

Note to all applicants/respondents: This form was developed with Nuance, the official HUD software for the creation of HUD forms. HUD has made available instructions for downloading a free installation of a Nuance reader that allows the user to fill-in and save this form in Nuance. Please see <http://portal.hud.gov/hudportal/documents/huddoc?id=nuancereaderinstall.pdf> for the instructions. Using Nuance software is the only means of completing this form.

**Affirmative Fair Housing Marketing Plan (AFHMP) - Multifamily Housing**

**U.S. Department of Housing and Urban Development  
Office of Fair Housing and Equal Opportunity**

OMB Approval No. 2529-0013  
(exp.12/31/2016)

<b>1a. Project Name &amp; Address (including City, County, State &amp; Zip Code)</b> Nonantum Village Place 241 Watertown Street Newton, MA 02458	<b>1b. Project Contract Number</b> 023-EE126	<b>1c. No. of Units</b> 35
<b>1d. Census Tract</b> 3732 00		
<b>1e. Housing/Expanded Housing Market Area</b> Housing Market Area: Middlesex County Expanded Housing Market Area: Boston, Cambridge, Quincy/Metro Area		

**1f. Managing Agent Name, Address (including City, County, State & Zip Code), Telephone Number & Email Address**  
 Wingate Companies, 231 Somerville Avenue. Somerville, MA 02143  
 (617) 492-5559 sgillooly@wingatecompanies.com

**1g. Application/Owner/Developer Name, Address (including City, County, State & Zip Code), Telephone Number & Email Address**  
 Wingate Management, 100 Wells Avenue, Newton, MA 02459  
 (781) 707-9100

**1h. Entity Responsible for Marketing (check all that apply)**  
 Owner  Agent  Other (specify) \_\_\_\_\_  
 Position, Name (if known), Address ( including City, County, State & Zip Code), Telephone Number & Email Address  
 Senior Property Manager, Wingate Companies/Cascap, 231 Somerville Avenue, Somerville, MA 02143  
 sgillooly@wingatecompanies.com

**1i. To whom should approval and other correspondence concerning this AFHMP be sent? Indicate Name, Address (including City, State & Zip Code), Telephone Number & E-Mail Address.**  
 Susan Gillooly, 231 Somerville Avenue, Somerville, MA 02143  
 (617) 492-5559 sgillooly@wingatecompanies.com

**2a. Affirmative Fair Housing Marketing Plan**  
 Plan Type  Date of the First Approved AFHMP:   
 Reason(s) for current update:

**2b. HUD-Approved Occupancy of the Project (check all that apply)**  
 Elderly  Family  Mixed (Elderly/Disabled)  Disabled

**2c. Date of Initial Occupancy**

**2d. Advertising Start Date**  
 Advertising must begin *at least* 90 days prior to initial or renewed occupancy for new construction and substantial rehabilitation projects.  
 Date advertising began or will begin   
**For existing projects, select below the reason advertising will be used:**  
 To fill existing unit vacancies  
 To place applicants on a waiting list (which currently has  individuals)  
 To reopen a closed waiting list (which currently has  individuals)

**3a. Demographics of Project and Housing Market Area**  
Complete and submit Worksheet 1.

**3b. Targeted Marketing Activity**

Based on your completed Worksheet 1, indicate which demographic group(s) in the housing market area is/are *least* likely to apply for the housing without special outreach efforts. (check all that apply)

- White       American Indian or Alaska Native       Asian       Black or African American  
 Native Hawaiian or Other Pacific Islander       Hispanic or Latino       Persons with Disabilities  
 Families with Children       Other ethnic group, religion, etc. (specify)

**4a. Residency Preference**

Is the owner requesting a residency preference? If yes, complete questions 1 through 5.   
If no, proceed to Block 4b.

(1) Type

(2) Is the residency preference area:  
The same as the AFHMP housing/expanded housing market area as identified in Block 1e?   
The same as the residency preference area of the local PHA in whose jurisdiction the project is located?

(3) What is the geographic area for the residency preference?

(4) What is the reason for having a residency preference?

(5) How do you plan to periodically evaluate your residency preference to ensure that it is in accordance with the non-discrimination and equal opportunity requirements in 24 CFR 5.105(a)?

Complete and submit Worksheet 2 when requesting a residency preference (see also 24 CFR 5.655(c)(1)) for residency preference requirements. The requirements in 24 CFR 5.655(c)(1) will be used by HUD as guidelines for evaluating residency preferences consistent with the applicable HUD program requirements. See also HUD Occupancy Handbook (4350.3) Chapter 4, Section 4.6 for additional guidance on preferences.

**4b. Proposed Marketing Activities: Community Contacts**  
Complete and submit Worksheet 3 to describe your use of community contacts to market the project to those least likely to apply.

**4c. Proposed Marketing Activities: Methods of Advertising**  
Complete and submit Worksheet 4 to describe your proposed methods of advertising that will be used to market to those least likely to apply. Attach copies of advertisements, radio and television scripts, Internet advertisements, websites, and brochures, etc.

**5a. Fair Housing Poster**

The Fair Housing Poster must be prominently displayed in all offices in which sale or rental activity takes place (24 CFR 200.620(e)). Check below all locations where the Poster will be displayed.

Rental Office     Real Estate Office     Model Unit     Other (specify) On site at Nonantum Village PI

**5b. Affirmative Fair Housing Marketing Plan**

The AFHMP must be available for public inspection at the sales or rental office (24 CFR 200.625). Check below all locations where the AFHMP will be made available.

Rental Office     Real Estate Office     Model Unit     Other (specify)

**5c. Project Site Sign**

Project Site Signs, if any, must display in a conspicuous position the HUD approved Equal Housing Opportunity logo, slogan, or statement (24 CFR 200.620(f)). Check below all locations where the Project Site Sign will be displayed. Please submit photos of Project signs.

Rental Office     Real Estate Office     Model Unit     Entrance to Project     Other (specify)

The size of the Project Site Sign will be 9 x 9  
The Equal Housing Opportunity logo or slogan or statement will be 2 x 2 Front of Building

**6. Evaluation of Marketing Activities**

Explain the evaluation process you will use to determine whether your marketing activities have been successful in attracting individuals least likely to apply, how often you will make this determination, and how you will make decisions about future marketing based on the evaluation process.

While Cascap Inc. reviews both the site demographics to the census data annually, the Nonantum Village Place wait list is updated every six months. During this time frame we further determine if we need to expand our marketing efforts to include the applicants least likely to apply so we have a more diverse population of tenants. We have many community contacts that we reach out to within the City of Newton, City of Boston and the City of Cambridge. In addition, we have assisted with in-person housing workshops which offered applicants an opportunity to discuss their current barriers to obtain fair housing. These workshops reach out to not only different races and ethnicities but also to those that have disabilities and/or for those that English is not the primary language.

Should the site data not be in line with the census data, Cascap will continue to examine other methods for outreach and/or referral and will continue to work with community advocates.

**7a. Marketing Staff**

What staff positions are/will be responsible for affirmative marketing?

All site staff including the Senior Property Manager as well as all administrative and maintenance positions.

**7b. Staff Training and Assessment: AFHMP**

- (1) Has staff been trained on the AFHMP?
- (2) Has staff been instructed in writing and orally on non-discrimination and fair housing policies as required by 24 CFR 200.620(c)?
- (3) If yes, who provides instruction on the AFHMP and Fair Housing Act, and how frequently?

Instruction is given by in-house staff on an annual basis and staff attend annual trainings.

- (4) Do you periodically assess staff skills on the use of the AFHMP and the application of the Fair Housing Act?
- (5) If yes, how and how often?

This is done on an annual basis with a written/oral reminder to all property management and related staff, which also includes vendors. All staff must pass a Fair Housing Assessment with a minimum score of 70.

**7c. Tenant Selection Training/Staff**

- (1) Has staff been trained on tenant selection in accordance with the project's occupancy policy, including any residency preferences?
- (2) What staff positions are/will be responsible for tenant selection?

Senior Property Manager  
Property Manager

**7d. Staff Instruction/Training:**

Describe AFHM/Fair Housing Act staff training, already provided or to be provided, to whom it was/will be provided, content of training, and the dates of past and anticipated training. Please include copies of any AFHM/Fair Housing staff training materials.

Cascap has had extensive experience in marketing HUD funded housing to the community and in particular minority groups. We continue to have working relationships with all multi-cultural agencies throughout the city and include such groups in our outreach efforts.

Both property managers are certified Fair Housing Trainers and regularly update other staff on fair housing practices and equal rights/access to everyone. In addition, the property managers including all maintenance staff attend annual fair housing trainings. We are also an agency that has a high percentage of tenants in place with disabilities. Thus, staff attend trainings that have this specific focus. Agencies such as NEAHMA, NCHM and Mass Housing are utilized for many trainings and/or resource. In-House trainings in these areas are annual as well and provided by Wingate Companies. The Property Managers also utilize written resources and material through the Fair Housing Center of Greater Boston.

**8. Additional Considerations** Is there anything else you would like to tell us about your AFHMP to help ensure that your program is marketed to those least likely to apply for housing in your project? Please attach additional sheets, as needed.

While the city of Newton is diverse, the total percentage of households have a higher rate of people who are white. Because it is expected that the applicant pool may not reflect the ideal diversity, Nonantum Village Place will also look outside Newton in order to ensure the project displays racial diversity. This site serves elders specifically and as such consideration will be taken in outreach and tenant selection to ensure participation regardless of physical ability. Nonantum was designed to ensure maximum access, safety and comfortable enjoyment for residents with physical impairment.

**9. Review and Update**

By signing this form, the applicant/respondent agrees to implement its AFHMP, and to review and update its AFHMP in accordance with the instructions to item 9 of this form in order to ensure continued compliance with HUD's Affirmative Fair Housing Marketing Regulations (see 24 CFR Part 200, Subpart M). I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (See 18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Signature of person submitting this Plan & Date of Submission (mm/dd/yyyy)

Name (type or print)

Title & Name of Company

**For HUD-Office of Housing Use Only**

Reviewing Official:

**For HUD-Office of Fair Housing and Equal Opportunity Use Only**

Approval

Disapproval

Signature & Date (mm/dd/yyyy)

Signature & Date (mm/dd/yyyy)

Name (type or print)

Title

Name (type or print)

Title

Public reporting burden for this collection of information is estimated to average six (6) hours per initial response, and four (4) hours for updated plans, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid Office of Management and Budget (OMB) control number.

**Purpose of Form:** All applicants for participation in FHA subsidized and unsubsidized multifamily housing programs with five or more units (see 24 CFR 200.615) must complete this Affirmative Fair Housing Marketing Plan (AFHMP) form as specified in 24 CFR 200.625, and in accordance with the requirements in 24 CFR 200.620. The purpose of this AFHMP is to help applicants offer equal housing opportunities regardless of race, color, national origin, religion, sex, familial status, or disability. The AFHMP helps owners/agents (respondents) effectively market the availability of housing opportunities to individuals of both minority and non-minority groups that are least likely to apply for occupancy. Affirmative fair housing marketing and planning should be part of all new construction, substantial rehabilitation, and existing project marketing and advertising activities.

An AFHM program, as specified in this Plan, shall be in effect for each multifamily project throughout the life of the mortgage (24 CFR 200.620(a)). The AFHMP, once approved by HUD, must be made available for public inspection at the sales or rental offices of the respondent (24 CFR 200.625) and may not be revised without HUD approval. This form contains no questions of a confidential nature.

**Applicability:** The form and worksheets must be completed and submitted by all FHA subsidized and unsubsidized multifamily housing program applicants.

#### **INSTRUCTIONS:**

**Send completed form and worksheets to your local HUD Office, Attention: Director, Office of Housing**

#### **Part 1: Applicant/Respondent and Project**

**Identification.** Blocks 1a, 1b, 1c, 1g, 1h, and 1i are self-explanatory.

Block 1d- Respondents may obtain the Census tract number from the U.S. Census Bureau (<http://factfinder2.census.gov/main.html>) when completing Worksheet One.

Block 1e- Respondents should identify both the housing market area and the expanded housing market area for their multifamily housing projects. Use abbreviations if necessary. A **housing market area** is the area from which a multifamily housing project owner/agent may reasonably expect to draw a substantial number of its tenants. This could be a county or Metropolitan Division. The U.S. Census Bureau provides a range of levels to draw from.

An **expanded housing market area** is a larger geographic area, such as a Metropolitan Division or a Metropolitan Statistical Area, which may provide additional demographic diversity in terms of race, color, national origin, religion, sex, familial status, or disability.

Block 1f- The applicant should complete this block only if a Managing Agent (the agent cannot be the applicant) is implementing the AFHMP.

#### **Part 2: Type of AFHMP**

Block 2a- Respondents should indicate the status of the AFHMP, i.e., initial or updated, as well as the date of the first approved AFHMP. Respondents should also provide the reason (s) for the current update, whether the update is based on the five-year review or due to significant changes in project or local demographics (See instructions for Part 9).

Block 2b- Respondents should identify all groups HUD has approved for occupancy in the subject project, in accordance with the contract, grant, etc.

Block 2c- Respondents should specify the date the project was/will be first occupied.

Block 2d- For new construction and substantial rehabilitation projects, advertising must begin at least 90 days prior to initial occupancy. In the case of existing projects, respondents should indicate whether the advertising will be used to fill existing vacancies, to place individuals on the project's waiting list, or to re-open a closed waiting list. Please indicate how many people are on the waiting list when advertising begins.

### **Part 3 Demographics and Marketing Area.**

"Least likely to apply" means that there is an identifiable presence of a specific demographic group in the housing market area, but members of that group are not likely to apply for the housing without targeted outreach, including marketing materials in other languages for limited English proficient individuals, and alternative formats for persons with disabilities. Reasons for not applying may include, but are not limited to, insufficient information about housing opportunities, language barriers, or transportation impediments.

Block 3a - Using Worksheet 1, the respondent should indicate the demographic composition of the project's residents, current project applicant data, census tract, housing market area, and expanded housing market area. The applicable housing market area and expanded housing market area should be indicated in Block 1e. Compare groups within rows/across columns on Worksheet 1 to identify any under-represented group(s) relative to the surrounding housing market area and expanded housing market area, i.e., those group(s) "least likely to apply" for the housing without targeted outreach and marketing. If there is a particular group or subgroup with members of a protected class that has an identifiable presence in the housing market area, but is not included in Worksheet 1, please specify under "Other."

Respondents should use the most current demographic data from the U.S. Census or another official source such as a local government planning office. Please indicate the source of your data in Part 8 of this form.

Block 3b - Using the information from the completed Worksheet 1, respondents should identify the demographic group(s) least likely to apply for the housing without special outreach efforts by checking all that apply.

### **Part 4 - Marketing Program and Residency Preference (if any).**

Block 4a - A residency preference is a preference for admission of persons who reside or work in a specified geographic area (see 24 CFR 5.655(c)(1)(ii)). Respondents should indicate whether a residency preference is being utilized, and if so, respondents should specify if it is new, revised, or continuing. If a respondent wishes to utilize a residency preference, it must state the preference area (and provide a map delineating the precise area) and state the reason for having such a preference. The respondent must ensure that the preference is in accordance with the non-discrimination and equal opportunity requirements in 24 CFR 5.105(a) (see 24 CFR 5.655(c)(1)).

Respondents should use Worksheet 2 to show how the percentage of the eligible population living or working in the residency preference area compares to that of residents of the project, project applicant data, census tract, housing market area, and expanded housing market area. The percentages would be the same as shown on completed Worksheet 1.

Block 4b - Using Worksheet 3, respondents should describe their use of community contacts to help market the project to those least likely to apply. This table should include the name of a contact person, his/her address, telephone number, previous experience working with the target population(s), the approximate date contact was/will be initiated, and the specific role the community contact will play in assisting with affirmative fair housing marketing or outreach.

Block 4c - Using Worksheet 4, respondents should describe their proposed method(s) of advertising to market to those least likely to apply. This table should identify each media option, the reason for choosing this media, and the language of the advertisement. Alternative format(s) that will be used to reach persons with disabilities, and logo(s) that will appear on the various materials (as well as their size) should be described.

**Please attach a copy of the advertising or marketing material.**

### **Part 5 - Availability of the Fair Housing Poster, AFHMP, and Project Site Sign.**

Block 5a - The Fair Housing Poster must be prominently displayed in all offices in which sale or rental activity takes place (24 CFR 200.620(e)). Respondents should indicate all locations where the Fair Housing Poster will be displayed.

Block 5b -The AFHMP must be available for public inspection at the sales or rental office (24 CFR 200.625). Check all of the locations where the AFHMP will be available.

Block 5c -The Project Site Sign must display in a conspicuous position the HUD-approved Equal Housing Opportunity logo, slogan, or statement (24 CFR 200.620(f)). Respondents should indicate where the Project Site Sign will be displayed, as well as the size of the Sign and the size of the logo, slogan, or statement. **Please submit photographs of project site signs.**

## **Part 6 - Evaluation of Marketing Activities.**

Respondents should explain the evaluation process to be used to determine if they have been successful in attracting those individuals identified as least likely to apply. Respondents should also explain how they will make decisions about future marketing activities based on the evaluations.

## **Part 7 - Marketing Staff and Training.**

Block 7a - Respondents should identify staff positions that are/will be responsible for affirmative marketing.

Block 7b - Respondents should indicate whether staff has been trained on the AFHMP and Fair Housing Act. Please indicate who provides the training and how frequently. In addition, respondents should specify whether they periodically assess staff members' skills in using the AFHMP and in applying the Fair Housing Act. They should state how often they assess employee skills and how they conduct the assessment.

Block 7c - Respondents should indicate whether staff has been trained on tenant selection in accordance with the project's occupancy policy, including residency preferences (if any). Respondents should also identify those staff positions that are/will be responsible for tenant selection.

Block 7d - Respondents should include copies of any written materials related to staff training, and identify the dates of past and anticipated training.

## **Part 8 - Additional Considerations.**

Respondents should describe their efforts not previously mentioned that were/are planned to attract those individuals least likely to apply for the subject housing.

## **Part 9 - Review and Update.**

By signing the respondent assumes responsibility for implementing the AFHMP. Respondents must review their AFHMP every five years or when the local Community Development jurisdiction's Consolidated Plan is updated, or when there are significant changes in the demographics of the project or the local housing market area. When reviewing the plan, the respondent should consider the current demographics of the housing market area to determine if there have been demographic changes in the population in terms of race, color, national origin, religion, sex, familial status, or disability. The respondent will then determine if the population least likely to apply for the housing is still the population identified in the AFHMP, whether the advertising and publicity cited in the current AFHMP are still appropriate, or whether advertising sources should be modified or expanded. Even if the demographics of the housing market area have not changed, the respondent should determine if the outreach currently being performed is reaching those it is intended to reach as measured by project occupancy and applicant data. If not, the AFHMP should be updated. The revised AFHMP must be submitted to HUD for approval. HUD may review whether the affirmative marketing is actually being performed in accordance with the AFHMP. If based on their review, respondents determine the AFHMP does not need to be revised, they should maintain a file documenting what was reviewed, what was found as a result of the review, and why no changes were required. HUD may review this documentation.

## **Notification of Intent to Begin Marketing.**

No later than 90 days prior to the initiation of rental marketing activities, the respondent must submit notification of intent to begin marketing. The notification is required by the AFHMP Compliance Regulations (24 CFR 108.15). The Notification is submitted to the Office of Housing in the HUD Office servicing the locality in which the proposed housing will be located. Upon receipt of the Notification of Intent to Begin Marketing from the applicant, the monitoring office will review any previously approved plan and may schedule a pre-occupancy conference. Such conference will be held prior to initiation of sales/rental marketing activities. At this conference, the previously approved AFHMP will be reviewed with the applicant to determine if the plan, and/or its proposed implementation, requires modification prior to initiation of marketing in order to achieve the objectives of the AFHM regulation and the plan.

OMB approval of the AFHMP includes approval of this notification procedure as part of the AFHMP. The burden hours for such notification are included in the total designated for this AFHMP form.



**Worksheet 1: Determining Demographic Groups Least Likely to Apply for Housing Opportunities  
(See AFHMP, Block 3b)**

In the respective columns below, indicate the percentage of demographic groups among the project's residents, current project applicant data, census tract, housing market area, and expanded housing market area (See instructions to Block 1e). If you are a new construction or substantial rehabilitation project and do not have residents or project applicant data, only report information for census tract, housing market area, and expanded market area. The purpose of this information is to identify any under-representation of certain demographic groups in terms of race, color, national origin, religion, sex, familial status, or disability. If there is significant under-representation of any demographic group among project residents or current applicants in relation to the housing/expanded housing market area, then targeted outreach and marketing should be directed towards these individuals least likely to apply. Please indicate under-represented groups in Block 3b of the AFHMP. **Please attach maps showing both the housing market area and the expanded housing market area.**

<b>Demographic Characteristics</b>	<b>Project's Residents</b>	<b>Project's Applicant Data</b>	<b>Census Tract</b>	<b>Housing Market Area</b>	<b>Expanded Housing Market Area</b>
% White	63%	66%	71%	72%	69%
% Black or African American	24%	29%	3%	3%	8%
% Hispanic or Latino	.03%	4.8%	6%	6%	12%
% Asian	13%	0%	14%	15%	8%
% American Indian or Alaskan Native	0%	0%	0%	0%	0%
% Native Hawaiian or Pacific Islander	0%	0%	0%	0%	0%
% Persons with Disabilities	50%	29%		9.3%	11.6%
% Families with Children under the age of 18	0%	0%	21%	30.2%	29.1%
Other (specify)					

Worksheet 2: Establishing a Residency Preference Area (See AFHMP, Block 4a)

Complete this Worksheet if you wish to continue, revise, or add a residency preference, which is a preference for admission of persons who reside or work in a specified geographic area (see 24 CFR 5.655(c)(1)(ii)). If a residency preference is utilized, the preference must be in accordance with the non-discrimination and equal opportunity requirements contained in 24 CFR 5.105(a). This Worksheet will help show how the percentage of the population in the residency preference area compares to the demographics of the project's residents, applicant data, census tract, housing market area, and expanded housing market area. **Please attach a map clearly delineating the residency preference geographical area.**

Demographic Characteristics	Project's Residents (as determined in Worksheet 1)	Project's Applicant Data (as determined in Worksheet 1)	Census Tract (as determined in Worksheet 1)	Housing Market Area (as determined in Worksheet 1)	Expanded Housing Market Area (as determined in Worksheet 1)	Residency Preference Area (if applicable)
% White	63%	66%	71%	72%	69%	72%
% Black or African American	24%	29%	3%	3%	8%	3%
% Hispanic or Latino	.03%	4.8%	6%	6%	12%	6%
% Asian	13%	0%	14%	155	8%	15%
% American Indian or Alaskan Native	0%	0%	0%	1%	0%	1%
% Native Hawaiian or Pacific Islander	0%	0%	0%	0%	0%	0%
% Persons with Disabilities	50%	29%	0%	9.3%	11.6%	0%
% Families with Children under the age of 18	0%	0%	21%	30.2%	29.1%	21.7%
Other (specify)						

**Worksheet 3: Proposed Marketing Activities –Community Contacts (See AFHMP, Block 4b)**

For each targeted marketing population designated as least likely to apply in Block 3b, identify at least one community contact organization you will use to facilitate outreach to the particular population group. This could be a social service agency, religious body, advocacy group, community center, etc. State the names of contact persons, their addresses, their telephone numbers, their previous experience working with the target population, the approximate date contact was/will be initiated, and the specific role they will play in assisting with the affirmative fair housing marketing. Please attach additional pages if necessary.

Targeted Population(s)	Community Contact(s), including required information noted above.
Native American or Other Pacific Islander	North American Indian Center Raquel Halsey/Executive Director 105 South Huntington Street Boston, MA 02130
	Greater Boston Chinese Center 75 Kneeland Street, Suite 204 Boston, MA 02446
Hispanic or Latino	El Mundo Boston 175 McClellan Highway Boston, MA 02128
Black or African American	Bay State Banner 1100 Washington St. Dorchester, MA 0212
Black or African American	Myrtle Baptist Church 21 Curve Street West Newton, MA 02465

Worksheet 4: Proposed Marketing Activities – Methods of Advertising (See AFHMP, Block 4c)

Complete the following table by identifying your targeted marketing population(s), as indicated in Block 3b, as well as the methods of advertising that will be used to market to that population. For each targeted population, state the means of advertising that you will use as applicable to that group and the reason for choosing this media. In each block, in addition to specifying the media that will be used (e.g., name of newspaper, television station, website, location of bulletin board, etc.) state any language(s) in which the material will be provided, identify any alternative format(s) to be used (e.g. Braille, large print, etc.), and specify the logo(s) (as well as size) that will appear on the various materials. Attach additional pages, if necessary, for further explanation. Please attach a copy of the advertising or marketing material.

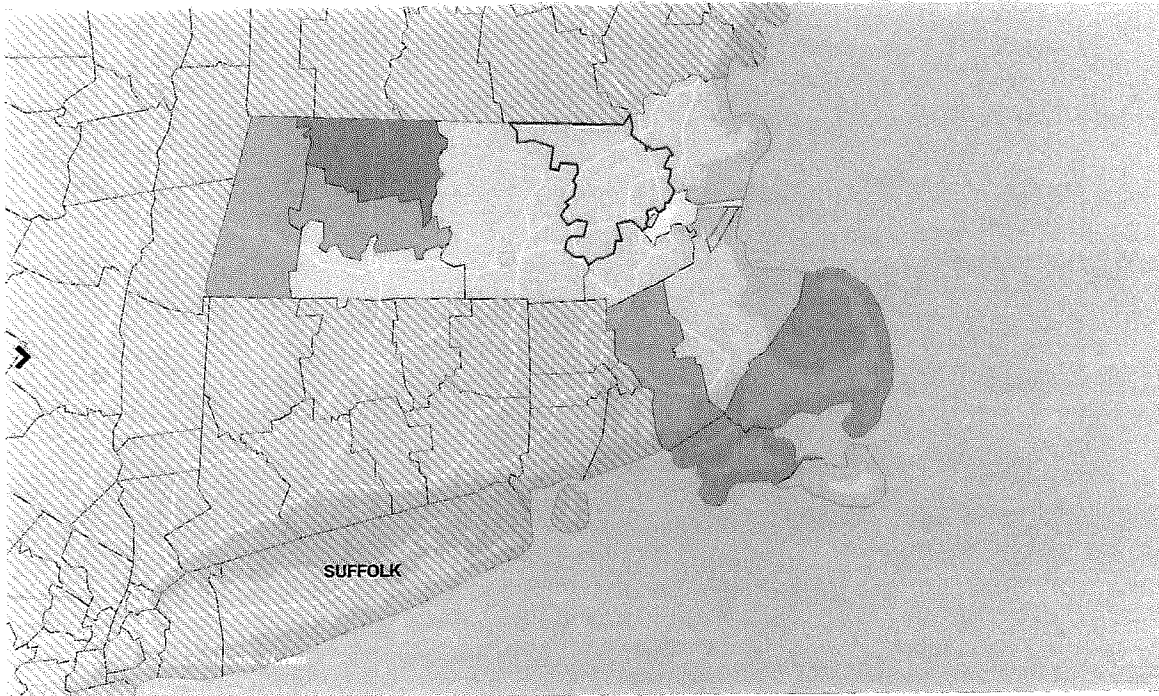
Targeted Population(s) → Methods of Advertising ↓	Targeted Population:	Targeted Population:	Targeted Population:
<b>Newspaper(s)</b>	Bay State Banner	El Mundo	Community Newspaper
Yes	Black or African American	Hispanic or Latino	Pacific Islander Hispanic or Latino
<b>Radio Station(s)</b>			
<b>TV Station(s)</b>			
<b>Electronic Media</b>	CHAPA, Mass Access	CHAPA, Mass Access	CHAPA, Mass Access
Yes	Hispanic or Latino	Black or African American	Pacific Islander
<b>Bulletin Boards</b>			
<b>Brochures, Notices, Flyers</b>	All populations		
Yes			
<b>Other (specify)</b>			

**QuickFacts**  
**Middlesex County, Massachusetts**

QuickFacts provides statistics for all states and counties, and for cities and towns with a *population of 5,000 or more*.

**Map**

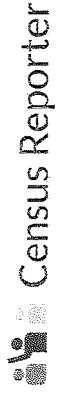
White alone, percent



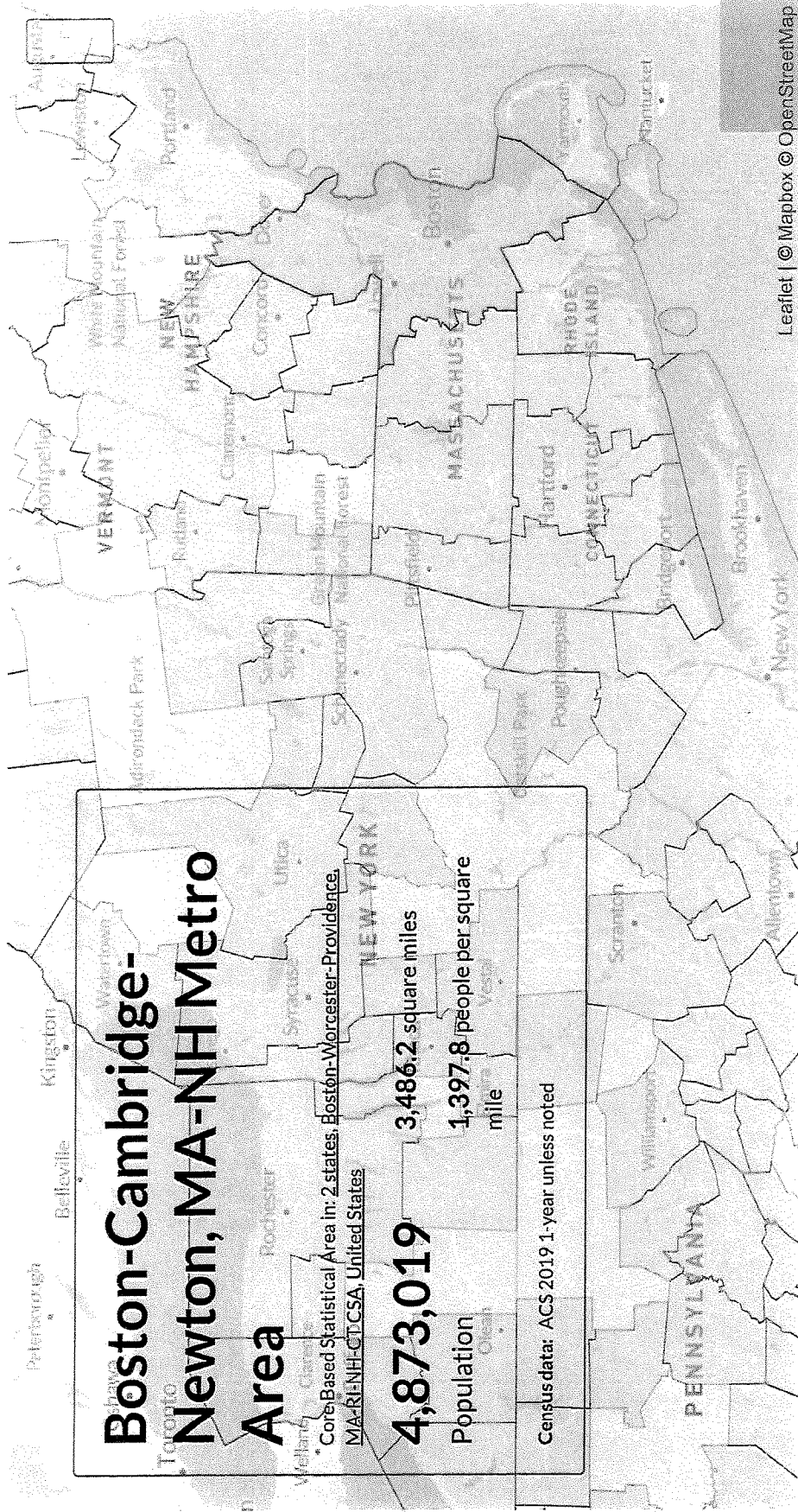
3.764,734,183% - 72.87,310,743%  72.95,455,416% - 87.58,262,274%  87.58,582,932% - 93.16,800,788%  93.17,073,171% - 95.8,855,529%  95.88,832,487% - 99.03,504,317%

Populations below 5,000 are not in QuickFacts and therefore Not Selectable

Selectable  Not Selectable



Search for places, tables, topics, or glossaries Search



Find data for this place Search by table or column name...

Hover for margins of error and contextual data.

Demographics

Age

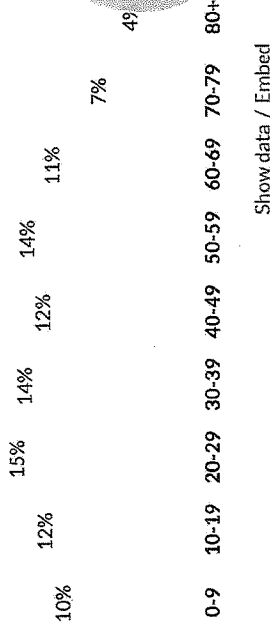
38.8

Median age

about the same as the figure in Massachusetts: 39.7

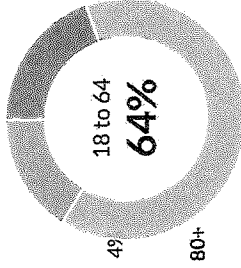
about the same as the figure in United States: 38.5

Population by age range



Show data / Embed

Population by age category

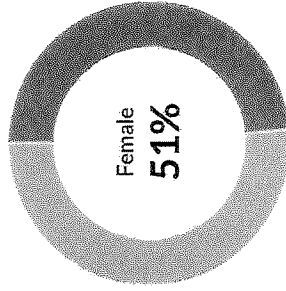


Under 18 18 to 64 65 and over

Show data / Embed

Sex

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

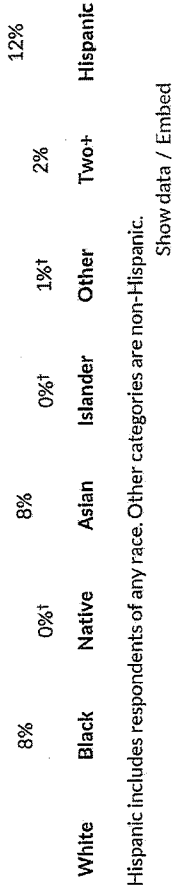


Male Female

Show data / Embed

Race & Ethnicity

69%



\* Hispanic includes respondents of any race. Other categories are non-Hispanic.

Show data / Embed

Economics

Income

**\$50,421**

Per capita income

about 10 percent higher than the amount in Massachusetts: \$46,241

about 1.4 times the amount in United States: \$35,672

**\$94,430**

Median household income

about 10 percent higher than the amount in

Massachusetts: \$85,843

about 1.4 times the amount in United States: \$65,712

Household income



Under \$50K    \$50K - \$100K    \$100K - \$200K    Over \$200K

Show data / Embed

Poverty

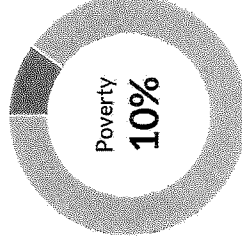
**8.6%**

Persons below poverty line

about 90 percent of the rate in Massachusetts: 9.4%

about two-thirds of the rate in United States: 12.3%

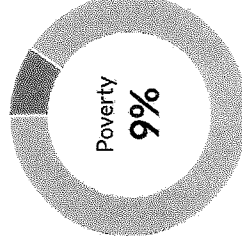
Children (Under 18)



Poverty  
Non-poverty

Show data / Embed

Seniors (65 and over)



Poverty  
Non-poverty

Show data / Embed



Transportation to work

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**32.6 minutes**  
Mean travel time to work  
a little higher than the figure in Massachusetts: 31  
about 20 percent higher than the figure in United States: 27.6

Means of transportation to work  
66%

7%	13%	1%	6%	1%	6%
<b>Drove alone</b>	<b>Carpooled</b>	<b>Public transit</b>	<b>Bicycle</b>	<b>Walked</b>	<b>Other</b>
* Universe: Workers 16 years and over					

Show data / Embed

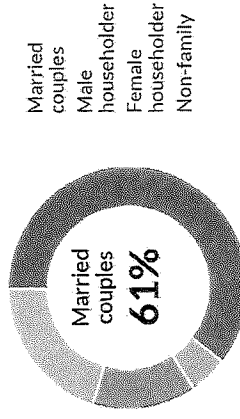
Families

Households

**1,855,763**  
Number of households  
Massachusetts: 2,650,680  
United States: 122,802,852

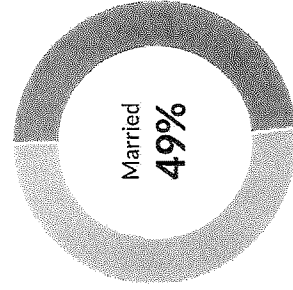
**2.5**  
Persons per household  
about the same as the figure in Massachusetts: 2.5  
a little less than the figure in United States: 2.6

Population by household type



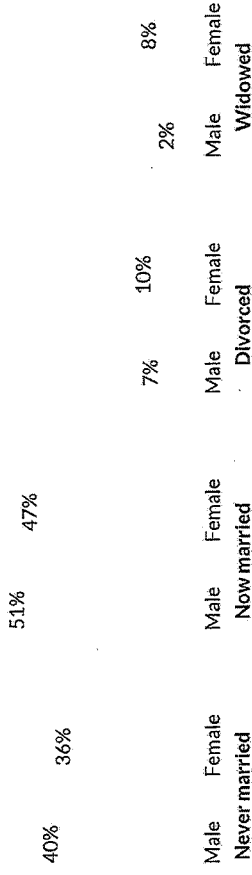
Show data / Embed

### Marital status



Married Single  
 \* Universe: Population 15 years and over  
[Show data / Embed](#)

### Marital status, by sex



[Show data / Embed](#)

### Fertility

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

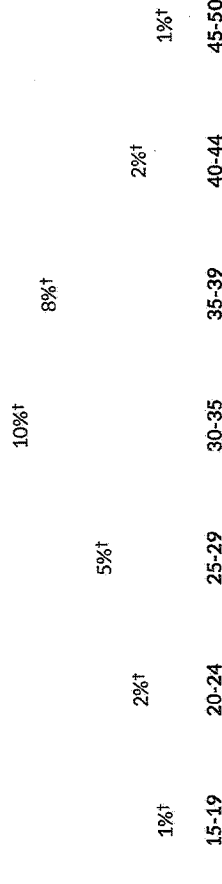
**4.1%**

Women 15-50 who gave birth during past year

about the same as the rate in Massachusetts: 4.2%

about 80 percent of the rate in United States: 5%

### Women who gave birth during past year, by age group



\* Universe: Women 15 to 50 years

[Show data / Embed](#)

### Housing

**Units & Occupancy**

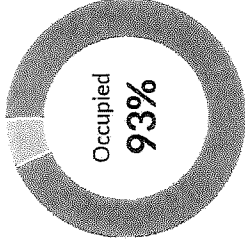
**1,985,813**

Number of housing units

Massachusetts: 2,928,818

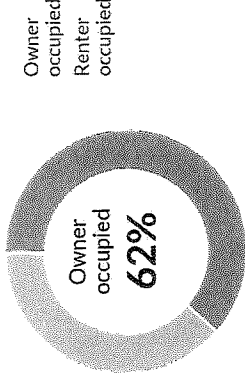
United States: 139,686,209

**Occupied vs. Vacant**



Show data / Embed

**Ownership of occupied units**



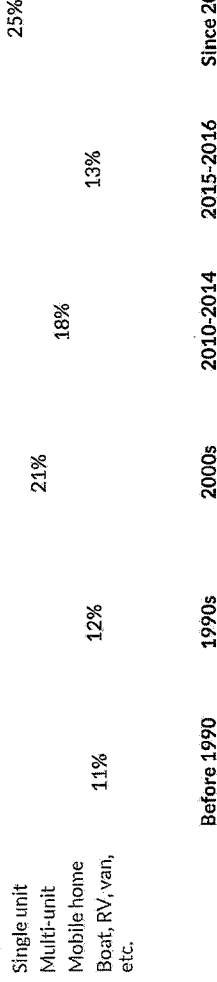
Show data / Embed

**Types of structure**



Show data / Embed

**Year moved in, by percentage of population**



Show data / Embed

**Value**

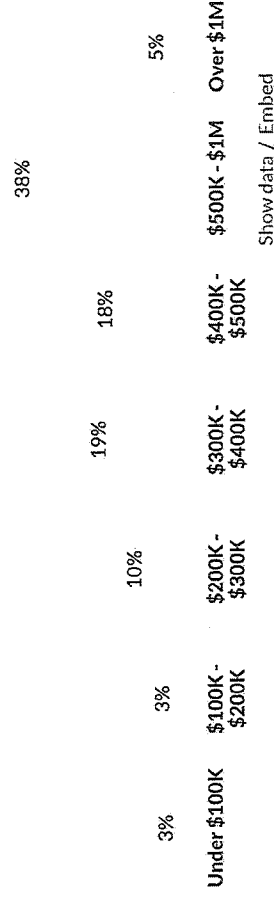
**\$482,700**

Median value of owner-occupied housing units

about 20 percent higher than the amount in Massachusetts: \$418,600

about double the amount in United States: \$240,500

**Value of owner-occupied housing units**



Show data / Embed

### Geographical mobility

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**13.1%**

Moved since previous year

a little higher than the rate in Massachusetts: 12.5%

a little less than the rate in United States: 13.7%

Population migration since previous year

87%

Same house year ago	6%	From same county	3%	From different county	2%	From different state	1%†
---------------------	----	------------------	----	-----------------------	----	----------------------	-----

Show data / Embed

### Social

#### Educational attainment

**92.2%**

High school grad or higher

about the same as the rate in Massachusetts: 91.3%

a little higher than the rate in United States: 88.6%

**49.3%**

Bachelor's degree or higher

about 10 percent higher than the rate in Massachusetts: 45%

about 1.5 times the rate in United States: 33.1%

Population by minimum level of education

No degree	8%
High school	22%
Some college	21%
Bachelor's	27%
Post-grad	23%

\* Universe: Population 25 years and over

Show data / Embed

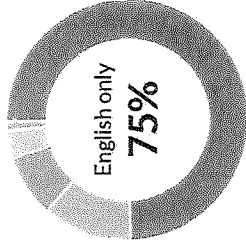
Language

N/A

Persons with language other than English spoken at home

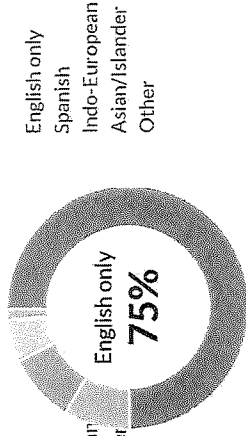
\* ACS 2019 5-year data

Language at home, children 5-17



Show data / Embed

Language at home, adults 18+



Show data / Embed

Place of birth

19.2%

Foreign-born population

Place of birth for foreign-born population

32%

17%

about 10 percent higher than the rate in Massachusetts: 17.3%

about 1.4 times the rate in United States: 13.7%

9%

Europe

Asia

Africa

0%†

Oceania

Latin America

North America

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

\* ACS 2019 5-year data

Show data / Embed

Veteran status

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

4.7%

Veterans by wartime service

182,589 Total veterans  
169,105 Male  
13,484 Female

64,748

29,076

17,257†

about 90 percent of the rate in Massachusetts: 5%

6,792†

about two-thirds of the rate in United States: 6.9%

WWII

Korea

Vietnam

Gulf (1990s)

Gulf (2001-)

\* Civilian veterans who served during wartime only

Show data / Embed

Hover for margins of error and contextual data.

*This profile displays data from more than one ACS release. Charts not derived from ACS 2019 1-year data are noted with an \*.*

Citation: U.S. Census Bureau (2019). *American Community Survey 1-year estimates*. Retrieved from [Census Reporter Profile page for Boston-Cambridge-Newton, MA-NH Metro Area](https://censusreporter.org/profiles/31000US14460-boston-cambridge-newton-ma-nh-metro-area/) <http://censusreporter.org/profiles/31000US14460-boston-cambridge-newton-ma-nh-metro-area/>

Citation: U.S. Census Bureau (2019). *American Community Survey 5-year estimates*. Retrieved from [Census Reporter Profile page for Boston-Cambridge-Newton, MA-NH Metro Area](https://censusreporter.org/profiles/31000US14460-boston-cambridge-newton-ma-nh-metro-area/) <http://censusreporter.org/profiles/31000US14460-boston-cambridge-newton-ma-nh-metro-area/>

Learn about the Census

Census terms & definitions

Help & feedback

About Census Reporter

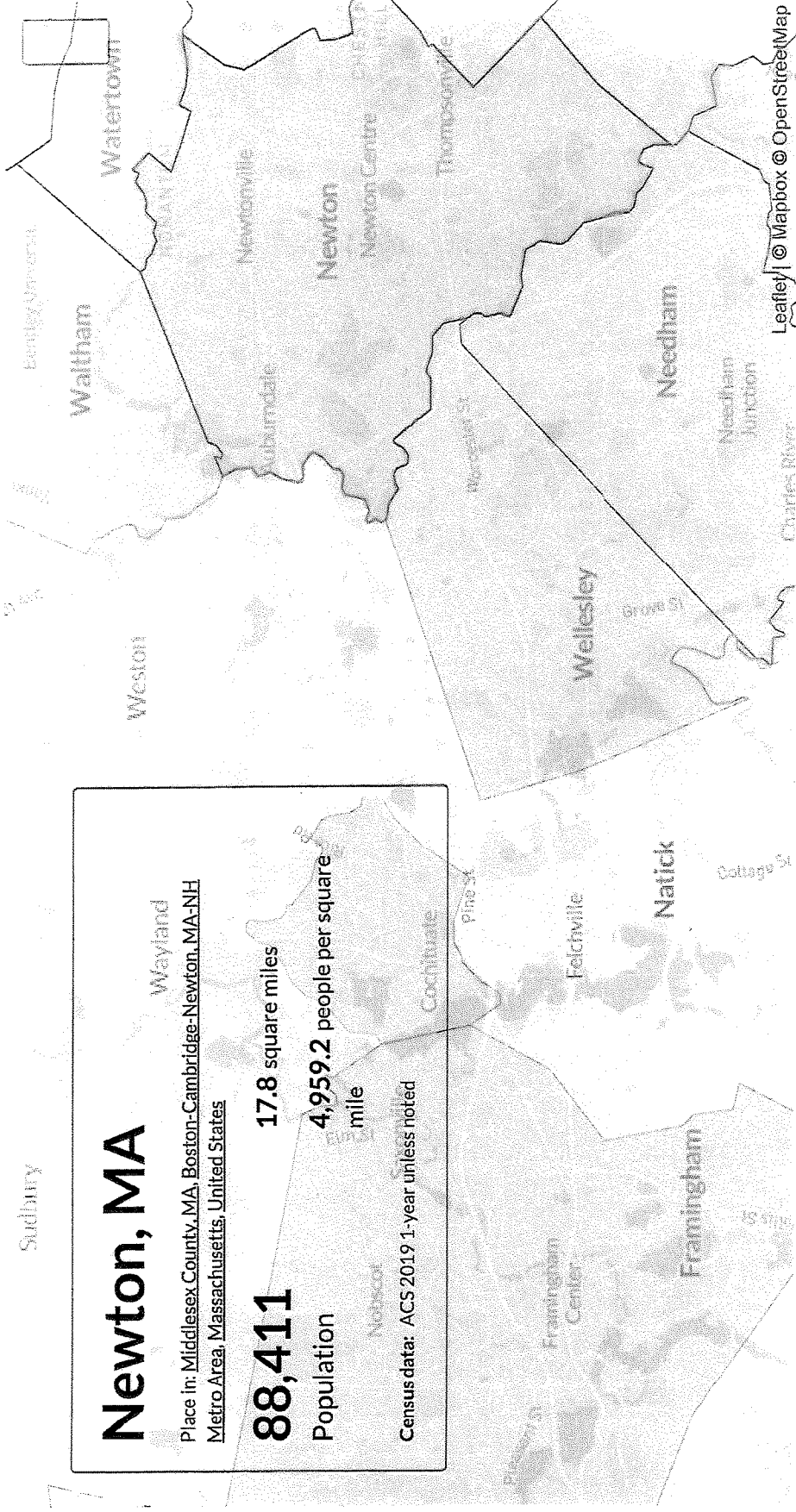
@CensusReporter

Census Reporter on GitHub

Census Reporter is a free, open-source project. [Your donations](#) help us add new data to the site and keep it running.

# Census Reporter

Search for places, tables, topics, or glossaries Search



Find data for this place Search by table or column name...

Hover for margins of error and contextual data.

## Demographics

**Age**

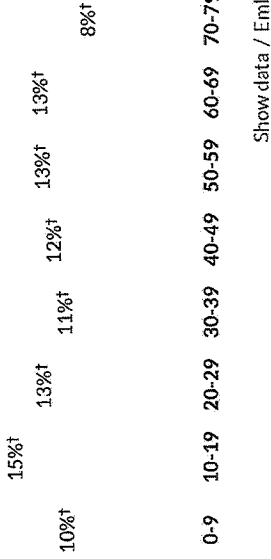
† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**40.7**

**Median age**

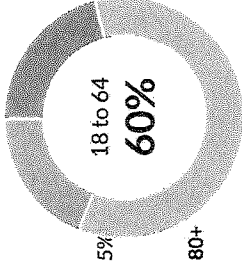
a little higher than the figure in the Boston-Cambridge-Newton, MA-NH Metro Area: 38.8  
 a little higher than the figure in Massachusetts: 39.7

**Population by age range**



Show data / Embed

**Population by age category**

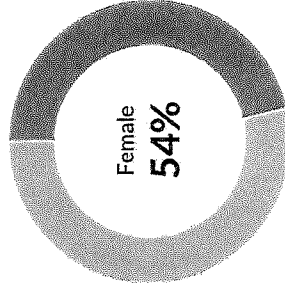


Under 18 35%  
 18 to 64 60%  
 65 and over 5%

Show data / Embed

**Sex**

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

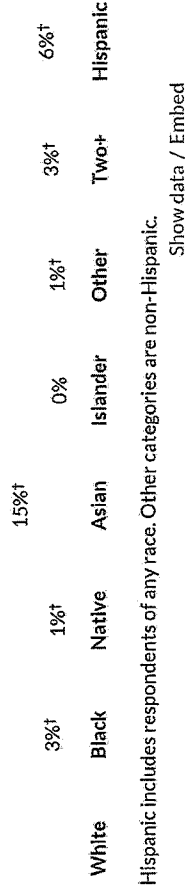


Male  
 Female

Show data / Embed

**Race & Ethnicity**

72%



\* Hispanic includes respondents of any race. Other categories are non-Hispanic.

Show data / Embed



Economics

Income

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**\$78,011**

Per capita income

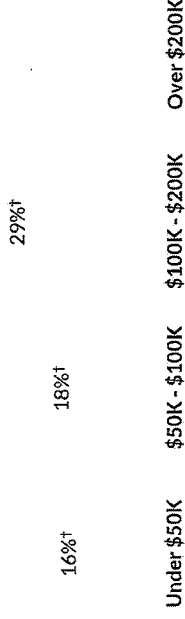
about 1.5 times the amount in the Boston-Cambridge-Newton, MA-NH Metro Area: \$50,421  
more than 1.5 times the amount in Massachusetts: \$46,241

**\$150,106**

Median household income

about 1.5 times the amount in the Boston-Cambridge-Newton, MA-NH Metro Area: \$94,430  
more than 1.5 times the amount in Massachusetts: \$85,843

Household income



Show data / Embed

Poverty

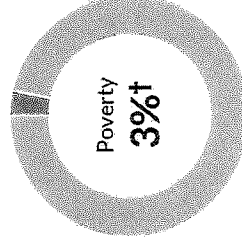
† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**5.6%**

Persons below poverty line

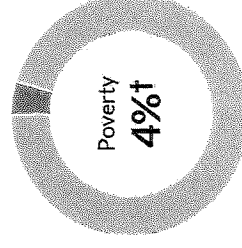
about two-thirds of the rate in the Boston-Cambridge-Newton, MA-NH Metro Area: 8.6%  
about three-fifths of the rate in Massachusetts: 9.4%

Children (Under 18)



Show data / Embed

Seniors (65 and over)



Show data / Embed

Transportation to work

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**29.2 minutes**  
Mean travel time to work

about 90 percent of the figure in the Boston-Cambridge-Newton, MA-NH Metro Area: 32.6

a little less than the figure in Massachusetts: 31

Means of transportation to work

60%

1.5%†

10%†

7%†

1%†

6%†

1%†

Drove alone Carpooled Public transit

Bicycle

Walked

Other

Worked at home

\* Universe: Workers 16 years and over

Show data / Embed

Families

Households

**30,643**

Number of households

the Boston-Cambridge-Newton, MA-NH Metro Area: 1,855,763  
Massachusetts: 2,650,680

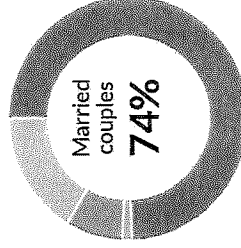
**2.6**

Persons per household

a little higher than the figure in the Boston-Cambridge-Newton, MA-NH Metro Area: 2.5

a little higher than the figure in Massachusetts: 2.5

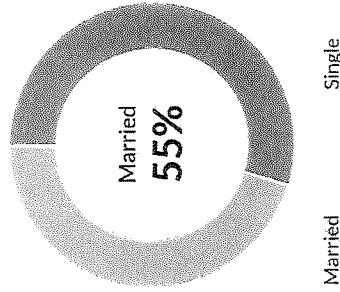
Population by household type



Show data / Embed

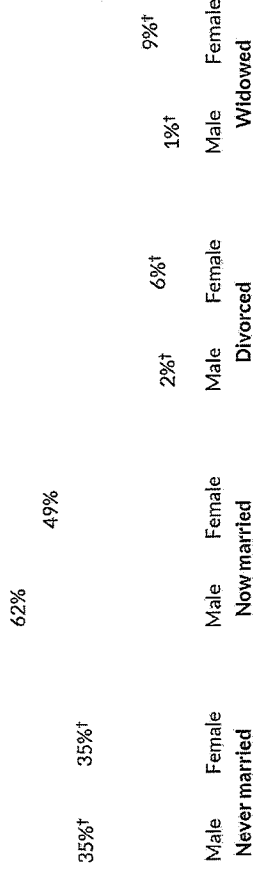
### Marital status

† Margin of error is at least 10 percent of the total value. Take care with this statistic.



\* Universe: Population 15 years and over  
[Show data / Embed](#)

### Marital status, by sex



[Show data / Embed](#)

### Fertility

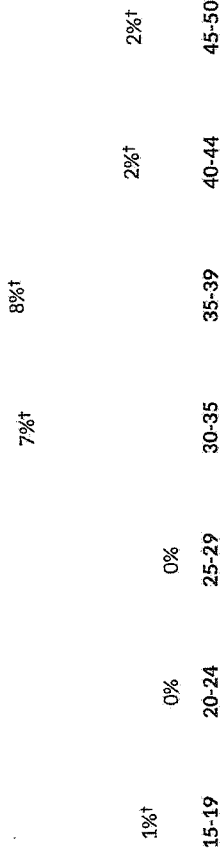
† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**2.4%**  
 Women 15-50 who gave birth during past year

about three-fifths of the rate in the Boston-Cambridge-Newton, MA-NH Metro Area: 4.1%

about three-fifths of the rate in Massachusetts: 4.2%

### Women who gave birth during past year, by age group



\* Universe: Women 15 to 50 years

[Show data / Embed](#)

### Housing

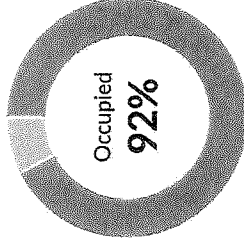
Units & Occupancy

**33,190**

Number of housing units

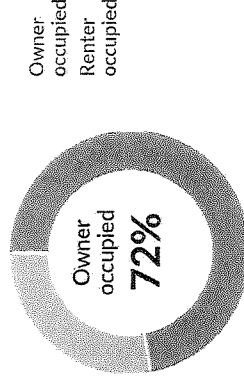
the Boston-Cambridge-Newton, MA-NH Metro Area: 1,985,813  
Massachusetts: 2,928,818

Occupied vs. Vacant



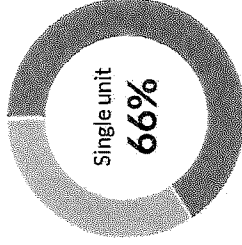
Show data / Embed

Ownership of occupied units



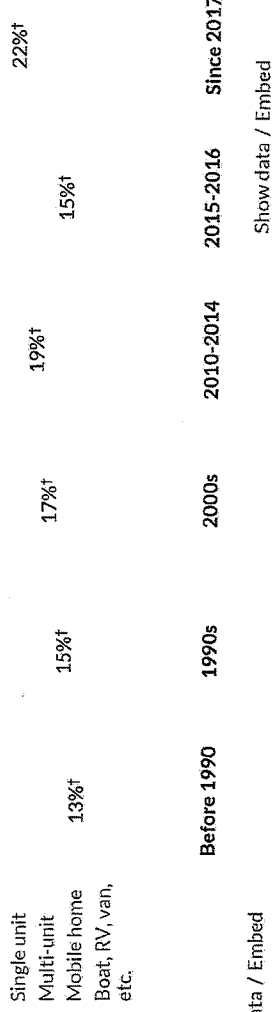
Show data / Embed

Types of structure



Show data / Embed

Year moved in, by percentage of population



Show data / Embed

Value

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**\$944,200**

Value of owner-occupied housing units

Median value of owner-occupied housing units

48%

24%

about double the amount in the

Boston-Cambridge-Newton, MA-NH

Metro Area: \$482,700

more than double the amount in Massachusetts: \$418,600

5%†

2%†

1%†

1%†

1%†

Under \$100K \$100K-\$200K \$200K-\$300K \$300K-\$400K \$400K-\$500K \$500K-\$1M Over \$1M

\* ACS 2019 5-year data

Show data / Embed

Geographical mobility

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**9.8%**

Moved since previous year

about three-quarters of the rate in the Boston-Cambridge-Newton, MA-NH Metro Area: 13.1%

Population migration since previous year

90%

about 80 percent of the rate in Massachusetts: 12.5%

3%†

3%†

3%†

2%†

2%†

1%†

Same house year ago From same county From different county From different state From abroad

Show data / Embed

Social

Educational attainment

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**97.4%**

High school grad or higher

a little higher than the rate in the Boston-Cambridge-Newton, MA-NH Metro Area: 92.2%

about 10 percent higher than the rate in Massachusetts: 91.3%

**81.1%**

Bachelor's degree or higher

more than 1.5 times the rate in the Boston-Cambridge-Newton, MA-NH Metro Area: 49.3%

nearly double the rate in Massachusetts: 45%

Population by minimum level of education

51%

30%

8%†

8%†

3%†

No degree    High school    Some college    Bachelor's    Post-grad

\* Universe: Population 25 years and over    Show data / Embed

Language

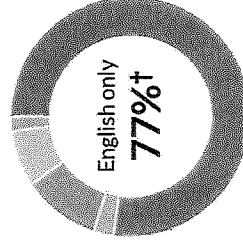
† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**N/A**

Persons with language other than English spoken at home

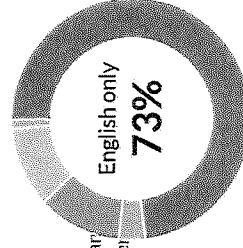
\* ACS 2019 5-year data

Language at home, children 5-17



Show data / Embed

Language at home, adults 18+



Show data / Embed

Place of birth

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

22%

Foreign-born population

about 10 percent higher than the rate in the Boston-Cambridge-Newton, MA-NH Metro Area: 19.2% about 25 percent higher than the rate in Massachusetts: 17.3%

Place of birth for foreign-born population

48%

31%

13%†

3%†

4%†

1%†

Latin America

Oceania

Africa

Asia

Europe

North America

Show data / Embed

\* ACS 2019 5-year data

Veteran status

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

2%

Population with veteran status

about two-fifths of the rate in the Boston-Cambridge-Newton, MA-NH Metro Area: 4.7% about two-fifths of the rate in Massachusetts: 5%

Veterans by wartime service

1,414 Total veterans

1,414 Male

N/A Female

852†

310†

188†

311†

202†

WWII

Korea

Vietnam

Gulf (1990s)

Gulf (2001-)

\* Civilian veterans who served during wartime only; ACS 2019 5-year data

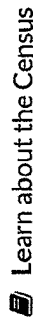
Show data / Embed

Hover for margins of error and contextual data.

*This profile displays data from more than one ACS release. Charts not derived from ACS 2019 1-year data are noted with an \*.*

Citation: U.S. Census Bureau (2019). *American Community Survey 1-year estimates*. Retrieved from *Census Reporter Profile page for Newton, MA* <<http://censusreporter.org/profiles/16000US2545560-newton-ma/>>

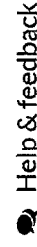
Citation: U.S. Census Bureau (2019). *American Community Survey 5-year estimates*. Retrieved from *Census Reporter Profile page for Newton, MA* <<http://censusreporter.org/profiles/16000US2545560-newton-ma/>>



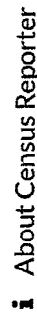
Learn about the Census



Census terms & definitions



Help & feedback



About Census Reporter



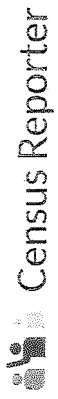
@CensusReporter



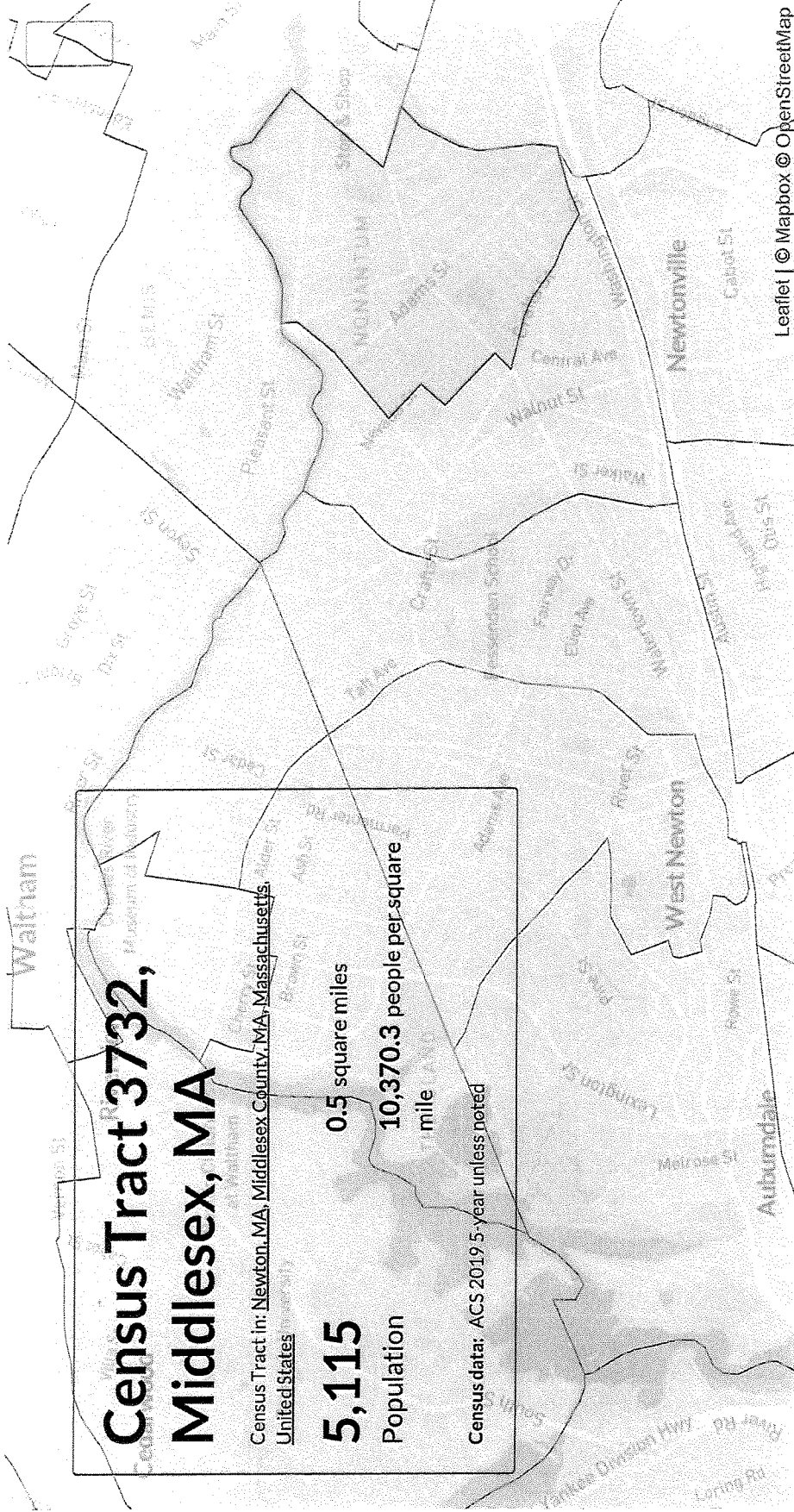
Census Reporter on GitHub

Census Reporter is a free, open-source project. [Your donations](#) help us add new data to the site and keep it running.





Search for places, tables, topics, or glossaries Search



Find data for this place Search by table or column name...

Hover for margins of error and contextual data.

Demographics

**Age**

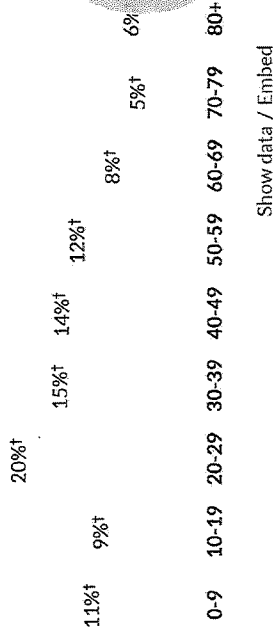
† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**37.6**

**Median age**

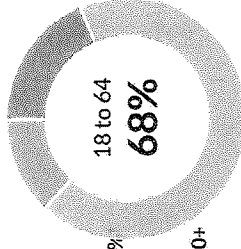
about 90 percent of the figure in Newton: 41  
 about the same as the figure in Middlesex County: 38.5

**Population by age range**



Show data / Embed

**Population by age category**

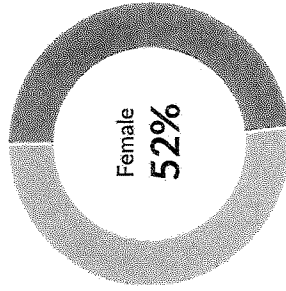


Under 18  
 18 to 64  
 65 and over

Show data / Embed

**Sex**

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

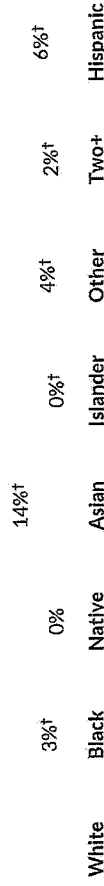


Male  
 Female

Show data / Embed

**Race & Ethnicity**

71%



\* Hispanic includes respondents of any race. Other categories are non-Hispanic.

Show data / Embed

Economics

Income

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**\$47,532**

Per capita income

about two-thirds of the amount in Newton: \$73,101  
about 90 percent of the amount in Middlesex County: \$52,228

**\$92,097**

Median household income

about three-fifths of the amount in Newton: \$151,068  
about 90 percent of the amount in Middlesex County: \$102,603

Household income

33%†

26%†

23%†

19%†

Under \$50K    \$50K - \$100K    \$100K - \$200K    Over \$200K

Show data / Embed

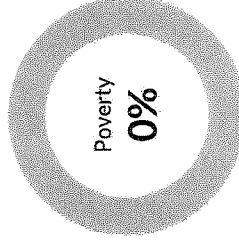
Poverty

**4.4%**

Persons below poverty line

about the same as the rate in Newton: 4.3% †  
about three-fifths of the rate in Middlesex County: 7.4%

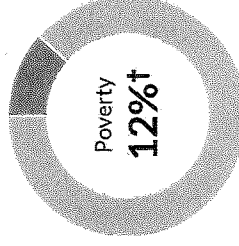
Children (Under 18)



Poverty  
Non-poverty

Show data / Embed

Seniors (65 and over)



Poverty  
Non-poverty

Show data / Embed

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

### Transportation to work

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**25.3 minutes**  
Mean travel time to work  
about 90 percent of the figure in Newton: 29.1  
about 80 percent of the figure in Middlesex County: 31.4

Means of transportation to work  
65%

13%†	9%†	1%†	5%†	0%†	6%†
Drove alone	Carpooled	Public transit	Walked	Other	Worked at home

\* Universe: Workers 16 years and over

Show data / Embed

### Families

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

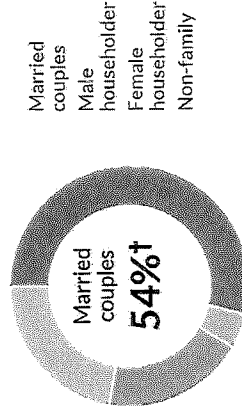
### Households

**1,948**  
Number of households  
Newton: 30,657  
Middlesex County: 604,384

**2.6**

Persons per household  
about the same as the figure in Newton: 2.6  
a little higher than the figure in Middlesex County: 2.6

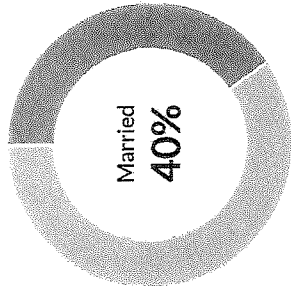
### Population by household type



Show data / Embed

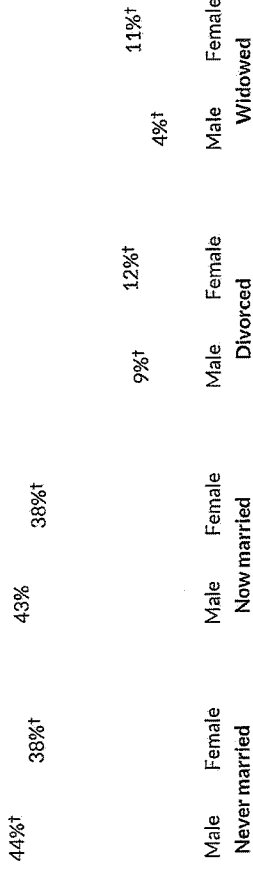
### Marital status

† Margin of error is at least 10 percent of the total value. Take care with this statistic.



Married Single  
 \* Universe: Population 15 years and over  
[Show data / Embed](#)

### Marital status, by sex



[Show data / Embed](#)

### Fertility

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

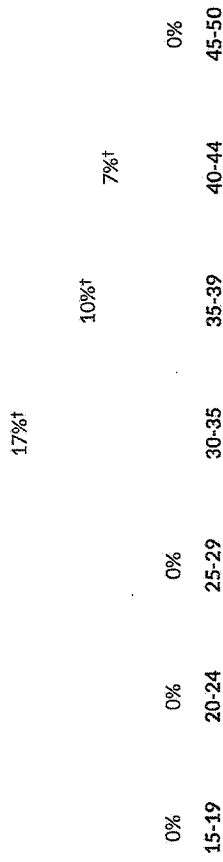
**4.4%**

Women 15-50 who gave birth during past year

about 1.3 times the rate in Newton: 3.3% †

a little less than the rate in Middlesex County: 4.5%

### Women who gave birth during past year, by age group



\* Universe: Women 15 to 50 years

[Show data / Embed](#)

### Housing

### Units & Occupancy

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

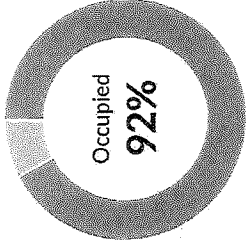
**2,113**

Number of housing units

Newton: 32,551

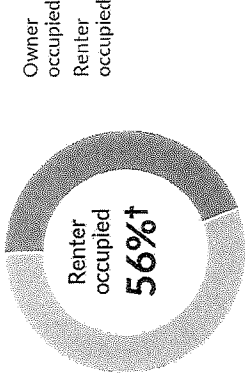
Middlesex County: 636,543

#### Occupied vs. Vacant



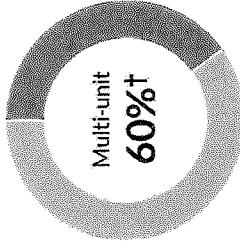
Show data / Embed

#### Ownership of occupied units



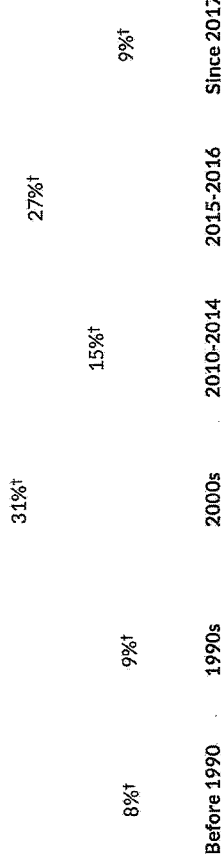
Show data / Embed

### Types of structure



Show data / Embed

### Year moved in, by percentage of population



Show data / Embed

### Value

**\$674,600**

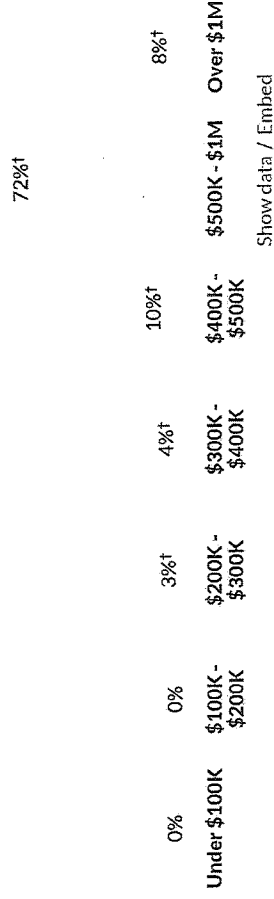
† Margin of error is at least 10 percent of the total value. Take care with this statistic.

### Value of owner-occupied housing units

Median value of owner-occupied housing units

about three-quarters of the amount in Newton: \$914,700

about 1.4 times the amount in Middlesex County: \$500,700



Show data / Embed

**Geographical mobility**

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**15.2%**

Moved since previous year

about 10 percent higher than the rate in Newton: 14%

about 10 percent higher than the rate in Middlesex County: 13.5%

**Population migration since previous year**

85%

6%†	4%†	1%†	5%†
Same house year ago	From same county	From different county	From different state
			From abroad

Show data / Embed

**Social**

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**91.5%**

High school grad or higher

a little less than the rate in Newton: 97.5%

about the same as the rate in Middlesex County: 93.4%

**Educational attainment**

**56.9%**

Bachelor's degree or higher

about three-quarters of the rate in Newton: 79.2%

about the same as the rate in Middlesex County: 56.3%

**Population by minimum level of education**

8%†	21%†	13%†	31%†	26%†
No degree	High school	Some college	Bachelor's	Post-grad

\* Universe: Population 25 years and over Show data / Embed

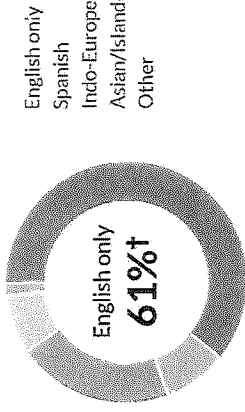
Language

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**N/A**

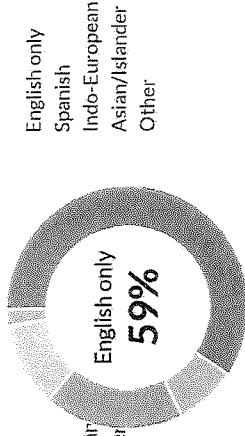
Persons with language other than English spoken at home

Language at home, children 5-17



Show data / Embed

Language at home, adults 18+



Show data / Embed

Place of birth

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

**31.5%**

Foreign-born population

Place of birth for foreign-born population



about 1.4 times the rate in Newton: 22.2%

about 1.5 times the rate in Middlesex County: 21.4%

Show data / Embed



Veteran status

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

2.3%

Veterans by wartime service

95 Total veterans  
78 Male  
17 Female

28†

11†

9†

about three-quarters of the rate in Newton: 3.2%†

0

WWII Korea Vietnam Gulf (1990s) Gulf (2001-)

about half the rate in Middlesex County: 4.5%

\* Civilian veterans who served during wartime only

Show data / Embed

Hover for margins of error and contextual data.

Citation: U.S. Census Bureau (2019). *American Community Survey 5-year estimates*. Retrieved from *Census Reporter Profile page for Census Tract 3732, Middlesex, MA* <<http://censusreporter.org/profiles/14000US25017373200-census-tract-3732-middlesex-ma/>>

- Learn about the Census
- About Census Reporter

- Census terms & definitions
- @CensusReporter

- Help & feedback
- Census Reporter on GitHub

Census Reporter is a free, open-source project. [Your donations](#) help us add new data to the site and keep it running.

## Marketing Activities/Community Contacts

Greater Boston Cultural Association  
437 Cherry Street  
West Newton, MA 02465

Greater Boston Chinese Center  
75 Kneeland Street, Suite 204  
Boston, MA 02111

MAB Community Services  
200 Ivy Street  
Brookline, MA 02446

Newton Community Development Foundation  
Jeanne Strickland/Executive Director  
429 Watertown Street  
Newton, MA 02458

North American Indian Center  
Raquel Halsey/Executive Director  
105 South Huntington Street  
Boston, MA 02130

Newton Senior Center  
Jayne Colino/Director  
345 Walnut Street  
Newtonville, MA 02460

VA Boston Healthcare System  
150 S. Huntington Avenue  
Jamaica Plain, MA 02130  
Newton, MA 02458

West Suburban YMCA  
Kim Benzan/Senior Program Director  
276 Church Street  
Newton, MA 02458

Myrtle Baptist Church  
21 Curve Street  
West Newton, MA 02465  
[mbc@myrtlebaptist.org](mailto:mbc@myrtlebaptist.org)

El Mundo Boston  
175 McClellan Highway  
Boston, MA 02128  
(617) 522-5060

NAACP  
330 Martin Luther King BLVD  
Roxbury, MA 02119  
(617) 516-8501

Bay State Banner  
1100 Washington St.  
Dorchester, MA 02124  
Phone: 617 261-4600  
Melvin B. Miller

The Cambridge Multi-Service Center  
362 Green Street  
Cambridge, MA 02139  
Maria Melo: Director  
617-349-6340

Cambridge Economic Opportunity Committee (CEOC)  
11 Inman Street  
Cambridge, MA 02139  
(617) 868-2900  
Natalie Ribeiro, Director of Community Engagement & Advocacy

Catholic Charities  
275 W Broadway  
Boston, MA 02127  
(617) 464-8500

2Life Communities  
30 Wallingford Rd  
Brighton, MA 02135  
(617) 912-8400

Jewish Family & Children's Services  
1430 Main Street  
Waltham, MA 02451  
(781) 647-5327

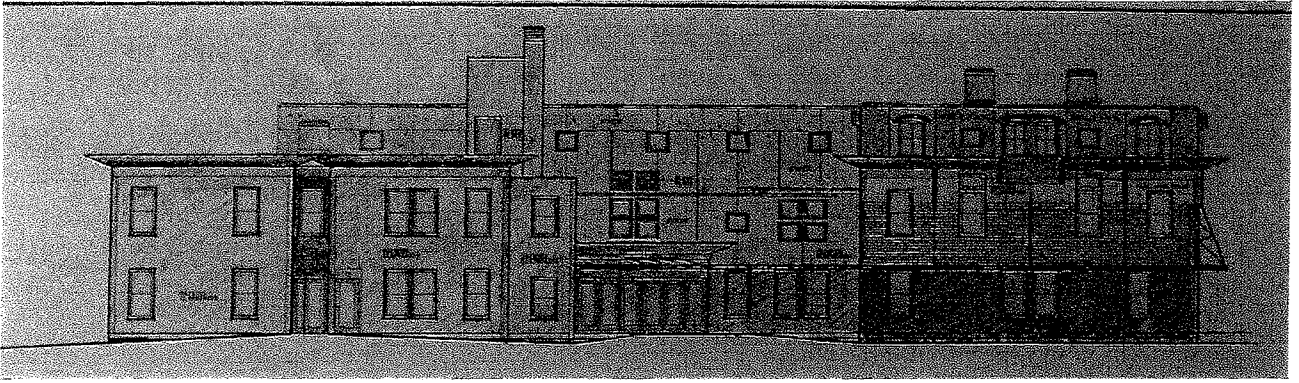
## Affordable Housing for Seniors

Cascap Inc. is currently seeking applicants for affordable one bedroom units in Newton. Eligibility factors for all units include that the head of household must be 62 years of age or older and all applicants must either be U.S. citizens and/or legal residents. Occupancy standards limit household size to no more than 2 people. Maximum income is \$44,800 for a 1-person household and \$51,200 for a 2-person household.

For more information, call Cascap at 617-492-5559; come into our main office at 231 Somerville Avenue, Somerville, MA 02143. (TTY users call 617-234-2992).

***Attention non-English speaking applicants and those with disabilities-if you need assistance in the application process, please let us know how we can help.***

Cascap, Inc. and its affiliates do not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.



CASCAP, Inc.  
231 Somerville Ave.  
Somerville, MA 02143



**Nonantum Village  
Place**

***Housing for  
Seniors***

**Nonantum Village  
Place**

***offers older adults  
the opportunity  
to live independently  
and with dignity in  
their own community.***



**Sponsored by CASCAP,  
Inc.**

## THE RESIDENCE

Nonantum Village Place is a beautiful new property built to accommodate thirty-four units of housing for older adults. The residence was designed to offer an alternative to Assisted Living for people with low incomes. Nonantum Village Place is located in a residential neighborhood of Nonantum, a neighborhood of Newton, which is convenient to many amenities, including public transportation, grocery stores, shops, restaurants and the Newton-Wellesley Hospital.

## AMENITIES

Nonantum Village Place offers private one-bedroom apartments, and access to common areas including kitchen, dining, lounge and laundry areas. While seven apartments are fully wheelchair accessible, all apartments accommodate an individual's changing needs, with wide doorways, large bathrooms and accessible kitchens. A Resident Manager is available to meet certain housing and maintenance needs. Additional services can be accessed through the local elder service agency if the person is eligible for their services.

## THE SPONSOR

CASCAP has 30 years of experience in developing and managing high quality housing for people with special needs. CASCAP's diverse experience and skill in property development and management allows the provision of innovative and attractive housing that is affordable to people with low incomes.

## SUPPORTIVE SERVICE PARTNERS

Innovative and comprehensive health care program for elders will be available on site to eligible residents. Services for all Nonantum Village Place will be coordinated through our Service Coordinator

## ELIGIBILITY

Residency at Nonantum Village Place is restricted to 1 or 2 person households. Each member of the household must be a US citizen or legal resident. At least one member must be over 62 years of age, and the household must meet income eligibility criteria.

## APPLICATION PROCESS

Anyone interested in applying to become a resident of Nonantum Village Place can call CASCAP, Inc

at (617) 492-5559. An application must be completed in order to determine eligibility. If no apartment is available, the applicant will be placed on the waiting list. As vacancies occur, an interview will be held and documentation will be collected for verification. If the applicant meets the criteria for tenancy, they will be offered the next available apartment.

## FOR MORE INFORMATION

For more information about Nonantum Village Place or about CASCAP, Inc., please contact us at 231 Somerville Ave. 10<sup>th</sup>, Somerville, MA 02143. The telephone number is 617-492-5559. The TTY number is 617-234-2992. You can also access an application for housing by emailing Susan Gillooly at [sgillooly@cascap.org](mailto:sgillooly@cascap.org).



# Wingate Management LAP

Four-Factor Analysis and Language Access Plan for Limited English Proficiency Persons

<b>Property Name: Nonantum Village Place</b>
--

<b>Date: 05/01/2021</b>
-------------------------

Purpose: In compliance with Executive Order 13166, Wingate Management has developed the following Language Access Plan (LAP) for Limited English Proficiency (LEP) persons.

History: Title VI of the Civil Rights Act of 1964 is the federal law which protects individuals from discrimination on the basis of their race, color, or national origin in programs that receive federal financial assistance. In certain situations, failure to ensure that persons who have limited English proficiency can effectively participate in, or benefit from federally assisted programs may violate Title VI's prohibition against nation origin discrimination.

Persons, who, as a result of national origin, do not speak English as their primary language and who have limited ability to speak, read, write, or understand English may be entitled to language assistance under Title VI in order to receive a particular service, benefit, or encounter.

Four-Factor Analysis: The following Four-Factor Analysis will serve as the guide for determining which language assistance measures Wingate Management will undertake.

- 1) The number or proportion of LEP persons served or encountered in the eligible service population. (As instructed in the guidance for the purpose of determining those LEP persons "served or encountered", we included those persons who would be served or encountered if the persons received adequate outreach and we provided sufficient language services).
  - a. Wingate Management utilized the 2010 Census.
- 2) The frequency with which LEP persons come into contact with each site.
  - a. Residents and applicants are likely to have considerable direct contact with the site and its staff
- 3) The nature and importance of the program, activity or service provided by the site.
  - a. The nature of the activity or service is of significant importance to the area's population and site's residents.
- 4) The resources available and costs to the site. Please note that to the extent possible, we have tried to reduce the site costs by identifying the resources available throughout our management company and making them available to each site.
  - a. Currently, websites can be utilized to translate some written materials. Many of the common forms are available in multiple languages on the HUD website.

**Language Access Plan:** The purpose of this plan is to ensure that we provide individuals with LEP meaningful access to our housing programs and activities. In preparation for writing this plan and in order to identify the specific needs for LEP applicants and residents we conducted a site specific needs assessment using the four-factor analysis provided in the Department of Housing and Urban

Development's Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons.

**LEP Populations to be Served or Encountered and the Frequency of Encounters**

Site Name: <b>Nonantum Village Place</b>					Number of Units: <b>35</b>	
Language:	Census (%)	Actual # of persons (18+):	Site Population (%):	Actual # of persons (18+):	Vital Documents-Translation (Y/N)*:	Oral Translation (Y/N)
<b>English</b>	<b>73.7%</b>	<b>51,052</b>	<b>77%</b>	<b>27</b>	<b>No</b>	<b>No</b>
<b>Other</b>	<b>26.3%</b>	<b>18,782</b>	<b>23%</b>	<b>8</b>	<b>No</b>	<b>Yes</b>
<b>Total LEP Site Population:</b>						

**Language Assistance Measures**

The type of language assistance necessary to provide meaningful access will vary depending on the type of communication staff is having with the LEP person (e.g. phone, in person or written communication) and in some circumstances more than one method will work. Regardless of how the language assistance is provided, we recognize the importance of providing such services in a timely manner and in an appropriate place. Failure to do so may effectively delay or deny LEP applicants and tenants access to our housing and services. We understand that the extent of our obligation to provide both oral and written translation is dependent on the four-factor analysis we conducted at this site. We have chosen to follow the Safe Harbor rule, contained in HUD's final guidance, to assist us in determining when to provide translation of vital documents. The Safe Harbor rule for written translation of vital documents is based on the number and percentages of the market area-eligible population or current beneficiaries and applicants that are LEP. According to the Safe Harbor Rule:

HUD would expect translation of vital documents to be provided when the eligible LEP population in the market area or current beneficiaries exceeds 1,000 persons or if it exceeds 5% of the eligible population or beneficiaries along with more than 50 people. In cases where more than 5% of the eligible population speaks a specific language, but fewer than 50 persons are affected, there should be a translated written notice of the person's right to an oral interpretation.

As such, if our LEP resident population is more than 50 in number and comprise more than 5% we will make every effort to translate all vital written documents into the appropriate language. However, if this translates to less than 50 persons we will not translate vital documents into other languages but rather provide a translated written notice of the person's right to an oral interpretation.

If the census data shows that more than 1,000 people in the service area have LEP, the marketing efforts will be fully accessible to all other language groups. This includes, but isn't limited to, brochures, advertisements, choice of newspapers and radio stations. We will update our Affirmative Fair Housing Marketing Plan to reflect our LEP plan.



## **I Speak Cards**

In order to be able to provide language assistance we need to identify who needs the assistance. All applicants (regardless of race or national origin) will be asked if they need language assistance. This site will use the language identification cards to invite LEP persons to identify their own language needs.

## **Competent Bilingual Staff**

Wingate Management makes every effort to hire staff that can communicate with residents. A significant consideration when hiring staff for a site (managerial as well as maintenance staff) is whether the applicant can competently provide language assistance to LEP residents at the site. A large percentage of our site staff is bilingual and every effort has been made to match their language skills with the needs of LEP residents. Our preference is to meet the needs of our LEP applicants and residents through direct language assistance with our site staff throughout the occupancy cycle. When this isn't possible we are committed to meeting our LEP applicants and residents' needs through other methods.

We understand that it isn't enough for staff to be "bilingual" when communicating with our LEP applicants and residents. Some bilingual persons may be able to effectively communicate in two languages but aren't competent to interpret between English and that language. We also recognize that the skills of interpreting and the skills used for translating aren't the same. A person may be capable of one and not the other. We will make every effort to offer bilingual staff interpreter training and professional development opportunities to ensure that communication is effective and accurate.

## **Oral Language Services In Addition To Bilingual Staff**

Wingate Management's goal is to provide meaningful access to our programs for individuals with limited English proficiency in a timely manner. As stated above, we often use competent bilingual staff to act as interpreters for applicants and tenants.

We do recognize however that under some circumstances it isn't appropriate for site staff to serve as interpreters. For example, if an LEP applicant was rejected for housing, it wouldn't be appropriate for a site staff person involved in the decision to serve as an interpreter at an appeal.

Wingate Management will use two lists of interpreters:

1. A directory by language of Wingate Management's personnel (company-wide) who are bilingual and able to competently interpret if a resident/applicant with LEP comes in and needs assistance, including contact information. All of the individuals on this list have been made aware that they understand that all information obtained during interpreting is completely confidential; and
2. Telephone Interpreter Service Line: All site personnel have been provided information on how to access and utilize Language Line Services (Telanguage), which can provide immediate interpreter services in over 140 different languages. This can be very helpful when an LEP applicant calls or comes in and no other interpreter is available to assist. This service is extremely costly. Its effectiveness can also be limited when staff need to discuss documents unless the telephonic interpreter is provided adequate time to review the documents prior to the interpreter service

### **Staff Training Regarding LEP Policies and Procedures**

All current Wingate Management staff is trained on their obligation to provide meaningful access to information and services for LEP persons. Likewise, training on this topic is part of our company's orientation for new Employees. The training seeks to make all employees aware of the following:

- A) Background of the LEP program;
- B) Our site's obligation to provide meaningful access to individuals with LEP;
- C) LEP policies and procedures; and
- D) Protocol in responding to LEP callers, written communications from LEP persons and in-person contact with LEP persons.

In addition, staff persons who have contact with our applicants and residents are trained to work effectively with in-person and telephone interpreters, and the various modes of interpretation (simultaneous interpretation, consecutive interpretation and sight interpretation). The greater the contact, the more in-depth training they receive. In addition, managers, assistant managers, regional managers and compliance personnel must be fully aware of and understand their plan so they can reinforce its importance and ensure proper implementation.

### **Providing Notice of Free Language Services to Persons with LEP**

We recognize that it is important to put applicants and residents on notice that we provide free language assistance. We have developed a notice in different languages that states this and how to obtain language assistance. We may notify persons through the following methods:

- A) Post signs in common areas, offices and anywhere applications are taken in an accessible manner;
- B) Place this statement in marketing materials, if space is limited we will put it in the most common language(s);
- C) Provide notification with our application materials;
- D) Provide notification with recertification materials;
- E) Use a telephone voice mail menu in the most common languages encountered.

### **Continuous Oversight of the LAP – Monitoring and Updates**

Wingate Management will monitor and update this LAP on an ongoing basis.

- Staff must track the language assistance requested and what was provided - both the type of assistance requested as well as in what language. The purpose of this is to determine both need and how well Wingate Management is satisfying these needs.
- Wingate Management will annually review the demographics of our residents to make sure their language assistance needs are adequately met.
- If new demographic data is released by the federal or state government, Wingate Management will review the data and implement accordingly (i.e., adjust marketing efforts and update this plan). In addition, special attention will be made to incorporate this plan into any AFHMP updates, as applicable.

**\*List of Translated Vital Documents Wingate has identified:**

Lease/Occupancy Agreement (with VAWA Addendum)

Tenant Selection Plan

Model Application

Consent for Release of Application

Notice of Decision on Application

Rejection Notice

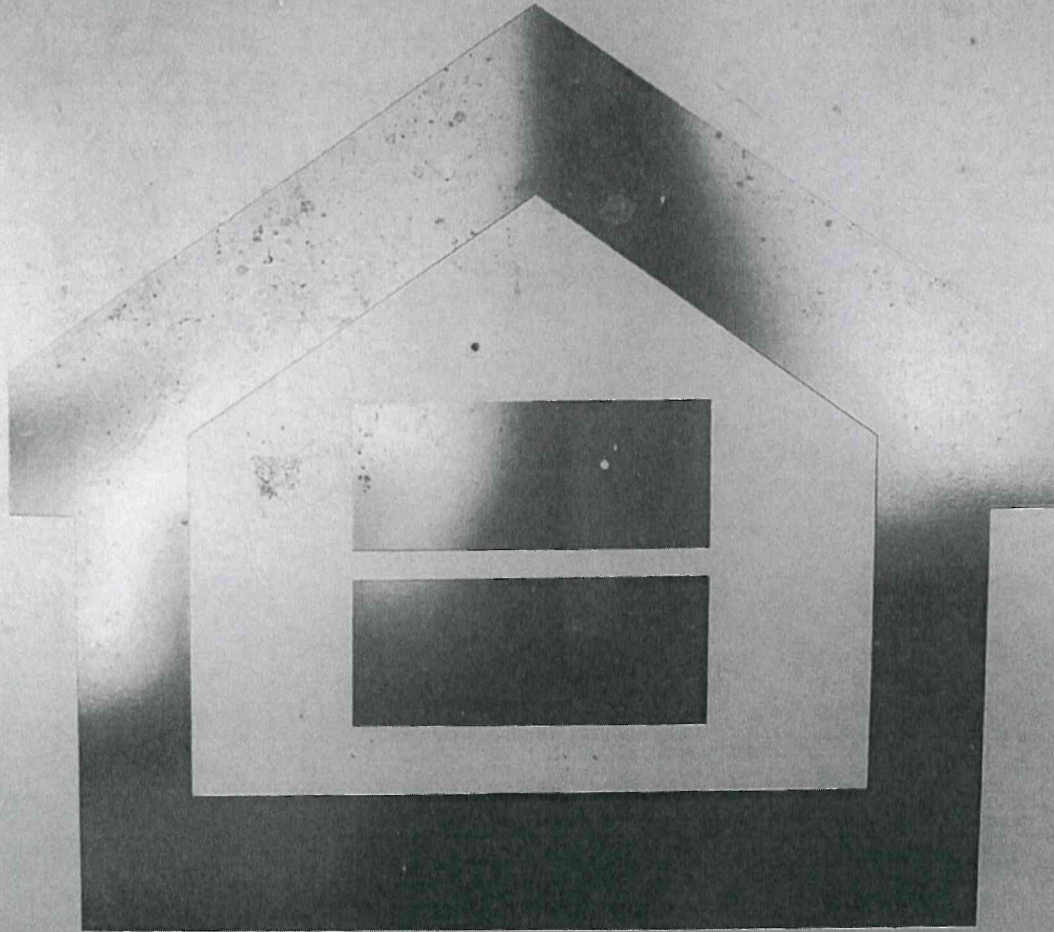
Attachment to Rejection Notice

Annual Waiting List Update

Notice to all Residents: Property Management Review

Notice of Unit Inspection: Property Management Review

Notice of a Request to Increase Rents



EQUAL HOUSING  
OPPORTUNITY

---

CASCAP, INC.  
617-492-5559



**EQUAL HOUSING OPPORTUNITY**

**We Do Business in Accordance With the Federal Fair Housing Law**

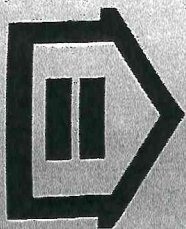
(The Fair Housing Amendments Act of 1988)

**It is illegal to Discriminate Against Any Person Because of Race, Color, Religion, Sex, Handicap, Familial Status, or National Origin**

- In the provision of real estate brokerage services
- In the appraisal of housing
- Blockbusting is also illegal

Is he or she has been  
against may file a complaint of  
ation:  
-9777 (Toll Free)  
1-9275 (TTY)  
gov/fairhousing

U.S. Department of Housing and  
Urban Development  
Assistant Secretary for Fair Housing and  
Equal Opportunity  
Washington, D.C. 20410



**IGUALDAD DE OPORTUNIDAD EN LA VIVIENDA**

**Conducimos nuestros negocios de acuerdo a la Ley Federal de Vivienda**

(Ley de Enmiendas de 1988 de la Ley Federal de Vivienda Justa)

**Es ilegal discriminar contra cualquier persona por razón de su raza, color, religión, sexo, incapacidad física o mental, la presencia de niños menores de 18 años o de embarazada en su familia o su origen**

- En la venta o renta de vivienda y terrenos residenciales
- En los servicios de prestan vendedoras
- En la valoración de vivienda
- También es ilegal fomentar su vivienda a gente de otra raza, étnico se están multo vecindario
- En la financiación de vivienda
- Amenazar o interferir con la persona para que no registre su queja

Cualquier persona que sienta que fue discriminada debe de enviar su queja de discriminación:

1-800-669-9777 (llamada gratis)  
1-800-927-9275 (TDD llamada gratis)

U.S. Department of Housing and Urban Development  
Assistant Secretary for Fair Equal Opportunity  
Washington, D.C. 20410



Cascap

231 Somerville Ave.  
Somerville, MA 02143

T 617.492.5559 • F 617.492.6928  
www.WingateApartmentHomes.com

To: All PMD and Related Staff  
From: Susan Gillooly, Senior Property Manager  
Date: June 15, 2021  
Re: Your obligations under the law with regard to fair housing

Cascap's mission and policies require you to perform your job in accordance with certain guidelines. Foremost among these guidelines is that you must treat people fairly regardless of their age, race, color, physical and/or mental disability, national origin or ancestry, religion or creed, sex, which includes gender, sexual orientation, gender identity and pregnancy, or veteran status. Under certain circumstances, certain provisions allow for different treatment, for instance, only those with a disability are entitled to a reasonable accommodation. Only those who are over the age of 62 are eligible for elder housing. Unless specifically directed otherwise by management staff for allowed exceptions, every aspect of what you do during the performance of your job should reflect this guideline.

For instance:

- For maintenance staff, you should not prioritize work orders based on any of the factors above.
- For office staff, marketing efforts should broadly reflect the populations in the general area.
- For management staff, policies should be thought out so that certain groups are not inadvertently treated differently. Policies should also be flexible so that if a disparate effect is found, exceptions are allowed or policies rewritten to prevent this effect.
- For fiscal staff, collections efforts should target people fairly based on objective criteria.
- For service coordination staff, efforts should be made to reach out to everyone in the building

It is also your obligation to point out problems with how things are done so that we can constantly monitor our practices to ensure fairness to everyone. Please make any concerns known to your direct supervisor.

