acquired with assistance through the program as their principal residence for the duration of the Affordability Period, in accordance with **24 CFR 92.254(a)(4)**. The Affordability Period is determined by the amount of HOME financial assistance provided to the program participant, as detailed in the table below.

Downpayment/Homebuyer	Affordability Period
Less than \$15,000	Five (5) Years
\$15,000 - \$40,000	Ten (10) Years
Over \$40,000	Fifteen (15) Years

Period of Affordability Chart

Bedford, Belmont, Concord, Lexington, Needham, Sudbury and Wayland

These communities are unable to utilize HOME funds for ownership units of new construction due to the conflicts between the State's affordable housing deed riders and the HOME Program rule, with respect to the resale and recapture provisions. These communities understand that if a HOME-assisted homeownership project or program is put forward, the recapture/resale provision will have to be submitted to HUD (through the Consortium Administrator) for approval prior to HOME funds being used for such assistance. This guideline has not changed since the submission of the FY16-20 Consolidated Plan.

Brookline

When providing homebuyer assistance, that is, funding directly to a homebuyer to purchase an existing unit at a market price, the town will continue to pursue two different strategies.

- (1) If the unit is located in a property with fewer than six units, at the time of resale, the seller will repay to the town the down payment assistance provided plus that portion of the net appreciation, if any (current market price minus original sales price, appraisal fee, if any, brokerage fee up to five percent of resale price, and the

depreciated cost of approved capital improvements) which reflects the proportion of public subsidy to total equity invested. Total equity consists of town homebuyer assistance, owner down payment, owner pay-down of principal and, for consistency with HUD requirements, the cost of capital improvements referenced earlier. In no case will the owner be required to repay the town more than the net proceeds for the sale, that is, the sales price minus non-HOME loan repayment and sale-related and closing costs.

- (2) If the unit is in a property with six or more units, the town will have a right of first refusal at a price which represents the original purchase price, minus the subsidy, adjusted by changes in AMI or 80 percent of median income, whichever is lower, plus compensation for the depreciated cost of approved capital improvements, plus the amount in the condominium association's segregated capital replacement account attributable to the unit. In the event that the town cannot exercise its rights, the seller will be free to sell on the market and repay the loan with shared appreciation in accordance with (1), above.

It should be noted that the town has not operated this type of Housing Assistance Program for a number of years due to the high price of market-rate units. For example, median condo prices in Brookline for 2018 are over \$800,000 and single families are even more expensive. Even with generous subsidies, most market-rate units are unaffordable to households earning less than 80% of AMI. At this time, the town prefers to use all locally-controlled resources to support affordable housing projects that can leverage state, federal, and private funding resources.

The town will continue to use the Commonwealth of Massachusetts' Affordable Housing Deed Rider as a resale restriction for units which are offered – through inclusionary zoning, the State Chapter 40B program and/or various non-HOME subsidies. According to this deed rider, resale price is based upon increases over time in Area Median Income, adjusted by the commercially reasonable cost of approved capital improvements, depreciated over the remaining years of the owner's occupancy, as long as the price at resale is neither more than what a range of income-eligible buyers can afford nor less than the owner's initial purchase price.

However, where HOME funds are provided to a developer in order to acquire and rehab or build new units for sale at affordable prices, the town will use a resale agreement running with the land that will provide the owner with a fair return on investment, while assuring that the unit will be affordable to a range of income-eligible buyers at least through the HOME period of affordability. Resale price will be the initial sales price plus the commercially reasonable cost of approved capital improvements depreciated over the remaining years of the owner's occupancy,

plus return on investment. Investment will be defined as the original downpayment, annual contributions to principal, and commercially reasonable cost of approved capital improvements. Return on investment will be calculated as the sum of the annual interest on the owner's cumulative investment (without compounding), based on the interest rate of ten-year bond obligations of the United States Treasury.

With regard to repayment for capital improvements, capital improvements must be approved beforehand, and be of function and quality (or be so valued) consistent with the use of the housing as affordable housing. The capital improvements are those owned by the condominium owner (and not part of common space) and might include, for example, the replacement, due to damage or long term wear and tear, of windows, heating or hot water systems, and stove, refrigerator or dishwasher.

The town understands that, to the extent that resale price for a HOME-subsidized unit during the HUD period of affordability exceeds what a range of income-eligible buyers can afford, it may be obligated to fund the difference. A resale price is within the range of income-eligible buyers if it is based upon what a household with a size which equals the number of bedrooms plus one and an income 10 percent below the relevant income limit can afford when spending no more than 30 percent of gross income on housing costs (mortgage, real estate taxes, home and private mortgage insurance, and condo fees), assuming current interest rates offered plus one quarter percent for a 30 year, no point fixed-rate loan with a down payment of five percent of total costs. Units that come up for resale will be targeted to low-income first-time homebuyers earning up to 80 percent of the Boston-Cambridge-Quincy MA-NH Area Median Income (AMI), as published by the U.S. Department of Housing and Urban Development, for the duration of the HOME Period of Affordability (*see affordability period chart at the beginning of Section 1*) and as consistent with the number of bedrooms in the unit.

With regard to the preservation of affordable rental housing, when providing funding to developers/owners of rental properties, the town will continue to structure the subsidy as a long-term deferred interest loan, which may be extended if required for continued affordability, and to reserve for the town a right of first refusal to purchase the property should the owner seek to sell.

Framingham

The City of Framingham employs a deed restriction to serve as a recapture mechanism for its HOME-funded downpayment assistance and housing rehabilitation programs. The Period of Affordability Chart identified in the beginning of Section 1 will apply. For both types of assistance, if the premises are sold, cease to be the mortgagor's primary residence or there is any change in

the title during the term of the promissory note, which commences upon the completion date, or the mortgagor is not in substantial compliance with the promissory note and mortgage, the town will recapture the full HOME loan or the net proceeds, if the net proceeds are less than the full amount of the HOME loan and the Mortgagor's investment.

Natick

The Town of Natick will use the recapture provisions for those housing units that are not intended to be listed on the DHCD Subsidized Housing Inventory (SHI), or do not qualify for the DHCD Local Initiative Program and/or Local Action Units. In these cases, the amount subject to recapture is the amount of the direct subsidy provided to the homeowner, and/or the difference between the fair market value of the property and a reduced sales price attributable to HOME development assistance. The HOME assistance will be recaptured in the full amount of the direct subsidy based on the availability of net proceeds which is defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

For those housing units that are intended to be listed on the DHCD SHI and/or qualify for the DHCD Local Initiative Program or Local Action Unit, the Town of Natick will use the resale provisions to ensure long term affordability. The Period of Affordability outlined at the beginning of Section 1 will apply. In these cases during the HOME period of affordability, the property must remain affordable to low income homebuyers spending no more than 30 percent of gross income on mortgage payments (PITI) and condo fees; and be sold at a price that provides the owner a fair return on investment. The sale of the property is limited to a credit-worthy eligible purchaser earning between seventy and eighty percent (70-80%) of the Area Median Income for an appropriate size household. During the initial 90 days of marketing, the town will have a Right of First Refusal to purchase the property.

The basis for a fair return on investment includes the homebuyer's original investment and capital improvements and is dependent on a maximum sales price based on the change in Area Median Income (AMI) over the period of ownership. The maximum sales price is determined by taking the ratio of the original HOME assisted unit sales price over the purchase year AMI, and multiplying this number by the current AMI to get the current base sales price, to which is added closing costs and capital improvements. Capital improvements must be approved by the town to be considered and are defined as a necessary improvement, not covered by a condo or homeowner fee, that if not done would compromise the structural or functional integrity of the original property. The value of capital improvements at the time of resale will be based on a depreciation schedule. The town understands that, to the extent that resale price for a HOME-subsidized unit during the HUD period of affordability exceeds what a range of income-eligible buyers can afford, it may be obligated to fund the difference.

The City of Waltham enforces a recapture provision on all down payment assistance loans provided through the WestMetro HOME Consortium. If the premises are sold, cease to be the Mortgagor's primary residence or there is any change in the title during the term of the Promissory Note, which commences upon the Completion Date, or the Mortgagor is not in substantial compliance with the Promissory Note and Mortgage, the city will recapture the full HOME loan or the net proceeds, if the net proceeds are less than the full amount of the HOME loan and the Mortgagor's investment. The city specifically reserves the right to require full repayment, notwithstanding any deficiency in the amount of the net proceeds, in the event that repayment is triggered by a willful violation by the Borrower of the terms of the Note, or the Mortgage or any applicable HOME regulations. This recapture provision conforms to HUD HOME regulation 24 CFR 92.254 (a)(5)(ii). HUD defines the net proceeds as the sales price minus non-HOME loan repayments and closing costs. If the net proceeds are sufficient to repay both the HOME loan and the Borrower's investment (HUD defines Borrower's investment as the Borrower's down payment and any capital improvement investment), the city must recapture the full HOME loan. Please note, however, that when the net proceeds are insufficient to repay the full HOME assistance, the city will not permit the Borrower to recover more than his/her investment.

The Principal sum may be deferred annually by the city based upon annual review by the Lender of the Borrower's compliance with the terms of this Mortgage, the HOME program and HOME project funding agreement and the Promissory Note. The City of Waltham defines capital improvements as a necessary maintenance improvement, not covered by a condominium or homeowners association fee, that if not done would compromise the structural integrity of the property. To be considered a capital improvement, work should meet the following criteria:

- It is not a repair to keep your home in good operating condition.
- It is a new element or replacement of a permanent component of the home, which has reached the end of its useful life.
- It is not part of a common area nor covered by the condominium association fee. This applies to all condo-developed property. (If the condominium or homeowner's association has a special assessment, the city will take into consideration the cost to the homeowner on a case-by-case basis. Additional documentation will be necessary to provide proof of the special assessment.)

Repairs funded by any federal or state or local grant programs are not counted or approved. Improvements such as installation of outdoor decks, additions, garages, and landscaping are luxury improvements and will not be considered as capital improvements.

Newton

The City of Newton utilizes HOME Program funds for new construction and rehabilitation of homeownership housing, as projects arise. Direct downpayment assistance is provided through local Community Preservation Act funds. Newton uses a resale provision when HOME program funds are used for homebuyer activities, which is incorporated into an affordable housing covenants running with the land. The terms of the resale provision, which apply during the HOME Period of Affordability, are as follows:

Long-Term Affordability. All HOME-assisted units must be sold only to a buyer whose family qualifies as a low-income family earning up to 80 percent of the Boston-Cambridge-Quincy MA-NH Area Median Income (AMI), as published by the U.S. Department of Housing and Urban Development, for the duration of the HOME Period of Affordability. If an eligible buyer is not identified within the allotted resale timeframe the city may exercise a purchase option to ensure that the HOME-assisted unit is resold to a low-income family.

Principal Residence Requirement. The initial purchaser, and all subsequent buyers of a HOME-assisted unit, must use the property as his/her/their principal residence. Newton conducts annual monitoring to ensure this requirement is met.

Resale Price & Fair Return on Investment. If the HOME-assisted unit is sold by the owner during the HOME Period of Affordability, the resale price is calculated as the percentage change of 80 percent of the AMI, as published by HUD, during the term of ownership by the homeowner, plus approved Capital Improvements depreciated over the course of their usual life.

Calculating Fair Return on Investment. Fair Return on Investment is calculated by multiplying the initial purchase price of the HOME-assisted unit by a fraction, the numerator of which is 80 percent of the AMI as published by HUD as of the date of receipt of the owner's notice to sell the affordable unit (Conveyance Notice) and the denominator of which is 80 percent of the AMI as published by HUD as of the date of the initial closing, plus approved Capital Improvements, depreciated over the course of their useful life. The original homeowner's investment (e.g. any downpayment) is included as part of the initial purchase price.

Capital Improvements. Capital Improvements are elements which may add to the value of the unit or prolong its useful life, are of function and quality consistent with comparable affordable housing units, and are owned solely by the owner (not part of any common areas). Maintenance is not considered a capital improvement. The city must approve all capital improvements prior to costs being incurred. These approved capital improvements are subject to depreciation based on the remaining useful life of the element at time of resale. Improvements that are funded by

federal, state or local grant programs are not eligible. Some examples of capital improvements include the replacement of non-operational heating or hot water systems, built-in appliances, installation of energy-efficient windows, and insulation.

Continued Affordability to Homebuyers. In accordance with the HOME regulations, Newton is obligated to ensure that the owner of a HOME-assisted unit receives a Fair Return on Investment and that the unit remains affordable to a range of income eligible households upon resale. To maintain continued affordability, the city will target subsequent purchase to appropriately-sized households earning between 70 and 80 percent of the AMI spending no more than 35 percent of gross household income on fixed housing costs (principal, interest, property taxes, condominium fees, if applicable, and insurance), assuming current interest rates offered plus one quarter percent for a 30-year, fixed rate loan and a downpayment of 5 percent. If the resale price exceeds what an eligible household can afford, the city will subsidize the difference with downpayment assistance, mortgage buydown, or other subsidy, as appropriate. To be considered eligible, homebuyers will also be subject to an asset limit of \$75,000. However, any assets up to \$200,000 from the sale of a Newton residence shall be excluded from that determination (but still considered in determination of income eligibility) provided that:

- (a) the sellers must have been no less than 62 years old at the time of that sale; and
- (b) the sale of the residence must be an arms-length transaction.

Waltham

The City of Waltham enforces a recapture provision on all Down Payment assistance loans that it has provided through the WestMetro HOME Consortium. If the premises are sold, cease to be the Mortgagor's primary residence or there is any change in the title during the term of the Promissory Note, which commences upon the Completion Date, or the Mortgagor is not in substantial compliance with the Promissory Note and Mortgage, the city will recapture the full HOME loan or the net proceeds, if the net proceeds are less than the full amount of the HOME loan and the Mortgagor's investment. The city specifically reserves the right to require full repayment, notwithstanding any deficiency in the amount of the net proceeds, in the event that repayment is triggered by a willful violation by the Borrower of the terms of the Note, or the Mortgage or any applicable HOME regulations. This recapture provision conforms to HUD HOME regulation 24 CFR 92.254 (a)(5)(ii). HUD defines the net proceeds as the sales price minus non-HOME loan repayments and closing costs. If the net proceeds are sufficient to repay both the HOME loan and the Borrower's investment (HUD defines Borrower's investment as the Borrower's down payment and any capital improvement investment), the city must recapture the full HOME loan. Please note, however, that when the net proceeds are insufficient to repay the full HOME assistance, the city will not permit the Borrower to recover more than his/her investment.

The Principal sum may be deferred annually by the city based upon annual review by the Lender of the Borrower's compliance with the terms of this Mortgage, the HOME Program and HOME Project funding agreement and the Promissory Note. The City of Waltham defines capital improvements as a necessary maintenance improvement, not covered by a condominium or homeowners association fee, that if not done would compromise the structural integrity of the property. To be considered a capital improvement, work should meet the following criteria:

- It is not a repair to keep your home in good operating condition.
- It is a new element or replacement of a permanent component of the home, which has reached the end of its useful life.
- It is not part of a common area nor covered by the condominium association fee. This applies to all condo-developed property. (If the condominium or homeowner's association has a special assessment, the city will take into consideration the cost to the homeowner on a case-by-case basis. Additional documentation will be necessary to provide proof of the special assessment.)

Repairs funded by any federal or state or local Grant Programs are not counted or approved. Improvements such as installation of outdoor decks, additions, garages, and landscaping are luxury improvements and will not be considered as capital improvements.

Watertown

Watertown, on any new projects using HOME funds, through the Watertown Housing Partnership, uses the Massachusetts Department of Community Development and Housing's Capital Improvements Policy and Procedures. Watertown uses a recapture provision which requires the HOME loan recipient to repay the loan, and, in some cases, a pre-payment penalty and a share in the appreciation in the project from the proceeds of the sale. The Period of Affordability Chart identified in the beginning of Section 1 will apply.

2. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

For those communities that have utilized HOME funds for homebuyer and homeownership activities, program participants are required to occupy the property acquired with assistance through the program as their principal residence for the duration of the Affordability Period, in accordance with **24 CFR 92.254(a)(4)**. The Affordability Period is determined by the amount of HOME financial assistance provided to the program participant, as detailed in the table below.

Downpayment/Homebuyer	Affordability Period
Less than \$15,000	Five (5) Years
\$15,000 - \$40,000	Ten (10) Years
Over \$40,000	Fifteen (15) Years

Period of Affordability Chart

Bedford, Concord, Lexington, Needham, Sudbury, and Wayland

These communities choose not to utilize HOME funds for newly constructed ownership units due to the conflicts between the State’s affordable housing deed riders and the HOME Program rule, with respect to the resale and recapture provisions. This guideline has not changed since the submission of the FY16-20 Consolidated Plan.

Brookline

When providing homebuyer assistance, that is, funding directly to a homebuyer to purchase an existing unit at a market price, the town will continue to pursue two different strategies.

- (1) If the unit is located in a property with fewer than six units, at the time of resale, the seller will repay to the town the down payment assistance provided plus that portion of the net appreciation, if any (current market price minus original sales price, appraisal fee, if any, brokerage fee up to five percent of resale price, and the depreciated cost of approved capital improvements) which reflects the proportion of public subsidy to total equity invested. Total equity consists of town homebuyer assistance, owner down payment, owner pay-down of principal and, for consistency with HUD requirements, the cost of capital improvements referenced earlier. In no case will the owner be required to repay the town more than the net proceeds for the sale, that is, the sales price minus non-HOME loan repayment and sale-related and closing costs.

- (2) If the unit is in a property with six or more units, the town will have a right of first refusal at a price which represents the original purchase price, minus the subsidy, adjusted by changes in AMI or 80 percent of median income, whichever is lower, plus compensation for the depreciated cost of approved capital improvements, plus the amount in the condominium association’s segregated capital replacement account attributable to the unit. In the event that the town cannot exercise its rights, the seller will be free to sell on the market and repay the loan with shared appreciation in accordance with (1), above.

The town will continue to use the Commonwealth of Massachusetts’ Affordable Housing Deed Rider as a resale restriction for units which are offered – through inclusionary zoning, the State

Chapter 40B program and/or various non-HOME subsidies. According to this deed rider, resale price is based upon increases over time in Area Median Income, adjusted by the commercially reasonable cost of approved capital improvements, depreciated over the remaining years of the owner's occupancy, as long as the price at resale is neither more than what a range of income-eligible buyers can afford nor less than the owner's initial purchase price.

However, where HOME funds are provided to a developer in order to acquire and rehabilitate or build new units for sale at affordable prices, the town will use a resale agreement running with the land that will provide the owner with a fair return on investment, while assuring that the unit will be affordable to a range of income-eligible buyers at least through the HOME period of affordability. Resale price will be the initial sales price plus the commercially reasonable cost of approved capital improvements depreciated over the remaining years of the owner's occupancy, plus return on investment. Investment will be defined as the original downpayment, annual contributions to principal, and commercially reasonable cost of approved capital improvements. Return on investment will be calculated as the sum of the annual interest on the owner's cumulative investment (without compounding), based on the interest rate of ten-year bond obligations of the United States Treasury.

With regard to repayment for capital improvements, capital improvements must be approved beforehand, and be of function and quality (or be so valued) consistent with the use of the housing as affordable housing. The capital improvements are those owned by the condominium owner (and not part of common space) and might include, for example, the replacement, due to damage or long term wear and tear, of windows, heating or hot water systems, and stove, refrigerator or dishwasher.

The town understands that, to the extent that resale price for a HOME-subsidized unit during the HUD period of affordability exceeds what a range of income-eligible buyers can afford, it may be obligated to fund the difference. A resale price is within the range of income-eligible buyers if it is based upon what a household with a size which equals the number of bedrooms plus one and an income 10 percent below the relevant income limit can afford when spending no more than 30 percent of gross income on housing costs (mortgage, real estate taxes, home and private mortgage insurance, and condo fees), assuming current interest rates offered plus one quarter percent for a 30 year, no point fixed-rate loan with a down payment of five percent of total costs. Units that come up for resale will be targeted to low-income first-time homebuyers earning up to 80 percent of the Boston-Cambridge-Quincy MA-NH Area Median Income (AMI), as published by the U.S. Department of Housing and Urban Development, for the duration of the HOME Period of Affordability (*see affordability period chart outlined above*) and as consistent with the number of bedrooms in the unit.

With regard to the preservation of affordable rental housing, when providing funding to developers/owners of rental properties, the town will continue to structure the subsidy as a long-term deferred interest loan, which may be extended if required for continued affordability, and to reserve for the town a right of first refusal to purchase the property should the owner seek to sell.

Framingham

In Framingham, HOME-assisted units must meet the affordability requirements of five to 20 years beginning after project completion (*Please see affordability period chart outlined above*). The affordability requirements apply without regard to the term of any loan or mortgage or the transfer of ownership. They are imposed by deed restrictions approved by HUD. The deeds are structured to recapture funds when the following circumstances occur:

- If the premises are sold
- Cease to be the client's primary residence
- Any change in the title during the term of the promissory note, which commences upon the completion date
- Substantial non-compliance with the promissory note and mortgage by the client

When triggered, recaptures take back the full HOME loan or the net proceeds, if the net proceeds are less than the full amount of the HOME loan and the client's investment.

Natick

The Town of Natick will use the recapture provisions for those housing units that are not intended to be listed on the DHCD Subsidized Housing Inventory (SHI), or do not qualify for the DHCD Local Initiative Program and/or Local Action Units. In these cases, the amount subject to recapture is the amount of the direct subsidy provided to the homeowner, and/or the difference between the fair market value of the property and a reduced sales price attributable to HOME development assistance. The HOME assistance will be recaptured in the full amount of the direct subsidy based on the availability of net proceeds which is defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

For those housing units that are intended to be listed on the DHCD SHI and/or qualify for the DHCD Local Initiative Program or Local Action Unit, the Town of Natick will use the resale provisions to ensure long term affordability. The Period of Affordability outlined at the beginning of Section 1 will apply. In these cases during the HOME period of affordability, the property must remain affordable to low income homebuyers spending no more than 30 percent of gross income on mortgage payments (PITI) and condo fees; and be sold at a price that provides the owner a fair return on investment. The sale of the property is limited to a credit-worthy eligible purchaser earning between seventy and eighty percent (70-80%) of the Area Median Income for an appropriate size household. During the initial 90 days of marketing, the town will have a Right of

First Refusal to purchase the property.

The basis for a fair return on investment includes the homebuyer's original investment and capital improvements and is dependent on a maximum sales price based on the change in Area Median Income (AMI) over the period of ownership. The maximum sales price is determined by taking the ratio of the original HOME assisted unit sales price over the purchase year AMI, and multiplying this number by the current AMI to get the current base sales price, to which is added closing costs and capital improvements. Capital improvements must be approved by the town to be considered and are defined as a necessary improvement, not covered by a condo or homeowner fee, that if not done would compromise the structural or functional integrity of the original property. The value of capital improvements at the time of resale will be based on a depreciation schedule. The town understands that, to the extent that resale price for a HOME-subsidized unit during the HUD period of affordability exceeds what a range of income-eligible buyers can afford, it may be obligated to fund the difference.

Newton

Under resale provisions, all properties acquired through a development subsidy or receiving direct homebuyer assistance with HOME funds will have a recorded deed restriction stating the affordability period and the process for calculating the resale amount to ensure long term affordability to an income-eligible household during the affordability period. Additionally, any loan issued by the city is secured by a mortgage and promissory note.

Waltham

Under recapture provisions, all properties receiving direct homebuyer assistance and/or rehabilitated with HOME funds will have a recorded mortgage stating the affordability period (*outlined above*) and the process for calculating the recapture amounts.

Watertown

Under recapture provisions, all properties receiving direct homebuyer assistance with HOME funds will have a recorded mortgage stating the affordability period (*outlined above*) and the process for calculating the recapture amounts.

3. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

No communities have plans to refinance existing debt secured by properties that have HOME funds in FY20 (FFY19)

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

- 1. Include written standards for providing ESG assistance (may include as attachment) In accordance with federal regulations set forth in 24 CFR Part 567, the City of Newton's Department of Planning and Development has developed written standards guiding the provision and prioritization of Emergency Solutions Grant (ESG) funding.**

Service providers contracted with the City of Newton to provide services in conjunction with the Emergency Solutions Grant must become thoroughly familiar with all regulations promulgated by the United States Department of Housing and Urban Development (HUD) governing the Emergency Solutions Grant Program and the City of Newton's written standards. All sub-grantees are responsible for implementing the service in accordance with these regulations.

newton

(Please also see Written Standards for the Provision of ESG Assistance in the appendix)

- 2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.**

Coordinated Entry refers to the process used to assess and assist in meeting the housing needs of people experiencing homelessness. This process is intended to serve people experiencing homelessness with ties to the communities of the Balance of State (BoS) Continuum of Care (CoC). BoS Coordinated Entry aims to allocate assistance as effectively as possible in order to meet consumer housing needs including, fostering increased collaboration between service providers, avoiding duplication of services, assessing and prioritizing based on vulnerability, and reducing the amount of time individuals experiencing homelessness must wait before accessing assistance. All individuals identifying as homeless are evaluated, regardless of initial residency, by outreach workers and service providers through centralized intake. CE staff then work to connect individual(s) to appropriate services and programming.

- 3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).**

The distribution of Emergency Solutions Grant funding to sub-recipients is determined

through a competitive, annual RFP process. Division staff also consults with sub-recipients as to their programs and funding needs. The RFP requires the respondents to indicate how their programs will assist homeless individuals and families or those at risk of homelessness in each of these areas, as well as how the programs will help clients achieve housing stability.

In advance of the distribution of the initial FY20 (FFY19) RFP, the Brookline-Newton-Waltham-Watertown local providers and BoS representation met to deliberate and approve allocation percentages across eligible program components helping homeless individuals and families and those at-risk of becoming homeless. These components include Shelter Operations/Services, Homelessness Prevention, and Rapid Re-housing. The CoC's recommendation strikes a balance between funding existing shelter services and outreach activities and focusing resources on HUD's long-term priorities of homelessness prevention and rapid re-housing. These principles align with the BoS' and US Interagency Council on Homelessness' Strategic Plans to End Homelessness.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

To the extent possible, outreach is made to residents who have experienced homelessness. The Point-In-Time Count (sheltered and unsheltered) and the Housing Inventory Count are now managed by the BoS. The BoS develops a survey to determine demographic information about this vulnerable population, as well as specific reasons for why someone is homeless and/or, whenever possible, what services may be needed to improve his/her situation in the future.

In addition, the representatives of the four municipalities and local homelessness providers meet annually to determine the percentage allocation for each category of eligible services: Shelter Operations/Services, Rapid Re-housing, Homelessness Prevention, and Street Outreach. Agency staff have direct contact with potential beneficiaries, as well as long track records of providing services directly to the homeless and at-risk homelessness populations, and their work specifically informs this allocation.

5. Describe performance standards for evaluating ESG.

Prior to the review and release of the RFP, city staff evaluates the uses and outcomes of existing ESG funded projects should the providers choose to re-apply for funds for the upcoming fiscal year. This is accomplished through the analysis of reports of monitored

programs, as well as a review of quarterly performance reports that are submitted during the grant year. The RFP is also be evaluated with the assistance of a quantitative scoring sheet and an independent review committee.

As allocations are increasingly becoming more data-driven, ESG and CoC service providers must navigate the Efforts to Outcomes (ETO) HMIS system, or the DV equivalents, to input client intake/exit information and ensure accurate data compilation and reporting. Beginning in October 2017, ESG recipients were required to submit this accomplishment data into the Sage HMIS Reporting Repository. The ESG-CAPER Annual Reporting Tool (eCart), used the past two program years, will no longer be used for this process.

APPENDIX

Production of Affordable Housing in Newton in FY20

Project Name	Description	Creation Tool	Funding Source	Units
28 Austin Street	A mixed-use, mixed-income rental project that will include a total of 68 housing units, including 23 units affordable to households at 80% AMI. This project received a special permit and units will be created through the Inclusionary Zoning Ordinance.	Special Permit / Inclusionary Zoning	Private	23 affordable rental units (at 80% AMI)
236 Auburn Street	The acquisition and rehabilitation of an existing historic single-family home into a three-bedroom rental unit affordable to households at 60% AMI; the construction of a duplex building with one two-bedroom rental unit and one three-bedroom rental unit, both affordable to households at 60% AMI; and the construction of five-bedroom congregate home for developmentally disabled adults serving individuals at 30% AMI (to be owned and operated by the Barry Price Center).	Chapter 40B Comprehensive Permit / DHCD Facilities Consolidation Fund	CDBG, HOME, CPA, DHCD FCF Funds, Sale of Congregate Home to Barry Price Center	8 affordable rental units (3 at 60% AMI, 5 at 30% AMI)
Washington Place (875 Washington Street)	A mixed-use, mixed-income rental project that will include a total of 140 housing units, including 21 units affordable to households between 50% and 80% AMI, and 14 middle-income units affordable to households between 80% and 120% AMI. This project received a special permit and units will be created through the Inclusionary Zoning Ordinance.	Special Permit / Inclusionary Zoning	Private	21 affordable rental units at 80% AMI
386-394 Watertown Street	A mixed-use, mixed-income rental project that will include a total of 9 housing units, including 2 affordable units: 1 affordable to households at 80% AMI, and 1 affordable to households at 50% AMI. This project	Special Permit / Inclusionary Zoning	Private	2 affordable rental units (1 at 50% AMI and 1 at 80% AMI)

Project Name	Description	Creation Tool	Funding Source	Units
	received a special permit and units will be created through the Inclusionary Zoning Ordinance.			
Langley Road (392-396, 402-404, 400)	A mixed-income rental project that will include 18 new residential units and replace 2 housing units for a total of 20 rental units, including 4 affordable units: 2 affordable to households at 80% AMI, and 2 affordable to households at 50% AMI. This project received a special permit and units will be created through the Inclusionary Zoning Ordinance.	Special Permit / Inclusionary Zoning	Private	4 affordable rental units (2 at 50% AMI and 2 at 80% AMI)
Haywood House – 83-127 and 106-128 John F. Kennedy Circle	Developed by the Newton Housing Authority, Haywood House will consist of a newly constructed 55, one-bedroom units building serving income eligible senior citizens. The income eligibility ranges from 30% AMI to up to 99% AMI. Three of the units will be fully accessible and four will be designated for households that have been homeless or are at risk of homelessness. The project will also include two elevators and community space for supportive services.	Chapter 40B Comprehensive Permit	LIHTC, CPA, HOME	11 rental units at 30% AMI and 21 units at 60% AMI
429 Cherry Street	A mixed-income rental project that will include a total of 13 housing units, including 3 affordable units at 65% AMI. This project received a special permit and units will be created through the Inclusionary Zoning Ordinance.	Special Permit / Inclusionary Zoning	Private	3 affordable rental units at 65% AMI

Project Name	Description	Creation Tool	Funding Source	Units
432 Cherry Street	A multi-family development consisting of 9 units, including ground-floor units, in two separate structures and a surface parking facility containing nine stalls. Of the 9 units, one will be an IZ unit at 80% AMI	Special Permit / Inclusionary Zoning	Private	1 affordable ownership unit at 80% AMI
Sunrise Assisted Living Facility	An assisted living facility that will include a total of 85 units with 122 beds, including 3 beds at no cost to residents whose incomes do not exceed 80% AMI. These 3 beds shall include attendant services, including at least 45 minutes of care per day. This project received a special permit and the “no cost” beds were negotiated through the Inclusionary Zoning Ordinance requirements.	Special Permit / Inclusionary Zoning	Private	3 assisted living beds at no cost to residents whose incomes do not exceed 80% AMI
189-193 Adams Street	A multi-family development consisting of 12-units, including ground-floor units, 1,000 s.f. of office space on the ground floor, and a below grade garage and a surface parking facility. Two IZ units included.	Special Permit / Inclusionary Zoning	Private	2 affordable rental units at 65% of AMI
182-184 California Street	A 20-unit multi-family development of three-stories with associated garage parking.	Special Permit / Inclusionary Zoning	Private	3 affordable ownership units at 80% of AMI

Project Name	Description	Creation Tool	Funding Source	Units
283 Melrose Street	To preserve the existing Turtle Lane Playhouse, construction an addition for office space and a new multi-family dwelling with 16 units.	Special Permit / Inclusionary Zoning	Private	2 affordable rental units at 65% of AMI
Golda Meir House Expansion Project	2LifeCommunities, formerly Jewish Community Housing for the Elderly) will add an approximately 68 unit permanent housing community to the already existing Golda Meir House, which currently includes 199 units of affordable senior housing with extensive programming and services.	Chapter 40B Comprehensive Permit	LIHTC and CPA	50 affordable living units for Seniors up to 60% AMI, 9 of which will be for chronically homeless individuals with disabilities

CITIZEN PARTICIPATION PLAN

CITY OF NEWTON HOUSING AND COMMUNITY DEVELOPMENT PROGRAM

REVISED MARCH 2019

The City of Newton annually receives Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME) and Emergency Solutions Grant (ESG) funds from the U.S. Department of Housing and Community Development (HUD), which it administers through the Housing and Community Development Division of the Planning and Development Department. The primary purpose of these formula grant programs is to develop viable communities through the provision of decent housing, a suitable living environment and expanding economic opportunities for low- and moderate-income persons. As a recipient of these entitlement program funds, the City is required to produce the following documents:

- **Consolidated Plan** – a five-year plan that documents Newton’s housing and community development needs, outlines strategies to address those needs, and identifies proposed program accomplishments
- **Annual Action Plan** – an annual plan that describes specific CDBG-, HOME- and ESG-funded projects that will be undertaken over the course of the upcoming fiscal year
- **Consolidated Annual Performance and Evaluation Report (CAPER)** – an annual report that evaluates the use of CDBG, HOME and ESG funds following the close of the fiscal year
- **Analysis of Impediments to Fair Housing Choice** – a five-year plan that analyzes disparities in access to housing opportunities in the City and identifies priorities and goals to address these issues.

This Citizen Participation Plan has been developed to provide citizens and other interested parties with opportunities to participate in an advisory role in the planning, implementation and evaluation of the CDBG, HOME and ESG programs which primarily benefit Newton’s low- and moderate-income residents, and to review and comment on each of the documents listed above.

Citizen participation in CDBG, HOME and ESG program activities ranges from conducting needs assessments and strategic planning to providing input on project selection, development, implementation and evaluation. The Citizen Participation Plan outlines the City’s responsibility to solicit active citizen participation. The goals of the Citizen Participation Plan are to:

- Encourage citizen participation by all Newton residents, emphasizing the involvement of low- and moderate-income residents, persons with disabilities, minorities, non-English speaking persons and residents of assisted housing;
- Inform citizens of the Newton Consolidated Plan, CAPER, the Analysis of Impediments to Fair Housing Choice and the Annual Action Plan, including funds available from CDBG, HOME, ESG and other Continuum of Care Homeless Programs and eligible activities under these programs;
- Give all citizens an opportunity to identify and respond to priority needs;
- Give all citizens an opportunity to identify and respond to proposed projects, actions, policies and the use of funds; and
- Give all citizens an opportunity to review and comment on program performance.

1. Process for Citizen Participation

Opportunities for citizen participation in the planning and development of the Newton Consolidated Plan, Analysis of Impediments to Fair Housing Choice, the Annual Action Plan, and the CAPER will be provided through several levels of community involvement and outreach, including:

Individual Citizens

The participation of individual citizens is critical to the City of Newton's Housing and Community Development Program. Reasonable efforts will be employed to make all citizens aware of the Program-related meetings and events in their neighborhoods, as well as public hearings and citywide events that are related to the development of the Consolidated Plan, the Analysis of Impediments to Fair Housing Choice, the Annual Action Plan and the CAPER. It is the goal of the Program to create opportunities for participation for all interested citizens, including, but not limited to, low- and moderate-income residents, persons with disabilities, minorities, non-English speaking persons and residents of assisted housing.

Newton Housing Partnership

While the Newton Housing Partnership plays a critical role in the review and evaluation of CDBG- and HOME-funded projects, it is also instrumental in shaping housing policy for the city as a whole. The Partnership's mission is to foster, support and initiate land use, planning and fiscal policies and actions that ensure the development and preservation of housing to serve a socially and economically diverse community. In order to fulfill its mission, the Partnership acts in an advisory capacity to the Mayor, the City Council and its committees, the Planning and Development Board, the Zoning Board of Appeals, the Community Preservation Committee and city staff. Consisting of up to 9 members, the Newton Housing Partnership represents Newton residents, organizations, businesses and institutions which are based in Newton or which serve the housing needs of Newton residents.

Fair Housing Committee

The Fair Housing Committee works with the Mayor and City staff to promote, support and affirmatively further Newton's efforts to be a diverse and welcoming community with housing choices and opportunities free from housing discrimination. Acting in an advisory capacity to the Mayor, the City Council, and all applicable City departments, boards, and committees, this Committee aims to assure that policies and practices relating to fair housing are incorporated into City operations and community activities, as well as facilitate public education and outreach. The committee collaborates with City staff to spearhead the community participation process for the Analysis of Impediments to Fair Housing Choice, which will be completed once every five years. The Committee's bylaws allow the Mayor to appoint up to 11 members and residents, who represent Newton-based institutions, organizations, and businesses that serve the housing needs of Newton residents. The membership shall reflect the diversity of persons who are protected by civil rights laws, and shall include one or more persons with expertise in fair housing and civil rights laws.

Commission on Disability

The mission of the Commission on Disability (COD) is to foster equal access to community life and activities for people with disabilities. Through education and advocacy, the Commission works with the Mayor and City staff to raise awareness about the needs of people with disabilities and the importance of increased accessibility to programs, housing and facilities in municipal and commercial

buildings, and other public entities. The COD informs project priorities and provides recommendations for use of Community Development Block Grant (CDBG) funds in projects that remove architectural barriers and increase accessibility throughout the City of Newton. Commission members are a diverse representation of Newton's disability population and include residents, representatives of organizations, as well as businesses and institutions, which are based in Newton and serve the needs of Newton residents. The COD consists of not less than 5 but no more than 9 members appointed by the Mayor.

Organizations, Agencies and the Newton Housing Authority

In developing a plan for the best use of CDBG, HOME and ESG funds, the Newton Housing and Community Development Program relies heavily on the input of other agencies involved in the development and implementation of projects to assist low- and moderate-income citizens, including the Newton Housing Authority, the Balance of State (BoS) Continuum of Care (CoC), many area nonprofit organizations and state housing and community development agencies. These agencies and organizations are encouraged to participate in the development of the Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER and are asked to review and comment on the proposed documents.

Planning and Development Board

The Planning and Development Board, acting as the Community Development Board, is the governing citizen body that considers the recommendations made by Division staff and City departments, other Newton agencies and organizations and citizens related to the CDBG, HOME and ESG Programs. Following a public hearing to allow for open discussion, the Planning and Development Board forwards their recommendations to the Mayor for final review and approval. When funding requests are made to the Planning and Development Board (while acting as the Community Development Board), representatives of the party requesting project funding and/or Division staff will present the proposal to the Board. The Public Hearing is held open during the 15- or 30-day comment period to ensure that public comments made during that timeframe are adequately considered by the Board before a final funding decision is made by the Mayor.

Public hearings on the proposed Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan and CAPER are conducted by the Board, as well as public hearings for proposed substantial amendments to the Consolidated Plan and/or Annual Action Plan. The Board is composed of residents of the City of Newton and is comprised of six full members (one of which is appointed by the state Secretary of Housing and Community Development), the Planning and Development Department Director (*ex officio*), and up to five alternate members. Unless their schedule is disrupted by a holiday or inclement weather, the Planning and Development Board meets on the first Monday of every month at Newton City Hall.

City Council

The City Council is the final citizen policy body that reviews and takes action on the Consolidated Plan and the Annual Action Plan. After receiving the plan from the Mayor, the City Council considers and then votes on approval of the submission of the proposed Plan and on acceptance of the CDBG, HOME and ESG grants from HUD. After the City Council votes, the Plan can be formally submitted to HUD.

2. Public Meetings and Public Hearings

Committees including, but not limited to, the Fair Housing Committee, COD and local meetings of the BoS CoC, conduct public meetings to solicit public input on the Housing and Community Development Program. All meetings are open to the public and participation is encouraged.

Public hearings are required by law in order to obtain the public's views and to provide the public with the City's responses to public questions and proposals. As stated earlier, the entity responsible for conducting public hearings for the Newton Housing and Community Development Program is the Planning and Development Board. As required by law, the Planning and Development Board holds at least two public hearings each year to solicit input on housing and community needs, to review proposed uses of funds and to assess how funds were spent during the previous program year.

The two public hearings are:

- Proposed Annual Action Plan public hearing (generally held in March or April)
- Annual performance public hearing for the proposed CAPER (generally held in September)

During the development of the Consolidated Plan and the Analysis of Impediments to Fair Housing Choice additional public hearings will be held.

The public hearings for the Consolidated Plan will cover:

- Proposed Citizen Participation Plan public hearing, where staff present proposed revisions to the existing Citizen Participation Plan;
- Needs Assessment public hearing for the Consolidated Plan, where staff describe the housing and community development needs that were identified through data analysis and community participation;
- Proposed Consolidated Plan public hearing, where staff reviews the content of the draft Consolidated Plan, including the amount of financial assistance the City expects to receive, the proposed projects that will be undertaken and the activities that will benefit low- and moderate income persons.

The public hearing for the Analysis of Fair Housing to Fair Housing Choice will cover:

- Disparities in housing opportunity that were identified through data analysis and community participation.
- Content, goals and strategies of the draft Analysis of Impediments to Fair Housing Choice.

In addition to the public hearings listed above, the Planning and Development Board will conduct a public hearing whenever a substantial change is proposed to the use of CDBG, HOME or ESG Program funds from that which was listed in the Consolidated Plan or Annual Action Plan.

A substantial Amendment is defined, in accordance with 24 CFR 91.505(a), as:

- A substantial change in allocation priorities (any change greater than 25 percent in an individual project's total budget) or a substantial change in the method of distribution of funds;
- A new activity (including those funded exclusively with program income) not previously covered by the Newton Consolidated Plan or Annual Action Plan; or a

- Substantial change in the purpose, scope, location or beneficiaries of an activity.

Public hearings are generally held at Newton City Hall and in locations that meets ADA accessibility standards. Reasonable accommodations will be made for people with disabilities upon request. Language interpreters will also be provided for non-English speaking participants upon advance notice.

Citizens and other interested parties may present oral comments at the time of the hearing and/or submit written comments for 30 days after the public hearing for the proposed Consolidated Plan, Annual Action Plan, Analysis of Impediments to Fair Housing Choice and any substantial or material changes and for 15 days after public hearings for the proposed Citizen Participation Plan and the CAPER. The City will consider the views of all citizens, organizations and agencies, and other interested groups in preparing the final Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan and CAPER.

3. Notice of Meetings

All public meetings and public hearings are open to the public. Participation is encouraged. The following paragraphs describe the efforts that will be made to notify the public of public meetings and public hearings.

Public Meetings

Meeting notices are mailed or e-mailed to appointed members at least seven calendar days prior to meeting date. All meeting notices are posted on the Electronic Posting Board and Public Notice Board on the first floor of Newton City Hall within 48 hours of the scheduled meeting, and are listed in the Planning and Development Department's weekly "Friday Report," which is e-mailed or mailed to City officials, agency/organization representatives and residents.

Public Hearings of the Planning and Development Board

- Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan and CAPER

Public notices for public hearings for the proposed Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER will be advertised in the *Newton TAB* at least ten calendar days prior to each hearing. Meeting notices for the Consolidated Plan, Annual Action Plan, and CAPER will be e-mailed or mailed to Board members and posted on the Electronic Posting Board, the City webpage relevant to the subject matter (i.e. <http://www.newtonma.gov/fairhousing>), and the Public Notice Board, and broadcast on the television monitor, both located on the first floor of City Hall. Notice will also be provided on the City's website in the City Calendar and listed in the Planning and Development Department's weekly "Friday Report" which is e-mailed or mailed to City officials, agency/organization representatives and residents.

- Amendments to the Proposed Use of Funds

Notices for public hearings for amendments to the use of funds proposed in the Consolidated Plan and/or Annual Action Plan will be e-mailed or mailed to Board members. Notice will also be posted on the Electronic Posting Board, the Public Notice Board and broadcast on the television monitor on the first floor of City Hall. Notice will also be provided on the City's website in the City Calendar and

listed in the Planning and Development Department’s weekly “Friday Report” which is e-mailed or mailed to City officials, agency/organization representatives and residents.

4. Availability of the proposed Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER

Notice of the availability of the proposed Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER will be published in the *Newton TAB* at least ten calendar days prior to the public hearing. The notice will summarize the content and purpose of these proposed documents and will include a list of locations where copies of the documents may be examined. At a minimum, copies of the proposed Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER will be available in the Newton Housing and Community Development Office and on the Housing and Community Development Division’s section of the Planning and Development Department’s web page, located at <http://www.newtonma.gov/cdbg> and on the Planning and Development Department’s Special Reports and Studies web page: http://www.newtonma.gov/gov/planning/resources/special_reports_n_studies.asp.

5. Access to Information

In addition to opportunities to make oral comments at public meetings and/or public hearings before the Planning and Development Board, any citizen, organization, agency or other interested party may submit written requests for information and submit written comments regarding the proposed Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER, and/or amendments to each, including the proposed use of funds and the benefit to low- and moderate-income residents. Copies of documents will be made available in other languages and/or in other formats (i.e. larger print) upon request. Documents from prior years will also be available upon request for at least the preceding five years.

Additionally, plans to minimize displacement and assist those displaced as a result of the activities in the Consolidated Plan and the Annual Action Plan are attached to this document.

6. Comments

Citizens, organizations, agencies and other interested parties are encouraged to submit their comments on the proposed Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan and CAPER. All comment periods will begin the day of the public hearing held by the Planning and Development Board. Minimum comment periods are listed below:

Type of Public Hearing	Comment Period
Consolidated Plan	30 calendar days
Annual Action Plan	30 calendar days
CAPER	15 calendar days
Analysis of Impediments to Fair Housing Choice	30 calendar days
Substantial Amendments to Consolidated Plans and Annual Action Plans	30 calendar days

The City of Newton will consider all comments in preparing its final Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan and CAPER for submission to HUD, and will include a summary of all comments received and the actions taken to address each comment.

Comments may be submitted via mail, e-mail or fax to:

Housing and Community Development Division
Newton Planning and Development Department
1000 Commonwealth Avenue
Newton, MA 02459
Fax: 617-796-1142
Phone: 617.796.1120, TDD/TTY 617-796-1089

7. Timely Response

The City of Newton will respond in writing within 15 calendar days to any written comments, questions or complaints received regarding the Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, CAPER or the Newton Housing and Community Development Program in general.

8. Technical Assistance

Upon request, Newton Housing and Community Development Division staff will provide technical assistance to groups representing low- and moderate-income persons to develop funding requests for CDBG-, HOME- or ESG-eligible activities.

9. Use of the Citizen Participation Plan

The City of Newton will be required to adhere to this Citizen Participation Plan, once adopted, as the official mechanism for obtaining citizen input into the Consolidated Plan process and during the administration of the programs covered by this Plan.

10. Jurisdiction Responsibility

The requirements for citizen participation shall not restrict the responsibility or authority of the jurisdiction for the development and execution of its Consolidated Plan. The sole and final responsibility and authority to make determinations regarding the City's CDBG, HOME and ESG funding rests exclusively with the Mayor.

ANTI-DISPLACEMENT AND RELOCATION PLAN

(attached to the Citizen Participation Plan)

Permanent Relocation

It is the policy of the City of Newton Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) programs and the WestMetro HOME Consortium to take all reasonable steps to minimize displacement as a result of CDBG- and HOME-assisted projects, including:

- Considering whether displacement will occur during feasibility determinations
- Identifying potential relocation workload and resources early
- Assuring, whenever possible, that residential occupants of buildings rehabilitated are offered an opportunity to return
- Planning rehabilitation projects to include “staging” where this would eliminate temporary displacement
- Following notification procedures carefully so that families do not leave because they are not informed about planned projects or their rights

When a project does require relocation, in order to ensure the timely issuance of information notices to displaced households, etc., staff of the City of Newton Housing and Community Development Division or of the WestMetro HOME Consortium member communities will ensure that all notices are sent in compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA).

Temporary Relocation

Temporary relocation often occurs as the result of lead abatement and other rehabilitation activities in renter- and owner-occupied units. Although the City of Newton Housing and Community Development Division is not required to, in most cases it pays for the temporary relocation of displaced renters and/or homeowners whose residences are being rehabilitated.

CITIZEN PARTICIPATION PLAN

WESTMETRO HOME CONSORTIUM CITIZEN PARTICIPATION PLAN

REVISED MARCH 2018

The City of Newton, the lead entity for the WestMetro HOME Consortium, annually receives HOME Investment Partnerships Program (HOME) funds from U.S. Department of Housing and Community Development (HUD), which it administers on behalf of the WestMetro HOME Consortium member communities. The purpose of the HOME Program is to provide funds for a wide range of activities that create affordable housing opportunities for low- and moderate- income people. As a recipient of these formula grant funds, the HOME Consortium is required to produce the following documents:

- Consolidated Plan – a five-year plan that documents each community’s housing needs, outlines strategies to address those needs, and identifies proposed program accomplishments
- Annual Action Plan – an annual plan that describes specific HOME-funded projects that will be undertaken over the course of the upcoming fiscal year
- Consolidated Annual Performance and Evaluation Report (CAPER) – an annual report that evaluates the use of HOME funds
- Analysis of Impediments to Fair Housing Choice – a five-year plan that analyzes disparities in access to housing opportunities and identifies priorities and goals to address these issues.

This Citizen Participation Plan has been developed to provide citizens and other interested parties with opportunities to participate in an advisory role in the planning, implementation and evaluation of the HOME program and to review and comment on each of the documents listed above.

Citizen participation ranges from conducting needs assessments and strategic planning to project selection, development, implementation and evaluation. The Citizen Participation Plan outlines the City’s responsibility for providing opportunities for active citizen participation. The goals of the Citizen Participation Plan are to:

- Encourage citizen participation by all residents of the Consortium-member communities, emphasizing the involvement of low- and moderate-income residents, people with disabilities, minorities and residents of assisted housing;
- Inform citizens of the Consolidated Plan, Analysis of Impediments to Fair Housing Choice, and the Annual Action Plan, including funds available from the HOME program and eligible activities under the program;
- Give all citizens an opportunity to identify and respond to priority needs;
- Give all citizens an opportunity to identify and respond to priority proposed projects and the use of funds; and
- Give all citizens an opportunity to review and comment on program performance.

This is the overall Citizen Participation Plan for the WestMetro HOME Consortium. Member communities must meet the minimum requirements set forth herein. However, members are free to add opportunities for citizen participation beyond those required here.

Please note that the Consortium’s Consolidated Plan and subsequent Annual Action Plans will cover *only* housing planning and HOME programming for the Consortium member communities. The plans will also include Newton’s Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG)

programs, as well as planning and programming for other programs. The other Consortium members will develop separate *non-housing plans*, as appropriate, and these will be submitted to HUD with the Consortium Plan, but will be separate documents.

1. Process for Citizen Participation

Participation by citizens, agencies and other interested parties in the process of developing the Consortium's Citizen Participation Plan, Consolidated Plan, the Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER and will be encouraged by both the Consortium and by individual member communities. All meetings and draft public documents will receive the broadest possible circulation and notice to encourage participation, especially by residents in the lowest income brackets, by minorities and non-English speaking persons, as well as persons with mobility, visual or hearing impairments. Each member will work with its local public housing authority to encourage the participation of public and assisted housing residents.

Reasonable accommodations will be made for people with disabilities upon request. Language interpreters will be provided for non-English speaking participants upon advance request.

2. Public Hearings

Public participation will be provided at the following public hearings to be held by the Consortium before the Newton Planning and Development Board at Newton City Hall in an accessible location. Hearings may be combined; however, no less than two public hearings will be conducted during the program year.

- Proposed Citizen Participation Plan public hearing
- Proposed Housing Needs public hearing
- Proposed Housing Strategies public hearing
- Proposed Consolidated Plan/Annual Action Plan public hearing
- Annual Performance Public Hearing for the proposed CAPER
- Proposed Analysis of Impediments to Fair Housing Choice public hearing

In addition to the public hearings listed above, member communities will also conduct public hearings in their own community whenever a substantial change is proposed to the use of HOME Program funds from that which was listed in the Consolidated Plan or Annual Action Plan. Member communities shall give notice of the proposed change to the City of Newton, which will submit the required notification to HUD once the hearing has been held and the change has been approved.

A substantial change is defined, in accordance with 24 CFR 91.505(a), as:

- A substantial change in allocation priorities (any change greater than 25 percent in an individual project budget) or a substantial change in the method of distribution of funds;
- An activity (including those funded exclusively with program income) not previously covered by the Consolidated Plan or Annual Action Plan; or a
- Substantial change in the purpose, scope, location or beneficiaries of an activity.

In addition to public hearings for a substantial change, additional hearings may be held by Consortium member communities to solicit input on proposed Plans.

Citizens and other interested parties may present oral comments at the time of the hearing and/or

submit written comments for 30 days after the public hearing for the proposed Consolidated Plan, Analysis to Fair Housing Choice, Annual Action Plan, and any substantial amendments, and for 15 days after public hearings for the proposed Citizen Participation Plan and CAPER. The Consortium will consider the views of all citizens, organizations and agencies, and other interested groups in preparing the final Citizen Participation Plan, Consolidated Plan, Annual Action Plan and CAPER.

3. Notice of Meetings

Public notices for public hearings for the proposed Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER and will be advertised in the following newspapers at least ten days prior to each hearing.

Newspaper

- Newton TAB
- Bedford Minuteman
- Belmont Citizen Herald
- Brookline TAB
- Framingham TAB
- Lexington Minuteman
- Lincoln Journal
- Natick Bulletin
- Needham Times
- Sudbury Town Crier
- Waltham News Tribune
- Watertown TAB & Press
- Wayland Town Crier

Public notices for substantial changes will be advertised in the affected community's newspaper by the affected community at least seven days prior to the hearing.

Additionally, at a minimum, meeting notices for public hearings for the proposed Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan and CAPER will be e-mailed or mailed to Planning and Development Board members and posted on the Electronic Posting Board and Public Notice Board, on the first floor of Newton City Hall within 48 hours of the scheduled meeting. Notice will also be provided on the front page of the City of Newton's website and listed in the Newton Planning and Development Department's weekly "Friday Report" which is e-mailed or mailed to City officials, agency/organization representatives and residents. Consortium member communities may supplement these outreach efforts.

4. Availability of the proposed Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan and CAPER

Notice of the availability of the proposed Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER will be published in the newspapers listed above at least ten days prior to the public hearing. The notice will summarize the purpose of these proposed documents and will include a list of locations where copies of the documents may be examined. At a minimum, copies of the proposed Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan and CAPER will be available in the Newton Housing and Community Development Office and on the Housing and on the Community Development Division's section of the Newton Planning and Development Department's web page, located

at <http://www.newtonma.gov/gov/planning/hcd/default.asp>

5. Access to Information

In addition to opportunities to make oral comments at public hearings before the Newton Planning and Development Board, any citizen, organization, agency or other interested party may submit written requests for information and submit written comments regarding the proposed Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice,, Annual Action Plan and CAPER, and amendments to each, including the proposed use of funds and the benefit to low- and moderate-income residents. Copies of documents will be made available in other languages and/or in other formats (i.e. larger print) upon request. Documents from prior years will also be available upon request for at least the preceding five years.

Additionally, plans to minimize displacement and assist those displaced as a result of the activities in the Consolidated Plan and the Annual Action Plan are attached to this document.

6. Comments

Citizens, organizations, agencies and other interested parties are encouraged to submit their comments on the proposed Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan and CAPER. All comment periods will begin the day of the public hearing held by the Newton Planning and Development Board. Minimum comment periods are listed below:

TYPE OF PUBLIC HEARING	COMMENT PERIOD
Consolidated Plan	30 calendar days
Analysis of Impediments to Fair Housing	30 calendar days
Annual Action Plan	30 calendar days
CAPER	15 calendar days
Substantial Changes	30 calendar days

The City of Newton, on behalf of the Consortium and working with member communities, will consider all comments in preparing its final Citizen Participation Plan, Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan and CAPER for submission to HUD, and will include a summary of all comments received and the actions taken to address each comment.

Comments may be submitted via mail, e-mail or fax to:

Rachel Powers, Community Development Program Manager
Newton Housing and Community Development Program
Planning and Development Department
1000 Commonwealth Avenue
Newton, MA 02459
E-mail: rpowers@newtonma.gov/ Fax: 617-796-1142

7. Timely Response

The City of Newton, on behalf of the Consortium and working with member communities, will respond in writing within 15 days to any written comments, questions or complaints received regarding the Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, CAPER or the HOME Program in general.

8. Technical Assistance

Upon request, Consortium staff will provide technical assistance to groups representing low- and moderate-income persons to develop funding requests for HOME-eligible activities.

9. Use of the Citizen Participation Plan

The City of Newton and the HOME Consortium member communities will be required to adhere to this Citizen Participation Plan, once adopted, as the official mechanism for obtaining citizen input into the Consolidated Plan process and during the administration of the HOME Program covered by this Plan.

10. Jurisdiction Responsibility

The requirements for citizen participation shall not restrict the responsibility or authority of the City of Newton or the HOME Consortium member communities for the development and execution of the Consolidated Plan for the WestMetro HOME Consortium.

WESTMETRO HOME CONSORTIUM ANTI-DISPLACEMENT AND RELOCATION PLAN

Permanent Relocation

It is the policy of the City of Newton Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) programs and the WestMetro HOME Consortium to take all reasonable steps to minimize displacement as a result of CDBG- and HOME-assisted projects, including:

- Considering whether displacement will occur during feasibility determinations
- Identifying potential relocation workload and resources early
- Assuring, whenever possible, that residential occupants of buildings rehabilitated are offered an opportunity to return
- Planning rehabilitation projects to include “staging” where this would eliminate temporary displacement
- Following notification procedures carefully so that families do not leave because they are not informed about planned projects or their rights

When a project does require relocation, in order to ensure the timely issuance of information notices to displaced households, etc., staff of the City of Newton Housing and Community Development Division or of the WestMetro HOME Consortium member communities will ensure that all notices are sent in compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA).

Temporary Relocation

Temporary relocation often occurs as the result of lead abatement and other rehabilitation activities in renter- and owner-occupied units. Although the City of Newton Housing and Community Development Division is not required to, in most cases it pays for the temporary relocation of displaced renters and/or homeowners whose residences are being rehabilitated.

City of Newton Emergency Solutions Grant

WRITTEN STANDARDS FOR PROVISION OF ESG ASSISTANCE

OVERVIEW

In accordance with federal regulations set forth in 24 CFR Part 567, the City of Newton's Department of Planning and Development has developed the following written standards guiding the provision and prioritization of Emergency Solutions Grant (ESG) funding.

The City of Newton receives ESG funds annually from the U.S. Department of Housing and Urban Development (HUD) under the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), enacted into law on May 20, 2009. The ESG program supports eligible activities that enable communities to prevent homelessness, identify sheltered and unsheltered homeless persons, as well as those at-risk of homelessness, and provide the supportive services necessary to ensure that homeless individuals and families are rapidly-rehoused and move toward independent living.

ESG provides funding to: (1) engage homeless individuals and families living on the street; (2) improve the number and quality of emergency shelters for homeless individuals and families; (3) help operate these shelters; (4) provide essential services to shelter residents, (5) rapidly re-house homeless individuals and families, and (6) prevent families/individuals from becoming homeless.

Newton's ESG funds may be used for the following eligible program components:

- **Emergency Shelter Services-** Essential Services for individuals and families currently residing in an emergency shelter; Shelter Operations generally include such operating costs as maintenance, rent security, fuel, equipment, insurance utilities, and furnishings; Renovation of a building to serve or that currently serves as an emergency shelter.
- **Homelessness Prevention-** Housing relocation and stabilization services and/or short-and/or medium-term rental assistance necessary to prevent the individual or family from moving into an emergency shelter or meets HUD's homeless definition.
- **Rapid Re-housing-** Housing relocation and stabilization services and short-and/or medium-term rental assistance as necessary to help individuals and families currently living in an emergency shelter or other places not meant for human habitation move as quickly as possible into permanent housing and achieve stability in that housing.
- **Street Outreach-** Essential Services necessary to reach out to **unsheltered** homeless individuals and families, connect them with emergency shelter, housing, or critical services, and provide them with urgent, non-facility-based care.

Service providers contracted with the City of Newton to provide services in conjunction with the Emergency Solutions Grant must become thoroughly familiar with all regulations promulgated by the United States Department of Housing and Urban Development (HUD) governing the Emergency Solutions Grant Program and the enclosed written standards. *[See, in particular, 24 CFR Part 576 – Emergency Solutions Grant Program.]* The provider is responsible for implementing the service in accordance with these regulations. The following standards are essential, but are not exhaustive of HUD requirements.

I. Standard Policies and Procedures for Evaluating Individuals’ and Families’ Eligibility for Assistance under ESG

The Massachusetts Balance of State Continuum of Care (CoC) has developed and implemented a Coordinated Entry System, to facilitate the process of assessing the housing needs of individuals experiencing homelessness and meeting those housing needs. All applicants are processed through this standard centralized or coordinated assessment system, as required by HUD in 24 CFR 576.400(d). *(Note: A victim service provider may choose not to use the Continuum of Care’s centralized or coordinated assessment system.)* The goal of the Coordinated Entry process is to provide each consumer with adequate services and supports to meet their housing needs, with a focus on returning them to housing as quickly as possible.

ESG subrecipients and service providers, unless noted as an exception, are required to complete the BoS CoC Coordinated Entry Vulnerability Assessment, the Consent and Release Form and the Housing Preference Form. Assessment packets may be requested by calling DHCD at 617-573-1100 or downloaded from the CoC’s website at <http://www.mass.gov/hed/housing/stabilization/continuum-of-care-programs.html>. The evaluation contains the basic information about the barriers and vulnerabilities of each assessed person who has not yet been housed. Vulnerabilities incorporated into the list include length of homelessness, disabilities, and chronic medical conditions. Referrals to CoC funded Permanent Supportive Housing projects are made in order of vulnerability as vacancies occur.

Completed packets are then sent to Karla Sordia (the Coordinated Entry Registry), Federal Grants Management Unit, Massachusetts Department of Housing and Community Development (DHCD), 100 Cambridge Street, 3rd floor, Boston, MA 02114, or scanned and emailed to Karla.Sordia@state.ma.us. Once the project receives the referral from the Coordinated Entry Registry, they will arrange an intake interview. Coordinated Entry Staff will also contact the consumer to assure that the connection has been made. The project staff will review the referred person’s case for eligibility and may reject them only if they are found to be ineligible.

1a. Emergency Shelter

Applicants entering into the emergency shelter system must meet the HUD criteria for defining homelessness as described in 24 CFR 91.5 and 24 CFR 576.2 and in Attachment 1 entitled “Criteria for Defining Homelessness.” Clients will be prioritized within the shelter system based on need and available resources. Requirements are further described in Section IV.

1b. Street Outreach

Eligible clients include people who qualify as ‘unsheltered homeless,’ based on Category 1 (“Literally Homeless”) of the “homeless” definition found at 24 CFR 576.2 (and in Attachment 1, Criteria for Defining Homelessness). Services must coincide with requirements as outlined below in Section III and 24 CFR 576.101.

1c. Homelessness Prevention/Rapid Re-Housing

To be eligible for homelessness prevention, an applicant must meet the standards for r at-risk of homelessness as defined in 24 CFR 91.5 and 24 CFR 576.2. (Please also see Attachment 2, Criteria for Defining At-Risk of Homelessness) Further, applicants must have an annual income at or below 30% of Area Median Income (AMI).

FY 2018 Income Limits	
Household Size	30% Extremely-Low Income Limits
1	\$22,650
2	\$25,900
3	\$29,150
4	\$32,350
5	\$34,950
6	\$37,550
7	\$40,150
8	\$42,750

The standard that must be used for calculating annual income is established in 24 CFR 5.609. Applicants are eligible for future services only if they have no other housing subsidies from local, state, or federal sources and have no other viable resources to keep or obtain housing. The City of Newton may establish other priorities to be applied to applicants.

Program participants seeking rapid re-housing must meet HUD criteria for defining homelessness (Please see Attachment 1, Criteria for Defining Homelessness) and can be either be shelter or street homeless. If eligible, funds may be used to provide housing relocation and stabilization services and short- and/or medium-term rental assistance as necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability. Furthermore, participants within the Brookline-Newton-Waltham-Watertown region will be prioritized for homelessness prevention and rapid rehousing assistance.

Id. Case Management and Re-evaluation

Every eligible program participant or household is to be assigned a case manager or referred to an agency within the community that can provide equivalent care. It is required that the case manager or agency have experience in working with people who are homeless or at-risk of homelessness.

The case manager must work directly with each participant or household, to accomplish the following:

- Determination of the appropriate type of service needed and the amount of financial assistance that is required using guidelines approved by the City of Newton;
- Development of both a short-term and long-term service plan;
- Counseling concerning housing needs;
- Monitoring and evaluating program participant progress, meeting no less than once a month to assist the participant's long-term housing stability needs;
- Credit repair (including credit counseling, budget management, debt management, and making realistic financial choices);
- Communication with landlords and utility companies;
- Assurance that program participants are receiving necessary services from essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service providers, including schools, child care services, legal services, financial resources, health and mental health services, dispute resolution, etc;
- Obtaining all needed local, state, and federal services to benefit the program participant, including public housing, employment assistance and job training, SNAP, SSI or SSDI, TAFDC, Medicaid [*MassHealth in Massachusetts*], WIC, etc. The Case Manager is responsible for referrals and working agreements for on-going collaboration and cooperation. All program participants must have full access to mainstream resources; and
- The development of a longer-term housing stability plan to extend beyond completion of ESG support is required.

Case managers assigned to homelessness prevention and rapid-rehousing programs must also re-evaluate the program participant's eligibility for services and the amount of financial assistance required:

- No less than every three months for participants receiving homelessness prevention assistance;
- No less than once annually for participants who are receiving rapid re-housing assistance; and

At a minimum, Re-evaluations of each program participants' eligibility must establish that:

- The program participant does not have an annual income that exceeds 30 %AMI, as determined by HUD; and
- The program participant lacks sufficient resources and support networks necessary to retain housing without ESG assistance.

II. Policies and procedures for coordination among providers

Recipients and subrecipients of Emergency Solutions Grants and funds authorized under the McKinney-Vento Homeless Assistance Act (Continuum of Care funding) must coordinate and integrate, to the maximum extent practicable, funded activities and services with mainstream housing, health, social services, employment, education, and youth programs for which homeless and at-risk families and

individuals may be eligible. Strategies must include continued collaboration between housing and service providers like the state Department of Mental Health, Department of Developmental Services, Department of Children and Families, Bureau of Substance Abuse Services, Newton Public Schools or applicable school district, local healthcare providers, transportation officials, workforce development, children/ family service providers and case management providers. Funded agencies will ensure that program participants access appropriate benefits and services, including, but not limited to Section 8, Public Housing, HOME Investment Partnership (HOME), the Workforce Investment Act, Women, Infants and Children Nutrition Program (WIC), the Supplemental Nutrition Assistance (SNAP) and Temporary Assistance for Needy Families (TANF) programs.

The City communicates and coordinates with the BoS CoC concerning all the relevant points of services to be provided, performance standards, and policies and procedures for the operation and administration of the HMIS. Additionally, funding allocations are aligned with the priorities, needs and strategies of the Continuum.

Except where statutorily exempt, all data on persons served and activities assisted under the Emergency Solutions Grant must be entered into the applicable community-wide Homeless Management Information System (HMIS) in accordance with the data and technical standards established by HUD. All staff must input pertinent data detailing all services provided into one uniform HMIS client data tracking system. In the case of victim services providers, however, data is to be entered into an alternative database. All data reported to HUD is to be compiled from HMIS or the alternative database. All provider agencies offering ESG services are responsible for overseeing the operation of the HMIS and assuring that all relevant data is entered in the system.

III. Standards for targeting and providing essential services related to street outreach

ESG funded **Street Outreach** targets unsheltered individuals and families within the Brookline-Newton-Waltham-Watertown geography. As set forth in 24 CFR 576.101, funding may be used to provide the essential services necessary to reach out to unsheltered homeless people, connect them with emergency shelter, housing, or critical services, and provide urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility. Eligible services consist of engagement, case management, emergency health and mental health services, services for special populations and transportation.

Subrecipients must determine an individual or family's vulnerability and/or ability to access emergency shelter, housing or health care facility to ensure that assistance is granted toward those demonstrating the greatest need. After the initial assessment of needs and eligibility, activities consist of providing crisis counseling, addressing urgent needs and actively connecting homeless persons to information, referrals and resources.

Funds may be used to provide services for special populations, including youth, victims of domestic violence and people with HIV/AIDS so long as the costs are eligible as defined above.

IV. Policies and Procedures for Admission, Diversion, Referral, Operation and Discharge by Emergency Shelters Assisted under ESG

The **Emergency Shelter Services** component of ESG, as set forth in 24 CFR 576.102, may be used to provide essential services to homeless families and individuals in emergency shelters, to renovate buildings to be used as emergency shelter for homeless families and individuals, and to operate emergency shelters. Services generally consist of case management, child care, education services, employment assistance and job training, outpatient health services, legal services, life skills training, mental health services, substance abuse treatment services and transportation.

Subrecipients and service providers must conduct the initial evaluation and determine if individuals and families meet one of the four (4) categories of homelessness, as detailed in the attached and further defined in 24 CFR 576.2. Following the evaluation and program triage, service providers must determine whether the participant is to be admitted to emergency shelter, diverted to a provider of other ESG-funded components, like homelessness prevention or rapid re-housing and/or connected to applicable supportive services and mainstream resources. Once admitted, emergency shelter program participants must be reassessed on an ongoing basis to determine the earliest possible time that they can be discharged into permanent housing. Subrecipients must work with program participants regularly in identifying their most critical needs, housing and stabilization options.

In accordance with HMIS policy, all data must be logged on services provided, referrals and discharges. Additionally, all facilities must meet the minimum standards with regards to sanitation, safety, habitability and access as specified in 24 CFR 576.403 and Section VIII of the enclosed ESG Written Standards.

Funds may be used to provide services for special populations, including youth, victims of domestic violence and people with HIV/AIDS so long as the costs are eligible as defined above.

V. Determining and Prioritizing which Eligible Families and Individuals will Receive Homelessness Prevention Assistance and which Eligible Families and Individuals will Receive Rapid Re-Housing Assistance

Unlike other interventions, Prevention occurs before a household falls into homelessness. It is recommended that the highest priority applicants for homelessness prevention would be those living in a habitable unit but who have been notified in writing that they are being evicted within 21 days after the date of their application for assistance. Newton ESG **Homelessness Prevention Program** Subrecipients are responsible for screening and determining eligibility for homelessness prevention. Eligibility for ESG services must be determined based on the eligibility criteria established by HUD. Households who do not meet required ESG eligibility standards are not eligible for services.

Newton's ESG **Rapid Rehousing Program** provides assists with rent, security deposit and other financial needs as well as supportive services to help people enter into an apartment. The highest priority applicants for rapid re-housing are those currently homeless persons for whom a potential living unit has been identified and will be available in less than a month. Participants within the Brookline-Newton-Waltham-Watertown region will be prioritized for homelessness prevention and rapid rehousing assistance.

The case manager assigned to the program participant is responsible for determining the type of assistance necessary, amount, and duration of housing stabilization or relocation services to provide a program participant. In addition, the case manager is to be responsible to determine the type of service

that is most appropriate for the program participant and the amount of financial assistance required. Financial assistance cannot be provided to persons who are already receiving the same type of assistance through other public sources. For instance, rental assistance cannot be provided to a person who is receiving tenant-based rental assistance or living in a housing unit receiving project-based rental assistance.

All housing must be determined to meet HUD’s minimum standards and requirements for habitability, sanitation, lead-based paint, and rent reasonableness.

Part of the financial evaluation of each participant is a calculation of net assets. Other than the value of an automobile and the worth of retirement savings accounts, if the participant has a net worth exceeding a threshold of \$15,000, the participant would need to pay 100% of rent, utilities, and other costs until his/her net worth drops below the threshold amount.

According to HUD policy, rental assistance cannot be provided if the rent exceeds the Fair Market Rent established by HUD, as provided under 24 CFR part 888, and must comply with HUD’s standard of rent reasonableness, as established under 24 CFR 982.507. The HUD Boston-Cambridge-Quincy Metro Fair Market Rents for FY18 and FY17 are identified below.

Final FY 2019 FMRs By Unit Bedrooms					
	<u>Efficiency</u>	<u>One-Bedroom</u>	<u>Two-Bedroom</u>	<u>Three-Bedroom</u>	<u>Four-Bedroom</u>
Final FY 2019 FMR	\$1,394	\$1,561	\$1,902	\$2,383	\$2,571
Final FY 2018 FMR	\$1,253	\$1,421	\$1,740	\$2,182	\$2,370

Eligible financial assistance may include housing search, rent application, security deposit, utility deposits, moving costs, first and last month’s rent and utility payments. A one-time payment of rental arrearage may be made for a period of up to six months. The provider may make rental assistance payments only to an owner with whom the provider has entered into a rental assistance agreement. The agreement must require that the owner provide a copy of any eviction action or any notice to the program participant to vacate the rental unit.

VI. Determining the Share of Rent and Utilities Costs that Each Program Participant Must Pay, if any, While Receiving Homelessness Prevention or Rapid Re-Housing Assistance

It is expected that negotiations will be held with all relevant parties at the outset to determine:

- a) The type of financial assistance required and agreement of amounts and method of payment;
- b) The proportion of financial participation by the program participant; and
- c) Other specific commitments of the program participant (e.g. to work toward self-sufficiency).

Determinations of the share of rent and utility costs to be paid on behalf of a program participant must be made on a case by case basis. Program participants are expected to contribute as great a share of the cost of rent and utilities as is affordable to them. In addition, they are required to seek alternative sources of financial assistance.

Financial assistance allocations are to be determined on a month to month basis for the first three month period. After three months, a complete re-evaluation of the program participant who has received homelessness prevention services must be conducted by the Case Manager to determine the program participant's eligibility for services and to determine the participant's ability to increase her/his share of rental payments. A similar re-evaluation must be conducted every three months thereafter, as long as the program participant receives financial assistance. If the service is rapid re-housing, a re-evaluation of program participant status (re: eligibility) is required no more than one year from the initial evaluation. At any point during the provision of financial assistance, the program participant must be declared ineligible for further assistance if her/his income exceeds 30% of the area median income as determined by HUD or if it is determined that the program participant has other resources or support networks that would allow her/him to retain the housing without ESG assistance.

Other than the possible exception of payment of first month's rent and a required security deposit, program participants are required to pay some portion of rent, minimally 30% of the program participant's income. Income will be calculated by totaling gross wages on pay stubs received by the participant after application to the program. The participant's share of rental payments ideally should increase incrementally throughout the period of assistance. Hardship waivers to reduce or forgo contributions can be granted in extreme circumstances at the discretion of the case manager and/or agency. Requests for waivers must be reviewed and approved by a supervisor, with the appropriate documentation kept on file.

VII. Standards for Determining How Long a Particular Program Participant will be provided with Financial Assistance and whether and How the Amount of that Assistance will be Adjusted Over Time

Rental assistance is to be provided for the least amount of time possible and will only be provided so long as the case manager determines it to be absolutely necessary in helping participant(s) regain stability in permanent housing. Normally, the maximum period of rental assistance will be nine months. Only in cases of extreme need will rental assistance will be provided for a full year. Regardless of the length of the period of subsidy, all program participants who are receiving rental assistance must have a legally binding, written lease for the rental unit that is between the owner and the program participant. A lease is not required in the case of a rental arrearage payment.

In general, assistance with utility payments is limited to emergencies, such as if it is necessary for a program participant to move into a new unit or if the utility arrearages are so great that a negotiated settlement must be made with the utility companies to avoid shut-off. Program participants must work with the case manager to negotiate a payment plan for utilities arrearages.

Meetings with the program participant, landlord or prospective landlord, and the case manager are to be held, as needed, to assure that the program participant or program participant household achieves stability in housing.

Due to the anticipated large number of eligible individuals and families seeking housing stabilization or relocation services, program participants may only receive benefits for one period of time, as determined by the case manager.

VIII. Habitability, Sanitation, Safety and Lead-Based Paint Standards

All ESG subrecipients and service providers must adhere to federally required standards to ensure that shelter and housing facilities are safe, sanitary, accessible and adequately maintained for program participants.

In accordance with 24 CFR 576.403, all units in which program participants are receiving emergency shelter or housing assistance must meet HUD Habitability and Lead-Based Paint Standards. Subrecipients are required to complete the ESG Minimum Habitability Standards Checklist and Lead Screening Worksheet (please see Attachments 3 and 4). The only exception to this requirement is in cases where **only** security deposits assistance and/or rental arrearage assistance is being provided.

Assisted units must meet federal lead paint requirements if the unit was constructed before 1978 and if a child under 6 and/or a pregnant woman is or will be residing in the unit. Subrecipients must document these inspections using the Habitability Checklist. The habitability and visual lead inspections are not required to be completed by certified inspectors, but the unit must comply with ALL standards on the checklist, otherwise the unit will not be eligible to grant assistance.

The inspection must include, at a minimum:

- Verification of age of structure;
- Visual assessment and confirmation that paint surfaces are not chipping, cracking or peeling using the Habitability Checklist; and
- Verification that the unit has been de-lead or paint encapsulated from a Massachusetts approved de-leading vendor.

If a HUD approved inspection for Section 8 has been recently completed for the unit, a copy of that inspection report in the client's file is sufficient because the regulations governing Section 8 inspections are more stringent than those governing ESG inspections. A lead-free certification for a unit can also be used to satisfy the lead paint requirement.

Subrecipients are highly encouraged to complete an online tutorial on completing lead based paint visual inspections which takes approximately 20 minutes to complete and is described at: <http://www.hud.gov/offices/lead/training/visualassessment/h00101.htm>

Shelters must be accessible and should have a second means of exiting the facility in the event of an emergency. Every assisted facility must establish appropriate safeguards in order to meet the safety and shelter needs of special populations and enact the proper security precautions to those in its care. In addition, each shelter and housing unit must be maintained in a sanitary condition with each program participant having access to sanitary facilities that are clean and in proper operating condition.

IX. Fair Housing and Affirmative Outreach

Subrecipients and service providers must communicate and make known that the use of ESG funded facilities, assistance and services are available to all on a nondiscriminatory basis. Subrecipients are required to develop and implement affirmative outreach procedures and communication tools and materials in conformance with all federal, state and local fair housing statutes to inform persons without regard race, color, sex, age, disability, religious creed, familial status, national origin or ancestry, genetic information, marital status, veteran or military status, sexual orientation, gender identity or expression or status as a recipient of public and/or rental assistance, how to obtain access to facilities and services. Additional outreach measures must be taken to ensure that program outreach will reach those who wouldn't traditionally access such opportunities.

In addition, reasonable accommodations for persons with disabilities must be available in order to ensure disabled participants have an equal opportunity to utilize housing, including shelters, and receive essential services. Greater levels of accessibility may be required for some shelters in compliance with The Americans with Disabilities Act.

X. Matching Funds

Subrecipients must match 100% of awarded ESG funds from non-ESG sources. The matching requirement may be met with cash contributions and/or non-cash contributions, including the value of any real property, lease, equipment, goods, or services contributed to the organizations applying for ESG funds. Non-cash contributions may also include the purchase value of any donated building. Matching funds may also include salary paid to staff (not included in the ESG award) and time contributed by volunteers to carry out the project.

If matching contributions include funds from the Continuum of Care Program or another federal program, the applicant must ensure that all laws governing those federal funds are followed and that matching requirements do not prohibit those use of those funds for match.

XI. Termination of Assistance

As outlined in 24 CFR 576.402, the subrecipient may terminate assistance if the program participant has violated program requirements in accordance with a formal process established by the subrecipient. Termination of services may occur in situations where the participant violates program standards, misrepresents eligibility status, violates the lease agreement and engages in criminal activity. The subrecipient must exercise judgment, examine and document all extenuating circumstances in determining when violations warrant termination so that a program participant's assistance is terminated only in the most severe cases. The termination must be preceded by a due process recognizing the rights of individuals affected, to include, at a minimum:

- Written notification and clear statement of reasons for termination from the program;
- Opportunity to appeal to a third party; and
- Prompt appeal response.

Participants who are terminated cannot re-apply for services until all outstanding issues are cleared to the satisfaction of the City of Newton.

Forms and Attachments

1. Criteria for Defining Homelessness
2. Criteria for Defining At-Risk of Homelessness
3. ESG Minimum Habitability Standards Checklists
4. ESG Lead Screening Worksheet
5. ESG Program Components Quick Reference
6. ESG Applicable Requirements for Rental Assistance and Housing Relocation and Stabilization Services Matrix
7. Balance of State CoC Coordinated Entry Forms

Newton Community Development Block Grant Program - FY20 Budget

PROJECT #	IDIS #	Env. Review	Budget Code	Account	Projects	Letter-of-Credit (LOC) Budget	FY20 Program Income (Estimated)	Prior Year(s) Program Income (FY19)	Prior Year(s) Entitlement Funds	Total Budget
HOUSING PROGRAM										
CD20-01A		Exempt	15Y114	Various	Housing Program Delivery	\$300,000.00				\$300,000.00
CD20-01B		project by project	15Y114	5796	Housing Rehabilitation and Development Program Fund	\$223,000.00				\$223,000.00
CD20-01C		project by project	15Y114	5796C	Housing Program Rehab Revolving Loan Fund (estimated rehab loan repayments)		\$81,250.00			\$81,250.00
CD20-D1A		TBD	15Y114	5796	625 Haywood House (Newton Housing Authority)	\$625,000.00				\$625,000.00
HOUSING PROGRAM TOTAL						\$1,148,000.00	\$81,250.00	\$0.00	\$0.00	\$1,229,250.00
ARCHITECTURAL ACCESS										
CD20-03A		project by project	15Y114	586001	Accessible Crosswalk Signals (RRFBs)	\$60,000.00				\$60,000.00
CD20-03B		project by project	15Y114	586001	Park Pathway Installation	\$30,500.00				\$30,500.00
CD20-03C		project by project	15Y114	586001	FY20 Curb Cut Pool	\$5,000.00			\$30,000.00	\$35,000.00
ARCHITECTURAL ACCESS TOTAL						\$95,500.00	\$0.00	\$0.00	\$30,000.00	\$125,500.00
HUMAN SERVICES										
CD20-05A		Exempt	15Y114	5797	Barry Price Rehabilitation Center / Building Independence and Self-Esteem Through Employment	\$15,000				\$15,000.00
CD20-05B		Exempt	15Y114	5797	Boys and Girls Club /Financial Aid for Teens and Families	\$16,000				\$16,000.00
CD20-05C		Exempt	15Y114	5797	EMPPath / Career Family Opportunity Program	\$5,000		\$30,000		\$35,000.00
CD20-05D		Exempt	15Y114	5797	Family ACCESS of Newton / Social Mobility for Young Families	\$48,000				\$48,000.00
CD20-05E		Exempt	15Y114	5797	Horace Cousens Industrial Fund / Emergency Payment for Families in Financial Crisis	\$12,000				\$12,000.00
CD20-05F		Exempt	15Y114	5797	2Life Communities / Caring Choices and Wellness Nursing for Low-Income Seniors	\$12,500				\$12,500.00
CD20-05G		Exempt	15Y114	5797	Jewish Family & Children's Service/ Stabilization & Recovery Services for People with Mental Illness & Autism	\$12,500				\$12,500.00
CD20-05H		Exempt	15Y114	5797	Newton Community Development Foundation / Resident Services Program	\$28,000				\$28,000.00
CD20-05I		Exempt	15Y114	5797	Newton Housing Authority / Resident Services Program	\$23,000				\$23,000.00
CD20-05J		Exempt	15Y114	5797	Plowshares Education Development Center / Tuition Assistance for Preschool and After School	\$10,000				\$10,000.00
CD20-05K		Exempt	15Y114	5797	REACH / Individual Support and Advocacy including Emergency Hotline and Community Outreach	\$11,520				\$11,520.00
CD20-05L		Exempt	15Y114	5797	Riverside Community Care / Mental Health Services Promoting Economic Mobility	\$40,000				\$40,000.00
CD20-05M		Exempt	15Y114	5797	The Second Step / Residential and Community Programs for Survivors of Domestic Violence	\$35,000				\$35,000.00
CD20-05N		Exempt	15Y114	5797	Newton Senior Center/Fitness Programming	\$10,000				\$10,000.00
CD20-98D		Exempt	15Y114	5797	Human Service Program Income Reserve**** (for FY21 projects- do not include in FY20 budget totals)		\$18,750			
HUMAN SERVICES TOTAL (Cannot exceed 15% of current year LOC + 15% of prior year program income)						\$278,520.00	\$18,750.00	\$30,000.00	\$0.00	\$308,520.00
PROGRAM ADMINISTRATION										
CD20-09A		Exempt	15Y114	Various	Program Administration	\$380,777.00	\$25,000.00			\$405,777.00
CD20-09B		Exempt	15Y114	Various	Citizen Participation	\$1,000.00				\$1,000.00
CD20-99		Exempt	15Y114	5797	Contingencies	\$5,145.00				\$5,145.00
ADMINISTRATION TOTAL (Cannot exceed 20% of current year LOC + 20% of current year program income- must also include Planning activities)						\$386,922.00	\$25,000.00	\$0.00	\$0.00	\$411,922.00
GRAND TOTAL ALL PROGRAM AREAS						\$1,908,942.00	\$125,000.00	\$30,000.00	\$30,000.00	\$2,075,192.00
FY20 CDBG Letter of Credit Funds from HUD B-19-MC-25-0019						\$1,908,942.00				

* FY20 CDBG is a .48% decrease from FY19 (\$1,918,213)

**** FY20 Program Income for Human Services (\$18,750) is not included in total as it is reserved for FY21 programs

Newton Emergency Solutions Grants Program - FY20 Budget

Program Funding Vote Per Continuum of Care- unanimous vote on 1/9/19

ESG Review Committee Recommendations made on 2/13/19

P&D Board Approval 4/2/19

Mayoral Approval 5/23/19

Project Number	Envir. Review	IDIS #	ESG PROJECTS	BUDGET CODE	ACCOUNT	ACCOUNT TITLE	ESG Funds
HES20-01A	Exempt		Bristol Lodge Men's & Women's Shelters -- Middlesex Human Service Agency	20A11418	5797	Grants	\$ 13,600.00
HES20-01B	Exempt		Transitional Residence Operations -- The Second Step, Inc.	20A11418	5797	Grants	\$ 17,800.00
HES20-01C	Exempt		Shelter Services -- Community Day Center of Waltham	20A11418	5797	Grants	\$ 16,800.00
HES20-01D	Exempt		Emergency Shelter Operations -- REACH	20A11418	5797	Grants	\$ 17,800.00
HES20-02A	Exempt		Homelessness Prevention -- Brookline Community Mental Health Center	20A11418	5797	Grants	\$ 53,500.00
HES20-02B	Exempt		Homelessness Prevention -- The Second Step	20A11418	5797	Grants	\$ 6,500.00
HES20-03A	Exempt		Rapid Re-housing -- Brookline Community Mental Health Center	20A11418	5797	Grants	\$ 18,425.00
HES20-03B	Exempt		Rapid Re-housing -- The Second Step	20A11418	5797	Grants	\$ 6,132.62
HES20-05A	Exempt		ESG Administration	20A11418	5797	Grants	\$ 12,207.38
TOTAL							\$ 162,765.00
FY20 ESG Letter of Credit Funds E19-MC-25-0019 \$ 162,765.00							

FY20 ESG is a 4.16% increase from FY19 (\$156,262)

WestMetro HOME Partnerships Program FY20 Projects

Project #	PROJECT NAME/TYPE	FY20 Budget	Prior Yr(s) Program Income	Prior Yr(s) Entitlement Funds	Anticipated FY20 Program Income	Totals
BEDFORD						
HM20-01A	Bedford HOME Administration	\$ 1,605.00				\$ 1,605.00
HM20-01B/HM19-01B	Bedford TBRA	\$ 4,380.00		\$ 2,000.00		\$ 6,380.00
HM19-01B	BHA Ashby Place			\$ 17,345.00		\$ 17,345.00
HM20-01C	Bedford Housing Rehab - BHA Elm Street	\$ 11,650.00				\$ 11,650.00
TOTAL		\$ 17,635.00	\$ -	\$ 19,345.00	\$ -	\$ 36,980.00
BELMONT						
HM20-02A	Belmont HOME Administration	\$ 4,405.00				\$ 4,405.00
HM20-02B/HM19-02B	Belmont Housing Dev. - Belmont Village	\$ 44,080.00		\$ 45,780.00		\$ 89,860.00
TOTAL		\$ 48,485.00	\$ -	\$ 45,780.00	\$ -	\$ 94,265.00
BROOKLINE						
HM20-03A	Brookline HOME Administration	\$ 20,940.00				\$ 20,940.00
HM20-03B	Housing Development - Longwood	\$ 209,400.00				\$ 209,400.00
HM19-03B & P/HM18-03B/HM17-03P	Housing Dev. - 2Life - 370 Harvard Street		\$ 88,342.75	\$ 241,275.00		\$ 329,617.75
HM20-03P	Brookline Program Income- reserved for housing development				\$ 105,000.00	\$ 105,000.00
TOTAL		\$ 230,340.00	\$ 88,342.75	\$ 241,275.00	\$ 105,000.00	\$ 664,957.75
CONCORD						
HM20-13A	Concord HOME Administration	\$ 2,305.00				\$ 2,305.00
HM20-13B/HM19-13B	Housing Development - Junction Village	\$ 23,050.00		\$ 19,505.00		\$ 42,555.00
TOTAL		\$ 25,355.00	\$ -	\$ 19,505.00	\$ -	\$ 44,860.00
FRAMINGHAM						
HM20-09A	Framingham HOME Administration	\$ 24,145.00				\$ 24,145.00
HM20-09B/HM19-09B & P/HM18-09P	Framingham Housing Development	\$ 126,450.00	\$ 129,198.46	\$ 122,000.00	\$ 22,500.00	\$ 400,148.46
HM20-09C/HM19-09C/HM18-09C	Framingham TBRA Program	\$ 50,000.00		\$ 56,531.86		\$ 106,531.86
HM20-09D/HM19-09D	Framingham Rehabilitation	\$ 65,000.00		\$ 69,665.00	\$ 22,500.00	\$ 157,165.00
HM20-09P	Framingham Program Income- reserved for housing rehab and housing dev.					\$ -
TOTAL		\$ 265,595.00	\$ 129,198.46	\$ 248,196.86	\$ 45,000.00	\$ 687,990.32
LEXINGTON						
HM20-12A	Lexington HOME Administration	\$ 3,305.00				\$ 3,305.00
HM20-12B/HM19-12B/HM18-12B	Lexington- LHA Pine Village	\$ 33,060.00		\$ 87,722.00		\$ 120,782.00
TOTAL		\$ 36,365.00	\$ -	\$ 87,722.00	\$ -	\$ 124,087.00
NATICK						
HM20-11A	Natick HOME Administration	\$ 3,805.00				\$ 3,805.00
HM20-11B/HM19-11B/HM18-11B	Natick TBRA Program (includes Sudbury Loan Repayment)	\$ 44,080.00		\$ 81,216.00		\$ 125,296.00
TOTAL		\$ 47,885.00	\$ -	\$ 81,216.00	\$ -	\$ 129,101.00
NEEDHAM						
HM20-05A	Needham HOME Administration	\$ 2,505.00				\$ 2,505.00
HM20-05B/HM19-05B	Needham Projects / Programs	\$ 25,050.00		\$ 27,845.00		\$ 52,895.00
TOTAL		\$ 27,555.00	\$ -	\$ 27,845.00	\$ -	\$ 55,400.00
NEWTON						
HM20-06A	Newton HOME Administration	\$ 11,622.22				\$ 11,622.22
HM20-06B/ HM19-06B/HM18-06P	Newton Projects/ Programs	\$ 116,202.20		\$ 162,545.00		\$ 278,747.20
HM15-06G/HM16-06G/HM19-06C	236 Auburn Street			\$ 284,371.00		\$ 284,371.00
TOTAL		\$ 127,824.42	\$ -	\$ 446,916.00	\$ -	\$ 574,740.42
SUDBURY						
HM20-10A	Sudbury HOME Administration	\$ 600.00				\$ 600.00
HM18-10C/HM17-10C	Sudbury - Coolidge Phase II			\$ 178,203.00		\$ 178,203.00
TOTAL		\$ 600.00	\$ -	\$ 178,203.00	\$ -	\$ 178,803.00
WALTHAM						
HM20-07A	Waltham HOME Administration	\$ 15,630.00				\$ 15,630.00
HM20-07B/HM19-07B	Waltham TBRA Program	\$ 156,300.00		\$ 180,402.00		\$ 336,702.00
HM18-07P/HM19-07P	Waltham Program Income- Beaver Brook Apts- 280-324 Grove Street		\$ 114,725.00	\$ 300,056.04		\$ 414,781.04
HM20-07P	Waltham Program Income- reserved for HM21				\$ 120,000.00	\$ 120,000.00
TOTAL		\$ 171,930.00	\$ 114,725.00	\$ 480,458.04	\$ 120,000.00	\$ 887,113.04
WATERTOWN						
HM20-08A	Watertown HOME Administration	\$ 8,215.00				\$ 8,215.00
HM20-08B/HM19-08B/HM17-08B	Watertown Projects / Programs	\$ 82,150.00		\$ 192,991.32		\$ 275,141.32
HM20-07P	Watertown Program Income- reserved for HM21				\$ 30,000.00	\$ 30,000.00
TOTAL		\$ 90,365.00	\$ -	\$ 192,991.32	\$ 30,000.00	\$ 313,356.32
WAYLAND						
HM20-14A	Wayland HOME Administration	\$ 1,105.00				\$ 1,105.00
HM20-14B/HM19-14B	Wayland TBRA Program	\$ 11,020.00		\$ 13,250.00		\$ 24,270.00
TOTAL		\$ 12,125.00	\$ -	\$ 13,250.00	\$ -	\$ 25,375.00
CONSORTIUM ADMINISTRATION						
HM20-99	Consortium HOME Administration	\$ 42,937.38				\$ 42,937.38
HM20-15A	Competitive Funding Pool	\$ -				\$ -
HM20-15B	CHDO Operating Expenses Funding Pool	\$ 71,562.30				\$ 71,562.30
HM20-15C	CHDO Set Aside Funding Pool	\$ 214,686.90				\$ 214,686.90
TOTAL		\$ 329,186.58	\$ -	\$ -	\$ -	\$ 329,186.58

TOTAL FY20 HOME CONSORTIUM BUDGET \$ 1,431,246.00 \$ 332,266.21 \$ 2,082,703.22 \$ 300,000.00 \$ 4,146,215.43
Uncommitted PI Uncommitted Anticipated PI All Available
EN & CR Resources

HOME Consortium Letter of Credit Funds M19-DC25-0213 \$ 1,431,246.00

FY20 HOME is a 10.4% decrease FY19 Allocation of \$1,597,353

HOME Projects and Programs	\$1,001,872.20
Total Administrative Costs (10% of total allocation)	\$143,124.60
Local Administration (7% of total allocation)	\$100,187.22
Consortium Administration (3% of total allocation)	\$42,937.38
Total CHDO Operating Expenses (5% of total allocation)	\$71,562.30
Total CHDO Set-Aside (15% of total allocation)	\$214,686.90
Prior Years Program Income (uncommitted)	\$ 332,266.21
Prior Years Entitlement Funds (uncommitted)	\$ 2,082,703.22
Anticipated HM20 Program Income	\$ 300,000.00
TOTAL FY20 HOME CONSORTIUM BUDGET	\$4,146,215.43

Available to Commit on PR01 3/27/19 \$2,175,366.48
plus uncommitted CR funds (not shown on PR01) \$239,602.95
Prior Year Resources \$2,414,969.43

Prior Year Uncommitted PI \$332,266.21
Prior Year Uncommitted EN \$2,082,703.22
Prior Year Resources \$2,414,969.43



Zoning & Planning Committee Report

City of Newton In City Council

Monday, April 8, 2019

Present: Councilors Albright (Chair), Krintzman, Downs, Brousal-Glaser, Danberg, Baker, Leary and Kalis

Also Present: Councilors Greenberg, Lappin and Schwartz

Planning Board Present: Peter Doeringer, Kelley Brown, Kevin McCormack and Jim Robertson

City Staff Present: Barney Heath (Director, Planning Dept.), James Freas (Deputy Director, Planning Dept.), Rachel Nadkarni (Long Range Planner), Amanda Berman (Director, Housing and Community Development), Eamon Bencivengo (Housing Development Planner), John Lojek (Commissioner, Inspectional Services) and Marie Lawlor (Assistant City Solicitor)

#127-19

Submission of the FY20 Annual Action Plan To HUD

HER HONOR THE MAYOR requesting City Council authorization, pursuant to the 2019 Revised Citizen Participation Plan, to submit the FY20 Annual Action Plan to the US Department of Housing and Urban Development (HUD) for the City of Newton Community Development Block Grant (CDBG) and Emergency Solution Grant (ESG) funds and the WestMetro HOME Consortium.

Action:

Zoning & Planning Approved 8-0

Note: Amanda Berman, Director of Housing and Community Development joined the Committee. She noted that there will be a Community Development Week during April 22-26. This is a national week for communities that receive HUD funds to celebrate the work that they've done over the year and share plans future projects. Newton will have a Community Development gallery at City Hall highlighting the work and there will be a tour of housing projects, by invitation, among other events and trainings. She urged the Committee members to be involved in all the activities and trainings available during the week. The week will close with a celebration of the Newton Highlands Playground in partnership with the Parks & Recreation Department. CPA funds were also very critical for the development of the park.

The full draft FY20 Annual Action Plan, including the FY20 program budgets may be found on the City of Newton website at: <http://www.newtonma.gov/civicax/filebank/documents/95876>

Ms. Berman explained that the Annual Action Plan is part of a larger, ongoing planning and reporting process that the City is required to do and is part of the FY16-FY20 Consolidated Plan. This will be the last Annual Action Plan as part of that Consolidated Plan and the next 5-year Consolidated Planning process will begin this summer. In addition to the Action Plan, the Consolidated Annual Performance and Evaluation Report (CAPR) reports on the activities for the prior year.

The City receives three entitlement funds from the Department of Housing and Urban Development (HUD): Community Development Block Grant (CDBG); Energy Solution Grant (ESG); and the WestMetro Home Investment Partnerships Program (HOME). The goal of these funds is to develop viable urban communities through the vision of decent housing, suitable living environment, and the expansion of economic opportunities for low- and moderate-income persons. The dollar amounts provided in this report are estimates because the actual allocations have not yet been received by HUD. The estimates are formulated based on FY19 allocations and information that was reported to the City at the federal level. The City is estimated to receive \$1.9 in CDBG funds; \$161K in ESG funds; and \$1.4M in HOME funds which includes a 13-community consortium of which Newton is the lead entity. A public comment period began last week and will conclude on May 1st.

Ms. Berman provided a presentation which is attached to this report. It contains detailed breakdowns of the budget allocation of each of the funds and details about projects. The Planning Memo also provides information and may be found at:

<http://www.newtonma.gov/civicax/filebank/documents/96274>

Committee Comments/Questions

A Committee member asked how much of the money for the Auburn Street project (See attached presentation) is from this year and from last year and if there is any money left to be awarded this year. Ms. Berman said that Danielle Bailey is the grants manager and it is a complicated inflow/outflow of funds. She will follow up with Ms. Bailey and get the numbers for each year. She does know that there is money left to be awarded and she will find out how much.

A Councilor wondered if there have been any dramatic increases or decreases in ESG funds. Ms. Berman said there were some minor fluctuations. The City received over \$308K in requests so the Committee had to decide how to allocate the limited funding. Based on previous years' monitoring, how much an organization receives is weighted against how their programs and proposals match against the City's criteria. The City looks at the benchmarks for success that came out of the Brookings Institute and how that plays a role in bringing households out of poverty and moving toward the middle class. Rachel Powers heads up a team of reviewers from several departments in the City who look at the criteria for ranking. Peter Doeringer was a part of that review team and explained they were unanimous about how to levy the inevitable cuts in resources. It was analytical – they did not do across the board equal cuts.

It was asked if ESG funds are open to individuals or just to organizations. For instance, someone might need a critical repair to a home and not be able to afford it. Ms. Berman said ESG would not provide those funds and instead agencies would be funded who would have direct contact with individuals that might be at risk for homelessness. Home repair assistance would fall within the housing rehabilitation program which is operated out of the City's Housing and Community Development division. That program would directly fund homeowners. Last year, approximately 5 homeowners were provided with that type of assistance.

A Committee member asked about the other communities in the HOME consortium. Ms. Berman explained that some of the communities are entitlement communities, like Newton, who receive funds for affordable housing. Some are not entitlement communities, like Concord, who opted in so that it could receive some funds to assist in the effort. If they do not use all their money, they can put their money back in that pool and a community can submit a proposal to access those funds. It helps to move funding around in a more timely and strategic way.

A Councilor noted that HUD considers Newton an "exception" community and she wondered what that might mean going forward for funding. The community used to decide how funds would be spent and they generally went between Newton Corner and Nonantum, but that is no longer the case. Mr. Freas said that Newton has been an exception community for a long term. Often, communities that have a high percentage of low-income residents have a high-percent of older building stock, but Newton is an exception to that rule. There is always talk about changing formulas because communities like Newton receive funds and do not have a high percentage of low-income residents, but that funding formula is irrespective of the amount of money the president allocates to the program. So far, there has been no appetite to change the formula.

It was noted that In the Plan, it looks like there has been a big increase in the number of families and individuals living below the poverty line since the last census. Is that because of the high cost of housing? It seems a significant difference. Peter Doeringer feels it is probably because of the aging of residents since the last census.

The Chair noted that CAN DO used to be the Community Housing Development Organization (CHDO) in Newton. Ms. Berman said MetroWest is a CHDO and is working in partnership on the Auburn Street project. Any CHDO can develop in Newton. The Chair felt that MetroWest is probably not interested in developing all that much in Newton.

The Committee thanked Ms. Berman for her presentation. Councilor Danberg moved approval and the Committee voted in favor unanimously, 8-0.

#187-18 Zoning Amendment for Inclusionary Zoning

DIRECTOR OF PLANNING requesting amendments to the Inclusionary Housing provisions of Chapter 30, Newton Zoning Ordinance, to increase the required percentage of affordable units; to require that some affordable units be designated for middle income households; to create a new formula for calculating payments in

lieu of affordable units; and to clarify and improve the ordinance with other changes as necessary.

Action: Zoning & Planning Held 8-0

Note: Amanda Berman, Director of Housing and Community Development joined the Committee. She explained that staff has been having conversations with affordable housing advocates based on further research and comments from this Committee relative to the inclusionary zoning ordinance. Staff have also had conversations with for-profit developers in Newton to discuss the proposal and additional ideas that have come up in the last few months.

Several questions about the ordinance and it's potential impact from the Zoning & Planning Committee were posed at the last discussion of this item and she would like to address those this evening.

Land Values

Relative to the IZ policy and the potential negative impact on land values in Newton, it was asked whether that impact would include all properties or just those properties being considered for multi-unit projects. The research, the consultant and the field in general states that increased IZ requirements could potentially impact land values downward to the price point a developer is willing to pay in order to make the project financially feasible. This is also the feedback staff have been receiving from the for-profit developers in Newton. It was determined that the impact would be primarily on the zoning districts that have the potential for multi-unit housing, particularly in commercial corridors with that potential.

Cambridge/Somerville

The Committee had asked for updates on the Cambridge and Somerville IZ ordinances that were recently introduced. In 2017, Cambridge's new IZ policy went from requiring 15% of total project units be affordable, to 20% of the total dwelling unit net floor area, which is a very different way of calculating the requirement. They did a gradual transition from 15% of the total dwelling unit net floor area and over a few months went to 20%. Cambridge then issued a status report in 2018 but noted that many of the projects in the pipeline prior to the changes were still awaiting the approval process and had not been built, therefore, they are continuing to assess the effect of the changes. Somerville is in the process of going through their assessment and have hired a consultant to look at the results of the increased requirement since then went into effect last year. Boston is also going through a similar study and they are at a 13% requirement.

Parking & Affordability

The RKG model set cost levels for surface, aboveground and underground parking but assumes underground costs (\$40K per space) when running the model. Therefore, for example, a 140-unit project with a parking ratio of 1.25 would result in 175 parking spaces. Those parking spaces would cost the developer \$7M. On the other hand, if the market rate value of a 1-bedroom unit is \$487K, and the value of a 50% AMI 1-bedroom unit is \$45K, the value gap or differential is \$441K. That \$441K is the subsidy the developer would need to be made whole on the affordable unit. Therefore, that \$7M could instead provide 15 1-bedroom units set at 50% AMI. This is the very

simplistic way of looking at it, however, because there is no way to know if the savings the developer could see from providing less parking are going to equal that same amount of equivalent affordable units.

Payments in Lieu

Ms. Berman said the Committee had not been interested in utilizing the Department of Housing and Community Development QAP number of \$389K when calculating payments or fractional cash payments for units. One alternative is to look at the average development costs in Newton for affordable housing projects the City has funded over the last few years. Research is showing that number to be \$500K a unit. Developers calculate this number differently – some are inclusive of land costs and some are not. More research needs to be done on this number to be sure all the same costs are included as they are being averaged out. Another option is to utilize a consultant to look at the average differential or the average cost to the developer for providing an affordable unit and use that number as the basis for calculation.

For Profit Developer Conversations

Staff has been speaking to for-profit developers looking for red flags in the 2018 proposal. Staff also floated the idea at adding the 2.5% increase at the middle-income tier onto the existing 15% requirement. In general, the developers who produce larger projects felt that increase was reasonable and manageable. Developers of smaller scale projects felt they did not have the financial cushion to handle this especially since many of them are now providing parking underground which means significantly increased costs. In general, the developers felt that predictability and equal application of the ordinance would be key and would allow creation of a project pro-forma that would work.

Developers also said that allowing a significant increase in density is a sure way to see greater affordability in a project. Many of them referred to Cambridge because they provide that density bonus to offset the increased affordability requirements. They also would like to see a transition period for any coming changes so they can rework numbers to make projects work.

Affordable Housing Advocates

The affordable housing advocates felt they really did not want to see any affordability decrease in the existing ordinance, particularly in the way rental units must average out at 65% AMI when 2 or more rental units are required.

Newton Housing Partnership

The Newton Housing Partnership is now up and running and is an advisory group to the Mayor and the City Council for housing and affordable housing issues. A good amount of time at their last meeting was providing an update on the IZ ordinance. The Partnership spent a significant amount of time at their last meeting discussing the updates and will be dedicating their April and May meetings to the update process. Specifically they will help determine an appropriate baseline for the required units table to really hone in on where project size additional percentage requirements

could come into play, and to help think through the new basis for the cash and fractional cash payments and an alternative compliance option.

Next steps are to work with the Housing Partnership over the next couple of months, update the elder housing with services section and come back in May to the Zoning & Planning Committee with an updated proposal for discussion and then hold a public hearing in June.

Committee Comments/Questions

In reference to the impact on land values, the Chair was concerned with the way this issue was being expressed. Land has value but the IZ policy does not affect the land price. If the land is not being used for this purpose, then it moves to another purpose and the price is not affected. The price of the land is not changing, just the manner in which the land might be used. Other Committee members said that when the Inclusionary Zoning requirement is high enough, a developer will choose not to buy a parcel and not build because it is not financially feasible. A credible consultant has said that for a parcel to be sold in order to meet a certain IZ requirement, the land must be at a certain price to make that financially feasible and that price might have to be lower. The Chair said the IZ policy from 20 years ago did not change the price of the land – landowners did not drop their prices – instead, the result was the creation of very few affordable units.

A Committee member noted that while parking has been singled out because the question was asked, there are a number of other requirements that could be picked out as well that have a cost associated with them. There are differences among people about parking requirements, but all the various requirements should be looked at.

A Councilor stated that the existing Tiers are split between 50% AMI and 80% AMI. Ms. Berman said this requirement will remain. There is a footnote to explain that the project has to average out at 65% when the project is two or more rental units.

A Committee member asked why developers of small projects are constructing underground parking when it is so expensive. Ms. Berman said conversations with developers who are maxing out at the smaller 20-unit projects are feeling the market pressure for this from neighbors, councilors and others. The Councilor said that reducing the parking requirement to 1 from 1.25 for affordable units would substantially bring down costs which would result in more of those affordable units.

A Councilor said the change in the construction cost number of payments in lieu is a good one. If the goal is to increase the number of units created because the current IZ ordinance has not done so, then keeping it so close to the current ordinance is worrying. The information from other communities is helpful but it is still hypothetical at this point so it is hard to determine the right strategy and it might be wise to wait for more concrete data to come in. Ms. Berman said she will be bringing new data on projects in the pipeline and the number of proposed units will shift quite a bit from what has happened in the past. More and more IZ eligible projects are coming in for

special permits so the climate has changed significantly from a year ago. It is difficult to understand what has flipped the switch. Expanding the ability of the ordinance to create more units is possible with the proposed requirements.

It was asked if more data might be available on IZ ordinances and their effects by looking further abroad. Ms. Berman said they have looked at best practices nationwide and where policies are heading, but they did not look at communities outside this region or market. The Chair said IZ is very controversial across the country so there is not even a conclusion that is a beneficial thing to do. Mr. Heath said each community's market is so unique and calibrating an ordinance is very sensitive. It takes a number of years to catch up with any changes, so that is why there is hesitance in making sweeping changes in Newton. RKG was hired to be sure the City was not doing anything disastrous and the slight tweak of the ordinance is a move in the right direction.

It was asked if staff will be able to identify changes in other costs such as INI funds that are required, that might have had impact on development to determine what has changed to now spur more projects.

The Chair said that staff is going to have to help explain how the 2.5% increase is supportable by a 21-unit project. This may too onerous at that size when this is the same requirement for projects with hundreds of units. Perhaps the cut off should be at 100 units and not 21 with some gradual increases in between. Ms. Berman said when the proposal was for 20% and 25% requirement, Northland responded that it would not be a viable option for their project. It is one of the reasons a consultant was brought in to test the feasibility of proposals to find the right number. The conversations that staff has been having the developers have shown that the 21 units can support the additional 2.5% requirement.

The principal feature of this ordinance is that affordable housing will be a requirement and not just through the special permit process.

When there are affordable rental units, they count toward the state housing inventory. If the project is at least 25% affordable, all the units in the project can be counted, but this ordinance does not reach the 25% requirement. All units in a Chapter 40B projects for rental would be counted. Ms. Berman said the City should be providing a diverse stock of rental and ownership opportunities. The ordinance is requiring that ownership be set at 80% AMI at its lowest knowing the increased costs associated with ownership. There could be HOA fees or special assessments to consider and there can be challenges with increased costs. The hope is to set up households for success whether for rent or ownership. It was asked if there is a preferred form of housing that will be more available to people instead of providing units that people might not be able to afford. Ms. Berman said the concept it a mirror image of the existing ordinance with an increase of 2.5% at a middle-income tier. This might be something to discuss further with the Housing Partnership.

It was asked if the ordinance could provide a linkage program with businesses. Ms. Berman said those funds provided by a commercial development to go to affordable housing and is above and

beyond the IZ requirements. Mr. Heath said this was looked at early on and there was a policy decision that the City did not want to discourage commercial development by adding another fee. While some communities have chosen to do that, most have not for that reason.

A Committee member said there is a lot of negotiation around the number of affordable units on special permit projects. Kessler Woods is renting out some units at \$7K-\$8K a month so perhaps they do not need that level of flexibility. The Chair noted that developers are really looking for predictability and the negotiations in the special permit process can make things very difficult. Therefore, this ordinance should really give more predictability. The new zoning ordinance, if passed, will provide more by-right opportunities and there will not be any negotiation which a good thing.

The Committee thanked Ms. Berman for her continued dedicated and thorough work on this ordinance. The Committee voted to hold this item, 8-0.

#128-19 Zoning Amendment for short-term rentals

DIRECTOR OF PLANNING proposing to amend Chapter 30, City of Newton Zoning Ordinances, in order to create a short-term rental ordinance that defines the short-term rental and bed & breakfast uses, identifies what zoning districts they would be allowed in and under what criteria, conditions, limitations and permitting process.

Action: Zoning & Planning Held 8-0

Note: See note below. Mr. Freas noted that the state law goes live on July 1st and staff would like to have this ordinance go into effect at the same time. A public hearing will be required for the zoning component and staff is looking at June 10 to schedule that hearing. Staff would also like this public hearing to be an opportunity to get the word out to owners so they can get in the queue to get their fire inspections done.

Referred to Zoning & Planning, Public Safety, and Finance Committees

#136-19 Short-term rental ordinance with fees

DIRECTOR OF PLANNING proposing amendments to Chapter 20 and 17 of the Revised Ordinances of the City of Newton to create a short-term rental ordinance with fees that would require registration of short-term rentals with the City's Inspectional Services Department and fire inspections to protect public health and safety.

Action: Zoning & Planning Held 8-0

Note: James Freas, Deputy Director of Planning, explained that a short-term rental is a room, or an entire unit or home made available for short durations stays by an owner to tourists or visitors. This use has become much more common and has led to a range of concerns in neighborhoods and could also represent a loss of units that might otherwise be available for full time residents. The state has just passed a law that allows cities and towns to receive lodging taxes and provides a framework to regulate the use.

The general ordinance is explained and may be found in the Planning Memo which was provided prior to the meeting. Please refer to it for details. Drafts of the general ordinance and the zoning ordinance are provided as well. The memo can be found at

<http://www.newtonma.gov/civicax/filebank/documents/96262>

Committee Comments/Questions

It was asked why the City should allow short term rentals in places where the owner is not on site. Mr. Freas said there is a difference between properties that are bought for the sole purpose of short-term rentals and the owner never lives there and never intends to live there, and short-term rentals while an owner is away on their summer vacation, for example. The challenge will be to define all of these uses precisely and provide proper enforcement. Mr. Yeo said the issue is not the revenue. Many different departments have spent time thinking through these issues based on problems already seen in the City. The goal is not overregulating the industry which largely works very well without incident. There are of course isolated incidents and this ordinance should provide methods to shut those down. They are not always a bad thing.

A Committee member said accessory apartments are not allowed to have short-term rentals and must be owner-occupied. The abuses he has heard of have occurred when no owners are on-site. Commissioner Lojek said the problems have been with properties dedicated to short-term rentals and there have never been problems in homes that people live in, even if they are away during the rental. People tend to be more careful when putting people in the homes they live in. It was asked if a violation is subject to civil ticketing. Marie Lawlor, Assistant City Solicitor explained that the current draft does allow for that. The Councilor would not like to see multiple violations occur before anything happens at the site. He would also like to consider some sort of responsible person designated for contact if there is a problem, such as is required in the lodging house ordinance. Mr. Freas said much of the drafting has come from the lodging house ordinance. Most of the complaints come at night so the police would have enforcement authority.

Another Councilor would like to see some sort of clause for being considerate to the neighborhood and following ordinance. Things like shoveling and leaf blowing should be considered. House Rules are included in the ordinance and more could be added to that provision in order to cover some of those concerns.

It was pointed out that vacation rentals are generally monitored by brokers. Renters have to go to the real estate office and get the key so there are eyes on these properties.

A Councilor asked if the City has any liability if it is collecting taxes or licensing these rentals. Ms. Lawlor said it is a discretionary function as to whether the City regulates these rentals. She does not see any liability. The state requires the owners or platforms to have adequate insurance. The City will require fire inspection and building code inspection for all short-term rental units. The Fire Department did not see a problem providing the inspections

It was asked if university housing was included in this ordinance. Mr. Freas said the ordinance is not meant to include university housing and staff will look at this further.

A Councilor said there are two large homes in Ward 8 right across from each other. They are rented every weekend and are advertised for family reunions, bachelor parties, etc. The neighborhood has seen parking, noise and traffic issues over and over. The Commissioner said the neighbors complained to Councilors and others but did not call the police. Prohibition of commercial events is necessary, and she appreciates this draft. Enforcement has been complaint driven and inspections will need to be done. Will inspections happen every day, because that seems like a lot of work to check the online sites to see what is happening in Newton. Mr. Freas said the state is requiring registration, and that registration has to be brought to Newton to allow registration here. The City will get that list from the state every year and compare them to what the city has registered. Commissioner Lojek said you cannot really rely on the sites and the addresses are not provided. Staff will have to rely on state lists and complaints primarily. This could be a big burden on staff and the way they have been able to enforce in the past has been to cite owners for running a business in a residential neighborhood. The state knows how many days the rental is being rented because taxes are being paid on each rental term. If taxes are not paid, then the operator is evading taxes to the state and that will be a serious issue. This is new so it remains to be seen exactly how this plays out on the ground.

The Commissioner wondered if these rentals would have a negative effect on affordable housing options in the City. Councilors agreed and would like to know if there is any data on this issue. Mr. Freas said when the units are taken off full-time rental roles, the supply is reduced and the price increases. There is surprisingly little data on this so far. A Councilor pointed out that this is also a way to help supplement resident's income so they can pay taxes which might allow them to stay in their homes longer term.

If someone is operating a short-term rental right now, that owner has to come in and register. There will be no "grandfathering". The effective date is July 1.

It was asked if a renter can have a party. Mr. Freas said the language says that because you are paying for a unit, if you hold a party, it triggers that as a commercial event which is prohibited.

It was suggested that the City come up with a one-pager for rentals with best practices for the owners.

The Committee would like to see a pro/con on only allowing owner occupied rentals. They would also like to see a sample of some "house rules".

The Committee thanked staff for the presentation and voted to hold this item.

#220-18 **Discussion relative to the Washington Street Corridor Action Plan**
DIRECTOR OF PLANNING requesting monthly progress discussions on the
Washington Street Corridor action plan.

Action: **Zoning & Planning Held 8-0**

Note: Report to follow.

#43-19 **Discussion of Riverside Vision Plan**
DIRECTOR OF PLANNING requesting regular progress reports on the Riverside Vision
Plan.

Action: **Zoning & Planning Held 8-0**

Note: Report to follow.

Respectfully Submitted,

Susan S. Albright, Chair

CITY OF NEWTON

IN CITY COUNCIL

April 16, 2019

ORDERED:

That, in accordance with the recommendation of the Zoning & Planning Committee through its Chair Susan B. Albright, the following is hereby approved by the Honorable City Council:

#127-19 Submission of the FY20 Annual Action Plan to HUD
HER HONOR THE MAYOR requesting City Council authorization pursuant to the 2019 Revised Citizen Participation Plan, to submit the FY20 Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD) for the City of Newton Community Development Block Grant (CDBG), Emergency Solution Grant (ESG) funds and the WestMetro HOME Consortium.

Under Suspension of Rules

Readings Waived and Item Withdrawn without Prejudice

18 yeas 0 nays 6 absent (Councilors Baker, Brousal-Glaser, Greenberg, Lipof, Norton, and Schwartz)



(SGD) DAVID A. OLSON

City Clerk

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text" value="B-19-MC-25-0019"/>	
5a. Federal Entity Identifier: <input type="text" value="UPG Code: MA251650 NEWTON"/>	5b. Federal Award Identifier: <input type="text" value="B-19-MC-25-0019"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Newton"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="46-001404"/>	* c. Organizational DUNS: <input type="text" value="0765768260000"/>	
d. Address:		
* Street1: <input type="text" value="1000 Commonwealth Avenue"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Newton"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="MA: Massachusetts"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA: UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="02459-1149"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Planning and Development"/>	Division Name: <input type="text" value="Housing/Community Development"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Ms."/>	* First Name: <input type="text" value="Rachel"/>	
Middle Name: <input type="text"/>	* Last Name: <input type="text" value="Powers"/>	
Suffix: <input type="text"/>	Title: <input type="text" value="Community Development and HOME Program Mgr"/>	
Organizational Affiliation: <input type="text" value="City of Newton"/>		
* Telephone Number: <input type="text" value="617-796-1125"/>	Fax Number: <input type="text"/>	
* Email: <input type="text" value="rpowers@newtonma.gov"/>		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

X: Other (specify)

Type of Applicant 3: Select Applicant Type:

* Other (specify):

WestMetro HOME Cons; BoS CoC

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

CDBG/Entitlement Grant Program

*** 12. Funding Opportunity Number:**

B-19-MC-25-0019

* Title:

City of Newton CDBG Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Form SF 424 Attachment - Question 14.pdf

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

City of Newton CDBG Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="1,908,942.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value="125,000.00"/>
* g. TOTAL	<input type="text" value="2,033,942.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:



* Date Signed:

Form SF 424
City of Newton

14. Areas Affected by Project – Attachment

CDBG Program: City of Newton

WestMetro HOME Consortium: Bedford, Belmont, Brookline, Concord, Framingham, Lexington, Natick, Needham, Newton, Sudbury, Waltham, Watertown, and Wayland

Continuum of Care and/or ESG: Brookline, Newton, Waltham, Watertown

Form SF 424
City of Newton

16. Congressional Districts of Program/Project – Attachment
MA-003; MA-004; MA-005; MA-006

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Newton	DATE SUBMITTED 5/23/19

SF-424D (Rev. 7-97) Back

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
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14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Newton	DATE SUBMITTED 5/23/19

Standard Form 424B (Rev. 7-97) Back

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text" value="E19-MC-25-0010"/>	
5a. Federal Entity Identifier: <input type="text" value="UPG Code: MA251650 NEWTON"/>	5b. Federal Award Identifier: <input type="text" value="E19-MC-25-0010"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Newton"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="46-001404"/>	* c. Organizational DUNS: <input type="text" value="0765768260000"/>	
d. Address:		
* Street1: <input type="text" value="1000 Commonwealth Avenue"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Newton"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="MA: Massachusetts"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA: UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="02459-1149"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Planning and Development"/>	Division Name: <input type="text" value="Housing/Community Development"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Ms."/>	* First Name: <input type="text" value="Rachel"/>	
Middle Name: <input type="text"/>	* Last Name: <input type="text" value="Powers"/>	
Suffix: <input type="text"/>	Title: <input type="text" value="Community Development and HOME Program Mgr."/>	
Organizational Affiliation: <input type="text" value="City of Newton"/>		
* Telephone Number: <input type="text" value="617-796-1125"/>	Fax Number: <input type="text"/>	
* Email: <input type="text" value="rpowers@newtonma.gov"/>		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

X: Other (specify)

Type of Applicant 3: Select Applicant Type:

* Other (specify):

WestMetro HOME Cons; BoS CoC

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

City of Newton ESG Program

*** 12. Funding Opportunity Number:**

E19-MC-25-0010

* Title:

City of Newton ESG Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Form SF 424 Attachment - Question 14.pdf

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

City of Newton ESG Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="162,765.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="162,765.00"/>

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

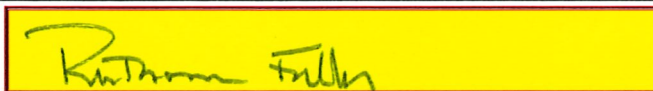
* Title:

* Telephone Number:

Fax Number:

* Email:

* Signature of Authorized Representative:



* Date Signed:

Form SF 424
City of Newton

14. Areas Affected by Project – Attachment

CDBG Program: City of Newton

WestMetro HOME Consortium: Bedford, Belmont, Brookline, Concord, Framingham, Lexington, Natick, Needham, Newton, Sudbury, Waltham, Watertown, and Wayland

Continuum of Care and/or ESG: Brookline, Newton, Waltham, Watertown

Form SF 424
City of Newton

16. Congressional Districts of Program/Project – Attachment
MA-003; MA-004; MA-005; MA-006

ASSURANCES - NON-CONSTRUCTION PROGRAMS

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As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Newton	DATE SUBMITTED 5/23/19

Standard Form 424B (Rev. 7-97) Back

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text" value="M19-DC25-0213"/>	
5a. Federal Entity Identifier: <input type="text" value="UPG Code: MA251650 NEWTON"/>	5b. Federal Award Identifier: <input type="text" value="M19-DC25-0213"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Newton"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="46-001404"/>	* c. Organizational DUNS: <input type="text" value="076576826000"/>	
d. Address:		
* Street1: <input type="text" value="1000 Commonwealth Avenue"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Newton"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="MA: Massachusetts"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA: UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="02459-1149"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Planning and Development"/>	Division Name: <input type="text" value="Housing/Community Development"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Ms."/>	* First Name: <input type="text" value="Rachel"/>	
Middle Name: <input type="text"/>	* Last Name: <input type="text" value="Powers"/>	
Suffix: <input type="text"/>	Title: <input type="text" value="Community Development and HOME Program Mgr"/>	
Organizational Affiliation: <input type="text" value="City of Newton"/>		
* Telephone Number: <input type="text" value="617-796-1125"/>	Fax Number: <input type="text"/>	
* Email: <input type="text" value="rpowers@newtonma.gov"/>		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

X: Other (specify)

Type of Applicant 3: Select Applicant Type:

* Other (specify):

WestMetro HOME Cons; BoS CoC

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnerships Program

*** 12. Funding Opportunity Number:**

M19-DC25-0213

* Title:

WestMetro HOME Consortium

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Form SF 424 Attachment - Question 14.pdf

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

WestMetro HOME Consortium HOME Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="1,431,246.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value="300,000.00"/>
* g. TOTAL	<input type="text" value="1,731,246.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

Form SF 424
City of Newton

14. Areas Affected by Project – Attachment

CDBG Program: City of Newton

WestMetro HOME Consortium: Bedford, Belmont, Brookline, Concord, Framingham, Lexington, Natick, Needham, Newton, Sudbury, Waltham, Watertown, and Wayland

Continuum of Care and/or ESG: Brookline, Newton, Waltham, Watertown

Form SF 424
City of Newton

16. Congressional Districts of Program/Project – Attachment
MA-003; MA-004; MA-005; MA-006

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


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As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Newton	DATE SUBMITTED 5/23/19

SF-424D (Rev. 7-97) Back

ASSURANCES - NON-CONSTRUCTION PROGRAMS

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2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
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9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Newton	DATE SUBMITTED 5/23/19

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CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

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

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

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

Ruthanne Fuller
Signature of Authorized Official

5/23/19
Date

Mayer
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) FFY19 (FY20) [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

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

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

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

Ruthanne Fuller
Signature of Authorized Official

5/23/19
Date

Manager
Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature of Authorized Official

Date

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Ruthann Fuller

Signature of Authorized Official

5/23/19

Date

Manager

Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Ruthann Fuller
Signature of Authorized Official

5/23/19
Date

Mayor
Title

Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature of Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.