FITCHBURG-LEOMINSTER CONSORTIUM

FIVE – YEAR CONSOLIDATED PLAN
2016 – 2020

AND

PROGRAM YEAR 42
ANNUAL ACTION PLAN

Prepared by the
Community Development Department, Fitchburg, MA

and the

Office of Planning & Development, Leominster, MA

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Executive Summary

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

1. Introduction

Fitchburg is located in North Central Worcester County, Massachusetts. Fitchburg is the lead agency in the Fitchburg-Leominster consortium. This Executive Summary reflects the City of Fitchburg. Leominster's profile is documented in their Executive Summary.

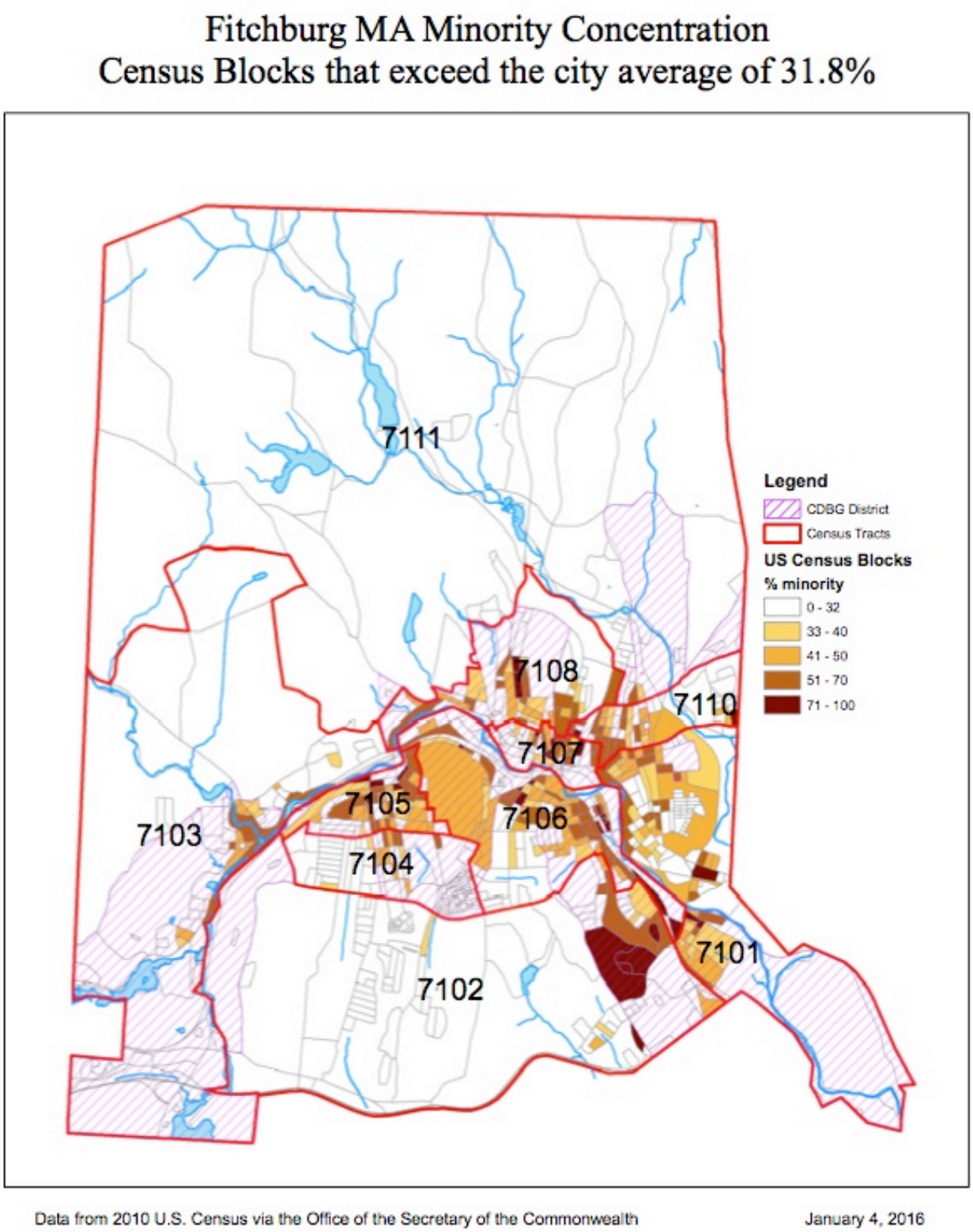
The Plan represents a collaborative effort on the part of Fitchburg's government, public and private agencies and citizens to develop a vision and a strategy for meeting the housing and community development needs of the city.

Fitchburg does not have a currently HUD approved Neighborhood Revitalization Strategy.

According to the 2010-2014 American Community Survey 5-Year Estimates for the city of Fitchburg: Percentage of families and people whose income in the past 12 months is below the poverty level: All Families: 14.3%, All People: 19.8%. The demographic profile of the City is listed below.

Races	**Number**	**Percentage**
One Race	39,020	96.5%
White (incl. Hispanic White)	31,972	79.1%
Black or African American	1,556	3.8%
American Indian and Alaska Native	95	0.2%
Asian	1,761	4.4%
Native Hawaiian and Other Pacific Islander	0	0%
Some Other Race	3,636	9.0%
Two or More Races	1,399	3.5%
Total:	40,419	100%
Source: 2010-2014 American Community Survey - 5 year estimates		

Table 1 - Fitchburg Demographic Profile



Map of Minority Concentration in Fitchburg

2. Summary of the objectives and outcomes identified in the Plan

Objectives and outcomes are located in the Annual Action Plan and in AP-20. Areas of concentration include: public facilities, public services, economic development, demolition/clearance, rehab and preservation.

3. Evaluation of past performance

The City has successfully invested available resources to meet priority needs and specific goals established in the Consolidated Plan and leveraged new funding sources with the use of these resources, however, this progress must be measured against the real cost of fully addressing these priorities, which greatly exceeds available funding.

Planning efforts to replace aged water mains, combined storm and sanitary sewers, streetscapes, parks, and housing have been undertaken, however, the estimated costs to implement these objectives exceed the level of available funding.

Notwithstanding these circumstances, it appears that progress has been made in several areas, including economic development, public facilities and housing. The city has managed to leverage additional state, federal and private resources. This has resulted in a local perception that significant progress is being made, particularly with respect to the implementation of the City's Urban Renewal Plan, completed phases of the Main and Water Streets Improvement projects, acquisition of land for the creation of new Twin Cities Rail Trail, and the city's in-fill affordable housing initiatives, in which CDBG, HOME and privately leveraged funds have provided for the demolition, infrastructure improvements and new housing construction as part of an overall revitalization strategy for low income neighborhoods.

4. Summary of citizen participation process and consultation process

CITY OF FITCHBURG CONSOLIDATED PLAN GUIDE is included in the Attachment Section of the Plan.

5. Summary of public comments

Minutes of meetings/public hearings are contained in the Attachment Section of the Report.

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

The City accepted all comments.

7. Summary

The City of Fitchburg conducts regular monitoring of its CDBG and HOME subrecipients.

Quarterly and annual accomplishment data is collected from CDBG subrecipients and city departments which receive funding. This information is inserted into HUD's Integrated Disbursement and Information System (IDIS), and can be measured against the estimated goals established at the time of project/activity set up.

Furthermore, the Fitchburg CDBG application includes questions related to performance measurement, and the outcome/impact of projects proposed for funding.

The Process

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

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

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
CDBG Administrator	FITCHBURG	Community Development Department
HOME Administrator	FITCHBURG	Community Development Department

Table 2 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

To obtain information about the Consolidated Plan, please contact Elizabeth Murphy or Sue Christensen in the Fitchburg Community Development Department by telephone at 978-829-1890, by email at lmurphy@fitchburgma.gov, SChristensen@fitchburgma.gov or in person at the Community Development Department, which is located at the Fitchburg Public Library, 610 Main Street, Fitchburg, MA, Monday-Friday, between 8:30 a.m. and 4:30 p.m.

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

1. Introduction

The City of Fitchburg Community Development Department in collaboration with Fitchburg State University Behavioral Science Department conducted a communitywide survey using Melissa Data. Every 17th address was chosen at random to receive a survey on community and housing needs. A total of 1,023 addresses were selected; 644 addresses were from within the CDBG Strategy Area and 379 addresses were from outside of the CDBG Strategy Area. The return rate was 21.4%. In addition to a community survey, other groups invited to participate in the survey included, 24 city department/division heads, 19 Boards/Commissions (87 members) and 11 City Councilors.

In addition to a communitywide survey, a shelter questionnaire and agency questionnaire were developed and sent to a variety of organizations within the city. An outline of survey results and a copy of the communitywide questionnaire are included in the Attachment Section of this report.

Fitchburg held two advertised public hearings and a Providers meeting to solicit comments about community development and housing needs. Throughout the development process of this Plan, written and verbal comments on community development and housing needs in the city were solicited from lower income neighborhood organizations, minority organizations, previous program year applicants and the general public through advertisements in the local print media, public hearings, consultation with other provider groups, and a posting of the draft Plan on the city's web page.

When "Jurisdiction" is used, it refers to the two cities in the Consortium, the City of Fitchburg and the City of Leominster. Otherwise the name of the city will be noted at the beginning of each section of the Plan and for the Tables that are in the report.

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 Cities of Fitchburg and Leominster enhance the coordination between public and assisted housing providers and private and governmental health, mental health and service agencies in a variety of ways, including:

1. Holding annual meetings with providers and the agencies during the development of the Annual Action Plan to gather input on the needs of the agencies and to learn more about the various programs that are run by the agencies.

2. Visiting with the various providers and agencies during monitoring visits to assess how the programs are proceeding with expending CDBG funds.

3. Serving as a clearinghouse for program information by making program flyers and brochures available at the city offices.

The State does not have a web address for the public to access a list of affordable housing. To further enhance the coordination that is occurring at the local level, it would be beneficial for the Commonwealth to have a clearinghouse website that maintains a list of available affordable housing units that would be searchable by the public.

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 various public services agencies, housing authorities and city officials in the Consortium are in contact with the Central Massachusetts Housing Alliance, Inc. and attend Worcester City and County Continuum of Care meetings that are held at the offices of the Central Massachusetts Housing Alliance, Inc. in Worcester, MA, to help coordinate efforts to address the needs of homeless persons and persons at risk of homelessness. The following efforts are underway in the Consortium to address the needs of the homeless and those at risk of becoming homeless:

1. Both the Fitchburg and Leominster Housing Authorities, under state regulation, provide a preference for homeless individuals and families within the communities. An individual or family is given an Emergency Application, and if approved, the individual or family moves to the very front of the waiting list.
2. The City of Fitchburg supports the NewVue Communities, Inc. (formerly the Twin Cities CDC) Leighton Street Program Worcester County COC application; which provides for continued funding for permanent housing to men and women in recovery.
3. The City of Fitchburg supports the L.U.K Crisis Center Young Adult Rapid Rehousing Program Worcester County COC application. The proposed program will provide rental assistance and supportive services to young adults who are homeless.

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

The Jurisdiction does not directly receive ESG funds. The Worcester County Continuum of Care receives ESG funds. The COC has included the following information in its 2015 NOFA application. The Planning/Review Committee determines priority needs and funding awards for ESG Programs. The Committee is comprised of state and local government agencies, private non-profit agencies, affordable housing developers, law enforcement, homeless persons, veteran services, etc.

The Continuum of Care submits its local priorities for ESG funding to the Department of Housing and Community Development, which the state uses in its selection process; the COC incorporates state-

designed forms to ensure compliance with HUD regulations into its COC monitoring process; and the COC has agreed to integrate HMIS data systems for participant-approved sharing of demographic and service information across jurisdictions. The COC committee works in coordination with the state to best determine the most effective use of ESG funds in the region. Performance Measures include permanent housing, job and income growth, and thoroughness in outreach. The COC has indicated in its most recent NOFA application (2015) that it has a HMIS Policies and Procedures Manual.

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

Table 3 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	**YWCA of Central MA**
	Agency/Group/Organization Type	Services-housing for victims of domestic violence
	What section of the Plan was addressed by Consultation?	Market Analysis - Homeless Facilities and Services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for people served in Fitchburg shelter. Input to be incorporated into annual planning/allocation process.
2	**Agency/Group/Organization**	**South Middlesex Opportunity Council**
	Agency/Group/Organization Type	Services-Housing for homeless men and women
	What section of the Plan was addressed by Consultation?	Market Analysis - Homeless Facilities and Services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for people served in Fitchburg housing program and at Single Room Occupancy Program. Input to be incorporated into annual planning/allocation process.
3	**Agency/Group/Organization**	**Montachusett Interfaith Hospitality Network**
	Agency/Group/Organization Type	Services-Housing and case management for homeless families
	What section of the Plan was addressed by Consultation?	Market Analysis - Homeless Facilities and Services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for people served in Fitchburg shelter. Input to be incorporated into annual planning/allocation process.

4	**Agency/Group/Organization**	**Fitchburg Veteran Services Office**
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Market Analysis - Homeless Services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Requested data on people served in program. Input to be incorporated into annual planning/allocation process.
5	**Agency/Group/Organization**	**Fitchburg City Departments**
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Needs Assessment - Non-Housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey was sent to 24 city departments and divisions to request input on plan. Input to be incorporated into annual planning/allocation process.
6	**Agency/Group/Organization**	**Community Health Connections**
	Agency/Group/Organization Type	Services-medical, dental and behavioral services to homeless & non-homeless individuals and families
	What section of the Plan was addressed by Consultation?	Needs Assessment - Homeless Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Questionnaire was sent to agency. Input to be incorporated into annual planning/allocation process.
7	**Agency/Group/Organization**	**LUK Crisis Center, Inc.**
	Agency/Group/Organization Type	Services-Housing and health care for youth
	What section of the Plan was addressed by Consultation?	Market Analysis - Homeless Facilities and Services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for people served in program. Input to be incorporated into annual planning/allocation process.

8	**Agency/Group/Organization**	**Communitywide Resident Survey**
	Agency/Group/Organization Type	Community needs survey sent to 1,023 addresses in Fitchburg
	What section of the Plan was addressed by Consultation?	Needs Assessment - Non-Housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Community needs survey was sent to 644 addresses within CDBG Strategy Area and 379 addresses outside of the CDBG Strategy Area using Melissa Data source in conjunction with Fitchburg State University. Input to be incorporated into annual planning/allocation process.
9	**Agency/Group/Organization**	**Department of Mental Health**
	Agency/Group/Organization Type	Services - Housing and supportive services to Elderly Persons and Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for people served in the Consortium. Input to be incorporated into annual planning/allocation process.
10	**Agency/Group/Organization**	**Massachusetts Department of Developmental Services**
	Agency/Group/Organization Type	Services - Housing and Supportive Services to adults and children with developmental disabilities
	What section of the Plan was addressed by Consultation?	Needs Assessment - Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for people served in the Consortium. Input to be incorporated into annual planning/allocation process.
11	**Agency/Group/Organization**	**Massachusetts Commission for the Blind**
	Agency/Group/Organization Type	Services - Housing Services-Children Services - Supportive services to legally blind individuals

	What section of the Plan was addressed by Consultation?	Needs Assessment - Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for people served in the Consortium. Input to be incorporated into annual planning/allocation process.
12	**Agency/Group/Organization**	**Jeffrey's House**
	Agency/Group/Organization Type	Services - Housing Services- 3 sober houses and supportive services to individuals in recovery
	What section of the Plan was addressed by Consultation?	Market Analysis - Homeless Facilities and Services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Phone conversation to get a description of services and number of houses in Fitchburg. Input to be incorporated into annual planning/allocation process.
13	**Agency/Group/Organization**	**Our Father's House, Inc.**
	Agency/Group/Organization Type	Services-Housing, education, employment to homeless adults & families with children
	What section of the Plan was addressed by Consultation?	Market Analysis - Homeless Facilities and Services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Questionnaire was sent to agency. Input to be incorporated into annual planning/allocation process.
14	**Agency/Group/Organization**	**Department of Public Health**
	Agency/Group/Organization Type	Services - Health services for Adults and Children
	What section of the Plan was addressed by Consultation?	Needs Assessment - Non-Special Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Data collected from state webpage on alcohol & drug addiction, and AIDS and related diseases. Input to be incorporated into annual planning/allocation process.
15	**Agency/Group/Organization**	**My Turn, Inc.**
	Agency/Group/Organization Type	Services - provide paid internships and occupational skills credentials to young adults

	What section of the Plan was addressed by Consultation?	Market Analysis - Non-Housing Community Development Assets
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for people served in the Consortium. Input to be incorporated into annual planning/allocation process.
16	**Agency/Group/Organization**	**WORK, Inc.**
	Agency/Group/Organization Type	Services-Job Readiness skills, job search & transportation
	What section of the Plan was addressed by Consultation?	Market Analysis - Non-Housing Community Development Assets
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Questionnaire was sent to agency, which serves veterans, disabled, individuals and families. Input to be incorporated into annual planning/allocation process.
17	**Agency/Group/Organization**	**Veterans Hospice Homestead**
	Agency/Group/Organization Type	Services-Housing and health services to elderly, male veterans
	What section of the Plan was addressed by Consultation?	Market Analysis - Homeless Facilities and Services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for people served in Fitchburg program. Input to be incorporated into annual planning/allocation process.
18	**Agency/Group/Organization**	**Leominster Housing Authority**
	Agency/Group/Organization Type	Public Housing Authority
	What section of the Plan was addressed by Consultation?	Market Analysis, SP & AP Sections - Public and Assisted Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Electronic request for information to be included in the Con Plan. Input to be incorporated into annual planning/allocation process.
19	**Agency/Group/Organization**	**Fitchburg Housing Authority**
	Agency/Group/Organization Type	Public Housing Authority

	What section of the Plan was addressed by Consultation?	Public Housing Needs Market Analysis, SP & AP Sections - Public and Assisted Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Electronic request for information to be included in the Con Plan. Input to be incorporated into annual planning/allocation process.
20	**Agency/Group/Organization**	**Joint Coalition on Health of North Central Mass.**
	Agency/Group/Organization Type	Service-Advocacy. Information on Elderly Persons in the Consortium
	What section of the Plan was addressed by Consultation?	Needs Assessment - Non Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Report obtained on Community Health Needs Assessment in North Central Mass. Input to be incorporated into annual planning/allocation process.

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

The Cities of Fitchburg and Leominster consulted with all of the known agencies concerned with providing assistance to the Cities' low- and moderate-income residents.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Central Massachusetts Housing Alliance	Complements the Consolidated Plan in efforts to address homelessness
Impact of Housing Issues on Residents	Fitchburg Housing Coalition	Complements the Consolidated Plan in efforts to address homelessness and provide affordable housing
Rail Trail	Twin City Rail Trail Association	Complements the Consolidated Plan by creating and providing access to recreational opportunities

Table 4 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The various public and private entities addressing the social service, community development and housing needs of the Consortium meet on a regular basis to discuss common issues and concerns. In their shared role as Consortium members, the cities of Fitchburg and Leominster work closely to coordinate housing investments and housing strategy, particularly with respect to the HOME program.

Both cities are members and active participants in the North Central MA CRA Coalition, which includes members from financial institutions, nonprofit agencies, and local government and which work together to develop initiatives among its members which are responsive to the various credit, banking and affordable housing needs of low income area residents.

As lead city in the Consortium, Fitchburg remains an involved member of the Worcester Continuum of Care, which represents the many organizations delivering housing services to homeless, at risk, and other low income special needs populations. In addition to serving as the recipient of HUD homelessness program funds, the Coalition serves to coordinate services among its members, improve overall service delivery and insure geographic distribution of those services throughout Worcester County, particularly in areas of demonstrated need.

Narrative

(Optional)

PR-15 Citizen 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

The citizen participation process followed by the City of Fitchburg was carried out in a manner consistent with the city's approved Citizen Participation Plan. Both written and verbal comments on community development and housing needs of the City were solicited from lower income neighborhood organizations, minority organizations, elected officials, previous program year applicants and the general public through advertisements in the local print media, public hearings, consultation with other provider groups, and a posting of the approved Action Plan on the City of Fitchburg home page.

The Year 42 CDBG meetings include: A Provider's meeting on December 3, 2015 to discuss community needs, a CDBG Public Hearing on January 28, 2016 where applicants discuss their proposals before the Planning Board, and a second CDBG Public Hearing on May 3, 2016 to solicit comments about CDBG recommendations, community development & housing needs. Spanish translation and interpreter services are provided by the Cleghorn Neighborhood Center.

In attendance at the Provider's meeting were: MIHN Shelter for homeless families, Community Health Connections, Inc. and My Turn, Inc. All of the agencies addressed the issue of homelessness and requested that the city be a collaborator in addressing this issue.

In addition to verbal comments at its public hearings, the city also solicited written comments on a public comment form which was included in the Fitchburg CDBG application package. This form was mailed to approximately 100 organizations and individuals representing a cross section of interests within the City and surrounding towns.

A mailing list used for the Consolidated Planning process is attached exemplifying the scope of citizen participation which was solicited. Copies of legal notices, attendance sheets and minutes of the Provider's meeting and public hearings are in the Attachment section of this report.

In addition to the activities listed above, the Fitchburg Community Development Department in collaboration with Fitchburg State University Behavioral Science Department conducted a communitywide survey using Melissa Data. Every 17th address was chosen at random to receive a survey on community and housing needs. A total of 1,023 addresses were selected from within and outside of the CDBG Strategy Area. The return rate was 21.4%. In addition to a community survey, other groups invited to participate in the survey included, 24 city department/division heads, 19 Boards/Commissions (87 members) and 11 City Councilors. A shelter and agency questionnaire was developed and sent to a variety of organizations within the city. A sample of the questionnaires are included in the Attachment Section of this report.

The Fitchburg Redevelopment Authority (FRA) receives nearly $700,000 annually in Urban Renewal funds from the Massachusetts Department of Housing and Community Development. As of July 2016, the FRA will be in the 16th year of a 20 year funding commitment. The FRA utilizes these funds in the downtown commercial district, and portions of Fitchburg State University neighborhoods. The plan comprises numerous housing and economic development initiatives to spur private investment and renewal in the City's urban core over a 20 year period. CDBG funds are used as part of a required match along with other grant funding.

Two requests for Certification of Consistency were submitted: NewVue Communities, Inc. (formerly called Twin Cities CDC) and L.U.K. Crisis Center. Both agencies submitted a NOFA application for their projects which address the issue of homelessness.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Providers Meeting CDBG mailing list of 100 Legal Notice Post on city web page Post with City Clerk	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	3 members of the community attended	Attendees were concerned about services to the homeless and employment opportunities for at-risk youth.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Providers Meeting CDBG mailing list of 100 Legal Notice Post on city web page Post with City Clerk	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	20 members of the community/CDBG applicants attended	Comments supported a variety of topics. A summary of comments are contained in the Attachment Section.	All comments were accepted.	
3	Providers Meeting CDBG mailing list of 100 Legal Notice Post on city web page Post with City Clerk	Minorities Persons with disabilities Non-targeted/broad community	12 public service agencies, 2 housing authorities, and 4 state agencies.	Annual performance data was received and incorporated into the Con Plan.	All comments were accepted.	
4	Providers Meeting CDBG mailing list of 100 Legal Notice Post on city web page Post with City Clerk	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	1,023 Fitchburg households were chosen at random to receive the survey. The response rate was 21.4%. The response rate from city departments and boards was not statistically significant.	Residents ranked street improvements and demolition as highest for needing funding, followed by code enforcement adding more police patrols, job creation and sidewalk improvements. Results are included in the Con Plan narrative and in the Attachment Section.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Providers Meeting CDBG mailing list of 100 Legal Notice Post on city web page Post with City Clerk	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	2	No comments were received on Consolidated Plan or Action Plan.	No comments were received.	

Table 5 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

This section provides a description of the needs in the Cities of Fitchburg and Leominster related to housing, homelessness, special needs populations and community development. It includes an estimate of the number and types of families of various income levels that are in need of housing assistance, including renters, owners, elderly persons, single persons, large families, persons with HIV/AIDS and their families and persons with disabilities. This description of needs includes a discussion of cost burden, severe cost burden, overcrowding and substandard housing conditions that face households of various lower incomes versus the Cities of Fitchburg and Leominster in general as well as an assessment of disproportionate need among racial and ethnic groups.

NA-10 Housing Needs Assessment - 24 CFR 91.405, 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

The Cities of Fitchburg and Leominster were challenged by the global economic recession of recent years, with heightened unemployment, economic hardship and an epidemic of foreclosures that have significantly impacted the area housing market. The foreclosure crisis has been particularly unsettling for the local housing market, and remains an ongoing concern, with a variety of unresolved legal and management issues related to properties in foreclosure, properties foreclosed but bank-owned and vacant, and properties subject to improper foreclosures which now have title issues.

This has caused significant investor fear, homeowner uncertainty, and restrictive lender financing policies, the ramifications of which are still unfolding. As indicated in the Housing Market Analysis, single family home sales skyrocketed in the early part of the 2000s, only to plummet in recent years. Rapid increases in foreclosure rates among Consortium households have eroded the already low homeownership rates in the cities. Homeownership, particularly among lower income minority households, is therefore identified as a high priority in the Consortium's Strategic Plan.

Housing cost burdens for both owners and renters continue to be a concern, particularly among households of extremely low income, with high percentages of such households spending more than 50% of their income toward housing. This is true despite the fact that Consortium housing remains relatively affordable when compared to statewide averages, and is attributable in large part to the lower average incomes and higher unemployment rates which prevail in both cities.

Fitchburg and Leominster contain housing stock that is older than statewide averages. The majority of the housing units in the two cities, 69% of the owner occupied units and 83% of the renter occupied units were built before 1980.

Demographics	Base Year: 2000	Most Recent Year: 2011	% Change
Population	80,405	81,170	1%
Households	31,478	30,836	-2%
Median Income	$0.00	$0.00	

Table 6 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

	Fitchburg	Leominster
2009	$47,369	$56,582
2010	$47,019	$55,695
2011	$48,064	$58,585
2012	$47,442	$59,604
2013	$45,363	$58,846

Table 7 - Median Income - Data Source: 2009-2013 American Community Survey 5-Year Estimates

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households *	6,060	4,445	4,580	3,030	12,720
Small Family Households *	1,985	1,470	2,010	1,360	8,120
Large Family Households *	315	220	455	390	785
Household contains at least one person 62-74 years of age	860	920	730	635	1,675
Household contains at least one person age 75 or older	1,130	1,270	745	295	540
Households with one or more children 6 years old or younger *	1,010	495	1,005	625	1,350
* the highest income category for these family types is >80% HAMFI					

Table 8 - Total Households Table

Data Source: 2007-2011 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	130	115	60	0	305	0	50	25	45	120

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	50	0	80	0	130	0	0	10	4	14
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	145	0	50	60	255	15	10	45	0	70
Housing cost burden greater than 50% of income (and none of the above problems)	2,410	330	10	0	2,750	905	635	575	70	2,185
Housing cost burden greater than 30% of income (and none of the above problems)	860	1,290	525	110	2,785	290	400	555	565	1,810
Zero/negative Income (and none of the above problems)	215	0	0	0	215	100	0	0	0	100

Table 9 – Housing Problems Table

Data Source: 2007-2011 CHAS

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen

or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	**>30-50% AMI**	**>50-80% AMI**	**>80-100% AMI**	**Total**	**0-30% AMI**	**>30-50% AMI**	**>50-80% AMI**	**>80-100% AMI**	**Total**
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	2,730	445	200	60	3,435	920	695	655	125	2,395
Having none of four housing problems	1,635	2,010	2,085	915	6,645	465	1,290	1,635	1,935	5,325
Household has negative income, but none of the other housing problems	215	0	0	0	215	100	0	0	0	100

Table 10 – Housing Problems 2

Data Source: 2007-2011 CHAS

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	**>30-50% AMI**	**>50-80% AMI**	**Total**	**0-30% AMI**	**>30-50% AMI**	**>50-80% AMI**	**Total**
NUMBER OF HOUSEHOLDS								
Small Related	1,425	655	235	2,315	284	425	635	1,344
Large Related	260	40	14	314	50	90	90	230
Elderly	750	525	90	1,365	655	495	240	1,390
Other	1,140	460	230	1,830	230	65	215	510
Total need by income	3,575	1,680	569	5,824	1,219	1,075	1,180	3,474

Table 11 – Cost Burden > 30%

Data Source: 2007-2011 CHAS

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	**>30-50% AMI**	**>50-80% AMI**	**Total**	**0-30% AMI**	**>30-50% AMI**	**>50-80% AMI**	**Total**
NUMBER OF HOUSEHOLDS								
Small Related	1,145	50	10	1,205	280	280	320	880
Large Related	250	15	0	265	10	90	45	145
Elderly	435	130	0	565	470	230	140	840
Other	870	160	0	1,030	170	45	110	325
Total need by income	2,700	355	10	3,065	930	645	615	2,190

Table 12 – Cost Burden > 50%

Data Source: 2007-2011 CHAS

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	**>30-50% AMI**	**>50-80% AMI**	**>80-100% AMI**	**Total**	**0-30% AMI**	**>30-50% AMI**	**>50-80% AMI**	**>80-100% AMI**	**Total**
NUMBER OF HOUSEHOLDS										
Single family households	155	0	100	10	265	15	10	55	0	80
Multiple, unrelated family households	35	0	30	50	115	0	0	0	4	4
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	190	0	130	60	380	15	10	55	4	84

Table 13 – Crowding Information - 1/2

Data Source: 2007-2011 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 14 – Crowding Information – 2/2

Data Source Comments:

Describe the number and type of single person households in need of housing assistance.

According to the 2010 U.S. Census, there were 4,523 householders living alone in the City of Fitchburg and 5,033 householders living alone in the City of Leominster for a total of 9,556 single person households in the Consortium. In Fitchburg, the majority of householders living alone were female (2,442 or 54%) and 2,081 or 46% householders were male. Of those female householders, 1,166 were 65 years and over. Of the male householders, 457 were 65 years and over. In Leominster, the majority of householders living alone were female (2,854 or 57%) and 2,179 of 43% householders were male. Of the female householders, 1,445 were 65 years and over. Of the male householders, 488 were 65 years and over.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

It can be a challenge to estimate the number & type of families in need of housing assistance who are disabled because of the personal nature of the information. Overall, there were 10,490 people with disabilities in Fitchburg and Leominster in 2013. A breakdown by city is listed below:

Fitchburg - 5,404 people with disabilities: 547 people under 18; 2,991 people from 18-64; and 1,866 people 65 years and older.

Leominster - 5,086 people with disabilities: 406 people under 18; 2,366 people from 18-64; and 2,314 people 65 years and older.

Data Source: Total Disabled Population in 2013 (Source: 2009-2013 American Community Survey 5-Year Estimates)

In Leominster, there are 34 families on the waiting list for wheelchair accessible housing units.

In addition, the Massachusetts Department of Elementary and Secondary Education tracks the number of students with disabilities in communities across the state. In 2014-2015, students with disabilities

made up 22.6% of the district in Fitchburg and the total number of students in the district in 2014-2015 was 5,041. In Leominster, students with disabilities made up 20.1% of the district and the total number of students in the district in 2014-2015 was 6,096. So, it can be estimated that in the two cities' school districts, approximately 2,364 students have disabilities.

Also, when the Central Massachusetts Housing Alliance conducted its Point-In-Time count of homeless individuals and families on February 25, 2015, homeless subpopulations with disabilities were included in the count. On that evening, there were 27 adults with serious mental illness, 46 adults with substance abuse disorders, and 1 adult with HIV/AIDS. This is an increase from the total of 45 adults in those subpopulations in 2011.

As for victims of domestic violence, sexual assault and stalking in Fitchburg & Leominster, it is also challenging to estimate the number and type of families in need of housing assistance in each city. According to the 2014 Domestic Violence Counts Massachusetts Summary conducted by the National Network to End Domestic Violence, 1,794 victims were served in 1 day in the state on September 14, 2014. Of that total, 855 domestic violence victims (427 children & 428 adults) found refuge in emergency shelters/transitional housing provided by local domestic violence programs and 940 adults & children received non-residential assistance and services including counseling, legal advocacy, and children's support groups. In addition, in the 2015 Point-In-Time Count mentioned above, 27 of the homeless that evening were victims of domestic violence. This is similar to the 26 victims counted in the Point-In-Time Count on January 26, 2011.

The Fitchburg Police Department Family Service Advocate Unit reported that in 2014 it provided service to 494 victims and at least 25% of them needed assistance with housing. Another factor resulting in possible homelessness is, if a restraining order is issued against one of the parties living in a residence, that person will have to vacate the home and as a result might become homeless.

In Leominster, 54 Leominster participants in the YWCA of Central Massachusetts are victims of domestic violence and needed housing assistance. Also, 71 of the 665 police-involved incidents of domestic violence in 2015 submitted to the LIN Program/SAFEPLAN Program by the Leominster Police Department involved shelter referrals.

Based on the information above and from discussions with public service providers in Fitchburg & Leominster, it is estimated that there are hundreds of families in the two cities who are in need of housing assistance with family members who are disabled or are victims of domestic violence, dating violence, sexual assault and stalking.

What are the most common housing problems?

HUD has identified the following housing problems in communities:

1. Substandard Housing - Lack of complete plumbing or kitchen facilities

2. Overcrowding - 1-1.5 people per room in a housing unit - Severe overcrowding occurs when there are more than 1.5 people per room in a housing unit

3. Housing Cost Burden - Expenditures on shelter are greater than 30% of income - Severe Housing Cost Burden occurs when expenditures on shelter are greater than 50% of income

4. Zero/Negative Income

Based on an examination of the data presented above, the most common housing problem in the Consortium is housing cost burden. According to the 2007-2011 CHAS, 10,739 households in the two cities experienced housing problems. Of those households, 88.7% reported having a housing cost burden. The next most common housing problem was living in overcrowded housing, with 4.37% of the population managing that type of challenge. The least common problem was having zero/negative income, which was reported by only 2.93% of the households experiencing housing problems.

Are any populations/household types more affected than others by these problems?

The following populations/household types were more affected than others by these problems:

- Renter Households - 60% of the households with housing problems are renter households.
- Lower Income Households - Households with the lower incomes (0-30% Area Median Income (AMI) or >30-50% AMI) experienced more housing problems than the households with higher median incomes.
- Small Related Households - Of the households that experience a housing cost burden >30%, 39.4% are small related households, which are household of 2-4 persons which includes at least 1 person related to the householder by birth, marriage or adoption. Of those small related households, 63.2% are renter households.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Low-income households at imminent risk of homelessness often have recently experienced job loss, hours reduced at a job or have encountered a medical emergency. The effects of these stresses are to cause people to spend any savings they might have and to experience a reduction or elimination of their income. Such households may not have any support from friends or family, who may also be in the same economic situation. If the people in these households also lack education, job skills or transportation, they cannot readily obtain new, better paying employment.

Households facing the termination of re-housing assistance are in a similar situation. In order to establish a stable housing environment, they need full-time employment, affordable childcare, affordable housing and access to transportation. These households are also in need of affordable healthcare, life skills training and appropriate education or job training.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

Persons at risk of homelessness are defined as individuals or families facing immediate eviction and who cannot relocate to another residence. Statistics on this population cannot be provided directly, but an examination of the data on overcrowding and upon cost burdened households provides some insight into the extent of the problem in Fitchburg and Leominster. As shown in Table 7 - Housing Problems Table, the 2007-2011 CHAS data indicate that there are 195 low-income renter households experiencing overcrowding or severe overcrowding and 130 low-income renter households (50 of the households with 0-30% AMI) that experience severe overcrowding (more than 1.51 persons per room). Fewer owner households at the same income level experience both overcrowding and severe overcrowding.

However, as shown in the same table, the number of extremely low-income renter households with severe cost burden is 2,410 and another 860 extremely low-income renter households face a cost burden. The number of low-income owner households facing a severe cost burden is 905. With the average household in Leominster and Fitchburg being 2.44 and 2.55 persons in size, respectively, it is estimated that between 10,187 (2.44 * (2,410+860+905=4,175)) Â and 10,646 (2.55 * (2,410+860+905=4,175)) people could be at-risk for homelessness in the Consortium.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Lack of affordable housing is the principal risk linked to housing instability in Fitchburg & Leominster. Additionally, poor housing maintenance can result in housing violations or findings of inhabitable living conditions among rental properties that can force renters into homelessness. The issue of code violations and habitability standards can affect homeowners as well, especially the elderly who often do not have the resources to maintain their homes. Lack of accessibility features can be another reason that both owner and renter households are forced out of their living situations.

Discussion

The overwhelming need is for meaningful employment opportunities. As previously stated, the most common housing problem is housing cost burden. With meaningful, long term employment, people will be able to afford and maintain permanent housing.

Over 84% of low-income renter households report cost burden or severe cost burden as a problem and 78% of low-income owner households report cost burden or severe cost burden to be a problem. The households that are most affected by high cost burdens are the small-related households, elderly households and other households.

NA-15 Disproportionately Greater Need: Housing Problems - 91.405, 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

An analysis of the tables below reveals that three different racial and ethnic groups have disproportionately greater needs (>10% higher than that of the community as a whole) in comparison to the Fitchburg-Leominster Consortium as a whole. Please note that in portions of the tables on the following pages of this section, the values for the various races do not add up to the value for the jurisdiction as a whole. The U.S. Department of Housing and Urban Development (HUD) is aware of these inconsistencies with its IDIS (Integrated Disbursement & Information System) data and will work to correct these errors in a future release of IDIS.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,800	945	310
White	3,140	630	215
Black / African American	170	8	40
Asian	175	20	50
American Indian, Alaska Native	15	0	4
Pacific Islander	0	0	0
Hispanic	1,215	285	4

Table 15 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,835	1,610	0
White	2,010	1,305	0
Black / African American	135	0	0
Asian	75	39	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	610	260	0

Table 16 - Disproportionally Greater Need 30 - 50% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,945	2,635	0
White	1,480	2,085	0
Black / African American	135	25	0
Asian	20	65	0
American Indian, Alaska Native	25	15	0
Pacific Islander	0	0	0
Hispanic	285	440	0

Table 17 - Disproportionally Greater Need 50 - 80% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	860	2,175	0
White	740	1,665	0
Black / African American	0	190	0
Asian	20	75	0
American Indian, Alaska Native	0	4	0
Pacific Islander	0	0	0
Hispanic	55	225	0

Table 18 - Disproportionally Greater Need 80 - 100% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%

Discussion

In the lowest three income ranges of AMI, minority households have a disproportionate greater need than the Consortium as a whole. For example, 100% of the American Indian/Alaska Native households with 0-30% AMI and 95.5% of the Black/African American households with 0-30% AMI have one or more of the four housing problems compared with 83.6% of the Consortium as a whole. Of the households with 30-50% AMI, 100% of the Black African American households have one or more of the four housing problems compared with 63.8% of the Consortium as a whole. The trend continues with the households with 50-80% AMI where 84.4% of the Black/African American households have one or more of the four housing problems compared with 42.5% of the Consortium as a whole.

NA-20 Disproportionately Greater Need: Severe Housing Problems - 91.405, 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

An analysis of the tables below reveals that three different racial and ethnic groups have disproportionately greater needs (at least 10 percentage points higher than the percentage of persons in category as a whole) in comparison to the Fitchburg-Leominster Consortium as a whole. Please note that in portions of the tables on the following pages of this section, the values for the various races do not add up to the value for the jurisdiction as a whole. The U.S. Department of Housing and Urban Development (HUD) is aware of these inconsistencies with its IDIS (Integrated Disbursement & Information System) data and will work to correct these errors in a future release of IDIS.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,650	2,100	310
White	2,205	1,560	215
Black / African American	160	19	40
Asian	135	60	50
American Indian, Alaska Native	15	0	4
Pacific Islander	0	0	0
Hispanic	1,055	445	4

Table 19 – Severe Housing Problems 0 - 30% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,140	3,300	0
White	875	2,435	0
Black / African American	30	105	0
Asian	65	49	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	170	690	0

Table 20 – Severe Housing Problems 30 - 50% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	855	3,720	0
White	530	3,030	0
Black / African American	100	55	0
Asian	20	65	0
American Indian, Alaska Native	0	40	0
Pacific Islander	0	0	0
Hispanic	205	515	0

Table 21 – Severe Housing Problems 50 - 80% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	185	2,850	0
White	135	2,270	0
Black / African American	0	190	0
Asian	0	90	0
American Indian, Alaska Native	0	4	0
Pacific Islander	0	0	0
Hispanic	15	260	0

Table 22 – Severe Housing Problems 80 - 100% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4.Cost Burden over 50%

Discussion

In the lowest three income ranges of AMI, minority households have a disproportionate greater need than the Consortium as a whole as related to experiencing severe housing problems. For example, 100% of the American Indian/Alaska Native households with 0-30% AMI and 89.4% of the Black/African American households with 0-30% AMI have one or more of the four housing problems compared with 63.5% of the Consortium as a whole. Of the households with 30-50% AMI, 57% of the Asian households have one or more of the four housing problems compared with 25.7% of the Consortium as a whole. The trend continues with the households with 50-80% AMI where 64.5% of the Black/African American households have one or more of the four housing problems compared with 18.7% of the Consortium as a whole.

NA-25 Disproportionately Greater Need: Housing Cost Burdens - 91.405, 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

An analysis of the table below reveals that three different racial and ethnic groups have disproportionately greater needs (at least 10 percentage points higher than the percentage of persons in category as a whole) in comparison to the Fitchburg-Leominster Consortium as a whole. Please note that in portions of the tables on the following pages of this section, the values for the various races do not add up to the value for the jurisdiction as a whole. The U.S. Department of Housing and Urban Development (HUD) is aware of these inconsistencies with its IDIS (Integrated Disbursement & Information System) data and will work to correct these errors in a future release of IDIS.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	7,725	4,755	5,325	310
White	15,535	4,940	3,595	210
Black / African American	650	270	260	40
Asian	380	145	200	50
American Indian, Alaska Native	19	44	15	4
Pacific Islander	0	0	0	0
Hispanic	1,965	885	1,295	4

Table 23 – Greater Need: Housing Cost Burdens AMI

Data Source: 2007-2011 CHAS

Discussion

In the lower two income ranges of AMI, White and minority households have a disproportionate greater need than the Consortium as a whole as related to experiencing housing cost burden. For example, 64.5% of the White households, 55.1% of the Black/African American households have housing cost burdens of less than or equal to 30% compared with 43.4% of the Consortium as a whole. Of the households with housing cost burdens of 30-50%, 56.4% are American Indian, Alaska Native households compared with 26.7% of the Consortium as a whole.

NA-30 Disproportionately Greater Need: Discussion - 91.205 (b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

In the lowest three income ranges of AMI, the following minority households have a disproportionate greater need than the Fitchburg-Leominster Consortium as a whole.

0-30% AMI:

Housing Problems - 100% of the American Indian/Alaska Native households with 0-30% AMI and 95.5% of the Black/African American households with 0-30% AMI have one or more of the four housing problems compared with 83.6% of the Consortium as a whole.

Severe Housing Problems - 100% of the American Indian/Alaska Native households with 0-30% AMI and 89.4% of the Black/African American households with 0-30% AMI have one or more of the four housing problems compared with 63.5% of the Consortium as a whole.

30-50% AMI:

Housing Problems: 100% of the Black/African American households have one or more of the four housing problems compared with 63.8% of the Consortium as a whole.

Severe Housing Problems: 57% of the Asian households have one or more of the four housing problems compared with 25.7% of the Consortium as a whole.

50-80% AMI:

Housing Problems - 84.4% of the Black/African American households have one or more of the four housing problems compared with 42.5% of the Consortium as a whole.

Severe Housing Problems - 64.5% of the Black/African American households have one or more of the four housing problems compared with 18.7% of the Consortium as a whole.

If they have needs not identified above, what are those needs?

In addition to the needs listed above, residents in Fitchburg and Leominster need transitional housing opportunities and supportive services that can keep people in housing and employed. Representatives from local public services agencies and agencies that assist homeless people and families work with clients who would benefit from case management services, housing search assistance, transportation assistance to and from places of employment, and assistance with procuring appropriate childcare. Above all, people of all income groups need to be treated fairly, without discrimination, at home, at work and during their searches for housing and employment.

There is also a need to reduce language barriers within the Consortium since many organizations like Community Healthlink provide services to individuals who are non-English speakers. One way that these barriers are being reduced is through the work of organizations like the Spanish American Center in Leominster. As part of its efforts and programs, the Center assists many people with translation, information and referral services.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

In the 2010 U.S. Census, Fitchburg's percentage of White persons has decreased since the 2000 Census from 81.9% to 78.2%, persons of Hispanic or Latino origin has increased from 15% to 21.6%, Asian persons has decreased from 4.3% to 3.6%, and Black persons has increased from 3.6% to 5.1%. Other minority populations have increased from 10.2% to 13.1%.

As of 2010 U.S. Census, persons of Hispanic or Latino origin comprise 21.6% of the Fitchburg population. As indicated in Fitchburg's Analysis of Impediments to Fair Housing Choice, these, and other minority households, are concentrated primarily in the older urban areas of the city. These same areas comprise the majority of the rental housing stock in the City and contain the highest concentration of low income persons as well. For this reason, it is believed that these groups may face a disproportionately greater need than the rest of the population.

In Leominster, 14.5% of the city's population were persons of Hispanic or Latino origin according to the 2010 U.S. Census. From a review of the applicable information in CPD maps, it appears that racial and ethnic groups tend to be located throughout the City of Leominster and not in specific areas or neighborhoods.

NA-35 Public Housing - 91.405, 91.205 (b)

Introduction

Together, the Fitchburg and Leominster Housing Authorities manage 1,039 public housing units and 686 housing vouchers in the Fitchburg-Leominster Consortium as of November 2015.

Originally, the tables in Section NA-35 Public Housing were pre-populated with data from reports submitted by housing authorities to HUD that were compiled by the Public and Indian Housing Information Center (PIC). The Consortium consulted with the Fitchburg and Leominster Housing Authorities to verify that the data reflected the needs of public housing within the Consortium. In the Totals In Use table, the Fitchburg and Leominster Housing Authorities were able to provide information that better reflected the number of units and vouchers in use in the Fitchburg-Leominster Consortium. So, alternate data from the Housing Authorities replaced data that was compiled by the PIC in that table. In the other tables in this section (Characteristics of Residents, Race of Residents and Ethnicity of Residents), the pre-populated data is shown since the staffing levels at the Housing Authorities inhibit the compilation of that data from client files.

Totals in Use

Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	1,039	686	50	636	0	0	0

Table 24 - Public Housing by Program Type

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Alternate Data Source Name:
Fitchburg & Leominster Housing Authority Data

Data Source Comments:

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project -based	Tenant -based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	0	92	0	92	0	0
# of Disabled Families	0	0	0	196	0	196	0	0
# of Families requesting accessibility features	0	0	0	452	0	452	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 25 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

	Program Type								
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	0	407	0	407	0	0	0
Black/African American	0	0	0	36	0	36	0	0	0
Asian	0	0	0	5	0	5	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	0	0	4	0	4	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 26 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	240	0	240	0	0	0
Not Hispanic	0	0	0	212	0	212	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 27 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

The City of Fitchburg has a relatively high percentage of subsidized housing and no identified institutional barriers which would significantly impact the development of affordable housing. Based on a review of the Year 41 Consolidated Plan, the 2010 Census information and the Fitchburg Housing Authority waiting lists, there appears to be needs for:

1. Subsidized housing in both the elderly and non-elderly populations

2. Services to increase independence for the elderly or families with disabilities

3. Affirmative measures to ensure access to public housing regardless of race, color, religion, national origin, sex, familial status and disability

4. Modifications needed in public housing based on Section 504 Needs Assessment for Public Housing, including both State-Aided and Federal units. Specifically, the Federal units do not have any pressing physical needs as the entire building, which is located at 16 Prichard Street in Fitchburg and is known as Fitchburg Place, was renovated in 2012.

In the City of Leominster, there are 34 families on the waiting list for wheelchair accessible apartments at the properties managed by the Leominster Housing Authority. They are in need of housing that is physically accessible to them. In addition, they are in need of affordable family units that are all on one floor.

What are the number and type of families on the waiting lists for public housing and section 8 tenant-based rental assistance? Based on the information above, and any other information available to the jurisdiction, what are the most immediate needs of residents of public housing and Housing Choice voucher holders?

There are currently 931 applications on a waiting list for family housing in Fitchburg, 1,250 applications on a waiting list for family housing in Leominster and 341 applications on a waiting list for elderly housing in Leominster. According to the Fitchburg and Leominster Housing Authorities, the most immediate need of residents and Housing Choice voucher holders in general is a higher number of decent, safe and affordable housing units in Fitchburg and Leominster. In addition, while the number of public housing units for the elderly in Fitchburg appears to be sufficient, more units for the elderly are needed in Leominster based on the types of applications on the waiting list in that city.

How do these needs compare to the housing needs of the population at large

In general, the needs listed above reflect the housing needs of the populations in Fitchburg and Leominster. People are looking for safe, decent, affordable housing in communities with good school systems and employment opportunities. In particular, there are indicators of a need for affordable rental housing for individuals and families in each city due to their older rental housing stock that is in need of renovations and the length of the waiting lists for subsidized housing. There is also a need for elderly housing in Leominster, which is reflected by the number of local seniors who are on the waiting list for subsidized elderly housing in that city.

Discussion

The Cities of Fitchburg and Leominster will continue to work closely with the Fitchburg and Leominster Housing Authorities to provide affordable housing units for their residents. To help open up public housing units and reduce waiting lists for those units, there may also be opportunities for public services agencies to work with residents of Housing Authority properties to assist them in their searches for

more permanent housing and employment opportunities. Supportive services like those mentioned as being needed in Section NA-30 in this Consolidated Plan can also be of benefit to Housing Authority residents.

NA-40 Homeless Needs Assessment - 91.405, 91.205 (c)

Introduction:

Homelessness continues to be a local concern despite efforts to eliminate it and the significant (but shrinking) resources dedicated to such efforts. Among the programs available for homeless services are the *Community Service Block Grant* Program (CSBG), McKinney Funds, the Residential Assistance for Families in Transition (RAFT) Program, the Emergency Food and Shelter Program (EFSP), Interagency Council on Housing and Homelessness (ICHH), Homeless Prevention and Rapid Rehousing Program (HPRP).

Local homeless advocates identify the need for resources for case management services for young parents facing homelessness as an important issue. Also important is the need for additional funding for homelessness prevention programs that provide security deposit assistance, landlord negotiation or emergency utility payments as part of case management services. Also identified was the need for assistance to individuals with substance abuse issues, and for those families with heads of households over 21.

Most families in Massachusetts facing homelessness receive assistance through the Emergency Assistance (EA) program, operated through the Massachusetts Department of Housing and Community Development (DHCD). Under Massachusetts law, families with children who have a household income under 115% of poverty guidelines, have the right to be properly sheltered. The Department of Transitional Assistance no longer offers Emergency Assistance in Fitchburg. Families have to travel to Worcester to receive this service.

On February 25, 2015, the Worcester City & County Continuum of Care conducted a Point-In-Time Survey of homeless people in Worcester County. In the northern portion of the county, i.e. North County, where the Cities of Fitchburg and Leominster are located, a total of 403 persons were homeless in sheltered locations (emergency, transitional or safe haven) and unsheltered locations on that date. The majority of those people (86%) were in sheltered locations and just over half of those people (51%) were children under the age of 18.

Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	0	325	0	0	0	0

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Only Children	0	0	0	0	0	0
Persons in Households with Only Adults	21	54	0	0	0	0
Chronically Homeless Individuals	7	4	0	0	0	0
Chronically Homeless Families	0	0	0	0	0	0
Veterans	2	13	0	0	0	0
Unaccompanied Child	1	7	0	0	0	0
Persons with HIV	0	1	0	0	0	0

Table 28 - Homeless Needs Assessment

Data Source Comments: Source: 2015 Point in Time Counts from the Worcester County Continuum of Care and Central Massachusetts Housing Alliance, Inc.

Indicate if the homeless population is: Has No Rural Homeless

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Since data is not available for the number of persons becoming and exiting homelessness each year and the number of days that people experience homelessness, a description of these categories for each homeless population type is provided below. In addition, since data on the homeless is not available

specifically for the Cities of Fitchburg and Leominster, information about the homeless populations in North Worcester County, which includes Fitchburg and Leominster, is used instead.

Chronically homeless individuals and families: According to the North Worcester County Point-in-Time Counts from 2011-2015, there has been an upward trend in the number of chronically homeless individuals and families in North Worcester County. In 2011, there were 5 chronically homeless individuals and in 2015, there were 11. Over the 5 year period, there was only 1 year (2011) when there was a chronically homeless family in the Point-in-Time Counts.

Families with children: According to the North Worcester County Point-in-Time Counts from 2011-2015, there has been an overall increase in the number of homeless families with children in North Worcester County between 2011 and 2015. In 2011, there were 55 homeless families with children and in 2015, there were 86. As of 2016, the Fitchburg School District reports that 337 students are homeless. In Leominster, there were 328 homeless students in the 2013-14 school year and 278 in the 2014-15 school year.

Veterans and their families: According to the North Worcester County Point-in-Time Counts from 2011-2015 (see below), there has been an overall decrease in the number of homeless veteran households in North Worcester County between 2011 and 2015. In 2011, there were 20 homeless veterans (chronically and not chronically homeless) and in 2015, there were 16.

Unaccompanied youth: According to the North Worcester County Point-in-Time Counts from 2011-2015 (see below), there has been an overall decrease in the number of homeless unaccompanied youth in North Worcester County between 2011 and 2015. In 2011, there were 22 homeless unaccompanied youth and there were 8 in 2015.

Is it very difficult to estimate the number of days that people experience homelessness in Fitchburg and Leominster. People can stay at shelters for various lengths of time and the Point-in-Time Counts are unable to gather that type of information about the people they meet on the inventory count date. From information provided by homeless service providers, it doesn't appear that persons and families are only homeless for a few days. Homelessness lasts many months and can last many years.

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0

Ethnicity:	Sheltered:	Unsheltered (optional)
Hispanic	0	0
Not Hispanic	0	0

Data Source Comments:

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

In the cities of Fitchburg and Leominster, there are hundreds of families per year who are in need of housing assistance. In the 2015 Point-In-Time Survey for North County, there were 86 homeless households that were counted on February 25, 2015. Those households were comprised of 205 children under the age of 18, 21 people between the ages of 18-24 and 99 people over the age of 24. As for the families of veterans, they include families where one or both parents are veterans with one child or multiple children. In the 2015 Point-In-Time Survey for North County, there were 13 veteran households who were housed in emergency or transitional shelters and 2 who were unsheltered. Of those households, only 1 had at least one child.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

To develop this description, the Consortium reviewed information from a variety of sources. According to information provided in January 2015 by Community Health Connections, which is a non-profit, community health center organization that provides high-quality, comprehensive outpatient services to families and individuals of all ages in north central Massachusetts, it provided services for 5,952 people in Fitchburg and 2,502 people in Leominster who were homeless. The number of homeless in each City was divided into the following 4 categories: living in shelters, living on the street, in transitional housing and doubled up with others. For those in Fitchburg, 79% were doubled up, 12% were in transitional housing, 6% were in shelters and 3% were living on the street. For those in Leominster, 81% were doubled up, 13% were in transitional housing, 5% were in shelters and 1% lived on the street.

In addition to the categories of homelessness, the race and ethnicity of the clients was recorded. In Fitchburg, there was an even split between male and female clients, 82% were Caucasian, 10% were Black/African American, 8% were in an Other racial category and 5 individuals identified themselves as Hispanic. Of those in Leominster, 57% were female, 79% were Caucasian, 16% were Black/African American, 5% were in an Other racial category and no one identified as Hispanic.

Fitchburg and Leominster also gathered information from local homeless shelters. Of their clientele, the overwhelming majority (over 75%) was Caucasian with a few clients who were Black/African American, Asian, American Indian/Alaskan Native, Pacific Island, Other/Multiple Races or of Hispanic origin.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

Based on the Continuum of Care 2015 Point-In-Time count for North County, 382 people were housed in either emergency or transitional shelters and 21 people were unsheltered. Of the people in emergency or transitional shelters, 345 or 90% stayed in emergency shelters and 10% stayed in transitional shelters. The majority or 54% of the sheltered homeless are children under the age of 18, 8% are between the ages of 18-24 and 38% are over the age of 24. In addition, of the sheltered homeless people, 32 were adults with a substance use disorder, 27 were victims of domestic violence, 21 were adults with serious mental illness, 14 were veterans, 4 were chronically homeless individuals and 1 was an adult with HIV/AIDS.

Of the 21 unsheltered people, 1 was an unaccompanied youth between the ages of 18-24, 20 were over the age of 24 and 2 were veterans. In addition, 7 of the unsheltered people were chronically homeless individuals, 6 were adults with serious mental illness and 14 were adults with a substance abuse disorder.

Discussion:

The ability of extremely low income persons and families to avoid homelessness is always threatened. This is especially true as employment opportunities for non-skilled labor are significantly reduced due to the recession, and when available, offer wages at or slightly above minimum wage rates, without benefits. Households with a single parent in such circumstances face the greatest threat of being unable to meet unanticipated increases in the cost of housing.

NA-45 Non-Homeless Special Needs Assessment - 91.405, 91.205 (b,d)

Introduction

This section provides estimates of the number of persons who are not homeless, but require supportive housing services, including the elderly, frail elderly, persons with disabilities, persons with alcohol or other drug addiction, persons with HIV/AIDS and their families, and any other categories of persons needing supportive housing.

Describe the characteristics of special needs populations in your community:

ELDERLY AND FRAIL ELDERLY - The 2009-2013 ACS estimates report 14% of Consortium residents (14.1% Fitchburg/15% Leominster) to be 65 years of age or older. The state average is 14%. Of these, at least half are over the age of 75. According to the Community Health Assessment of North Central Massachusetts, the percentage of persons aged 65 and older living alone are: Fitchburg at 10.5% and Leominster at 11.5%.

FAMILIES WITH SEVERE MENTAL ILLNESS – According to the Housing and Employment Coordinator, of the Dept. of Mental Health Central Mass Office, Arthur Ellis, the number of people living in Fitchburg and Leominster with severe mental illness are 224 and 152 respectively.

PERSONS WITH DISABILITIES - The 2009-2013 ACS estimates report that non-institutionalized adults with a disability is as follows: Fitchburg has 13.6% with a disability and Leominster has 12.5% with a disability which is higher than the state average of 11.8%.

According to the area director, Michelle Harris, of the Massachusetts Department of Developmental Services, 322 Fitchburg individuals and 329 Leominster individuals are receiving services in 2015. This is for both adults and children.

According to Carolyn Gordon, the Central Region Director of the Massachusetts Commission for the Blind (MCB), Fitchburg has 181 legally blind residents and Leominster has 174 legally blind residents as of 2015.

PERSONS WITH ALCOHOL/OTHER DRUG ADDICTION – According to the Massachusetts Department of Public Health Bureau of Substance Abuse Services, in FY'14 Fitchburg had 728 admissions of which 16.9% were homeless and 82.1% were unemployed. Leominster had 543 admissions of which 10.6% were homeless and 74.5% were unemployed.

PERSONS WITH AIDS AND RELATED DISEASES – According to the Massachusetts Department of Public Health 2013 community profile, Fitchburg had a higher prevalence of HIV/AIDS at 246.8 per 100,000 persons and Leominster had 163.8 per 100,000. However, both cities are lower than the state average of 261 per 100,000.

What are the housing and supportive service needs of these populations and how are these needs determined?

Elderly & Frail Elderly

Services to "aging in place" elders is ongoing. The City of Fitchburg Housing Program receives referrals for elder home repairs. It is clear that the need for this type of service will continue, so elderly persons may remain in their home for as long as possible.

Fitchburg has one Assisted Living facility called, The Gables, but it is not for low-moderate income households. Wallace Towers has a 9 bedroom Supportive Housing facility that is monitored 24/7 but it is not "Assisted Living".

In the City of Leominster, elderly people are in need of accessible and affordable housing with supportive services like transportation to and from medical appointments and social activities as well as assistance to help them remain in their homes, such as affordable cleaning services and assistance with paying bills. To meet the needs of these populations, there are several assisted living facilities in Leominster including Benchmark Senior Living at Leominster Crossings, Manor on the Hill, Sunrise of Leominster, the Village Rest Home, and the Armistice Homestead, which manages the care of medically fragile and terminally ill elderly veterans.

Disabled Population

The disabled population (physical, developmental, and mental) is in need of supervised settings, shelter care facilities, emergency housing, and housing for those with a developmental disabilities or a mental illness. Based on input from the Beacon of Hope Community Services in Leominster, which provides supportive services to individuals with developmental disabilities, people with developmental disabilities are also in need of employment opportunities and training, extended transportation services such as dial-a-ride on Saturdays and Sundays and weekend overnight respite services.

In addition, from the experience of Community HealthLink, which is a member of UMass Memorial Health Care and a clinical partner of the University of Massachusetts Medical School, the City of Leominster would benefit from more deaf and hard of hearing services in the area and education in the community related to mental health and mental health awareness. Examples of similar efforts include the SHINE Initiative in Leominster, which aims to recognize mental illness in children and young adults as a mainstream health issue. Furthermore, Heywood Hospital in Gardner, MA, is starting a collaborative to increase awareness of mental health issues and stigmas.

PERSONS WITH ALCOHOL/OTHER DRUG ADDICTION

These people need supportive housing services, appropriate treatment programs and access to transportation to attend such programs.

All the needs above are determined on an individual basis and from the experience of organizations that attend to the needs of these populations on a regular basis.

Based upon its experience with street outreach for the homeless, its individual homeless shelter and sober programs, Our Father's House sees a strong need for transitional sober recovery housing for males. Our Father's House serves approximately 1,000 homeless people annually. Since the statistics of drug addiction are higher in North Worcester County than in other parts of the state, a male sober house that would provide a sober environment with case management would address an unmet need. Such a house located in Leominster would benefit not only the City, but the North Worcester County region as well.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

The Cities of Fitchburg and Leominster are not HOPWA grantees. Information about this population is already listed above under Persons with AIDS and related Diseases.

Discussion:

The people in the various special needs populations in the Consortium require different types of assistance to help them maintain their lifestyles in their homes. In general, the most common need is safe, affordable housing with support services that are either available on-site or close by. By providing this type of housing and services, these populations are able to stay in their homes and avoid becoming homeless.

NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

Fitchburg is a mature urban city with an aged, deteriorated infrastructure. While progress has been made in some areas, a great deal of work remains, particularly with respect to its streets and sidewalks. In addition, many of public buildings need significant rehabilitation or demolition.

Recreational Facilities: Through a strategic leveraging of available resources, the city has made notable progress in addressing concerns cited in previous plans. That said, continued investment in modern, accessible recreational facilities for all age groups and in all neighborhoods remains a high priority and is essential to Fitchburg's ability to attract new residents across the entire socio-economic spectrum.

Since the last Five-Year Plan, the city has improved facilities at Lowe Playground, Crocker Park, Coolidge Park and Parkhill Park. In addition to maintaining such facilities, there is a need to develop additional facilities to expand the limited open space and recreational areas available. This is particularly true for high demand uses, such as walking, cycling, multi-use trails, and dog parks.

How were these needs determined?

Through discussions and input from various City departments and the 2015 Communitywide Survey conducted of city residents.

Describe the jurisdiction's need for Public Improvements:

Streetscapes: Fitchburg's aging infrastructure is most evident in the deteriorated condition of its streets and sidewalks. This reduces safety and adversely affects drainage during storms. A number of other major entryways into the City also lack plantings of any kind, making them appear lifeless and desolate.

Storm/Sanitary Sewers: Many older areas of the City are served by combined sanitary/storm sewers, which can cause the release of raw sewage into the Nashua River and contribute to local flood conditions and sewer back-ups. While the worst combined sewers have been addressed in recent years, much remains to be done. The city is complying with federal orders to comprehensively address this issue and must continue to finance this work over the next five years.

Architectural Barriers/Handicapped Accessibility: The removal of material and architectural barriers remains a high priority for public facilities, city sidewalks and parks. With the help of its Disability Commission, the City will continue to target improvements to areas of highest need. Most recently, the City completed improvements along Water Street, South Street, River and Main Streets.

Public Water Supply: While the city has an abundant water system capacity, its aged water distribution system presents an ongoing need for capital investment. Many water mains installed more than 100 years ago, have experienced progressive corrosion, limiting their capacity to provide for basic domestic needs and fire protection. To insure public health and safety, these older, tuberculated water mains will continue to require ongoing replacement.

How were these needs determined?

These needs were determined through public discussions, input from various City departments, and the 2015 Communitywide Survey of city residents.

Describe the jurisdiction's need for Public Services:

Fitchburg has significant low income, minority and special needs populations, including homeless, disabled, elderly, and youth at risk. These groups require services in housing, day care, job training, counseling, translation and educational support.

Cuts in public funding for social services have largely undermined society's safety net for these populations. Concurrently, an increase in transience has resulted in an increased demand for services, gaps in services, and geographical isolation of services and accessibility.

Crime prevention, including neighborhood patrols, and drug enforcement are needed to promote a safer environment in inner city neighborhoods. The failure to adequately address these needs has caused an exodus of households with sufficient means to live elsewhere. This has contributed to a lowering of property values and eroded the city's tax base at a time when the need for such services has increased.

Agencies providing services often fail to coordinate programs. The diversity of agencies and sources of funding for these services tend to preclude coherent overall programming.

How were these needs determined?

Through discussions with the public, input from various social services agencies and through the 2015 Communitywide Survey of city residents.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The demand for housing in the Consortium area of Fitchburg and Leominster is influenced by population growth, income levels and location to employment opportunities and amenities. In order to meet the housing market demands for all types of households, the Consortium must have an adequate supply of various housing types and price levels.

Fitchburg's population has remained constant in the last five years, at 40,419 with population changes of less than 1%. According to data from the American Community Survey, median incomes in Fitchburg have gone down slightly in the last five years from $47,019 to $46,628 with a slight increase in the number of people living below the poverty level from 19.4% in 2010 to 19.8% in 2014 and unemployment increased from 10.4% in 2010 to 12.5% in 2014. Both the poverty rate and unemployment rate are significantly higher than the state of Massachusetts rates of 11.6% and 9.4% respectively. Further, fewer households reported earnings, with 75.4% of households reported earnings in 2010 and 73.9% reported earnings in 2014. This is reflective of the recent economic recession and the general lack of job opportunity in the area.

With 14,615 households and 16,894 housing units in Fitchburg, the supply of housing overall is adequate to support the current populations, according to 2010-2014 ACS data. However, 70.8% of the housing units in Fitchburg were built before 1960. Further, the recent recession and foreclosure crisis have reduced overall property values in the area and many property owners are unable to finance repairs and improvements due to the resultant loss in equity. This region was disproportionately affected by the recent foreclosure crisis and Fitchburg, in particular, has been among the top 10 municipalities statewide in the percentage of distressed properties for the last several years according to the Massachusetts Housing Partnership. Fitchburg also has a number of vacant bank owned and abandoned units in various states of disrepair and currently has 206 properties in the foreclosure process as of December 2015 according to RealtyTrac. The implications are that improving the quality of the housing as well as improving diversity of housing costs to households of all income levels will continue to be a high priority. At particular risk are people living below the poverty level, who often pay higher percentages of their income towards housing and are more likely to live in housing of poor quality as a result of their limited income and limited choice. Further, within households of limited income, minorities have a disproportionately greater need based on housing problem data listed in the NA section and in the Disproportionately Greater Need tables of the Consolidated Plan.

The following market analysis will demonstrate the relationship between the available supply of housing and the characteristics of the Consortium communities that demonstrate needs and priorities related to the housing market.

MA-10 Housing Market Analysis: Number of Housing Units - 91.410, 91.210(a)&(b)(2)

Introduction

The Cities of Fitchburg and Leominster are remarkably similar, especially in terms of size (27.8 square miles vs. 28.1 square miles, respectively), and population (40,337 vs. 40,883, respectively), according to the 2010 U.S. Census. Other similar characteristics from the U.S. Census Bureau (State and County QuickFacts) include the number of housing units (17,117 vs. 17,873), persons per household (2.55 vs. 2.44), and influx of minority populations from 1980 to the present.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	15,275	45%
1-unit, attached structure	1,851	5%
2-4 units	8,946	26%
5-19 units	4,875	14%
20 or more units	2,824	8%
Mobile Home, boat, RV, van, etc	295	1%
Total	***34,066***	***100%***

Table 29 – Residential Properties by Unit Number

Data Source: 2007-2011 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	28	0%	330	3%
1 bedroom	529	3%	3,480	28%
2 bedrooms	4,942	27%	5,621	45%
3 or more bedrooms	12,892	70%	3,014	24%
Total	***18,391***	***100%***	***12,445***	***100%***

Table 30 – Unit Size by Tenure

Data Source: 2007-2011 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

Federal and State funded subsidized housing is provided to 1,039 households within Fitchburg and Leominster through a combination of project based and tenant based assistance. Further detailed information is not available because of limitations in staffing at the housing authorities, but based on available housing authority data, at least 92 households qualify as elderly and 196 as disabled. It is

presumed that a majority of the housing units assisted through the housing authorities are occupied by families and all are earning below the area median income.

In addition to units assisted through public housing, approximately 11 homeowners will be assisted through the HOME and CDBG funded Fitchburg Homeowner Rehabilitation Program annually for the next five years. Eleven units of rental housing are also planned for HOME program assistance in several large rental development projects by the Consortium. In the City of Leominster, approximately 15 housing units for extremely-low, low- and moderate-income families are expected to be assisted through the CDBG Housing Rehabilitation Program.

The Commonwealth of Massachusetts, through its Department of Housing and Community Development, maintains an inventory of housing which is considered "subsidized" under Chapter 40B. These housing units are partially funded through federal, state and local sources and are either rented or sold to low and moderate income households. The most recent list available, as of October, 2015, indicates 1,461 units of subsidized housing are available in Fitchburg, (8.56% of all units) and 1,442, (8.10%) are available in Leominster. (An inventory list is in the Attachment Section.) This represents a slight increase in the number of units in Leominster and a slight decrease in the number of units in Fitchburg due to expiring affordability restrictions. It should be noted that a substantial number of additional subsidized units with affordability restrictions exist in both cities, however, they do not meet the strict definition under Chapter 40B, as their restrictions do not contain as long a term as required under that statute.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

At this time, there are no units that are expected to be lost from the affordable housing inventory in the Consortium.

Does the availability of housing units meet the needs of the population?

Overall, considering the number of households in Fitchburg, 14,615, and the number of units available, 16,894, there appears to be sufficient housing units to meet the need with some exceptions and qualifiers. According to the 2010-2014 ACE 5-Year Estimates, the number of housing units (17,842) also exceeds the number of households (16,751) in the City of Leominster.

Housing in the Consortium is generally considered to be more affordable than across the state as a whole. Notwithstanding this; the 2014 American Community Survey estimates that a significant number of households still pay more than 35% of their monthly income towards housing. This is largely attributable to the fact that 19.8% of Fitchburg's population is living below the poverty level, and is further evidenced by the report that 931 applications are currently on waiting lists for subsidized family housing in Fitchburg. At the same time, Leominster reports that 341 elderly, 1,250 families, and 34 families requiring wheelchair access are currently on waiting lists for subsidized housing in

Leominster. So while housing costs may be relatively affordable in the Consortium, the high rates of unemployment and poverty still make affordable housing unattainable for many.

Although an adequate number of housing units exist to serve the population, the age of the available housing stock, recent losses in property values, and reports that show a significant number of units are in substandard condition, calls into question the adequacy of available housing in standard condition. And, while the numbers above show that there are more housing units than households in Leominster, people expressed needs for affordable rental housing and transitional housing with supportive services at the public hearings held during the development of the Consolidated Plan.

Describe the need for specific types of housing:

As noted above, there is need for additional affordable housing units in the Consortium, as well as quality housing that is in standard condition in Fitchburg. Within the specific type of housing noted above, housing for elders and supportive housing has also been identified as needs in Fitchburg. The 2014 ACS estimates that Fitchburg's population has 4,659 persons (11.6%) who are age 65 and older.

In the City of Leominster, there are overall needs for affordable and accessible housing. Based on the waiting lists from the Leominster Housing Authority for family, elderly and wheelchair accessible housing, there are needs for housing for families, the elderly and families that require wheelchair access. In addition to the need for wheelchair accessible housing, there is a need for affordable family housing units that are on one floor. Based on input from local agencies that provide housing assistance and services to the homeless, low- and moderate-income people, there are needs for affordable rental housing, transitional housing with supportive services, transitional sober recovery housing for males, and emergency housing for domestic violence victims.

Discussion

According to 2010-2014 ACS, 2,956 or 46% of Fitchburg's renter households pay 35% or more of their monthly income towards rent. This is a higher rate than the State, with 40% of renter households paying 35% or more of their monthly income towards rent. The need is further demonstrated by the large waiting list for subsidized family housing. Homeowners face the same need as well, with 1,825 or 30.7% of owners with a mortgage and 430 or 20.8% of owners without a mortgage paying 35% or more of their income towards housing costs. It is presumed that many of the homeowners without a mortgage are elders on a fixed income. These numbers are similar, but slightly higher than the state medians of 27% of owners with a mortgage and 16.9% of owners without a mortgage paying 35% of their monthly income towards housing costs.

The combination of aged housing stock, recent foreclosure crisis, and loss in home values has left Fitchburg units with significant deferred maintenance needs and incidents of abandonment. Most of Fitchburg's housing stock is older, with 70.8% of housing units in Fitchburg built before 1960, 46.6% built before 1939, and less than 10% built after 2000. This older housing is more likely to have high repair

needs, or in some cases, negative equity in the property with which to finance repairs. Many owners saw their home prices peak during the early to mid 2000's and have since lost significant value in their properties, an average loss of 38% based on 2010-2014 ACS estimates of median home values. This is further evidenced by Fitchburg Board of Health data. The Board of Health reports that in 2014, 761 complete unit inspections were performed with 681 of those having violations and in 2013, Board of Health inspectors conducted 890 unit inspections with 820 units having violations. An additional 2,773 dwellings were partially inspected in 2013, and 2,837 in 2014 and in total, 5,278 code violations were cited in 2013 and 5,303 code violations were cited in 2014. Of these, 3,632 violations were corrected in 2013 and 3,413 were corrected in 2014. Foreclosures continue to add to the problem, according to RealtyTrac, 206 properties were in some state of foreclosure as of December 2015. Fitchburg's foreclosing property registry listed 282 properties in various states of foreclosure with 186 of those properties vacant during the 2015 calendar year.

Both Elders and households needing supportive housing are likely to have both lower incomes and limited means to access high quality housing. With 14.1% of Fitchburg's population over the age of 65, and significant number of special needs populations as noted in the Non-Homeless Special Needs Assessment, the need for housing suitable for elders and those needing supportive services is great.

While Fitchburg is constrained by the limited HOME and CDBG dollars available to significantly impact the supply and quality of housing units, the Consortium will continue to fund affordable homeowner and rental housing projects. Because many of Fitchburg's lower income populations are concentrated in several CDBG Strategy Area neighborhoods, it is the City's policy to encourage affordable housing as a percentage of rental development, ideally at 25%. This provides for a diversity of incomes and avoids further concentration of poverty in these areas. In the homeowner market, Fitchburg continues to fund the development of homeownership opportunities to produce affordable units. The City also continues to offer the Buy It, Fix It Program, a partnership program with local banks. This program allows home buyers to purchase a fixer-upper home at a lower cost and make repairs at the time of purchase. The program is limited because homes affordable to buyers sometimes require more in repair dollars than the market value of the home.

MA-15 Housing Market Analysis: Cost of Housing - 91.410, 91.210(a)

Introduction

The Tables in this section reflect Fitchburg and Leominster data. The cost of housing in the Consortium increased significantly between 2000 and 2011. According to the U.S. Census, the median home value of housing was $112,100 in Fitchburg and $140,500 in Leominster in 2000. The average of those values for the two cities was $126,300. By 2011, the median home value of housing rose to $213,900 in Fitchburg and $250,600 in Leominster according to the 2007-2011 American Community Survey 5-Year Estimates, resulting in an average for the two cities of $232,250 or an 84% increase. This statistic may be misleading however, as housing values soared between 2004 and 2006 before dropping precipitously after this period. Both communities also lost value in recent years due to the recession and foreclosure crisis. The 2010-2014 ACS shows property values falling with median values of owner occupied units 17% lower in Fitchburg at $185,900, and 8% lower in Leominster at $232,000. During this same five year period, Fitchburg homeowners with a mortgage saw their housing costs stay virtually the same, from $1,688 to $1,680 while Leominster saw a modest drop in housing costs from $1,849 to $1,814 of median homeowner costs.

Rents did not appear to rise from 2000 to 2011 as steeply as home values according to contract rent measurements by the U.S. Census. Contract rent provides information on the monthly housing cost expenses for renters. It is the monthly rent agreed to or contracted for, regardless of any furnishings, utilities, fees, meals, or services that may be included. In 2000, the median contract rent was $466 in Fitchburg and $520 in Leominster according to the U.S. Census. The average of that value for the two cities was $493. By 2011, the median contract rent rose to $690 in Fitchburg and $758 in Leominster according to the 2007-2011 American Community Survey 5-Year Estimates, resulting in an average for the two cities of $724, or an increase of 47%. Most recent American Community Survey 5-year Estimates show only modest increases since 2011, with rents increasing 5% in Fitchburg from $820 to $860 and 7.5% in Leominster from $837 to $902. This minimal increase is likely a reflection of general utility increases in a recently weakened housing market.

Cost of Housing

	Base Year: 2000	Most Recent Year: 2011	% Change
Median Home Value	126,300	232,250	84%
Median Contract Rent	493	724	47%

Table 31 – Cost of Housing

Alternate Data Source Name:
2000 U.S. Census and 2011 ACS
Data Source Comments:

Rent Paid	Number	%
Less than $500	3,076	24.7%
$500-999	8,050	64.7%
$1,000-1,499	1,051	8.5%
$1,500-1,999	227	1.8%
$2,000 or more	41	0.3%
Total	***12,445***	***100.0%***

Table 32 - Rent Paid

Data Source: 2007-2011 ACS

	Base Year: 2010	Most Recent Year: 2014	% Change
Median Home Value Leominster	$252,900	$232,000	8%
Median Home Value Fitchburg	$223,400	$185,900	17%
Median Contract Rent Leominster	$837	$902	7.5%
Median Contract Rent Fitchburg	$820	$860	5%
Data Source: 2010 ACS 5-Year Estimates and 2014 ACS 5-Year Estimates			

Table 33 - Cost of Housing by City

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	2,060	No Data
50% HAMFI	6,010	705
80% HAMFI	9,805	2,640
100% HAMFI	No Data	5,815
Total	***17,875***	***9,160***

Table 34 – Housing Affordability

Data Source: 2007-2011 CHAS

Monthly Rent

Monthly Rent ($)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	550	748	925	1,152	1,370
High HOME Rent	602	769	955	1,183	1,312
Low HOME Rent	602	769	955	1,120	1,250

Table 35 – Monthly Rent

Data Source: HUD FMR and HOME Rents

Is there sufficient housing for households at all income levels?

Overall, there is an adequate number of housing units for the Consortium's population, however, there is a surplus of housing available for those at 80% of the HAMFI, and a lack of available housing for those at or below 30% of the HAMFI. In Fitchburg, as indicated earlier, the quality of housing for many of these units, particularly those affordable to lower income households, may not meet standard conditions.

While the value of homes has decreased because of the recent global recession, median incomes went down slightly and housing costs for both homeowners and renters remained close to the same. Data on Housing Affordability from 2007-2011 CHAS indicates that there is a sufficient number of combined rental and owner units available to households earning below 80% of the Household Area Median Family Income, with 12,445 units for 6,590 households, and sufficient units available for households earning below 50% of the HAMFI, 6,715 for 5,915 households. The data demonstrates that there is not a sufficient number of housing units for households earning below 30% of the HAMFI, with only 2,060 units for 8,045 households.

It should also be noted that according to 2007-2011 CHAS data, the Consortium has 12,720 households earning over 100% of the HAMFI and only 5,815 homes at a price range affordable to these households. While rental data on this income level was not available, data from 2010-2014 ACS indicates there are only 515 rental units in Fitchburg and 344 rental units in Leominster with a contract rent over $1,500. This may mean families at higher incomes are occupying units affordable to households of lower income, and may demonstrate potential market demand for units at a higher price range for these households.

How is affordability of housing likely to change considering changes to home values and/or rents?

Considering the soft housing market and reduced property values, the cost of housing is not likely to change significantly over the next five years. Comparisons of ACS 5-year estimates between 2010 and 2014 has shown that over the last several years rents have increased only modestly or stayed about the same, as have costs for homeowners with a mortgage. With utility costs continuing to rise, we anticipate that housing costs will rise incrementally with inflation.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

HOME rents and Fair Market rents, as indicated in the chart above, are very close to, or exceed the current Area Median Rent. In Fitchburg, the Area Median Rent is $860 according to 2010-2014 ACS while the Fair Market Rent for a two-bedroom apartment is $925 and the HOME Low Rent and HOME High Rent are both $955.

Discussion

This indicates that the current rental market for households between 50% and 80% of the Area Median Income is affordable and further confirms that the greatest need for housing is for households earning below 30% of the AMI. This need, however, is seen more as indicative of the lack of remunerative employment opportunities than the lack of affordable housing supply, and, given the real costs associated with the provision of safe, standard housing, appears to make efforts to develop a stronger local economy more feasible than simply adding more affordable units to the existing stock. Further, Fitchburg has insufficient HOME and CDBG resources to address this concern as strictly a housing issue. That said; the Consortium will look to fund affordable units in rental developments where our resources leverage other state and federal resources. Fitchburg's Homeowner Rehabilitation Program will target and encourage elders to apply for assistance as they are more likely to live on a limited fixed income and fall into the extremely low income category.

As indicated earlier, quality of housing is a significant issue in Fitchburg. The City will continue to actively enforce code requirements through the Board of Health and Building Departments as well as use Fitchburg's HOME and CDBG dollars to fund homeowner rehabilitation and rental rehabilitation to improve the quality of the housing stock. In some cases, housing may not be suitable for rehab because the costs of making repairs exceed the value of the property after rehabilitation. Fitchburg will use its limited resources to improve neighborhoods by demolishing this unsuitable housing stock, thus improving neighborhoods and property values, while reducing crime associated with illegal occupation and vandalism of abandoned housing. Although this is a long term approach, as old vacant and blighted stock is removed, and neighborhoods are improved, property owners will likely see the housing market improve and values will rise, increasing equity available to make further property improvements.

MA-20 Housing Market Analysis: Condition of Housing - 91.410, 91.210(a)

Introduction

This section contains data for both the Cities of Fitchburg and Leominster.

Describe the jurisdiction's definition for "substandard condition" and "substandard condition but suitable for rehabilitation:

The Consortium shall define the term “standard condition” as the condition of a housing unit which complies with the following three standards:

1. Section 3 of the Massachusetts State Sanitary Code
2. The most current applicable edition of the Massachusetts Building Code
3. All other local or state housing codes

This does not preclude the cities in the Consortium from making elder repairs, accessibility improvements, lead paint abatement, urgent repairs, or exterior improvements without requiring full code compliance when such improvements are program eligible and consistent with this Plan.

The term “substandard condition, but suitable for rehabilitation” shall be defined in this Plan for the cities of Fitchburg and Leominster as the condition of a housing unit which fails to meet one or more of the above standards, but which can be rehabilitated at a reasonable cost. Circumstances in which exceptions to this standard will be considered shall include homes determined to have significant historic importance, homes to be made accessible for use by handicapped persons and homes determined to be of critical importance to an existing strategic neighborhood plan. The Consortium will strive to match existing materials in all new work wherever economically and practically feasible and will utilize standard practices of the trades in compliance with existing codes.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	5,764	31%	5,861	47%
With two selected Conditions	75	0%	353	3%
With three selected Conditions	89	0%	128	1%
With four selected Conditions	0	0%	0	0%
No selected Conditions	12,463	68%	6,103	49%
Total	***18,391***	***99%***	***12,445***	***100%***

Table 36 - Condition of Units

Data Source: 2007-2011 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	1,524	8%	305	2%
1980-1999	4,134	22%	1,800	14%
1950-1979	6,081	33%	3,733	30%
Before 1950	6,652	36%	6,607	53%
Total	***18,391***	***99%***	***12,445***	***99%***

Table 37 – Year Unit Built

Data Source: 2007-2011 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	12,733	69%	10,340	83%
Housing Units build before 1980 with children present	1,010	5%	255	2%

Table 38 – Risk of Lead-Based Paint

Data Source: 2007-2011 ACS (Total Units) 2007-2011 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

Table 39 - Vacant Units

Data Source: 2005-2009 CHAS

	Vacant Residential Structures	Occupied Residential Structures	Not Suitable for Rehabilitation	Total Structures
2015 Bank Registered Foreclosing Property List	186	234	48	282
Troubled Properties List	46	0	46	46
Data Sources: 2015 Fitchburg Board of Health Foreclosing Property Registry				
2015 Troubled Property list compiled by N.I.C.E. (Neighborhood Improvement through Code Enforcement) Task Force				

Table 40 - Foreclosed & Troubled Properties in Fitchburg

Historically the City of Fitchburg has had difficulty identifying both vacant properties and properties that are not suitable for rehabilitation, particularly by unit as opposed to structure. 2010-2014 ACS and U.S. Census identify total units, occupied units and vacant units with the most recent data showing 2,402 units as vacant. Although we do not know the true number of vacant units, this estimate may not be

accurate. Further, the City of Fitchburg was unable to identify vacant units not suitable for Rehabilitation through this means. The chart above lists two local sources of data: The Fitchburg Board of Health's mandatory registry for properties going into foreclosure, and the Neighborhood Improvement through Code Enforcement (NICE) task force's Troubled Properties list. The foreclosing property registry does not collect information on whether a property is suitable for rehabilitation, but properties that remain on the list for 3 years were inferred to be no longer suitable. The Troubled Properties list is a list of vacant, blighted properties that present or have incipient public health risks. All properties on this list are not suitable for rehabilitation. Overall, although it's hard to be exact, Fitchburg does have a high number of vacant properties. These properties are likely to be less desirable, with high repair needs and potentially beyond their useful life.

Describe the need for owner and rental rehabilitation based on the condition of the jurisdiction's housing.

The housing in Fitchburg and Leominster is described in the table above as having zero to four conditions. These conditions include: (1) lacks complete plumbing facilities, (2) lacks complete kitchen facilities, (3) more than one person per room, and (4) cost burden greater than 30%. As described in the table, 69% of the owner-occupied housing units in the Consortium contain no selected housing conditions and 31% has one of the selected conditions. With respect to renter-occupied housing, 49% has no selected conditions, 47% has one of the conditions, 3% has two of the selected conditions and 1% has three selected conditions. While the information does not identify which of the four specific housing conditions are present in the owner-occupied or renter-occupied housing, it is likely to be housing cost burden since 88.7% of households reported to have a housing cost burden in the Needs Assessment portion of this Consolidated Plan.

With so many of the households in the Consortium experiencing housing cost burden and so many of the housing units having at least one housing condition, it can be challenging for property owners to pay for maintenance and repairs to their housing units in addition to all their other monthly expenses. This is especially true for elderly homeowners who are living on a fixed income. As a result, there is a great need for owner-occupied and renter-occupied housing rehabilitation in the jurisdiction and there are many families on the waiting lists for the two cities' housing rehabilitation programs.

As noted earlier, quality housing in standard condition is a significant need in Fitchburg. The combination of aged housing stock, loss in home values after the recession, and recent foreclosure crisis has left Fitchburg units with significant deferred maintenance and abandonment. Fitchburg has a large percentage of housing that is older, with 70.8% of housing units in Fitchburg built before 1960 and 46.6% of housing units built before 1939, with less than 10% built after 2000. This housing is more likely to have high repair needs based on its age, while at the same time, owners have less or in some cases, negative equity in their properties with which to finance these repairs. With overall high vacancy rates, (13.2% according to 2014 ACS 5-year estimates), the oldest housing is most vulnerable. Many owners who saw the housing market reach its peak during the early-to-mid 2000's, lost significant value in their

properties, an average of 38% based on the American Community Survey estimates of median home values between 2010 and 2014. This is lack of quality is further evidenced by Fitchburg's Board of Health, who reported 5,303 code violations in 2014 and 5,278 code violation in 2013. In both years, about 65%-70% of the code violations were corrected. The lack of quality housing units is made worse by the foreclosure crisis; 206 properties are in various states of foreclosure as of December 2015, according to RealtyTrac, and the Board of Health registered 282 properties in foreclosure and 186 of them vacant during the 2015 calendar year.

Estimate the number of housing units within the jurisdiction that are occupied by low or moderate income families that contain lead-based paint hazards. 91.205(e), 91.405

Based on the Risk of Lead Based Paint Hazard table above, over 69% of the Consortium's housing stock was built prior to 1980 and 1,265 housing units were built before 1980 with children present. These units pose the greatest threat of lead poisoning. Since any family regardless of income level could live in these units, these 1,265 units could serve as the estimate of housing units in the jurisdiction that are occupied by low- or moderate-income families that contain lead-based paint hazards.

City Board of Health officials estimate that approximately 30-40% of the Fitchburg's older rental housing stock, which is principally occupied by low income or very low income households remains contaminated with lead paint. In addition, it is estimated that approximately 30-40% of older single family homes owned by lower income persons are also at risk of lead contamination. Although a significant portion of the housing may have been deleaded in the 1980's and 1990's, officials estimate that between 80%-90% of those properties are now out of compliance because they have not been maintained. Based on the Risk of Lead Based Paint Hazard table above, 69% of the Consortium's housing stock was built prior to 1980. According to the 2009-2013 American Community Survey 5-Year Estimates, 76.7% of Fitchburg's housing stock and 71.2% of Leominster's housing stock was built prior to 1980.

Although Fitchburg was not on the Department of Public Health's list of High Risk communities for Childhood Lead Poisoning as of June 30, 2012, the latest data reported shows that from 2010-2014 Fitchburg is a high risk community. Fitchburg's housing profile includes older, lead-contaminated housing stock in its older neighborhoods. Fitchburg & Leominster have made progress in reducing the number of lead contaminated units due to a number of different factors, including the following:

- The growing public awareness of the dangers posed by lead paint.
- The increase in code enforcement efforts in both cities.
- Growing concerns by rental property owners over the risk of liability for lead-poisoned children in their units.
- The provision of public funding for de-leading from several sources, including the Department of Housing and Urban Development CDBG and HOME programs and the Lead Paint Hazard Control

grant. In addition to the sources above, funding from the Massachusetts "Get The Lead Out" Program through the Massachusetts Housing Finance Agency goes directly to homeowners.

The Massachusetts Childhood Lead Poisoning Prevention Program (CLPPP) was established for the prevention, screening, diagnosis, and treatment of lead poison, and they have been very active in the Fitchburg area. Significant educational outreach is performed by Mass CLPPP, and they maintain a web site at which anyone can research whether a prospective apartment has been inspected for lead.

Notwithstanding the reduction in the number of persons being exposed to lead contamination, this major health hazard still poses a threat to children under the age of 6 in Fitchburg, due to the quantity of older housing units containing lead. The cost of de-leading can cost up to $40,000 per unit, depending on the level of contamination and the method used to de-lead. This cost is prohibitive for many small landlords and lower income homeowners. For this reason and the reasons cited above, de-leading remains a high priority of Fitchburg's housing programs.

Discussion

In 2015, the City of Fitchburg, as the lead entity, received a 3-year Lead Based Paint Hazard Control Program and Healthy Homes Grant from the Department of Housing and Urban Development in the amount of $3,231,610. The grant will be matched by $291,000 in local and property owner funds. It is estimated that approximately 150 homes will be remediated of lead paint and/or other environmental contaminants. The grant will also fund outreach, education, training and marketing activities. Participating jurisdictions include: Fitchburg, Gardner, Athol and Clinton.

The first priority will be housing units in which a child with lead poisoning or an elevated lead blood level lives or visits. Second priority will be those units in which a child under six years of age resides. The third priority will be vacant two-bedroom units because they are most likely to house a child under the age of six.

The first year of the grant will focus on outreach; the second year of the grant will focus on outreach and production; and the third year of the grant will focus on production.

MA-25 Public And Assisted Housing - 91.410, 91.210(b)

Introduction

The Fitchburg Housing Authority and the Leominster Housing Authority are the two housing authorities that provide public housing in the Consortium. Together, they manage 1,039 public housing units and 686 vouchers, for a total of 1,725. Of the 1,725 units and vouchers, 874 are in Fitchburg and 851 are in Leominster.

The first table in this Section MA-25 Public Housing was pre-populated with data from reports submitted by housing authorities to HUD that were compiled by the Public and Indian Housing Information Center (PIC). The Consortium consulted with the Fitchburg and Leominster Housing Authorities to verify that the data reflected the needs of public housing within the Consortium. To better reflect the public housing units in the Fitchburg-Leominster Consortium, alternate data from the Fitchburg and Leominster Housing Authorities is presented below the table.

Totals Number of Units

Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available		0	1,039	686	50	636	0	0	0
# of accessible units			55						
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 41 – Total Number of Units by Program Type

Alternate Data Source Name:
Fitchburg & Leominster Housing Authority Data
Data Source Comments:

Fitchburg	Units		Leominster	Units		Fitchburg	Units	Leominster	Units
State Project Based Housing Programs			State Project Based Housing Programs			Special Needs Housing		Special Needs Housing	0
Chapter 200 Green Acres Village	160		State Family Housing			76 Mechanic Street	8		
Chapter 705 Scattered Site Family Housing	15		Allencrest Apartments	73		16 Prospect Street	10		
Canton Valley Terrace	48		Scattered Site Family Housing	10		240 Ashburnham Street	8		
Total State Family Public Housing	**223**		**Total State Family Public Housing**	**83**		**Total State Special Needs Public Housing**	**26**		
Fitchburg	Units		Leominster	Units					
Elderly Housing			Elderly Housing			Fitchburg	Units	Leominster	Units
Daniels Heights	56		Ann O'Connor Village	40		State Rental Housing Programs		State Rental Housing Programs	
Wallace Tower	130		Laurie Drive	31		State MRVP/AHVP/DMH Rental Assistance Programs		State MRVP/AHVP/DMH Rental Assistance Programs	
Durkin Apartments	111		LaPierre East	104		MRVP Mobile Vouchers	13	MRVP Mobile Vouchers	4
Durkin Congregate	10		Notre Dame	50		Project Based Vouchers	12	AHVP Vouchers	3
132 Pleasant Street	6		Sunset Towers	119		DMH Vouchers	18	DMH Residential Assistance Apartments	18
Total State Elderly Public Housing	**313**		**Total State Elderly Public Housing**	**344**		**Total State Rental Assistance Programs:**	**43**	**Total State Rental Assistance Programs:**	**25**

Table 42 - State Project Based Housing Programs & State Rental Assistance Housing Programs FY2015

Fitchburg	Units		Leominster	Units
Housing Choice Vouchers	181		Housing Choice Vouchers	399
Project based Section 8 (Fitchburg Place)	38			
Public Housing (Fitchburg Place mixed finance)	50			
Total HUD Funded Programs	**269**		**Total HUD Funded Programs**	**399**

Table 43 - HUD Funded Programs FY2015

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

Of the 874 units of public housing in Fitchburg, 605 are state-funded and 269 are federally-funded. Of the state-funded total, the housing is broken down into the following types:

State Project Based Housing Programs

State Family Housing - 223 units

- Green Acres - 160 units - Condition: Good
- Scattered Site Family Housing - 15 units - Condition: Excellent to Poor
- Canton Valley Terrace - 48 units - Condition: Good

Elderly Housing - 313 units

- Daniels Heights - 56 units - Condition: Very Good
- Wallace Tower - 130 units - Condition: Good
- Durkin Apartments - 111 units - Condition: Very Good
- Durkin Congregate - 10 units - All have passed annual Housing Quality Standards (HQS) inspections
- 132 Pleasant Street - 6 units - All have passed annual HQS inspections

Special Needs Housing - 26 units

- 76 Mechanic Street - 8 units - Condition: Good
- 16 Prospect Street - 10 units - Condition: Good
- 240 Ashburnham Street - 8 units - Condition: Excellent

State Rental Assistance Housing Programs - 43 units - Condition: All have passed annual HQS inspections

- MRVP Mobile Vouchers - 13 units

- Project Based Vouchers - 12 units
- DMH Vouchers - 18 units

Of the 269 federally-funded units, the housing is broken down into the following programs:

- Public Housing (Fitchburg Place mixed finance) - 50 units - REAC Score: 92
- Project Based Section 8 (Fitchburg Place) - 38 units - Condition: Excellent
- Housing Choice Voucher - 181 units - Condition: All have passed annual HQS inspections

The 851 units in the City of Leominster are either state funded (452) or federally funded (399). Of the state-funded total, the units are broken down into the following types:

State Family Housing - 83 units total

- Allencrest Apartments - 73 units - Condition: Excellent
- Scattered Site Family Housing - 10 units - Condition: Good

Elderly Housing - 344 units total - Condition: Very Good

- Ann O'Connor Village - 40 units
- Laurie Drive - 31 units
- LaPierre East - 104 units
- Notre Dame - 50 units
- Sunset Towers - 119 units

State MRVP/AHVP/DMH Rental Assistance Programs - 25 units - Condition: All have passed annual HQS inspections

- MRVP Mobile Vouchers - 4 units
- DMH Vouchers - 18 units
- AHVP Vouchers - 3 units

Federally-Funded Units - 399 units - Housing Choice Vouchers - All have passed annual HQS inspections

Public Housing Condition

Public Housing Development	Average Inspection Score
Fitchburg Housing Authority - all units	92
Leominster Housing Authority - all units	Pass*

Table 44 - Public Housing Condition

*** All units have passed HQS annual inspections.**

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

In the Consortium, each of the state-aided public housing developments has different needs ranging from roofs to windows to apartment upgrades. There are no identified needs at the federally-aided public housing units at this time.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

The Fitchburg and Leominster Housing Authorities are striving to increase security at all developments through security lighting, cameras and physical improvements as well as performing ongoing modernization based on the physical needs of each development.

Discussion:

The information describing the public housing authorities in the Cities of Fitchburg and Leominster was provided by Peter Proulx, Director of the Fitchburg and Leominster Housing Authorities.

MA-30 Homeless Facilities and Services - 91.410, 91.210(c)

Introduction

There are several homeless facilities currently in operation serving the Consortium. They are as follows:

1. Our Father's House, Lunenburg Street located in Fitchburg- emergency shelter for homeless adults

2. Montachusett Interfaith Hospitality Network located in Leominster- emergency shelter for homeless families

3. YWCA of Central Mass./Battered Women's Resources - emergency shelter for battered women, men and their children (confidential location)

4. Elizabeth House located in Fitchburg - transitional housing for homeless women in recovery

5. South Middlesex Opportunity Council (SMOC), Inc - Leighton Street located in Fitchburg - permanent housing for adults in recovery. SMOC took over program services at the end of January 2016.

6. LUK, Inc. - emergency shelter and transitional housing services for youth in Worcester County

7. Veteran Hospice Homestead located in Fitchburg - transitional housing for veterans (men) with autoimmune diseases

8. Armistice Homestead located in Leominster – transitional housing for veterans

9. The Hero Homestead located in Leominster – transitional housing for disabled, elderly veterans

10. SMOC Harmony House located in Fitchburg - permanent housing for men

11. SMOC Hastings Hall located in Fitchburg - permanent (SRO) housing for adults

12. Jeffrey's House located in Fitchburg- 3 sober houses for men and women in recovery. No required length of stay.

13. Transitions operated by Our Father’s House located in Devens, Mass. – emergency shelter for homeless women and their children, with 7 additional scattered site units for families that can include fathers. This program serves the Fitchburg-Leominster area and is the only shelter available for EA referrals.

14. Community Healthlink, Inc.'s Orchard Street Substance Abuse Shelter located in Leominster - family residential treatment program that provides a safe, supportive recovery community that promotes a sense of empowerment, family healing, and life skills essential for women and their children to stabilize and lead drug free, productive lives.

In addition to the facilities listed above, there are two hotels/motels in Leominster that are providing housing for homeless families through Massachusetts Department of Housing & Community Development (DHCD) vouchers. As of February 2015, there were 258 overflow beds being used in Leominster at the Days Inn and 15 overflow beds were at the Motel 6. As of December 2015, DHCD announced that the Days Inn would no longer be used to house the homeless. As of January 2016, it is unclear as to where those homeless families will go.

Facilities Targeted to Homeless Persons

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	17	283	52	19	0
Households with Only Adults	24	0	44	68	0
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	27	15	0
Unaccompanied Youth	6	0	0	0	0

Table 45 - Facilities Targeted to Homeless Persons

Alternate Data Source Name:
Homeless Facilities information from CMHA & VHI
Data Source Comments:

Describe mainstream services, such as health, mental health, and employment services to the extent those services are use to complement services targeted to homeless persons

The Fitchburg Community Development Department and the Leominster Office of Planning and Development work closely with area non-profits providing services to homeless families and individuals, as well as the Central Massachusetts Continuum of Care Coalition.

Current emergency shelter, transitional and permanent housing services are provided in the Consortium. It is expected that these facilities will continue to operate at their current locations, however any proposed expansions or new shelter locations serving the Consortium shall to the greatest extent feasible, be located outside of Fitchburg to assure better access to and integration of these services throughout the area.

The Fitchburg Veteran Services Office provides referral services to veterans in need of housing and supportive services. In addition to making referrals to a Veterans shelter, the city refers individuals to Statewide Housing Advocacy Reintegration and Prevention, a collaboration between the Mass. Department of Veterans Services and the U.S. Department of Veterans Affairs. The City of Leominster's Veterans Services Department also provides emergency benefit case management and information about local homeless shelters and public housing to veterans.

The Massachusetts Department of Housing and Community Development is in charge of the Residential Assistance for Families in Transition (RAFT Program). Low-income families who are homeless or at-risk of becoming homeless receive assistance with rent, mortgage payments, or utility bills. RCAP Solutions, Inc. operates RAFT in the Fitchburg-Leominster area.

The Massachusetts Department of Housing and Community Development operates the HomeBASE Program, which is a homeless prevention program for Massachusetts families who are eligible for Emergency Assistance (EA). HomeBASE offers an alternative to EA shelter. EA-eligible families who choose HomeBASE instead of a shelter receive financial assistance to pay rent, utility bills, security deposits, and other expenses that allow them to stay in place, move to new housing, or live with another family. RCAP Solutions, Inc. operates HomeBASE Program in the Fitchburg-Leominster area.

Regional offices of the Department of Mental Health, Department of Transitional Assistance, and the Gardner Visiting Nurses Association provide services to the homeless population, including case management, outpatient services and income support. The Department of Transitional Assistance no longer provides emergency shelter services.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

Our Father's House – Offers emergency shelter, transitional and permanent facilities to homeless men and women in recovery at various Fitchburg locations, for a total of 344 people served during a fiscal year, and 383 in unmet need. A family transitional housing program is located at the former Fort Devens. Case management services are provided including assistance with housing search. Our Father’s House has a Street Outreach Program offering referral information, crisis intervention, counseling and case management to the unsheltered homeless. At the end of January 2016, South Middlesex Opportunity Council, Inc. will take over program services at 4 Leighton Street.

Montachusett Interfaith Hospitality Network – Operated in Fitchburg for years, but recently relocated to Leominster. It provides food, clothing, shelter and case management services to homeless families. Most recent report showed that 5 Fitchburg families were served during a fiscal year. This reflects the reduction in bed availability from 22 to 11 due to Fire Code. The new location has a 20 bed capacity.

LUK Crisis Center – Offers emergency and transitional beds for youth, plus scattered sites. Individuals are provided with prevention services, counseling services, placement services and support services. L.U.K. has a Street Outreach Program. The most recent report showed that 187 youth were served during a program year.

YWCA Central Mass./BWR – Offers emergency shelter to adults and children. Guests are provided with shelter, counseling services and service referrals as needed. This shelter is operated by the YWCA in Worcester, MA. Most recent report showed that 46 adults and children were served in the shelter during a fiscal year. This number is lower than usual because more individuals than families are staying at the shelter and for longer periods of time.

South Middlesex Opportunity Council – Offers permanent supportive housing for men in recovery. Most recent report showed that 16 men were served at Harmony House and 78 individuals were served at Hastings Hall during a fiscal year.

Jeffrey's House – Has 4 sober houses for men and women in recovery. There is no required length of stay.

Veteran Hospice Homestead – Offers transitional housing for veterans (men) with autoimmune diseases. The most recent report showed that 14 individuals were served during a fiscal year.

Armistice Homestead located in Leominster – Offers services for 15 medically fragile and terminally ill elderly veterans. With 24-hour care, the program offers a unique environment that allows veterans to maintain their independence and dignity in a homelike atmosphere. Residents receive personalized case management services, access to VA services, and a strong community of support.

Hero Homestead located in Leominster – Offers transitional housing for veterans who are dealing with substance abuse and mental health issues, as well as other challenges related to homelessness.

Community Healthlink, Inc.'s Orchard Street Substance Abuse Shelter located in Leominster – Offers family-focused treatment and skill development in. On average, this program services approximately 65 consumers each month and in the month of January 2016, it had roughly 25 individuals that were either discharged at a local shelter, discharged to a shelter out of the area or left against medical advice because they could not be help with housing.

MA-35 Special Needs Facilities and Services - 91.410, 91.210(d)

Introduction

The Consortium cities of Fitchburg and Leominster are urban centers and, as such, serve as the regional base for many state agencies, including the Departments of Mental Health, Children and Families (formerly DSS), and Transitional Assistance. The community has also responded to the needs of low and moderate income persons through the development of a network of community-based programs administered by the agencies noted above. While most of these agencies and organizations are designed to meet regional needs, most of the specialized programs that have been developed are located in Fitchburg.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

The supportive housing needs of the following populations are:

Elderly Population

The 2009-2013 ACS estimates report 14% of the Consortium residents to be 65 years of age and older. The state average is 14%. Of these, at least half are over the age of 75. According to the Community Health Assessment of North Central Massachusetts, the percentages of person aged 65 and older living alone are Fitchburg at 10.5% and Leominster at 11.5%. The poverty rate among persons age 65 and older in Fitchburg is 12.7% compared to the state average at 9%.

The Fitchburg Council on Aging provides advocacy for senior services and provides programs so seniors can living independently.

Currently, the city of Fitchburg offers a Homeowner Rehab Program, which is designed to provide funds to qualified applicants who seek to complete renovations and/or upgrades which would allow elderly residents to remain in their homes for as long as possible. The city receives referrals for this program from a variety of community agencies.

Frail Elderly

Fitchburg has one Assisted Living facility, The Gables, however it does not serve low-moderate income households. Wallace Towers has a 9 bedroom Supportive Housing facility that is monitored 24/7, but it is not Assisted Living. Summit Eldercare, offered through Fallon Community Healthcare, is available at Wallace Towers and offers case management, on-site medical care, adult day services, and household

assistance, allowing seniors to remain in their units. As the elderly become more frail, the demand for at-home services will increase.

Persons with Disabilities (mental, physical, developmental)

Families with severe mental illness – According to the Housing and Employment Coordinator, of the Dept. of Mental Health Central Mass. Office, Arthur Ellis, the number of people living in Fitchburg and Leominster with severe mental illness are 224 and 152, respectively.

Persons with disabilities – The 2009-2013 ACS estimates report that non-institutionalized adults with a disability in Fitchburg is 13.6% and Leominster is 12.5%, both are higher than the state average of 11.8%.

According to Area Director, Michelle Harris, of the Massachusetts Department of Development Services, 322 Fitchburg individuals and 329 Leominster individuals received services in 2015.

According to Carolyn Gordon, the Central Region Director of the Massachusetts Commission for the Blind (MCB), Fitchburg had 181 legally blind residents and Leominster had 174 legally blind residents in 2015.

Persons with Alcohol or other Drug Addictions - According to the Massachusetts Department of Public Health Bureau of Substance Abuse Services, in FY'14 Fitchburg had 728 admissions of which 16.9% were homeless and 82.1% were unemployed. Leominster had 543 admissions of which 10.6% were homeless and 74.5% were unemployed.

Healing Hills Village Addiction and Recovery, a detox and rehab center, opened in 2016. It is located in Westminster, MA., which is adjacent to Fitchburg. Supportive housing services will be needed as more people are discharged from detox facilities.

Persons with HIV/AIDS and their Families – According to the Massachusetts Department of Public Health 2013 community profile, Fitchburg had a higher prevalence of HID/AIDS at 246.8 per 100,000 persons and Leominster had 163.8 per 100,000. However, both cities were lower than the state average of 261 per 100,000.

In the City of Leominster, CDBG's Housing Rehabilitation Program assists elderly households as well. In addition, the Leominster Council on Aging/Senior Center aims to design, create and advocate for programs that meet the established needs of the elderly. It connects the elderly with the Montachusett Regional Transit Authority (MART) Senior Van Service to take them to and from destinations in Leominster and the surrounding communities. It provides wheelchairs, walkers, canes, etc. at no cost to elderly residents to help them live safely in their homes. Finally, it provides information on tax assistance program and home maintenance resources to assist elderly residents to stay in their homes as they age.

Leominster has 5 assisted living facilities: Benchmark Senior Living at Leominster Crossings, Manor on the Hill, Sunrise of Leominster, Village Rest Home, and Armistice Homestead, which provides a warm and compassionate environment for 15 medically fragile and terminally ill elderly veterans.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

Massachusetts Department of Mental Health Discharged Procedures found at 104 C.M.R. 27.09(1)(b) states:

"A facility shall make every effort to avoid discharge to a shelter or to the street. The facility shall take steps to identify and offer alternative options by a patient, document such measures, including the competent refusal of alternative options by a patient in a medical record. In case of such discharge, the facility shall nonetheless arrange for, or in the case of a competent refusal, identify post discharge support and clinical services. The facility shall keep a record of all discharges to shelter or the street…"

The Gardner Visiting Nurse Association serves Fitchburg and Leominster and provides Home Assisted Living, which is designed to restore and maintain physical and emotional well-being, to support persons staying in their own homes for as long as possible.

The GVNA also offers a variety of services which would support those returning from health institutions. These services include: nursing, rehab therapies, medical social workers, home health aides and maternal child healthcare.

The Seven Hills Foundation supports adults with disabilities in community residential homes and various shared living arrangements, many located in Central Massachusetts. Child and Family Services, an affiliate of Seven Hills, is located in Fitchburg.

Alternatives Unlimited, Inc. with North County administrative offices in Leominster, operates a variety of residential programs in Fitchburg and Leominster. The mental health programs include group residences and a number of apartment programs. There are also developmental disability programs including group residences.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

Investment in support of the special needs of the elderly and other populations will be allocated in both Fitchburg and Leominster. Both Fitchburg and Leominster Housing Authorities provide subsidized elderly housing units. CDBG funded housing rehabilitation for the elderly is conducted in both cities according to CDBG income eligibility guidelines and target areas.

The needs of the elderly residents in the Consortium are recognized as special needs consistent with its housing plans, and resources will be allocated accordingly. The Director of the Fitchburg and Leominster Housing Authorities reported that the existing supply of subsidized elderly housing in Fitchburg is adequate to meet the current and projected demand for such housing for the next five years, however, the waiting list for subsidized elderly housing in Leominster reflects the need for more units. There are no assisted living facilities in Fitchburg for low-moderate income elders. Leominster has 5 assisted living facilities: Benchmark Senior Living at Leominster Crossings, Manor on the Hill, Sunrise of Leominster, Village Rest Home, and Armistice Homestead, which provides a warm and compassionate environment for 15 medically fragile and terminally ill elderly veterans.

The Consortium is currently working on rehabilitation projects which address mobility and sensory disabilities:

(a) The Yarn Mill Project in Fitchburg – This is being developed by Winn Management and will provide 5 accessible units, of which two units will be for persons with a sensory disability. HOME funding is provided to this 96-unit project.

(b) The Leighton Street Rehab Project in Fitchburg – HOME funds will be used to assist the NewVue Communities, Inc. (formerly call Twin Cities CDC) in the rehab of an existing 12-unit rental project and the conversion of office space into 3 additional housing units. One of the new units will be accessible for a person with mobility/sensory disabilities.

(c) The Ivory Keys Project in Leominster – The HOME Consortium has tentatively committed to funding a 40-unit housing project, with at least two units accessible for persons with mobility/sensory disabilities.

To address the supportive services needs for persons who are not homeless, but have other special needs, the City of Leominster provides CDBG Public Services funding to the following programs that benefit the elderly and people with developmental disabilities:

- Montachusett Home Care Financial Program, in which assistance is provided to ensure elderly and disabled individuals do not become vulnerable to financial exploitation or mishandling of financial affairs.
- Respite Program by the Beacon of Hope, in which people with developmental disabilities Provide funding for a day and evening respite program for mentally challenged adults.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

As noted above, the Consortium anticipates assisting elders through the Fitchburg Homeowner Rehabilitation Program: via the ongoing work of the Yarnmill and Leighton Street projects in Fitchburg which will be completed, and the Ivory Key's project in Leominster which will be funded. During the upcoming program year, at least two elders will be assisted as special needs populations.

The Consortium anticipates completing three Yarnmill units and two Leighton Street units, and funding two units at the Ivory Keys project. Although all three HOME rental projects will be completed or funded, the HOME-funded units may be floating units and therefore are not specifically counted as special needs units.

In addition to the projects listed above, the Homeowner Rehab Program is designed to provide funds to qualified applicants who seek to complete renovations and/or upgrades which would allow elderly residents to remain in their homes for as long as possible. The City receives referrals for this program from a variety of community agencies.

The City of Fitchburg will support a number of programs to assist people who are not homeless, but have other special needs including:

Year 42 CDBG funds will be used to fund the Montachusett Interfaith Hospitality Network Shelter Program. In addition to shelter services, the Program offers assistance with budgeting, employment search, housing search and case management. Follow up services are provided to residents who have left the program in an effort to help former residents maintain permanent housing.

Year 42 CDBG funds will be used to fund the United Neighbors of Fitchburg, Inc. which provides information and referral services, translation services, housing assistance, GED classes, citizenship classes and other services that help individuals achieve self-sufficiency.

Two requests for Certification of Consistency were submitted: NewVue Communities, Inc. (formerly called Twin Cities CDC) and L.U.K. Crisis Center. Both agencies submitted a NOFA application for their projects which address the issue of homelessness.

To address the supportive services needs for persons who are not homeless, but have other special needs, the City of Leominster provides CDBG Public Services funding to the following programs that benefit the formerly homeless, the elderly and people with developmental disabilities:

- Montachusett Interfaith Hospitality Network, which provides mentorship for its program graduates to help them stay housed in addition to the assistance the Network provides to homeless families.

- Montachusett Home Care Financial Program, in which assistance is provided to ensure elderly and disabled individuals do not become vulnerable to financial exploitation or mishandling of financial affairs.
- Respite Program by the Beacon of Hope, in which people with developmental disabilities Provide funding for a day and evening respite program for mentally challenged adults.

MA-40 Barriers to Affordable Housing - 91.410, 91.210(e)

Describe any negative effects of public policies on affordable housing and residential investment

The principal barriers to affordable housing identified in the City of Fitchburg's Consolidated Plan are not related to prevailing rental rates, which are among the lowest in the State, but rather with the preponderance of low paying, primarily service sector employment in the area. The city continues to attempt to address these issues through the investment of federal and state funding for economic development and through implementation of economic development initiatives recommended in its Master Plan and Urban Renewal Plan. The city is currently developing an Economic Development Strategic Plan.

In the City of Leominster, it does not appear that its public policies have had a negative effect on affordable housing and residential investment. With the long waiting lists for elderly and family public housing in the City, it is in the City's best interest to encourage affordable housing and residential investment in its neighborhoods. While more affordable housing units and investment in residential properties are needed in the City, there are other factors from the rest of the economy that have played roles in limiting that type of development.

There are no known public policies in the Consortium which would serve to affect the cost of housing or the incentives to develop, maintain or improve affordable housing in the Consortium. Land and property tax policies, land use controls, zoning ordinances building codes, fees and charges, growth limits and other policies of the Consortium communities, while, not designed specifically to encourage the creation of affordable housing, nonetheless are not seen as acting in any capacity to discourage its development.

MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

Introduction

The information in this section is for the City of Fitchburg.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	7	0	1	0	-1
Arts, Entertainment, Accommodations	99	0	12	0	-12
Construction	52	0	6	0	-6
Education and Health Care Services	158	0	18	0	-18
Finance, Insurance, and Real Estate	51	0	6	0	-6
Information	20	0	2	0	-2
Manufacturing	155	0	18	0	-18
Other Services	34	0	4	0	-4
Professional, Scientific, Management Services	76	0	9	0	-9
Public Administration	0	0	0	0	0
Retail Trade	148	0	17	0	-17
Transportation and Warehousing	26	0	3	0	-3
Wholesale Trade	34	0	4	0	-4
Total	860	0	--	--	--

Table 46 - Business Activity

Data Source: 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	21,087
Civilian Employed Population 16 years and over	18,773
Unemployment Rate	10.97
Unemployment Rate for Ages 16-24	27.26
Unemployment Rate for Ages 25-65	7.43

Table 47 - Labor Force

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	3,337
Farming, fisheries and forestry occupations	924
Service	2,231
Sales and office	4,620
Construction, extraction, maintenance and repair	1,554
Production, transportation and material moving	1,400

Table 48 – Occupations by Sector

Data Source: 2007-2011 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	11,411	64%
30-59 Minutes	4,485	25%
60 or More Minutes	1,938	11%
Total	***17,834***	***100%***

Table 49 - Travel Time

Data Source: 2007-2011 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		
	Civilian Employed	Unemployed	Not in Labor Force
Less than high school graduate	1,413	309	946
High school graduate (includes equivalency)	4,426	636	1,721
Some college or Associate's degree	5,052	337	1,160
Bachelor's degree or higher	3,779	254	617

Table 50 - Educational Attainment by Employment Status

Data Source: 2007-2011 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	**25–34 yrs**	**35–44 yrs**	**45–65 yrs**	**65+ yrs**
Less than 9th grade	83	157	200	458	740
9th to 12th grade, no diploma	454	476	543	834	754
High school graduate, GED, or alternative	1,865	1,930	1,747	3,106	2,210
Some college, no degree	2,833	1,375	1,077	1,867	413
Associate's degree	186	392	621	1,242	221
Bachelor's degree	285	1,238	889	1,250	245
Graduate or professional degree	0	233	238	802	273

Table 51 - Educational Attainment by Age

Data Source: 2007-2011 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	22,626
High school graduate (includes equivalency)	32,961
Some college or Associate's degree	31,905
Bachelor's degree	51,097
Graduate or professional degree	59,516

Table 52 – Median Earnings in the Past 12 Months

Data Source: 2007-2011 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The 2012-2016 North Central Massachusetts Workforce Investment Board (NCMWIB) Strategic Plan identifies Advanced Manufacturing (including Bio-Tech), Healthcare, STEM, Finance and Alternative Clean Energy as areas of growth and workforce development efforts should be focused on these employment sectors. In addition, the Montachusett Regional Planning Commission CEDS document states that new types of employment sectors include Education, Health, Social Services, Manufacturing, Retail, Art, Entertainment, Recreation and Food Services. The Region continues to actively promote tourism, and Fitchburg has recently experienced positive growth in that area.

Describe the workforce and infrastructure needs of the business community:

Although manufacturing has long been a viable industry in the region, the changes in manufacturing require more skilled labor than in the past and is coupled with the need for high-tech equipment.

Fitchburg has good transportation infrastructure with Route 2 Highway, MBTA Commuter Rail and local MART bus service. However, the city lacks state-of-the-art citywide telecommunications infrastructure, which will limit future economic growth in certain districts.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

Two new projects have caused renewed interest in the downtown: construction of new commercial building (CVS) at lower Main Street and the renovation of a former restaurant to accommodate the relocation of a current restaurant business in the downtown area.

Fitchburg was recently awarded a 3 million dollar MassWorks grant to make infrastructure improvements along River Street; and in West Fitchburg, adoption of an Overlay Zoning District is being considered to encourage Transit-Oriented Development (TOD) in the vicinity of the new Wachusett commuter rail station.

According to the NCMWIB report, the fastest growing segment of the workforce are non-native speakers. This is supported by labor market trends for Central Mass. (outside the Greater Boston Area), in this region has had the fastest population growth between 2000 and 2010 than other regions in the state due to an increasing number of immigrants settling in Central Mass.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The NCMWIB report states that workforce training and education programs in the region need to be better coordinated and provide clearer career pathways. Schools need to develop curricula and private training providers need to develop pathways for youth and adults to gain the skills needed by local industries. This includes high schools, vocational schools and colleges. The Central Mass. region has Fitchburg State University and Mount Wachusett Community College in Gardner with a Leominster campus.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The NCMWIB report states that companies identified in the sectors listed above are interested in partnering with local training institutions and schools, but need employment systems and resources to make those connections. NCMWIB has increased its advertisement to the public regarding training opportunities in the sectors listed above.

Workforce training initiatives available in the Consortium include:

WORK, Inc. in Fitchburg - This organization provides employment services for the Massachusetts Rehabilitation Commission (MRC) Statewide Employment Services (SES), the Department of Developmental Services (DDS-North Central Area Office) and the Department of Transitional Assistance (DTA-Fitchburg Transitional Assistance Office). In addition, it provides job readiness skills, vocational exploration, soft skills, transportation and job development/search opportunities.

My Turn, Inc. Fitchburg Employment Plus Program - This programs works with low income youth between the ages of 16 and 24 who have either graduated, obtained their High School Equivalency Test, or are close to obtaining their HiSET. These students have additional barriers to success including, but not limited to, pregnant/parenting status, homelessness, court involvement, and disability status. Annually, the program aims to work with 25-30 "active" (first year) students and about 15 "follow up" (second year) students, all from the North Central Massachusetts Workforce Investment Area. Funding for this program comes primarily from Workforce Innovation and Opportunity Act (WIOA) funds, which originate in the U.S. Department of Labor. The program provides paid internships and occupational skills credentials to prepare students for livable wage, career ladder positions in high growth fields. The goal of the program is not only to meet the needs of the students, but also to meet the needs of the local economy by creating a pipeline of skilled employees for the area's fastest growing and emerging fields. In 2015-2016, the program is focused on guiding students into careers in hospitality and retail management, administration and finance, healthcare and human services, and manufacturing.

The North Central Career Center is located in Leominster, MA, and provides a pool of skilled labor for industry by training and retraining the workforce. The Center is administered by the local Workforce Investment Board. Partners include the Division of Career Centers, Division of Unemployment Assistance, Employment Links, Inc., and Mount Wachusett Community College Education Opportunities Center.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

Yes. The 2014 Comprehensive Economic Development Strategy (CEDS) for the region was prepared by the Montachusett Regional Planning Commission.

In early 2015, the City of Fitchburg hired a new Economic Development director, which has led to the current development of an Economic Development Strategy Plan for the city. The Strategy includes

strengthening the existing commercial sector, supporting job creation, addressing vacant commercial properties, providing technical assistance to local entrepreneurs and facilitating the redevelopment of underutilized Brownfields properties.

In 2014, Fitchburg received a $400,000 three-year Working Cities Challenge Grant by the Federal Reserve Bank of Boston. The target area is the North of Main Street neighborhood, which coincides with two of the city's most economically distressed census tracts. Subject areas include: Health, Education, Public Safety, Economic Development, Housing and Community Engagement. The goal is to improve the neighborhood so that people will want to live, work, and invest in that area of the City. The Initiative is being led by the Montachusett Opportunity Council in collaboration with the City of Fitchburg and other public, private and non-profit entities.

Discussion

As the Consortium adjusts to changes in the local and global economy and the local work force strives to meet the needs of local businesses, these local economic trends related to the Consortium's employment sectors, labor needs, economic development activities, and workforce training initiatives will guide the formation of the non-housing community development goals and objectives of the Strategic Plan for the Consortium.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

While there don't appear to be concentrations of households with multiple housing problems in Fitchburg and Leominster, households with housing problems appear to be located primarily in the older urban areas of the cities. These same areas comprise the majority of the rental housing stock in the cities and contain the highest percentages of low income persons as well.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

As of the 2010 U.S. Census, persons of Hispanic or Latino origin comprise 21.6% of the Fitchburg population and 14.5% of the Leominster population. These, and other minority households, are concentrated primarily in the older urban areas of the cities. Please refer to the Minority Concentration map located in Fitchburg's Executive Summary, which shows the minority concentration within the CDBG Strategy exceeding the city average of 31.8%. These same areas comprise the majority of the rental housing stock in the cities and contain the highest concentration of low income persons as well. For this reason, it is believed that these groups may face a disproportionately greater need than the rest of the population.

For the purposes of this Consolidated Plan, concentration is defined as: "a neighborhood of minority concentration is a Census Tract or other defined geographic area in which the percentage of residents who are racial or ethnic minorities is at least 20 percentage points higher than the percentage of minority residents in the MSA (or jurisdiction not in a MSA) as a whole", according to OMB No. 2577-0269.

As the areas of concentration of minority populations also correspond with the established Community Development Block Grant Strategy area, Fitchburg is currently targeting available resources to address the needs of these communities and reports consistently high percentages of minority households being served by their housing programs. It appears that the best means of addressing this need is through continued targeting of housing assistance, including code enforcement and rehabilitation to those areas over the next five years covered by this Plan.

What are the characteristics of the market in these areas/neighborhoods?

These areas or neighborhoods that have higher percentages of households with multiple housing problems, racial or ethnic minorities, and low-income families tend to have higher density residential development and are in close proximity to mixed use (residential/commercial) developments.

Are there any community assets in these areas/neighborhoods?

These areas/neighborhoods have many community assets including municipal buildings like City Hall and the public library, places of worship, neighborhood parks, sidewalks, stores and restaurants.

Are there other strategic opportunities in any of these areas?

Since these areas tend to be located near downtown, they provide residents with opportunities to be close to downtown shops and stores as well as within walking distance to social activities like Winter Strolls or Ladies Night Out. They also provide residents with many opportunities to improve their health through walking and bicycling to and from stores, parks and restaurants.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

Non-housing activities are targeted primarily in the CDBG Strategy Area, an area of Fitchburg that is principally low and moderate income, although according to the 2010 U.S. Census, the entire city is 52.7% of low-to-moderate income.

Housing activities in Fitchburg are targeted primarily in the Housing Strategy Area which comprises older urban neighborhoods of Fitchburg and exhibits the greatest apparent need for rehabilitation.

The activities listed below are Priority Tasks, however, the ability to sustain them is negatively influenced by the ever-diminishing amount of HOME funds allocated each year to the Consortium.

Priority #1 –Rehabilitation and/or Acquisition for owner occupied and homeownership opportunities. The Consortium will continue to commit available CDBG and HOME funds to assist low and moderate income families. Due to reductions in available federal funding, rehabilitation will focus on strategic investments to increase elderly and handicapped accessibility; exterior improvements to leverage additional neighborhood investment; lead paint abatement; and urgent repairs for elders and non-elders where no other resources are available. The basis for assigning priority is to stabilize owner occupancy in low-income neighborhoods which are primarily renter occupied and efforts will address Owner/Physical Defects, Cost Burden and Overcrowding.

CHDO Set Aside: The Fitchburg-Leominster Consortium will work with the two designated Community Housing and Development Organizations serving the two cities for the acquisition and development of affordable new single family energy efficient homes principally in areas where the housing market is not strong enough to attract private investment. They are: NewVue Communities, Inc. (formerly Twin Cities CDC) and Leominster Development Corporation.

Priority #2 – Strategic Rehabilitation of Affordable Rental Units. The Consortium will prioritize the rehabilitation of affordable rental units suitable for rehabilitation to improve housing conditions for low income households. In recognition of the reduction in available funding to address this priority, Fitchburg will shift its focus toward strategic rehabilitation to address one or more of the needs identified in Priority #1 above. The basis for assigning priority is the need for lead free, suitable housing that is accessible, safe and affordable, and which leverages other sources of funding to the extent possible. Fitchburg has a high percentage of housing stock in the CDBG Strategy Area that was constructed prior to 1950.

Priority #3 – Acquisition, Development and Rehabilitation by non-profit housing providers to create long-term affordable housing. The Consortium will work with non-profit housing providers to acquire

and rehabilitate substandard housing to create long-term affordable housing opportunities for low and extremely low income households. The basis for assigning priority is to secure affordable code compliant housing for extremely low and low income households.

Other sections of the Strategic Plan will be addressed in their respective sections.

Owner Occupied Rehabilitation		
Annual and Five Year Goals for period 7/01/16 to 6/30/21		
July 1, 2016 through June 30, 2017		
	Annual Goal	Five Year Goal
Number Units:	6	50
<30% AMI	0	0
<50% AMI	2	10
<80% AMI	4	40
CDBG/HOME $ Com.	$240,000	$1,330,000

Table 53 - Fitchburg Affordable Housing Performance Table - Owner Occupied Rehabilitation

Rehabilitation of Rental Units		
(includes CDBG housing revolving loan fund and HOME funds)		
Annual and Five Year Goals for period 7/01/16 to 6/30/21		
July 1, 2016 through June 30, 2017		
	Annual Goal	Five Year Goal
Number Units:	4	10
<30% AMI	0	2
<50% AMI	2	5
<80% AMI	2	3
CDBG/HOME $ Com.	$150,000	$500,000
Private/Other $ Com.	$150,000	$750,000

Table 54 - Fitchburg Affordable Housing Performance Table - Rehabilitation of Rental Units

Home Ownership		
(includes HOOP/ Buy Fitchburg, and In-Fill Homeownership Initiatives)		
Annual and Five Year Goals for period 7/01/16 to 6/30/21		
July 1, 2016 through June 30, 2017		
	Annual Goal	Five Year Goal
Number Units:	1	3
<30% AMI	0	0
<50% AMI	0	0
<80% AMI	1	3
CDBG/HOME $ Com.	$26,000	$75,000
Private/Other $ Com.	$1,200,000	$6,000,000

Table 55 - Fitchburg Affordable Housing Performance Table - Home Ownership

Due to limited resources, the Consortium does not anticipate having sufficient funding to commit to homeowner rehabilitation, rehab of rental units, and homeownership in each year of the Five-Year Consolidated Plan. Annual goals are based on projects ready to fund in the upcoming program year.

SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

Geographic Area

Table 56 - Geographic Priority Areas

1	**Area Name:**	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Comprehensive
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	The CDBGTarget Area and CDBG Strategy Area comprise central city neighborhoods including, the College, Cleghorn, Water and Elm Streets neighborhoods. The Housing Strategy area is more expansive and incorporates all areas where housing deterioration is evident. Citywide low mod is 52.7%.
	Include specific housing and commercial characteristics of this target area.	The target area is an urban center which has many vacant mill buildings and unused commercial space. The majority of the housing inventory in Fitchburg is pre-1978.
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	The CDBGTarget Area and CDBG Strategy Area contains census tracts where at least 51% of the households are of low-moderate income. A communitywide survey was sent to households within and outside of the CDBG Strategy Area.
	Identify the needs in this target area.	Based on the communitywide survey results, the greatest needs identified by the residents within the CDBGTarget Area and CDBG Strategy Area include street improvements, demolition of abandoned buildings, building and health code enforcement, additional police patrols, and in-home services to the elderly.

	What are the opportunities for improvement in this target area?	Opportunities for improvement are based on the continuation of Entitlement Programs. In addition, the city seeks other sources of funding including, local, state and federal resources, whenever possible.
	Are there barriers to improvement in this target area?	The greatest barriers are the relatively poor local economy and the limited available federal and state funding to implement City plans to strategically address underlying conditions of poverty, including the Consolidated and Master plans.

General Allocation Priorities

Describe the basis for allocating investments geographically within the state

Non-housing activities are targeted primarily in the CDBG Strategy Area, a principally low and moderate income sector in the City of Fitchburg, designated with the use of the 2010 U.S. Census data, which comprises several older city neighborhoods. These areas contain the highest concentrations of minority populations and of substandard housing. The percentage of low-mod households in the CDBG Strategy Area is 71% and the percentage of low-mod households citywide is 52.7. HUD approval of CDBG Strategy Area is based on 2010 U.S. Census.

Housing activities in the City of Fitchburg are targeted primarily in the Housing Strategy Area, which comprise older urban neighborhoods of Fitchburg and is principally occupied by lower income households and exhibits the greatest apparent need for rehab. In the City of Leominster, the CDBG core area will serve as the target area for housing activities. This area is within census block group areas identified as principally low and moderate income and is comprised of housing stock considered to be in need of rehabilitation.

Private and Public rental subsidies provided by the local housing authority, except those which are project based, will not be prioritized geographically within the Consortium. While the bulk of rental properties occupied by lower income families is located within the CDBG Strategy areas for the two cities, the area to be served shall be inclusive of Fitchburg and Leominster in their entirety.

SP-25 Priority Needs - 91.415, 91.215(a)(2)

Priority Needs

Table 57 – Priority Needs Summary

1	**Priority Need Name**	Public Facilities
	Priority Level	High
	Population	Extremely Low Low Moderate Middle Non-housing Community Development Other – General Population
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	Public Facilities Improvements
	Description	Streetscape and park improvements and creation of recreational trails.
	Basis for Relative Priority	Consistent with the city's effort to improve public infrastructure and make public facility projects ADA compliant.
2	**Priority Need Name**	Public Services
	Priority Level	High

	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Individuals Families with Children Mentally Ill veterans Persons with HIV/AIDS Victims of Domestic Violence Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Other - Non-English speaking persons
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	Public Services
	Description	Support various public services in areas of identified need, including, but not limited to crime prevention, elderly, mental health, and youth.
	Basis for Relative Priority	Consistent with city and citizen priorities to address crime prevention, neighborhood services, and identified needs of elderly and youth.
3	**Priority Need Name**	Economic Development
	Priority Level	High
	Population	Extremely Low Low Moderate Non-housing Community Development Other - Fitchburg businesses only
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	Economic Development
	Description	Provide technical assistance to small businesses and microenterprises.

	Basis for Relative Priority	Consistent with the city's effort to create and/or retain jobs; and provide technical assistance to Fitchburg businesses.
4	**Priority Need Name**	Clearance Activity
	Priority Level	High
	Population	Extremely Low Low Moderate Middle Non-housing Community Development Other - general population
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	Clearance Activity
	Description	Remove abandoned structures that pose an imminent threat to public safety and slums and blight.
	Basis for Relative Priority	Consistent with the city's effort to revitalize neighborhoods and increase public safety by removing dangerous structures**.**
5	**Priority Need Name**	Rehab and Preservation
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Frail Elderly Persons with Physical Disabilities
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	Rehabilitation and Preservation
	Description	Address highest priority housing rehabilitation needs, while enforcing State Sanitary and Building Codes, to improve Fitchburg's housing stock.
	Basis for Relative Priority	Consistent with the city's effort to revitalize neighborhoods and increase public safety through code enforcement.

6	**Priority Need Name**	Rehab and/or Acquisition
	Priority Level	High
	Population	Low Moderate Large Families Families with Children Elderly Mentally Ill veterans Persons with HIV/AIDS Victims of Domestic Violence Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	Rehabilitation and/or Acquisition
	Description	Owner-occupied and homeownership opportunities
	Basis for Relative Priority	Stabilize owner occupancy in low-income neighborhoods.
7	**Priority Need Name**	Strategic Rehab of Affordable Rental Units
	Priority Level	High

	Population	Low Moderate Large Families Families with Children Elderly Mentally Ill veterans Persons with HIV/AIDS Victims of Domestic Violence Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Other - people at risk of homelessness
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	Strategic Rehab of Affordable Rental Units
	Description	Rehab of affordable rental units with prioritization of improvements to address identified needs
	Basis for Relative Priority	Lead free, suitable housing that is accessible and safe and which stimulates other public/private investments.
8	**Priority Need Name**	Acquisition, Dev, Rehab by non-profit providers
	Priority Level	High

	Population	Extremely Low Low Large Families Families with Children Elderly Mentally Ill veterans Persons with HIV/AIDS Victims of Domestic Violence Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Other - Non-profit providers
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	Acquire, Dev, Rehab by non-profit providers
	Description	Consortium will work with non-profit housing providers to create long-term affordable housing
	Basis for Relative Priority	Secure affordable code compliant housing
9	**Priority Need Name**	HOME Administration
	Priority Level	High

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Mentally Ill veterans Persons with HIV/AIDS Victims of Domestic Violence Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	HOME Administration
	Description	Administration of HOME funds to provide affordable housing within the Consortium.
	Basis for Relative Priority	Help low income households afford and/or maintain quality housing that is in standard condition.
10	**Priority Need Name**	CDBG Administration
	Priority Level	High

	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Chronic Homelessness Individuals Mentally Ill veterans Persons with HIV/AIDS Victims of Domestic Violence Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	CDBG Administration
	Description	Administration of CDBG funds and planning activities that help leverage state and federal resources.
	Basis for Relative Priority	Consistent with the city's efforts to improve the quality of life for all residents.
11	**Priority Need Name**	Emergency Shelter
	Priority Level	High

	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children veterans Persons with HIV/AIDS Victims of Domestic Violence
	Geographic Areas Affected	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Associated Goals	Emergency Shelter Program
	Description	Provide overnight shelter to homeless families.
	Basis for Relative Priority	Consistent with the city's effort to address homelessness.

Narrative (Optional)

A communitywide survey was sent to Fitchburg residents by a random sample. The survey solicited input on 44 community needs. Residents were asked to rank each need according to priority. A comparison was made between responses collected from within the CDBG Strategy Area and outside the CDBG Strategy Area.

Residents from both geographic areas ranked street improvements as the greatest need followed by demolition of dangerous buildings. Other items that ranked high were: code enforcement, adding more police patrols, sidewalk improvements, job creation and in-home services to the elderly. Lower ranked priority needs not addressed by CDBG and/or HOME funding may be addressed by other resources.

Housing cost burdens for both owners and renters continue to be a concern, particularly among households of extremely low-income, with high percentages of such households spending more than 50% of their income toward housing. This is true despite the fact that the Consortium housing remains relatively affordable when compared to statewide averages and can be attributed in large part to the lower average incomes and higher unemployment rates which prevail in both cities.

SP-30 Influence of Market Conditions - 91.415, 91.215(b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	
TBRA for Non-Homeless Special Needs	
New Unit Production	
Rehabilitation	
Acquisition, including preservation	

Table 58 – Influence of Market Conditions

	Fitchburg	Leominster
2009	$47,369	$56,582
2010	$47,019	$55,695
2011	$48,064	$58,585
2012	$47,442	$59,604
2013	$45,363	$58,846

Table 59 - Median Income - Data Source: 2009-2013 American Community Survey 5-Year Estimates

SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Introduction

In the previous five years, the City of Fitchburg has seen a 14% reduction in the CDBG Entitlement amount and a 45% reduction in the HOME Entitlement. The numbers for the remaining four years of ConPlan are estimates only.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	898,104	118,400	53,739	1,070,243	3,830,718	Numbers are estimates only for remaining 4 years of Con Plan.Includes $96,000 in CDBG Revolving Loan Funds in Year 1.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	363,569	70,800	23,769	458,138	1,772,992	Numbers are estimates only for the remaining 4 years of Con Plan.

Table 60 - Anticipated Resources

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

CDBG leveraged resources for the following activities:

$2 million in a Congressional earmark for the acquisition of 2.2 miles of abandoned rail banked line in Fitchburg to create a multi-use trail from Fitchburg to Leominster. These funds will supplement the Year 42 CDBG Twin Cities Rail Trail project.

$244,203 in Parkland Acquisitions and Renovations for Communities Program funds (PARC) from the Massachusetts Office of Energy and Environmental Affairs; and $17,000 in Clearwater Revival Grant funds from the U.S. Environmental Protection Agency through Montachusett Opportunity Council for the First and Railroad Park/Playground Improvement Project to install a basketball court and provide greenspace for passive recreation and education. These funds will supplement the Year 42 CDBG Parks/Playgrounds Improvement project.

$3,050,000 in Massworks funds from the Massachusetts Office of Housing and Economic Development for the River Street Improvement Project to make sidewalk, street, lighting and fence improvements.

CDBG funds are used as a match for the City's Urban Renewal Funds. The Fitchburg Redevelopment Authority received a 20-year commitment of Urban Renewal Funds, which provides nearly $700,000 annually in state funds to implement the city's Urban Renewal Plan. The City expects to leverage a total of $14 million in state Urban Renewal funding, with the use of CDBG and other grant funding as part of its required match, resulting in an anticipated total of more than $30 million for implementation of the Plan. Year 42 is the 16th year of a 20-year commitment.

In 2014, Fitchburg received a $400,000 three-year Working Cities Challenge Grant by the Federal Reserve Bank of Boston. The target area is the North of Main Street neighborhood, which coincides with two of the city's most economically distressed census tracts. Subject areas include: Health, Education, Public Safety, Economic Development, Housing and Community Engagement. The goal is to improve the neighborhood so that people will want to live, work invest in that area of the City. The Initiative is being led by the Montachusett Opportunity Council in collaboration with the City of Fitchburg and other public, private and non-profit entities.

HOME Program leveraged resources for the following activities:

In November 2015, Fitchburg was awarded $3,000,000 in Lead-Based Paint Hazard Control in Privately-Owned Housing funds from the U.S. Department of Housing and Urban Development; $231,610 in Healthy Homes Grant funds; and $290,661 in private matching funds to remove lead-based paint, dust and soil hazards in eligible owner-occupied and rental units for low and moderate income families in Fitchburg, Athol, Clinton and Gardner. This is a 3-year grant.

Winn Development: The Fitchburg/Leominster Consortium is providing $250,000 in HOME funds for 3 of the 96 units of mixed income housing development. HOME funds leveraged $38,213,232 in other funding, including $20,000,604 in State and Federal Low-Income Housing Tax Credit Equity, $10,100,111 in State and Federal Historic Tax Credit Equity, $3,700,000 in State funding and $3,862,517 in private finance.

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

The City received $275,000 in an Economic Development Initiative Special Project (EDI) grant from the U.S. Department of Housing and Urban Development in the amount of $275,000 to research the feasibility and design of an access road to a proposed industrial/business park on a 24 acre parcel owned by the city in West Fitchburg. Initial concept designs for the access road and parcel lay-outs were previously completed. Environmental close out of the site was completed. Unfortunately, the in-depth review of the parcel has shown that the intent to develop an access road to the site from Princeton Road for commercial/industrial use is likely to be cost prohibitive based on size and quality of the site. The city has begun reviewing information related to adjacent parcels owned by Georgia-Pacific Corporation (GP). The potential future donation/sale of the GP site may prove integral to the future viability of the site as a stand-along project.

Discussion

The City of Fitchburg allocates 10% of its HOME Entitlement to HOME Program Administration, 15% to CHDO Set Aside and 75% to Homeowner and Rental Assistance.

SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
FITCHBURG	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction
Fitchburg Housing Authority	PHA	Homelessness Non-homeless special needs Planning Public Housing Rental	Jurisdiction
NewVue Communities	CHDO	Non-homeless special needs Ownership Planning Rental neighborhood improvements	Jurisdiction

Table 61 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

A cooperative infrastructure exists between the City of Fitchburg, its housing authority, various non-profit organizations and local housing developers. Fitchburg has ongoing relationships with a number of social service agencies that provide services to residents with basic needs and opportunities to become self-sufficient.

Fitchburg has an effective institutional structure in place to carry out its housing strategy. This structure consists of city agencies, public and non-profit agencies, two certified CHDO's one in Fitchburg and one

in Leominster and social service agencies. The principle obstacle identified in the effective implementation of that strategy is the availability of adequate resources, not the capacity of its institutions. There are no policies in place that would negatively affect the cost of housing or the incentives to develop, maintain or improve affordable housing in the Consortium.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	X
Mortgage Assistance	X	X	
Rental Assistance	X	X	X
Utilities Assistance	X	X	X
Street Outreach Services			
Law Enforcement			
Mobile Clinics	X		
Other Street Outreach Services	X	X	X
Supportive Services			
Alcohol & Drug Abuse	X	X	X
Child Care	X	X	X
Education	X	X	X
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	X
Other			

Table 62 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

There are several facilities within Fitchburg that provide services to homeless populations including: Our Father's House, Inc., YWCA/Battered Women's Resources, Inc., South Middlesex Opportunity Council,

Inc., Veteran Hospice Homestead, L.U.K. and Montachusett Interfaith Hospitality Network (no longer in Fitchburg but serving Fitchburg residents.)

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

The only public policy issue identified as a concern has been the lack of services to special needs population and affordable housing in communities surrounding Fitchburg, resulting in a predominance of these services within Fitchburg.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The City of Fitchburg has a comprehensive CDBG allocation process implemented each year, the result of which is the allocation of funds to activities that meet priority needs.

The CDBG application is mailed to approximately 100 service providers and individuals, who have requested to be on the CDBG mailing list. In addition to a large mailing, at least three CDBG meetings are held throughout the allocation process to collect information about community and housing needs, provide assistance in the application process and report on the annual CDBG Program funding.

In addition to the CDBG allocation process, Community Development staff participate in a variety of community meetings including, the Joint Coalition on Health, the Worcester County Continuum of Care Coalition, Community Reinvestment Act Coalition, the Twin Cities Rail Trail Committee, the Greenways Committee, Neighborhood Improvement through Code Enforcement (NICE), Reimagine North of Main Street Initiative, Family/Schools/Community Coalition, Fitchburg Housing Coalition, Community Health Network of North Central Massachusetts (CHNA9), North Runaway Homeless Youth Network (RHY) at LUK, Inc., Montachusett Regional Trails Coalition, Project Clean Up Fitchburg, and the Community Development Department has successful collaboration with the Fitchburg and Leominster Housing Authorities.

SP-45 Goals - 91.415, 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facilities Improvements	2016	2020	Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Public Facilities	CDBG: $1,000,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 40337 Persons Assisted
2	Public Services	2016	2020	Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Public Services	CDBG: $700,841	Public service activities other than Low/Moderate Income Housing Benefit: 19285 Persons Assisted
3	Emergency Shelter Program	2016	2020	Homeless	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Emergency Shelter	CDBG: $44,110	Homeless Person Overnight Shelter: 125 Persons Assisted
4	Economic Development	2016	2020	Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Economic Development	CDBG: $100,000	Businesses assisted: 150 Businesses Assisted
5	Clearance Activity	2016	2020	Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Clearance Activity	CDBG: $750,000	Buildings Demolished: 20 Buildings

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Rehabilitation and Preservation	2016	2020	Code Enforcement	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Rehab and Preservation	CDBG: $960,000	Housing Code Enforcement/Foreclosed Property Care: 17500 Household Housing Unit
7	CDBG Administration	2016	2020	Homeless Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	CDBG Administration	CDBG: $1,039,010	Other: 40337 Other
8	Rehabilitation and/or Acquisition	2016	2020	Affordable Housing	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Rehab and/or Acquisition	CDBG: $207,000 HOME: $1,199,907	Homeowner Housing Added: 1 Household Housing Unit Homeowner Housing Rehabilitated: 52 Household Housing Unit Direct Financial Assistance to Homebuyers: 3 Households Assisted
9	Strategic Rehab of Affordable Rental Units	2016	2020	Affordable Housing	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Strategic Rehab of Affordable Rental Units	CDBG: $100,000 HOME: $400,000	Rental units constructed: 6 Household Housing Unit Rental units rehabilitated: 4 Household Housing Unit
10	Acquire, Dev, Rehab by non-profit providers	2016	2020	Affordable Housing	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Acquisition, Dev, Rehab by non-profit providers	HOME: $450,000	Rental units constructed: 6 Household Housing Unit Rental units rehabilitated: 2 Household Housing Unit Homeowner Housing Added: 1 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
11	HOME Administration	2016	2020	Affordable Housing	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	HOME Administration	CDBG: $0 HOME: $181,223	Other: 65 Other

Table 63 – Goals Summary

Goal Descriptions

1	**Goal Name**	Public Facilities Improvements
	Goal Description	Address infrastructure needs including, improvements to city sidewalks, streets and park improvements. Estimate 3 public facility improvements each year at $200,000 per year.
2	**Goal Name**	Public Services
	Goal Description	Provide afterschool program and transportation services for youth; a structured curriculum for at-risk youth or youth who have court involvement and crime prevention.
3	**Goal Name**	Emergency Shelter Program
	Goal Description	Provide overnight shelter to homeless families.
4	**Goal Name**	Economic Development
	Goal Description	Provide technical assistance to start up and/or existing businesses with business plan development, marketing and financing. Estimate 30 businesses assisted each year.
5	**Goal Name**	Clearance Activity
	Goal Description	Removal of abandoned structures that pose an imminent threat to public safety and contribute to slum and blight conditions.
6	**Goal Name**	Rehabilitation and Preservation
	Goal Description	Enforce State Sanitary and Building codes, to improve Fitchburg's housing stock. 17,500 housing units is a duplicated count.

7	**Goal Name**	CDBG Administration
	Goal Description	Administration of CDBG funds and planning activities that include grant writing to leverage other federal and state resources.
8	**Goal Name**	Rehabilitation and/or Acquisition
	Goal Description	The Consortium will provide affordable homeownership opportunities which includes owner-occupied units. Has more than one Goal Outcome Indicator. Units of Direct Financial Assistance are a duplicated count.
9	**Goal Name**	Strategic Rehab of Affordable Rental Units
	Goal Description	The Consortium will prioritize the rehabilitation of affordable rental units suitable for low income households. Has more than one Goal Outcome Indicator.
10	**Goal Name**	Acquire, Dev, Rehab by non-profit providers
	Goal Description	The Consortium will work with non-profit housing providers to create long-term affordable housing. These housing units are a duplicated count.
11	**Goal Name**	HOME Administration
	Goal Description	Administration of HOME funds to provide affordable housing in the Consortium. Some units have more than one funding source.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The Jurisdiction will provide assistance to 65 households of extremely low, low income and moderate income through HOME and CDBG funded homeowner rehabilitation, buyer and rental activities. Of these 65 households, 2 are expected to be extremely low income, 15 are expected to be very low and 48 are expected to be of moderate income.

SP-50 Public Housing Accessibility and Involvement - 91.415, 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

According to the Fitchburg and Leominster Housing Authorities, there is no Section 504 Voluntary Compliance Agreement needed at this time in the 50 federally-funded public housing units that are located in Fitchburg.

Activities to Increase Resident Involvements

To increase resident involvement, public hearings and resident meetings are held on a regular basis.

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the 'troubled' designation

This is not applicable to the Cities of Fitchburg and Leominster.

SP-55 Strategic Plan Barriers to Affordable Housing - 91.415, 91.215(h)

Barriers to Affordable Housing

The principal barriers to affordable housing identified in the City of Fitchburg's Consolidated Plan are not related to prevailing rental rates, which are among the lowest in the State, but rather with the preponderance of low paying, primarily service sector employment in the area. The city continues to attempt to address these issues through the investment of federal and state funding for economic development and through implementation of economic development initiatives recommended in its Master Plan and Urban Renewal Plan. The city is currently developing an Economic Development Strategic Plan.

In the City of Leominster, it does not appear that its public policies have had a negative effect on affordable housing and residential investment. With the long waiting lists for elderly and family public housing in the City, it would not be in the City's best interest to discourage affordable housing and residential investment in its neighborhoods. While more affordable housing units and investment in residential properties are needed in the City, there are other factors from the rest of the economy that have played roles in limiting that type of development.

There are no known public policies in the Consortium which would serve to affect the cost of housing or the incentives to develop, maintain or improve affordable housing in the Consortium. Land and property tax policies, land use controls, zoning ordinances building codes, fees and charges, growth limits and other policies of the Consortium communities, while, not designed specifically to encourage the creation of affordable housing, nonetheless are not seen as acting in any capacity to discourage its development.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

Fitchburg's Zoning Ordinance states as one of its purposes is "to encourage housing for all income levels". The City allows two-family, three-family and multifamily housing by Special Permit in six of its zoning districts; continues to permit the two existing manufactured home parks; and provides for planned unit developments (PUDs) which permits a higher density of housing than is normally allowed by the underlying zoning district. Since 2009, the City allows high-density multi-family residential in its 40R "Smart Growth" District, which enabled the by-right high-density residential development of the former mill building at 245 River Street into 177 units of market rate rental housing.

Zoning policies allow mixed use overlay zoning and single family cluster development which encourages greater affordability in new housing construction. Changes to Fitchburg's Zoning Ordinance have provided incentives for the creation of affordable in-fill single family housing on vacant inner city lots. This has been accomplished by allowing Special Permit a reduced minimum lot size from 10,000 sf to 5,000 sf for single family dwellings in Residence B and C and College districts. The infill lot provision also allows the reduction of setback requirements, provided they are consistent with the scale and history of the surrounding neighborhood. This change resulted in the creation of 53 single-family housing units in

Fitchburg since 2001. The revised Zoning Ordinance includes a Mill Conversion overlay district allowed by Special Permit the conversion of former mills into residential and other uses. The former Anwelt Shoe factory and the Fitchburg Yarn Mill redevelopments have taken advantage of this provision by adding approximately 265 new rental units.

The city has changed its Zoning to allow, by Special Permit, the development of accessory housing units (in-law apartments) in single-family homes, and to allow the development of residential units by-right in the upper floors of Main Street, with the intent of lowering the threshold for the creation of more housing units. Several dozen accessory units have been created.

The City is pursuing the adoption of an Arts Overlay District, which would allow artist live and work space in the area near Main Street corridor. Currently a needs assessment of a former school for this purpose is underway.

In addition to maintaining inclusive housing policies, both Consortium cities continue to actively pursue available resources, both public and private to continue to support affordable homeownership and rental opportunities for low and moderate income residents.

Other fees and policies of the Consortium cities are generally in conformance with standard practices of municipalities in the Commonwealth. Fees and charges related to permitting and applications are typically lower than their associated costs. Both Cities enforce the current edition of the Massachusetts Building Code. There are no local building codes enacted beyond those of the state. In 2015, the Department of Housing and Community Development reported that the Consortium's Subsidized Housing Inventory (SHI) had 2,903 units, 1,461 in Fitchburg and 1,442 in Leominster. This represents 8.56% and 8.10% respectively.

SP-60 Homelessness Strategy - 91.415, 91.215(d)

Describe how the jurisdiction's strategic plan goals contribute to:

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

The Consortium supports the work of Our Father's House Inc. on Lunenburg Street, which provides emergency shelter for homeless adults and implemented an outreach component in 2010. The street outreach team goes to where the homeless stay, which includes under bridges, in abandoned buildings, in the woods, vehicles, etc. Staff assess the need for shelter, detox, hospital, food, clothing, etc. OFH refers people in need to the Montachusett Veterans Outreach Center, located in Gardner, which serves veterans and their families in the Montachusett region. Services include transitional and permanent housing and supportive services; and referrals are made to Veterans, Inc., which has several transitional and permanent housing sites in Massachusetts and provides supportive services to veterans and their families. OFH also works closely with the Fitchburg Veterans Office.

Starting in 2016, the YMCA located in Fitchburg will offer a hot meal and shower once a month to the homeless. This project is sponsored by the North Central Massachusetts Faith Based Coalition.

Addressing the emergency and transitional housing needs of homeless persons

The following activities will address the emergency and transitional housing needs of homeless individuals and families in Fitchburg and Leominster:

1. CDBG support from both Consortium cities for emergency shelter and support services to homeless families, provided by the Montachusett Interfaith Hospitality Network.
2. The YWCA of Central Mass./Battered Women's Resources provides emergency shelter and case management services to adults and children in the Consortium area.
3. Transitions operated by Our Father's House, Inc. is located in Devens, Mass., provides emergency shelter for homeless women and children. This program serves Fitchburg and Leominster.
4. Elizabeth House located in Fitchburg is operated by Our Father's House, which provides transitional housing for women in recovery.

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.

South Middlesex Opportunity Council, Inc. will take over program services at 4 Leighton Street as of January 31, 2016. The program provides permanent housing to men in recovery, and recently included women. In addition to this program, SMOC operates Harmony House, permanent housing for men in recovery, and Single Room Occupancy for permanent housing at Hastings Hall.

L.U.K., Inc. provides the following services in Worcester County, to run away and homeless youth up to the age of 22 - an emergency shelter for homeless youth; short-term residential shelter for youth; and a Transitional Living Program and Maternity Group Home.

The Massachusetts Veterans Service Officers Association has established 4 goals:

1. Veterans who become homeless are rehoused and stabilized.
2. Veterans most at risk of homelessness remain housed.
3. Veterans have increased access to benefits and resources.
4. Federal, state and community resources are aligned and integrated to support veterans.

The Fitchburg Veterans Service Office provides referral services to veterans in need of housing and supportive services. In addition to making a referral to a Veterans shelter, the City refers individuals to Statewide Housing Advocacy Reintegration and Prevention (S.H.A.R.P.), which is a collaboration between Mass. Department of Veterans' Services (DVS) and the U.S. Department of Veterans Affairs (VA). This is accomplished through peer support, mental health services and linkages to emergency shelter at a Veteran-centric facility while concurrently utilizing HUD's Veterans Affairs Supportive Housing Program services.

The Veteran Hospice Homestead is located in Fitchburg. Transitional housing services are provided to male veterans with autoimmune diseases. Armistice Homestead is located in Leominster, which provides transitional housing for veterans and The Hero Homestead, which provides transitional housing for disabled, elderly veterans.

VA Fitchburg Community-Based Outpatient Clinic was opened in July 2015 providing services to Veterans living in the greater Fitchburg area. Services include primary care, mental health and lab blood drawing.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The following activities will aid in the prevention of low-income individuals and families with children from becoming homeless:

1. HOME program activities in both Consortium cities.
2. CDBG support in Fitchburg to the Cleghorn Neighborhood Center, which serves low-income and underserved families, and provides information, referral and translation services to the Fitchburg Latino population.
3. CDBG support to the Housing Rehabilitation programs of the Community Development Department Housing Division in Fitchburg and the Office of the Planning and Development in Leominster.
4. CDBG support to the Housing Improvement program providing rehabilitation to eligible CDBG housing sites - Fitchburg.
5. CDBG support to the CDBG Administration and Planning component of the Community Development Department enabling all of the CDBG programs which aid the homeless and those at risk of homelessness to operate – Fitchburg.

SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

Fitchburg has been taking action to address lead based paint hazards and increase the number of housing units free of lead based paint hazards for many years. The City works collaboratively with various organizations to increase public awareness of the dangers posed by lead paint, by increasing code enforcement efforts in the community, and providing public funding to delead residential properties utilizing CDBG, HOME and Massachusetts "Get The Lead Out" funding through the Massachusetts Housing Finance Agency. The Massachusetts Childhood Lead Poisoning Prevention Program (CLPPP) was established some time ago for the prevention, screening, diagnosis, and treatment of lead poisoning, and they have been very active in the Fitchburg area. Our local CAP agency, Montachusett Opportunity Council (MOC), provides CLPPP funded case management services, significant educational outreach, as well as maintaining a web site which lists Fitchburg and Leominster apartments that have had a lead inspection.

In addition to these ongoing efforts, Fitchburg recently partnered with several high risk communities, Clinton, Athol, and Gardner, to apply for funding from HUD's Lead Hazard Control Program. Fitchburg, as the lead agency, was awarded $2,906,610 to remove lead based paint hazards in the four communities between November 2, 2015 and November 1, 2018. Working with local partners, NewVue Communities (formerly called Twin Cities CDC), MOC, the Board of Health, and the Montachusett Public Health Network, the City of Fitchburg will utilize this funding to increase public awareness, market the program, and control and abate lead based paint hazards in at least 150 units of owner occupied and rental units over a three-year period. We expect a significant portion of the funding to be targeted and utilized directly in Fitchburg within the CDBG Strategy area.

How are the actions listed above related to the extent of lead poisoning and hazards?

Based on the Risk of Lead Based Paint Hazard table, using 2007-2011 CHAS data, 69% of the Consortium housing stock was built prior to 1980. According to the 2009-2013 American Community Survey 5-Year Estimates, 76.7% of Fitchburg housing stock was built prior to 1980.

The identification and abatement of lead-contaminated housing has been a high priority for decades, and will continue to be a high priority in the Consortium's housing programs and code enforcement activities. This problem is more acute in the CDBG Strategy areas of both cities where the preponderance of older, substandard housing exists. The percentage of Fitchburg families and people in the past 12 months is below the poverty level: all families 14.3% and all people 19.8% (2010-2014 ACS). There is the concern over the number of children with lead poisoning who have not yet been identified, or are at-risk of lead poisoning.

Past efforts in participating in various lead poisoning prevention and abatement initiatives did result in Fitchburg's removal from the State's high risk community list, but this was short lived. The MA

Department of Public Health currently categorizes Fitchburg as a high risk community with respect to childhood lead exposure. According to data collected from CLPPP From 2010-2014, the incidence rate of elevated blood lead levels (≥ 10 ug/dL) among children 9-47 months was 4.4/1000 compared to the overall state rate of 2.9/1000 over the same period. Additionally, Fitchburg has a greater proportion of families with incomes less than twice the poverty level compared to the state and it has more pre-1978 housing than the state, both factors which contribute to its high risk status. Fitchburg also has a lower childhood blood lead screening rate than the state as a whole with 67% compared to 76% in 2014.

How are the actions listed above integrated into housing policies and procedures?

Fitchburg has a long-standing policy of addressing lead based paint hazards to the greatest extent feasible in our homeowner rehabilitation programs. Our procedures require that all applicants for the program receive EPA's "Protect Your Family From Lead In Your Home" and "Renovate Right" brochures at the time of application. All homeowner rehabilitation projects that receive full rehabilitation assistance are required to comply with our Rehabilitation Standards policy. This policy requires compliance with state and local building codes. These codes require the removal of lead based paint hazards in units occupied by children under six years of age. This means all projects receiving full rehabilitation through our program will include lead inspection and/or risk assessment. Lead based paint hazards will be abated in those projects unless the owner is an elder with no children visiting the home on a regular basis. CDBG funded urgent repair projects and accessibility projects are reviewed case by case to determine the need for lead based paint hazard abatement based on the level and cost of work to be performed, whether it is an emergency and, available funding. All Homeowner Rehabilitation Program projects eligible for Lead Based Paint Hazard Control Funding will be referred to the program standard procedure in order to stretch HOME and CDBG dollars. Rental and Homebuyer projects funded through the HOME Program will be required to comply with our Rehabilitation Standards policy and must identify and abate any lead based paint hazards present. These rental and homebuyer projects must meet these requirements regardless of whether a child under six years of age presently resides in the unit.

SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The City recognizes that the current level of federal, state and local resources is inadequate to sufficiently address the vast number of issues which contribute to or are caused by poverty. It continues, however, to follow a comprehensive approach by investing CDBG and other resources to address homelessness, emergency shelter and transitional housing, youth services and job creation. The City's Action Plan investments reflect this approach.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

The City collaborates with several local groups and agencies in carrying out its anti-poverty strategy. These include the Community Reinvestment Act Coalition, the Cleghorn Neighborhood Center and the NewVue Communities (formerly Twin Cities CDC). The city recognizes the programs of the Montachusett Opportunity Council, which is the designated regional anti-poverty agency serving the North Central Massachusetts area.

SP-80 Monitoring - 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Fitchburg's Community Development Department will continue its practice of conducting regular program meetings during which the following agenda will be addressed:

- Review of all active housing cases and issues, including codes and CDBG/HOME regulatory compliance;
- Review of all proposed projects for compliance with program priorities and conformance with Consolidated Plan goals and strategies; including timeliness of expenditures;
- Review overall progress in meetings goals and strategies of the Consolidated Plan.

Final housing project recommendations are subject to the review and approval of the Community Development Director and the Director of Housing and Development. Individuals who disagree with a decision or other action of the housing program or its staff, may appeal first to the Community Development Director and then subsequently, to the Planning Board at one of its regularly scheduled monthly meetings. The Planning Board is a volunteer board appointed by the Mayor which serves to provide an independent review of housing activities. Both Fitchburg and Leominster's CDBG and HOME funded housing and code enforcement staff will work with their respective building departments and other municipal departments to ensure long term compliance with housing codes, and other appropriate regulations and statutes.

Contractor advertisements related to housing rehab include the statement: "Minority and women-owned contracting firms and Section 3 businesses (owned by 51% or more by low or very-low income persons) are strongly encouraged to apply." (See attachment)

In addition to its regular meetings, the Department solicits citizen participation and comment on its performance in meeting its overall Consolidated Plan program goals throughout each program year. Citizens and interested parties may offer comments at public hearings, etc. Any member of the public may review housing program policies and other public information available at the Community Development Department.

Both Fitchburg and Leominster participate in the North Central Mass. Community Reinvestment Act Coalition (NCMCRA) and the Continuum of Care Coalition which meets regularly with agencies and individuals representing various community needs, including the housing needs of the low income, minority and special needs population.

The city funds anti-poverty and minority agencies, including NewVue Communities, Inc., (formerly known as the Twin Cities CDC) and the Cleghorn Neighborhood Center. Through the Twin Cities CDBG-funded Microenterprise Program, income documentation is required for job creation and job retention with low-mod percentages. The CDBG mailing list includes minority agencies.

Performance Measurement is included in CDBG applications and monitoring forms. Action Plans contain activity descriptions, outputs and outcomes. The CDBG/HOME staff regularly monitor the programs and projects carried out under its CDBG and HOME programs.

In the Attachment section of this Plan is a copy of the Program Monitoring and Fiscal Monitoring tool, which is used by Community Development Department when conducting formal agency monitoring, and a copy of job creation/job retention forms that are used by CDBG subrecipients. In addition to monitoring activities, an audit is required as part of the CDBG application and is reviewed upon receipt.

The Community Development Department's Director of Housing and Development is responsible for insuring that information submitted to HUD, through its IDIS reporting system, is correct and complete.

Expected Resources

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

Introduction

In the previous five years, the City of Fitchburg has seen a 14% reduction in the CDBG Entitlement amount and a 45% reduction in the HOME Entitlement. The numbers for the remaining four years of ConPlan are estimates only.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	898,104	118,400	53,739	1,070,243	3,830,718	Numbers are estimates only for remaining 4 years of Con Plan.Includes $96,000 in CDBG Revolving Loan Funds in Year 1.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	363,569	70,800	23,769	458,138	1,772,992	Numbers are estimates only for the remaining 4 years of Con Plan.

Table 64 - Expected Resources – Priority Table

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

CDBG leveraged resources for the following activities:

$2 million in a Congressional earmark for the acquisition of 2.2 miles of abandoned rail banked line in Fitchburg to create a multi-use trail from Fitchburg to Leominster. These funds will supplement the Year 42 CDBG Twin Cities Rail Trail project.

$244,203 in Parkland Acquisitions and Renovations for Communities Program funds (PARC) from the Massachusetts Office of Energy and Environmental Affairs; and $17,000 in Clearwater Revival Grant funds from the U.S. Environmental Protection Agency through Montachusett Opportunity Council for the First and Railroad Park/Playground Improvement Project to install a basketball court and provide greenspace for passive recreation and education. These funds will supplement the Year 42 CDBG Parks/Playgrounds Improvement project.

$3,050,000 in Massworks funds from the Massachusetts Office of Housing and Economic Development for the River Street Improvement Project to make sidewalk, street, lighting and fence improvements.

CDBG funds are used as a match for the City's Urban Renewal Funds. The Fitchburg Redevelopment Authority received a 20-year commitment of Urban Renewal Funds, which provides nearly $700,000 annually in state funds to implement the city's Urban Renewal Plan. The City expects to leverage a total of $14 million in state Urban Renewal funding, with the use of CDBG and other grant funding as part of its required match, resulting in an anticipated total of more than $30 million for implementation of the Plan. Year 42 is the 16th year of a 20-year commitment.

In 2014, Fitchburg received a $400,000 three-year Working Cities Challenge Grant by the Federal Reserve Bank of Boston. The target area is the North of Main Street neighborhood, which coincides with two of the city's most economically distressed census tracts. Subject areas include: Health, Education, Public Safety, Economic Development, Housing and Community Engagement. The goal is to improve the neighborhood so that people will want to live, work invest in that area of the City. The Initiative is being led by the Montachusett Opportunity Council in collaboration with the City of Fitchburg and other public, private and non-profit entities.

HOME Program leveraged resources for the following activities:

In November 2015, Fitchburg was awarded $3,000,000 in Lead-Based Paint Hazard Control in Privately-Owned Housing funds from the U.S. Department of Housing and Urban Development; $231,610 in Healthy Homes Grant funds; and $290,661 in private matching funds to remove lead-based paint, dust and soil hazards in eligible owner-occupied and rental units for low and moderate income families in Fitchburg, Athol, Clinton and Gardner. This is a 3-year grant.

Winn Development: The Fitchburg/Leominster Consortium is providing $250,000 in HOME funds for 3 of the 96 units of mixed income housing development. HOME funds leveraged $38,213,232 in other funding, including $20,000,604 in State and Federal Low-Income Housing Tax Credit Equity, $10,100,111 in State and Federal Historic Tax Credit Equity, $3,700,000 in State funding and $3,862,517 in private finance.

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

The City received $275,000 in an Economic Development Initiative Special Project (EDI) grant from the U.S. Department of Housing and Urban Development in the amount of $275,000 to research the feasibility and design of an access road to a proposed industrial/business park on a 24 acre parcel owned by the city in West Fitchburg. Initial concept designs for the access road and parcel lay-outs were previously completed. Environmental close out of the site was completed. Unfortunately, the in-depth review of the parcel has shown that the intent to develop an access road to the site from Princeton Road for commercial/industrial use is likely to be cost prohibitive based on size and quality of the site. The city has begun reviewing information related to adjacent parcels owned by Georgia-Pacific Corporation (GP). The potential future donation/sale of the GP site may prove integral to the future viability of the site as a stand-along project.

Discussion

The City of Fitchburg allocates 10% of its HOME Entitlement to HOME Program Administration, 15% to CHDO Set Aside and 75% to Homeowner and Rental Assistance.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facilities Improvements	2016	2020	Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Public Facilities	CDBG: $210,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 40337 Persons Assisted
2	Public Services	2016	2020	Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Public Services	CDBG: $143,000	Public service activities other than Low/Moderate Income Housing Benefit: 19285 Persons Assisted
3	Emergency Shelter Program	2016	2020	Homeless	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Emergency Shelter	CDBG: $9,000	Homeless Person Overnight Shelter: 25 Persons Assisted
4	Economic Development	2016	2020	Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Economic Development	CDBG: $20,000	Businesses assisted: 30 Businesses Assisted
5	Clearance Activity	2016	2020	Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Clearance Activity	CDBG: $188,243	Buildings Demolished: 3 Buildings

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Rehabilitation and Preservation	2016	2020	Code Enforcement	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Rehab and Preservation	CDBG: $192,000	Housing Code Enforcement/Foreclosed Property Care: 3500 Household Housing Unit
7	CDBG Administration	2016	2020	Homeless Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Public Facilities Public Services Economic Development Clearance Activity Rehab and Preservation Rehab and/or Acquisition Strategic Rehab of Affordable Rental Units CDBG Administration Emergency Shelter	CDBG: $212,000	Other: 40337 Other
8	Rehabilitation and/or Acquisition	2016	2020	Affordable Housing	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Rehab and/or Acquisition	CDBG: $46,000 HOME: $221,880	Homeowner Housing Added: 1 Household Housing Unit Homeowner Housing Rehabilitated: 6 Household Housing Unit Direct Financial Assistance to Homebuyers: 1 Households Assisted
9	Strategic Rehab of Affordable Rental Units	2016	2020	Affordable Housing	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Strategic Rehab of Affordable Rental Units	CDBG: $50,000 HOME: $100,000	Rental units constructed: 2 Household Housing Unit Rental units rehabilitated: 2 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Acquire, Dev, Rehab by non-profit providers	2016	2020	Affordable Housing	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Acquisition, Dev, Rehab by non-profit providers	HOME: $100,000	Rental units constructed: 2 Household Housing Unit
11	HOME Administration	2016	2020	Affordable Housing	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	HOME Administration	CDBG: $0 HOME: $36,357	Rental units constructed: 2 Household Housing Unit Rental units rehabilitated: 2 Household Housing Unit Homeowner Housing Added: 1 Household Housing Unit Homeowner Housing Rehabilitated: 6 Household Housing Unit Direct Financial Assistance to Homebuyers: 1 Households Assisted

Table 65 – Goals Summary

Goal Descriptions

1	**Goal Name**	Public Facilities Improvements
	Goal Description	Address infrastructure needs including, improvements to city sidewalks, streets and park improvements. Estimate 3 public facility improvements each year.
2	**Goal Name**	Public Services
	Goal Description	Provide afterschool program and transportation services for youth; a structured curriculum for at-risk youth or youth who have court involvement and crime prevention.
3	**Goal Name**	Emergency Shelter Program
	Goal Description	Provide overnight shelter to homeless families.
4	**Goal Name**	Economic Development
	Goal Description	Provide technical assistance to start up and/or existing businesses with business plan development, marketing and financing. Estimate 30 businesses assisted each year.

5	**Goal Name**	Clearance Activity
	Goal Description	Removal of abandoned structures that pose an imminent threat to public safety and contribute to slum and blight conditions. Estimate 3 properties and up to 7 units in Year 42.
6	**Goal Name**	Rehabilitation and Preservation
	Goal Description	Enforce State Sanitary and Building codes, to improve Fitchburg's housing stock. 3,500 housing units is a duplicated count.
7	**Goal Name**	CDBG Administration
	Goal Description	Administration of CDBG funds and planning activities that include grant writing to leverage other federal and state resources.
8	**Goal Name**	Rehabilitation and/or Acquisition
	Goal Description	The Consortium will provide affordable homeownership opportunities which includes owner-occupied units. Unit of Direct Financial Assistance is a duplicated count with homeowner household added. Has more than one Goal Outcome Indicator. 7 units assisted.
9	**Goal Name**	Strategic Rehab of Affordable Rental Units
	Goal Description	The Consortium will prioritize the rehabilitation of affordable rental units suitable for low income households. Has more than one Goal Outcome Indicator. 4 units assisted.
10	**Goal Name**	Acquire, Dev, Rehab by non-profit providers
	Goal Description	The Consortium will work with non-profit housing providers to create long-term affordable housing. These housing units are a duplicated count related to #9.
11	**Goal Name**	HOME Administration
	Goal Description	Administration of HOME funds to provide affordable housing in the Consortium. Some units have more than one funding source.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City of Fitchburg Community Development Department in collaboration with Fitchburg State University Behavioral Science Department conducted a communitywide survey using Melissa Data. Every 17th address was chosen at random to receive a survey on community and housing needs. A total of 1,023 address were selected; 644 addresses were from within the CDBG Strategy Area and 379 addresses were from outside of the CDBG Strategy Area. The return rate was 21.4%. In addition to a community survey, other groups invited to participate in the survey included, 24 city department/division heads, 19 Boards/Commissions (87 members) and 11 City Councilors.

In addition to a communitywide survey, a shelter questionnaire and agency questionnaire were developed and sent to a variety of organizations within the city. An outline of survey results and a copy of the communitywide questionnaire are included in the Attachment Section of this report.

Fitchburg held two advertised public hearings and a Providers meeting to solicit comments about community development and housing needs. Throughout the development process of this Plan, written and verbal comments on community development and housing needs in the city were solicited from lower income neighborhood organizations, minority organizations, previous program year applicants and the general public through advertisements in the local print media, public hearings, consultation with other provider groups, and a posting of the draft Plan on the city's web page.

#	Project Name
1	Parks and Playgrounds
2	Twin Cities Rail Trail
3	Boys and Girls Club Transportation Program
4	United Neighbors of Fitchburg
5	Drug Suppression and Patrols
6	YMCA Spartacus Program
7	MIHN Shelter Program
8	NewVue Communities Small Business and Microenterprise
9	Demolition
10	Board of Health Code Enforcement
11	Building Code Enforcement
12	CDBG Administration
13	Rehab and/or Acquisition
14	Strategic Rehab of Affordable Rental Units
15	Acquire, Dev, Rehab by non-profit providers
16	HOME Administration

Table 66 – Project Information

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

The allocation priorities are supported in part by the results of the 2015 Communitywide Survey conducted by the city in collaboration with Fitchburg State University and in consultation with agency providers. Proposed activities are targeted primarily in CDBG Strategy Area, a principally low-moderate income sector in the city, designated with the use of 2010 U.S. Census data, which comprises several older city neighborhoods. These areas contain the highest concentrations of minority populations and of substandard multi-unit housing.

The main obstacle to addressing underserved needs is the lack of adequate federal, state and local resources to sufficiently address the number of issues associated underserved needs.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	Parks and Playgrounds
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Facilities Improvements
	Needs Addressed	Public Facilities
	Funding	CDBG: $110,000
	Description	Project funds will be used to match PARC grant to make improvements to the First and Railroad Street Park including: install a basketball court and provide green space. Unspent funds will be used to supplement Yr 41 Parks Project.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	8,355 persons assisted- low moderate
	Location Description	
	Planned Activities	One public facility will be accomplished by making improvements to the First and Railroad Street Park. Unspent funds may be used to supplement Yr 41 Park projects.
2	**Project Name**	Twin Cities Rail Trail
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Facilities Improvements
	Needs Addressed	Public Facilities
	Funding	CDBG: $100,000
	Description	Project funds will be used to cover a portion of the total purchase price of 2.2 miles of abandoned rail banked line in Fitchburg, to create a multi-use trail from Fitchburg to Leominster.
	Target Date	4/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	5,315 persons assisted – low moderate
	Location Description	
	Planned Activities	One public facility will be accomplished with the acquisition of 2.2 miles of abandoned rail line.
3	**Project Name**	Boys and Girls Club Transportation Program
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $16,000
	Description	Project funds will be used to provide one-way transportation from Fitchburg schools to the afterschool program at the Club. The afterschool program uses the STEAM curriculum (science, technology, engineering, arts and math).
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	250 persons assisted – low moderate
	Location Description	
	Planned Activities	Approximately 1,440 one-way trips will be provided during the school year from Fitchburg schools to the afterschool program at the Boys and Girls Club.
4	**Project Name**	United Neighbors of Fitchburg
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $53,000
	Description	Project funds will be used to provide an afterschool youth program, information and referral services, GED, civic and community engagement.

	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	950 persons assisted – low moderate
	Location Description	
	Planned Activities	Assistance with food/shelter/clothing, advocacy and referrals, job training, health care, and afterschool mentoring, etc. Services are provided citywide to residents in an effort to build leadership and inspire self-sufficiency.
5	**Project Name**	Drug Suppression and Patrols
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $65,000
	Description	Project funds will be used to provide for police overtime expenses related to drug investigation activities in the CDBG Strategy Area, and foot/motorcycle/bicycle patrols in the Main Street Area.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	18,040 persons assisted – low moderate
	Location Description	
	Planned Activities	Ongoing drug investigations, which includes surveillance, execution of warrants, arrests and seizing of drugs, firearms and U.S. currency.
6	**Project Name**	YMCA Spartacus Program
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $9,000

	Description	Project funds will be used for afterschool program for at-risk youth. Emphasis is on youth development, healthy living and social responsibility.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	45 persons assisted – low moderate
	Location Description	
	Planned Activities	Afterschool program will emphasize youth development, healthy living and social responsibility through physical fitness, team building, life skills training and outdoor activities.
7	**Project Name**	MIHN Shelter Program
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Emergency Shelter Program
	Needs Addressed	Public Services Emergency Shelter
	Funding	CDBG: $9,000
	Description	Project funds will be used for family shelter services for homeless families. Case management services are provided. It is estimated that 20 families will be served of which 10 families (25 people) will come from Fitchburg.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	25 persons assisted – low moderate
	Location Description	
	Planned Activities	Provide overnight shelter to homeless families. Three meals a day are provided. Case management services include assistance with budgeting, employment search, housing search, medical care, and follow up to maintain permanent housing.
8	**Project Name**	NewVue Communities Small Business and Microenterprise

	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: $20,000
	Description	Project funds will be used to provide technical assistance to small businesses looking to start up or expand in Fitchburg.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	30 businesses assisted - low moderate
	Location Description	
	Planned Activities	Estimate 37 jobs will be created/retained, 2 loans with a value of $40,000 will be made, 10 businesses will be trained and 23 business plans developed.
9	**Project Name**	Demolition
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Clearance Activity
	Needs Addressed	Clearance Activity
	Funding	CDBG: $188,243
	Description	Project funds will be used to remove abandoned structures primarily in the CDBG Strategy area, which pose an imminent threat to public safety and which contribute to slums and blight.
	Target Date	11/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	3 buildings demolished 18,040 persons assisted - low moderate
	Location Description	
	Planned Activities	It is estimated that three buildings will be demolished and up to 7 housing units.
10	**Project Name**	Board of Health Code Enforcement

	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Rehabilitation and Preservation
	Needs Addressed	Rehab and Preservation
	Funding	CDBG: $143,000
	Description	Project funds will be used to pay for BOH inspector positions and a portion of clerk position related to inspections conducted in the CDBG Strategy Area.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	18,040 persons assisted - low moderate
	Location Description	
	Planned Activities	It is estimated that 2,000 housing units will be inspected for code violations within the CDBG Strategy Area.
11	**Project Name**	Building Code Enforcement
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Rehabilitation and Preservation
	Needs Addressed	Rehab and Preservation
	Funding	CDBG: $49,000
	Description	Project funds will be used to pay a portion of building inspector position and a portion of clerk for inspections conducted in the CDBG strategy area.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	18,040 persons assisted - low moderate
	Location Description	
	Planned Activities	It is estimated that 1,500 housing units will be inspected for code violations within the CDBG Strategy Area.
12	**Project Name**	CDBG Administration

	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Facilities Improvements Public Services Emergency Shelter Program Economic Development Clearance Activity Rehabilitation and Preservation CDBG Administration Rehabilitation and/or Acquisition Strategic Rehab of Affordable Rental Units
	Needs Addressed	Public Facilities Public Services Economic Development Clearance Activity Rehab and Preservation Rehab and/or Acquisition Strategic Rehab of Affordable Rental Units CDBG Administration Emergency Shelter
	Funding	CDBG: $212,000
	Description	Project funds will be used to provide the necessary administration of CDBG programs and sub-recipient contracts in accordance with federal guidelines, including staffing, technical services and planning activities.
	Target Date	10/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Includes the administration of the CDBG Program, as well as leveraging other grants through grant writing and the administration of leveraged grants.
13	**Project Name**	Rehab and/or Acquisition
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide

	Goals Supported	Rehabilitation and/or Acquisition
	Needs Addressed	Rehab and/or Acquisition
	Funding	CDBG: $46,000 HOME: $221,781
	Description	Project funds will be used for homeowner rehab and/or acquisition/development of rental housing units.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Low-Moderate
	Location Description	
	Planned Activities	6 homeowner households will be rehabbed. 1 homeowner household will be added, which includes 1 household receiving direct financial assistance.
14	**Project Name**	Strategic Rehab of Affordable Rental Units
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Strategic Rehab of Affordable Rental Units
	Needs Addressed	Strategic Rehab of Affordable Rental Units
	Funding	CDBG: $50,000 HOME: $100,000
	Description	Project funds will be used to construct two rental units in Leominster with HOME funds and rehab two rental units in Fitchburg with CDBG RLF for a total of 4 units assisted.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Low-Moderate
	Location Description	
	Planned Activities	Construct 2 rental housing units in Leominster and rehab 2 rental housing units in Fitchburg.
15	**Project Name**	Acquire, Dev, Rehab by non-profit providers

	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Acquire, Dev, Rehab by non-profit providers
	Needs Addressed	Acquisition, Dev, Rehab by non-profit providers
	Funding	HOME: $100,000
	Description	Project funds will be used to construct 2 rental housing units in Leominster. This is a duplicated count related to Project #14 (Strategic Rehab of Affordable Rental Units.)
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Low-Moderate
	Location Description	
	Planned Activities	Construct 2 rental housing units. This is a duplicated count related to Project #14.
16	**Project Name**	HOME Administration
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Rehabilitation and/or Acquisition Strategic Rehab of Affordable Rental Units Acquire, Dev, Rehab by non-profit providers HOME Administration
	Needs Addressed	Rehab and/or Acquisition Strategic Rehab of Affordable Rental Units Acquisition, Dev, Rehab by non-profit providers
	Funding	HOME: $36,357
	Description	Project funds will be used for HOME administration costs.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	Includes the administration of the HOME Program, as well as leveraging other grants through grant writing and the administration of leveraged grants.

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

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

According to the most recent U.S. Census, 52.7% of the population of the City of Fitchburg is considered to have low- to moderate-incomes. Activities proposed in this Consolidated Plan are targeted primarily in the CDBG Strategy Area, which is a principally low- and moderate-income sector in the City of Fitchburg that has been designated with the use of 2010 U.S. Census data. This Area is comprised of several older city neighborhoods that contain the highest concentrations of minority populations and of substandard multi-unit housing within the City. A map showing minority concentration in Fitchburg can be found in the Executive Summary of this Consolidated Plan.

Geographic Distribution

Target Area	Percentage of Funds
CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	100

Table 67 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

In Year 42:

Public Facilities ($210,000)- Two activities were selected for funding. This objective is consistent with the city's effort to improve public infrastructure and make public facility projects ADA compliant. This includes sidewalks, public buildings/structures, and playgrounds.

Public Services ($152,000) – Five activities were selected for funding. The distribution of funds to public service activities address homelessness, neighborhood services, crime prevention, needs of youth and minority populations, including translation and transportation services.

Economic Development ($20,000) – One activity was selected for funding to provide technical assistance to small businesses and/or microenterprises looking to locate or expand within the city. Job creation and job retention are reported with this activity.

Clearance/Demolition ($188,243.04) – One activity was selected for funding. It is estimated that 3 properties and up to 7 units will be demolished. This activity is consistent with the city's effort to revitalize neighborhoods and increase public safety by removing dangerous structures.

Rehabilitation and Preservation ($192,000) – Two activities were selected for code enforcement which will help reduce/eliminate deteriorated and vacant structures in the CDBG Strategy Area via the Board of Health and the Building Department Inspectional Services.

Planning and Administration ($212,000) – One activity was selected due to the 20% administrative cap. Planning and administration activities related to the CDBG Program are implemented in accordance with regulatory and statutory requirements.

Discussion

Proposed activities are targeted primarily in CDBG Strategy Area, a principally low-moderate income sector in the city, designated with the use of 2010 U.S. Census data, which comprises several older city neighborhoods. These areas contain the highest concentrations of minority populations and of substandard multi-unit housing. Of the $974,243 allocated in Year 42 CDBG funds, $762,243.04 (not including Planning and Administration and no Slum and Blight activities) will be used to directly benefit persons of low-moderate income and/or benefit residents in low-mod income areas.

Affordable Housing

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

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	9
Special-Needs	2
Total	11

Table 68 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	2
Rehab of Existing Units	8
Acquisition of Existing Units	1
Total	11

Table 69 - One Year Goals for Affordable Housing by Support Type

Discussion

Over recent years the City's available housing funding through the Home Consortium and CDBG Program has been reduced. This has limited the City and Consortium's ability to assist owners, buyers and developers, and has limited the City's ability to have a broad impact to improve neighborhoods. As a result of reduced funding, the City has redesigned the homeowner rehab program to assist as many beneficiaries as possible while also meeting program requirements with limited resources.

In Year 42, the City plans to fund two units of new rental housing in Leominster through the HOME Program as part of a larger redevelopment of a former piano factory. Fitchburg's homeowner rehabilitation program, funded with both HOME and CDBG, will assist six homeowners with full rehabilitation/strategic rehabilitation of their units as well as assist in rehabilitation of two units of rental housing in owner occupied properties. We anticipate at least two of these homeowner households will be elder households, qualifying as special needs population. The program also anticipates assisting one homebuyer through the Buy It Fix It Program using CDBG funds during the program year.

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

Introduction

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

The Fitchburg and Leominster Housing Authorities plan the following actions during the next year to address the needs of public housing:

1. In accordance with revisions made by the Housing Authority to its Administrative Plan to de-concentrate families with lower incomes and minorities in the two cities, applicants are given maps of local areas of income/ethnicity concentrations for use in their housing search.

2. The Housing Authority has updated the Eligibility and Admissions Policy within its Administrative Plan in accordance with HUD standards as mentioned above.

3. All housing authority staff receive Anti-Discrimination training. Leased Housing staff receive training in Rent Determination and Family Self-Sufficiency (FSS). Public Housing staff receive in-house training and training offered by Massachusetts National Association of Housing and Redevelopment Officials (NAHRO), through the Public Housing Manager Certification Program. This training includes the application process, leasing and lease enforcement, the eviction process, finances, and facilities management.

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

The Fitchburg and Leominster Housing Authorities are always working with the State and U.S. Department of Housing & Urban Development to obtain additional funding for new opportunities to have residents be more involved in management and participate in homeownership. In Leominster, the HCV Federal Program offers a Family Self-Sufficiency Program that works with participants to save monthly for a possible downpayment to purchase a home.

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

This does not apply in Fitchburg and Leominster.

Discussion

The Cities of Fitchburg and Leominster will continue to work closely with the Fitchburg and Leominster Housing Authorities to support the actions proposed for the public housing residents. To further assist public housing residents to take on roles related to management and homeownership, there may be

opportunities for public services agencies to provide residents with supportive services, such as those described as being needed in Section NA-30 in this Consolidated Plan. These services could also benefit the residents by helping them develop life skills that they could use in tasks related to management and homeownership as well as in their searches for more permanent housing and employment opportunities. As a result, the provision of this assistance for public housing residents may open up public housing units and reduce waiting lists for those units as residents move out of public housing and into privately-owned units.

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

Introduction

Current emergency shelter, transitional and permanent housing services are provided in the Consortium. It is expected that these facilities will continue to operate at their current locations, however, any proposed expansions or new shelter locations serving the Consortium shall to the greatest extent feasible, be located outside of Fitchburg to assure better access to and integration of these services throughout the area.

The Consortium cities are urban centers, and as such, serve as the regional base for many state agencies, including the Departments of Mental Health, Children and Families (formerly DSS), and Transitional Assistance. The community has also responded to the needs of low and moderate income persons through the development of a network of community-based programs administered by the agencies noted above. While most of these agencies and organizations are designed to meet regional needs, most of the specialized programs that have been developed are located in Fitchburg.

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

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

The City of Fitchburg has provided Year 42 CDBG funds to the Montachusett Interfaith Hospitality Network. MIHN is an emergency shelter which provides case management services to homeless families, which includes assistance with employment, finances, medical issues and securing permanent housing.

The City of Fitchburg has provided Year 42 CDBG funds to the United Neighbors of Fitchburg which provides case management services to Fitchburg residents of low-moderate income, including assistance with housing.

The City of Fitchburg intends to continue collaborating with the Worcester County Continuum of Care.

The Consortium supports the work of Our Father's House, Inc. on Lunenburg Street in Fitchburg, which has a Street Outreach Program. Staff go to where the homeless stay, which includes under bridges, in abandoned buildings, in the woods, vehicles, etc. Staff assess the need for shelter, detox, hospital, food, clothing, etc., and offer referral information, crisis intervention, counseling and case management services to the unsheltered homeless.

Starting in 2016, the YMCA located in Fitchburg will offer a hot meal and shower once a month to the homeless. This project is sponsored by the North Central Massachusetts Faith Based Coalition.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Fitchburg supports the efforts of the following agencies:

1. L.U.K. Crisis Center located in Fitchburg offers emergency and transitional beds for youth plus scattered sites.
2. YWCA/BWR located in Fitchburg offers emergency shelter to adults and children.
3. Our Father's House offers emergency, transitional and permanent housing facilities to homeless men and women in recovery at various Fitchburg locations.
4. Refer to MA-30 for a complete list of facilities and services.

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

1. The Fitchburg Public School District has a Homeless Liaison who is responsible for coordinating services to homeless students and their families.
2. MIHN offers services to homeless families in securing permanent housing, child care and employment. They also provide follow up services to families after they have left the shelter, to make sure they are able to maintain permanent housing.
3. CARE AIDS Services Supportive Housing Program located in Fitchburg provides homeless prevention services to individuals living with HIV/AIDS and their family members.
4. Veteran Hospice Homestead located in Fitchburg offers transitional housing to veterans.
5. The Fitchburg Veteran Services Office provides referral services to veterans in need of housing and supportive services.
6. VA Fitchburg Community-Based Outpatient Clinic was opened in July 2015 providing services to Veterans living in the greater Fitchburg area. Services include primary care, mental health and lab blood drawing.

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

The following activities will aid in the prevention of low-income individuals and families with children from becoming homeless:

1. HOME program activities in both Consortium cities.
2. CDBG support in Fitchburg to the Cleghorn Neighborhood Center, which serves low-income and underserved families, and provides information, referral and translation services to the Fitchburg Latino population.
3. CDBG support to the Housing Rehabilitation programs of the Community Development Department Housing Division in Fitchburg and the Office of the Planning and Development in Leominster.
4. CDBG support to the Housing Improvement Program providing rehabilitation to eligible CDBG housing sites – Fitchburg.
5. CDBG support to the CDBG Administration and Planning component of the Community Development Department enabling all of the CDBG programs which aid the homeless and those at risk of homelessness to operate – Fitchburg.

Discussion

The following efforts are underway in the Consortium to address the needs of the homeless and those at risk of becoming homeless:

1. Both the Fitchburg and Leominster Housing Authorities, under state regulation, provide a preference for homeless individuals and families within the communities. An individual or family is given an Emergency Application, and if approved, the individual or family moves to the very front of the waiting list.
2. The City of Fitchburg supports the NewVue Communities, Inc. (formerly the Twin Cities CDC) Leighton Street Program Worcester County COC application; which provides for continued funding for permanent housing to men and women in recovery.
3. The City of Fitchburg supports the L.U.K Crisis Center Young Adult Rapid Rehousing Program Worcester County COC application. The proposed program will provide rental assistance and supportive services to young adults who are homeless.

The Massachusetts Department of Mental Health Discharged Procedures 104 C.M.R. 27.09 (1)(b) states:

"A facility shall make every effort to avoid discharge to a shelter or to the street. The facility shall take

steps to identify and offer alternative options by a patient, document such measures, including the competent refusal of alternative options by a patient in a medical record. In case of such discharge, the facility shall nonetheless arrange for, or in the case of competent refusal, identify post discharges support and clinical services. The facility shall keep a record of all discharges to the shelter or street…"

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

Introduction

The principal barriers to affordable housing identified in the City of Fitchburg's Consolidated Plan are not related to prevailing rental rates, which are among the lowest in the State, but rather with the preponderance of low paying, primarily service sector employment in the area. The city continues to attempt to address these issues through the investment of federal and state funding for economic development and through implementation of economic development initiatives recommended in its Master Plan and Urban Renewal plan. Land and property tax policies, land use controls, zoning ordinances building codes, fees and charges, growth limits and other policies of the City, while not designed to promote affordable housing, are not seen as acting in any capacity to discourage its development.

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

There are no known public policies in the Consortium which would serve to affect the cost of housing or the incentives to develop, maintain or improve affordable housing in the Consortium. Land and property tax policies, land use controls, zoning ordinances building codes, fees and charges, growth limits and other policies of the Consortium communities, while, not designed specifically to encourage the creation of affordable housing, nonetheless are not seen as acting in any capacity to discourage its development.

The City's Zoning Ordinance states as one of its purposes is "to encourage housing for all income levels". The City allows two-family, three-family and multifamily housing by Special Permit in six of its zoning districts; continues to permit the two existing manufactured home parks; and provides for planned unit developments (PUDs) which permits a higher density of housing than is normally allowed by the underlying zoning district. Since 2009, the City allows high-density multi-family residential in its 40R "Smart Growth" District, which enabled the by-right high-density residential development of the former mill building at 245 River Street into 177 units of market rate rental housing.

Zoning policies allow mixed use overlay zoning and single family cluster development which encourages greater affordability in new housing construction. Changes to Fitchburg's Zoning Ordinance have provided incentives for the creation of affordable in-fill single family housing on vacant inner city lots. This has been accomplished by allowing Special Permit a reduced minimum lot size from 10,000 sf to 5,000 sf for single family dwellings in Residence B and C and College districts. The infill lot provision also allows the reduction of setback requirements, provided they are consistent with the scale and history of the surrounding neighborhood. This change resulted in the creation of 53 single-family housing units in Fitchburg since 2001. The revised Zoning Ordinance includes a Mill Conversion overlay district allowed by Special Permit the conversion of former mills into residential and other uses. The former Anwelt

Shoe factory and the Fitchburg Yarn Mill redevelopments have taken advantage of this provision by adding approximately 265 new rental units.

The city has changed its Zoning to allow, by Special Permit, the development of accessory housing units (in-law apartments) in single-family homes, and to allow the development of residential units by-right in the upper floors of Main Street, with the intent of lowering the threshold for the creation of more housing units. Several dozen accessory units have been created.

The City is pursuing the adoption of an Arts Overlay District, which would allow artist live and work space in the area near Main Street corridor. Currently a needs assessment of a former school for this purpose is underway.

In addition to maintaining inclusive housing policies, both Consortium cities continue to actively pursue available resources, both public and private to continue to support affordable homeownership and rental opportunities for low and moderate income residents.

Discussion

Massachusetts has several policies and laws designed to alleviate the affordable housing crisis across the state and to ensure that racial/ethnic minorities have access to housing opportunities.

The State has passed several laws affecting housing production and access. These include Chapter 774 of the Acts of 1969; Executive Order 215; and Executive Order 74 as amended and revised by Executive Order 116. Chapter 774 of the Acts of 1969 established standards under which local Zoning Boards of Appeals can override overly restrictive local zoning ordinances and bylaws and grant a comprehensive permit for the construction of subsidized low or moderate income housing in communities where less than 10% of the housing stock is affordable to lower-income households.

Executive Order 215 directs all state agencies disbursing development-related financial assistance to cities or towns to consider applicants' housing policies and practices, and not award such aid to cities or towns determined to be unreasonably restrictive of new housing growth.

Executive Order 74 as amended and revised by Executive Order 116 directs all state agencies disbursing financial assistance, including but not limited to loans and grants, to encourage recipient organizations and agencies to undertake affirmative action programs designed to eliminate patterns and practices of discrimination.

The Federal Community Reinvestment Act requires banks to examine their lending policies and practices carefully and requires them to provide credit to the neighborhoods they serve.

The Interstate Banking Bill requires out of state banks purchasing Massachusetts banks to make a percentage of their assets available at below market interest rates to the Massachusetts Housing Partnership for the production and acquisition of affordable housing.

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

Introduction

Actions planned to address obstacles to meeting underserved needs

Support for various public service activities described in the Action Plan, including the provision of information and referral and case management services to very low income families by the Cleghorn Neighborhood Center and Montachusett Interfaith Hospitality Network shelter. Youth are served by afterschool programs provided by the Boys & Girls Club Transportation Program and the YMCA Spartacus Program for at-risk youth.

Actions planned to foster and maintain affordable housing

The City of Fitchburg works with various developers on an ongoing basis to foster the development of affordable housing, as well as maintain the existing affordable housing stock in the community in a quality manner. When possible, the City provides funding for affordable housing projects by providing homeowner rehab loans based on an owner's ability to repay. The city also works with local banks to give eligible homebuyers an opportunity to purchase an affordable home and ensure that it is quality housing by providing assistance to repair code violations at the time of purchase. Both cities in the Consortium are members of the local Community Reinvestment Act Coalition (CRA) for Central Massachusetts and work with the Coalition to further affordable housing initiatives whenever possible.

Actions planned to reduce lead-based paint hazards

The Consortium continues to prioritize lead paint abatement in all its housing programs and encourages local financial institutions to provide financing for this purpose as well.

In 2015, the City of Fitchburg, as the lead entity, received a 3-year Lead Based Paint Hazard Control Program and Healthy Homes Grant from the Department of Housing and Urban Development in the amount of $3,231,610. The grant will be matched by $291,000 in local and property owner funds. It is estimated that approximately 150 homes will be remediated of lead paint and/or other environmental contaminants. Participating jurisdictions include: Fitchburg, Gardner, Athol and Clinton.

The first priority will be housing units in which a child with lead poisoning or an elevated lead blood level lives or visits. Second priority will be those units in which a child under six years of age resides. The third priority will be vacant two-bedroom units because they are most likely to house a child under the age of six.

The first year of the grant will focus on outreach; the second year of the grant will focus on outreach and production; and the third year of the grant will focus on production.

Actions planned to reduce the number of poverty-level families

The City of Fitchburg recognizes that the current level of federal, state and local resources is inadequate to sufficiently address the vast number of issues which contribute to or are caused by poverty. It continues, however, to address issues of homelessness, emergency and permanent housing needs, youth services and economic development, all of which can be associated in part with poverty, through its CDBG program investments.

The City of Fitchburg Community Development Department works with a group called Family, Schools and Community Coalition. The group meets to share resources and make appropriate referrals to available resources benefitting individuals and families.

Actions planned to develop institutional structure

A cooperative infrastructure exists between the City of Fitchburg, its housing authority, various non-profit organizations and local housing developers. The city works with these entities and three local CHDO's to carry out its housing strategy.

Fitchburg has ongoing relationships with a number of agencies that provide services to residents with basic needs and provide opportunities to become self-sufficient. The Community Development Department has developed a list of community resources which has been made available to various city departments and social service agencies in order to better assist residents with community services. (See Resource List in Attachment.)

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

Regular attendance at CRA Coalition meetings promotes enhanced coordination between public and private entities. The goal is to facilitate communication and develop initiatives among its members to address the credit, banking and affordable housing needs of low income area residents. Membership includes financial institutions, non-profit agencies and local government.

Regular attendance at the Worcester County Continuum of Care meetings to plan and work towards providing supportive services and long-term housing for the homeless. Membership includes local and state government agencies, and private non-profit agencies. (See Resource List in Attachment.)

Discussion

Together with the other activities proposed elsewhere in the Consolidated Plan by the cities of Fitchburg and Leominster, these actions related to underserved needs, affordable housing, lead-based paint hazards, poverty-level families, institutional structure and enhanced coordination will address the priority needs and goals identified in the Consortium's Strategic Plan.

Program Specific Requirements

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

Introduction

The following section addresses Fitchburg's CDBG and HOME programs and policies. Year 42 is the third and final year of a 3-year period where at least 70% of CDBG funds have been spent on low-mod beneficiaries.

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

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	22,400
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	**22,400**

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

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

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

   The Consortium has no plans to invest HOME funds in any form other than those described in the HOME Program Description. The principal proposed use of HOME funds (low interest or deferred loans to support new homeownership, existing homeowner or rental projects) is described in the HOME Program Description in the Attachment section of this Plan.

2. 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:

   The Consortium does not resell properties in any of its housing programs. The Recapture Guidelines can be found in the HOME Program Description in the Attachment section of this Plan.

3. 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:

   Resale and Recapture Guidelines are contained in the HOME Program Description and in the HOME Program Promissory Note and Affordability Restriction contained in the Attachment section of this Plan.

4. 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:

   The Consortium does not intend to use HOME funds to refinance existing debt secured by multi-family housing that is being rehabilitated with HOME funds.

Discussion

The three-year consecutive period includes: Years 40,41,42 used to determine that at least 70% of CDBG funds have been used to benefit persons of low and moderate income. Year 42 is the final year of the three-year period in which 100% of $762,243.04 of available funds will be used for activities that either directly benefit persons of low-mod income and/or benefit residents in low-mod income areas.

ADDI: The Consortium is not a recipient of HUD American Dream Downpayment Initiative.

Minority Households to be Assisted with HOMEownership: The Consortium estimates that approximately 3 of the 6 existing homeowners (rehab) and 0 of 1 new homeowner assisted during the upcoming program year will be from minority households, for a total of 3 out of 4, or 43 %.

Low/Mod Benefit: the total amount of Year 42 CDBG funds distributed is $974,243.04. Less the dollar amount to be spent on Planning and Administration and there are no Slums and Blight activities, $762,243.04 will be used for activities that either directly benefit persons of low/moderate income and/or benefit residents in low/moderate income areas.

The total amount of Year 42 CDBG funds allocated is $974,243.04. This includes an Entitlement amount of $898,104, anticipated program income (from BOH .Bldg. fees and Misc. Revenue collected) of $22,399.87 and unspent reprogrammed funds from prior years in the amount of $53,739.17. Of the $974,243.04 available in Year 42 CDBG funds, $762,243.04 (not including Planning and Administration and no Slums and Blight activities) will be used for activities that either directly benefit person of low-moderate income and/or benefit residents in low/moderate income areas.

A total of $111,121.60 is anticipated to be available in program income for CDBG Housing and Business revolving loan fund activities at the start of Year 42. $153,187.00 in CDBG Housing and Business revolving loan fund income is anticipated during the course of the program year. These funds have been programmed for the purposes of the housing and business loan pools.

Attachments

Citizen Participation Comments

CDBG ATTACHMENT

YEAR 42
CITIZEN PARTICIPATION

CITY OF FITCHBURG

CONSOLIDATED PLAN - CITIZEN PARTICIPATION PROCESS

The following plan shall serve as a guide for the City of Fitchburg in its attempt to encourage citizen participation in all stages of the Consolidated Plan ("The Plan") Process, in particular to encourage participation of residents of the City's designated low/moderate income Neighborhood Strategy Area. (See Map.) Copies of this plan shall be kept on file at the Fitchburg Community Development Department and made available to citizens for their review during normal working hours. It is intended to comply fully with all Consolidated Plan citizen participation requirements, including Subpart M - Loan Guarantees of the Community Development Block Grant Program (CDBG), and includes the following elements:

DEVELOPMENT OF THE CONSOLIDATED PLAN

The City shall prepare and make available information to the public regarding the Consolidated Plan process including the process for submitting an intention to apply for or to support an application for HUD funded program, comments on the overall housing and community development needs of the City and the process in which new program year proposals for the use of CDBG funds will be accepted and reviewed. This will include a public comment form for the Consolidated Plan, a simple application form for CDBG funds and a program summary which explains basic CDBG program eligibility regulations and provides an estimate of program funds to be made available.

The City shall maintain a list of lower income neighborhood organizations and contracts, minority organizations, previous program year applicants, elected officials and other interested parties for notification concerning this application process, as well as scheduled public hearing and other program information as needed. Paid local advertising in the print media will used to announce the availability of application forms and instructions.

The Fitchburg Community Development Department will serve as the entity responsible for overseeing the development of the Consolidated Plan. The Plan documents the overall housing and community development needs of the City and serves as a consolidated application package for all HUD funded projects to address those needs. The Fitchburg Planning Board will serve as the designated CDBG program advisory board and will initiate the CDBG proposal review process, conduct the first public hearing and then submit its list of recommended CDBG projects to the Mayor. The final list of recommended CDBG projects, submitted after review by the City Council and approval of the Mayor will, along with the completed Plan, serve as the City's Proposed Consolidated Plan and Statement of CDBG Activities.

The City shall consider all comments received, either in writing or orally at public hearings, on the Proposed Plan and Proposed Amendments to the Final Plan and will attach a summary of these comments and the City's response to the Final Consolidated Plan and Statement of CDBG Activities.

PROPOSED CONSOLIDATED PLAN AND STATEMENT OF CDBG ACTIVITIES

Citizens shall be provided with reasonable and timely access to local meetings, information and records relating to the City's proposed Plan and Statement of CDBG Activities. The proposed Plan and Statement of Activities shall be published in the local print media each year concurrent with a notice of the City's second public hearing soliciting citizen comments on the Plan and Proposed Statement. The proposed Plan and Statement will be published in such a manner so as to allow not less than a thirty day public comment period. Copies of the Proposed Plan and Statement of Activities as well as the Final Plan and Statement of CDBG Activities shall be kept on file during normal working hours for citizens to review at the Community Development Department. All materials will be made available in a form accessible to persons with disabilities, upon request.

PUBLIC HEARINGS

The City shall hold no less than two public hearings for the following purposes:

1. The first public hearing shall be held by the Fitchburg Planning Board after proposals for the use of upcoming program year CDBG funds have been received and prior to the start of the local review process. This public hearing shall be held to:

a. Provide information on the upcoming program year,
b. Solicit comments on proposed CDBG projects,
c. Solicit comments on the overall housing and community development needs of the City and on Fitchburg's performance in implementing the CDBG program.

2. The second public hearing shall be held to solicit citizen comments on the following:

a. Fitchburg's Proposed Consolidated Plan and Statement of CDBG Activities,
b. The City's Housing and Community Development Needs and its performance in implementing the CDBG Program,
c. The City's Displacement Minimization and Assistance Plan. (See Attached.)

3. Additional public hearings shall be held, as necessary, to discuss the overall community development and housing needs and strengths of Fitchburg, to solicit comments from the public regarding the proposed changes and/or substantial amendments to the use of funds or to provide information on changes in program regulations.

Notices of all public hearings shall be published through paid advertising in local media and posted at City Hall at least two weeks prior to the hearing/meeting dates. Public hearings shall generally be held during evening hours in order to afford working persons an opportunity to attend. Hearings are to be held in a location which is easily accessible from and central to the City's lower income neighborhood strategy area. Sites chosen for all public hearings shall include facilities for the access of persons with disabilities. A Consolidated Plan Program schedule, which includes dates, times and locations of all hearings and meetings established in the process, will be published and mailed to all potential CDBG applicants and parties interested in the Plan.

OTHER MEETINGS

In addition to Public Hearings, meetings with the local housing authority and other community providers will be held to identify and discuss the overall housing and community development needs of the City and other matters pertaining to the development of The Plan.

AMENDMENTS TO FINAL CONSOLIDATED PLAN AND STATEMENT OF CDBG ACTIVITIES

A proposed change in a Final Consolidated Plan activity shall be considered a substantial change and will require an amendment to the City's Final Consolidated Plan and Statement of CDBG Activities in the event that any one of the following criteria is applicable:

1. The proposed change would alter an activity's funding level by greater than 50%, or $10,000, whichever is greater,

2. A review of the proposed change indicates that it would substantially alter the purpose of the activity, even if its intended beneficiaries do not change (i.e. change from a youth drop-out prevention program to a youth summer jobs program),

3. A review of the proposed change reveals that it would substantially alter the intended beneficiaries of that activity. This would include, but not limited to, the following:

a. A substantial change in the location of an activity whose benefits are clearly area-specific,
b. A substantial change in age group, income level or other significant characteristic of the population originally targeted for benefit by that activity.

Citizens shall be provided with reasonable and timely access to local meetings, information and records relating to the City's proposed Amendments to the Final Consolidated Plan and Statement of CDBG Activities. A summary of any and all proposed Amendments to the Plan and Statement of Activities shall be published in the local print media in such a manner as to allow not less than a thirty day public comment period. Copies of the proposed Amendments to the Plan and Statement of Activities shall be kept on file during normal working hours for citizens to review at the Community Development Department. All materials will be made available in a form accessible to person with disabilities, upon request.

PERFORMANCE REPORT

The City shall, on an annual basis, conduct a review of and complete a written report on its compliance with the Final Consolidated Plan and Statement of CDBG Activities.

Notice of the availability of the Performance Report for public review will be published in the local print media and posted at City Hall in such a manner as to allow not less than a fifteen day public comment period. Copies of the Performance Report shall be kept on file during normal working hours for citizens to review at the Community Development Department. All materials

will be made available in a form accessible to persons with disabilities, upon request. All comments received will be considered in the completion of the final Performance Report. A summary of the comments and the City's response will be attached to the Performance Report submitted to HUD.

NON-ENGLISH SPEAKING RESIDENTS

In recognition that the City's multi-ethnic neighborhoods include many non-English speaking, primarily Hispanic residents, the City shall make provisions for the participation of these residents at public hearings through the services of a translator who is fluent in both English and Spanish. The City shall, from time to time, review this policy to determine whether other non-English speaking minorities will require additional translation services at these hearings.

TECHNICAL ASSISTANCE AND APPLICATION FOR FUNDS

The City shall continue its policy of providing on-going planning and technical assistance to lower income neighborhoods and neighborhood organizations, including minority organizations, to assist in the identification of neighborhood needs and in efforts designed to address these needs. Such assistance shall include grant writing assistance in preparing proposals for the CDBG program on an as needed and as requested basis.

WRITTEN COMPLAINTS AND GRIEVANCES

It shall be the policy of the City to respond in writing to all correspondence received which requests a response, or which comes in the form of a complaint or grievance. Such response shall be in a timely manner not to exceed fifteen working days, where practicable.

Contact Us | News | Site Directory | Calendar | Sign Up for E-Alerts

Fitchburg

[redacted]

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Government *View all links*
Most requested
Mayor's Office
Job Openings
City Council
City Department Directory
Health Department
Planning Board
CDBG Year 41 Action Plan

Residents *View all links*
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Taxes
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Library
Voting
Public Meetings
Things to do
Water System
Sewer Separation Project 4D

Businesses *View all links*
Most requested
Licensing and Permitting
Economic Development
Building & Zoning

Visitors *View all links*
Most requested
Things to do

Fitchburg Rocks
For local events and activities check out:

FitchburgROCKS!

[redacted]

Payment Center
Click Here
Reverse 9-1-1 Signup
[redacted]

Online Services
Online Permitting
Online Service Requests
Assessors Data
Lookup Property Records
** New Fiscal 2016 preliminary values have been posted. Use the lookup link to check the new FY2016 proposed value.

Fitchburg Municipal Offices

166 Boulder Drive
Fitchburg, MA 01420
(978) 829-1800

Department & Employee Directory
Hours & Directions

Announcements

Available for Public Review: Year 42 CDBG Schedule. Community Development Block Grant schedule of due dates for applications, review and approvals for program year that begins July 1, 2016.

NOTICE: Announcing a Public Listening Session for proposed 4.5 mile Twin City Rail Trail Project, Thursday, November 12th at 6:00 p.m.

Available for Public Review: Classification and Taxation Hearing Book - A hearing for the Classification will be held before the City Council on October, 27th.

NOTICE: Road Closures for MBTA Railroad Bridge Projects, River Street & Princeton Road. Click here for more details

Available for Public Review: DRAFT Feasibility Study - Anaerobic Digestion Facility at the Westerly Wastewater Treatment Facility, click here for link.

Adopt a Veteran Program- Help support the Fitchburg Cemetery in recognizing our veterans this summer!

Donate Healthy Food to your local Food Pantry; Did you know? Locations click here

About Fitchburg

The City of Fitchburg is a community of about 41,000 people located in north-central Worcester County. Lower More
Things to do in Fitchburg | History of Fitchburg

For Businesses
Licensing & Permitting | Economic Development | Online Services | Building & Zoning | More Links

For Residents
Taxes | Schools | Voting | Transportation | Public Meetings | City Code | More Links

Fitchburg Municipal Offices 166 Boulder Dr. Suite 108 | Fitchburg, MA 01420 | Department & Employee Directory | Hours & Directions

CITY OF FITCHBURG CONSOLIDATED PLAN-
YEAR 42 CDBG PROGRAM SCHEDULE
(July 1, 2016- June 30, 2017)

Friday, November 20, 2015	CDBG Applications available
Thursday, December 3, 2015	Consultation with providers and interested parties on the Consolidated Plan. (CDBG application assistance and discussion of unmet needs and notification to the city of intention to apply for, or to support applications for HUD-funded projects other than CDBG) at 5:00P.M. in the Conference Room, Putnam Place, 166 Boulder Drive, Fitchburg.
Tuesday, January 5, 2016	**CDBG Proposal Deadline Applications due at the Community Development Dept. by 4:30P.M., Fitchburg Public Library, 610 Main Street (Library opens at 10:00a.m. on Mondays)**
Thursday, January 28, 2016	**First Public Hearing-Consolidated Plan/CDBG at 6:00P.M. in Memorial Middle School Library, 615 Rollstone Street, Fitchburg**
Tuesday, February 16, 2016	Planning Board Meeting to establish Yr. 42 CDBG Recommendations
February 22, 2016 to February 24, 2016	Mayoral Review
Tuesday, March 1, 2016	Mayor's Recommendations referred to the City Council
Tuesday, March 8, 2016	City Council Finance Committee Review
Tuesday, March 15, 2016	City Council Recommendations on Yr. 42 CDBG Program
Monday, March 21, 2016	Publish Proposed Consolidated Plan and Statement of CDBG Activities
Friday, April 1, 2016	Post 5-Year Consolidated Plan on web page
Tuesday, May 3, 2016	Second Public Hearing on Proposed Consolidated Plan and Statement of CDBG activities at **5:00P.M.** in the Heritage Room, Public Library, 610 Main Street, Fitchburg
May 1 to May 15, 2016	Submittal of Final Consolidated Plan and CDBG Activities to HUD. Final Statement of Activities available to the Public.
July 1, 2016	Start CDBG Year 42

City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

CITY OF FITCHBURG
COMMUNITY DEVELOMENT OFFICE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

AVAILABILITY OF APPLICATIONS FOR
YEAR 42 CDBG PROGRAM

FITCHBURG CITY CLERK
15 NOV -2 PM 3:

Application forms for the Year 42 CDBG Program in the City of Fitchburg will be available on Friday, November 20, 2015 at the Community Development Office, Fitchburg Public Library, 610 Main Street, Fitchburg, MA. 01420. Library Hours are: Monday - Friday, from 10:00a.m. to 4:30p.m.

Applications for eligible housing and community development activities must be completed and returned to the Community Development Office no later than 4:30p.m. on Tuesday, January 5, 2016.

For more information please contact Mary McCaffrey at (978) 829-1894.

FITCHBURG MUNICPAL OFFICES
166 BOULDER DR, FITCHBURG, MA 01420-3125 • PHONE: (978) 829-1890 • FAX: (978) 829-1965
The Community Development office is physically located in the Fitchburg Public Library, 610 Main Street
Michael O'Hara, Principal Planner has an office at the DPW Building, 301 Broad Street

City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

CIUDAD DE FITCHBURG
DEPARTAMENTO DE DESARROLLO ECONOMICO
PROGRAMA DE SUBVENCIONES EN BLOQUE PARA EL DESARROLLO COMUNITARIO
(CDBG por sus siglas en ingles)

DISPONIBILIDAD DE SOLICITUDES PARA EL
PROGRAMA CDBG
AÑO 42

Las solicitudes para el programa CDBG año 42 de la ciudad de Fitchburg están disponibles a partir del viernes 20 de noviembre de 2015 en el Departamento de Desarrollo Comunitario ubicado en la Biblioteca Pública de Fitchburg, 610 Main Street, Fitchburg, MA 01420. El horario de la biblioteca es: lunes -viernes de 10:00am a 4:30pm.

Las solicitudes que cumplan con los requisitos de las actividades de desarrollo comunitario y vivienda deben de ser completadas y entregadas al Departamento de Desarrollo Comunitario a no más tardar de las 4:30pm el martes 5 de enero de 2016.

Para mayor información favor de comunicarse con Mary McCaffrey al (978) 829-1894.

FITCHBURG CITY CLERK
15 NOV -2 PM 01

FITCHBURG MUNICPAL OFFICES
166 BOULDER DR, FITCHBURG, MA 01420-3125 • PHONE: (978) 829-1890 • FAX: (978) 829-1965
The Community Development office is physically located in the Fitchburg Public Library, 610 Main Street
Michael O'Hara, Principal Planner has an office at the DPW Building, 301 Broad Street

Public Notice | **Public Notice**

City of Fitchburg
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
AVAILABILITY OF PROPOSAL FORMS FOR YEAR FORTY-TWO PROGRAM

Application forms for the Year 42 CDBG program in the City of Fitchburg will be available on November 20, 2015 at the Community Development Office. Estimated CDBG funds available for Year 42 (2016-2017) are as follows:

Estimated Year 42 Entitlement: Amount to be determined
Year 41 Entitlement: $896,525.00
Estimated Program Income available from prior years: $22,399.87
(3QH/Bldg Code Enforcement and Misc. Revenue)
Potential Misc. Program Income available in Year 43: $12,500.00

CDBG Housing Revolving Loan Funds:
Anticipated Program Income July 1, 2015 – June 30, 2016: $112,950.00
Anticipated Fund Balance as of June 30, 2016: $10,000.00
Potential Program Income from July 1, 2016 – June 30, 2017: $107,302.00

CDBG Business Revolving Loan Funds:
Anticipated Program Income July 1, 2015 – June 30, 2016: $13,921.00
Anticipated Fund Balance as of June 30, 2016: $35,977.00
Potential Program Income July 1, 2016 – June 30, 2017: $13,921.00

HOME Revolving Loan Funds:
Anticipated Program Income July 1, 2015 – June 30, 2016: $69,500.00
Anticipated Fund Balance as of June 30, 2016: $5,000.00
Potential Program Income July 1, 2016 – June 30, 2017: $71,025.00

Applications for eligible housing and community development activities must be completed and returned to the Community Development Office no later than 4:30 p.m. on Tuesday, January 5, 2016. For more information on the CDBG program in Fitchburg and/or to receive an application, please contact:
Mary McCarthy, Community Development Administrator
Community Development Office
510 Main Street, Fitchburg, MA 01420
Telephone: 978-829-1904

Ciudad de Fitchburg
PROGRAMA "SUBVENCIONES EN BLOQUE PARA EL DESARROLLO DE LA COMUNIDAD"
(CDBG por sus siglas en inglés)
SOLICITUDES PARA EL PROGRAMA DEL AÑO 42 DISPONIBLES

Solicitudes para propuestas para el programa CDBG en la ciudad de Fitchburg para el año 42 estarán disponibles a partir del 20 de noviembre del 2015 en la Oficina de Desarrollo Comunitario. Se estima que para el año 42 (2016 - 2017) los siguientes fondos estarán disponibles:

Fondos estimados para el año 42: Monto a determinarse
Autorización para el año 41 $896,525.00
Ingreso estimado disponible del programa de años anteriores: $22,399.87
(Dept. de Salud/ejecución de código de edificios e ingresos varios)
Potenciales ingresos varios del programa para el año 43: $12,500.00

Fondos para préstamos rotativos para viviendas de CDBG:
Ingreso anticipado del programa CDBG, 1 de julio del 2015 al 30 de junio del 2016: $112,950.00
Balance de fondos, anticipado, 30 de junio del 2016: $10,000.00
Ingreso potencial del programa, 1 de julio del 2016 al 30 de junio del 2017: $107,302.00

Fondos para préstamos rotativos para negocios de CDBG:
Ingreso anticipado del programa CDBG, 1 de julio del 2015 al 30 de junio del 2016: $13,921.00
Balance de fondos, anticipado, 30 de junio del 2016: $35,977.00
Ingreso potencial del programa, 1 de julio del 2016 al 30 de junio del 2017: $13,921.00

Fondos para préstamos rotativos para VIVIENDAS:
Ingreso anticipado del programa CDBG, 1 de julio del 2015 al 30 de junio del 2016: $69,500.00
Balance de fondos, anticipado, 30 de junio del 2016: $5,000.00
Ingreso potencial del programa, 1 de julio del 2016 al 30 de junio del 2017: $71,025.00

Solicitudes para actividades de desarrollo comunitario y vivienda elegibles deben ser completadas y devueltas a la Oficina de Desarrollo Comunitario a no más tardar de las 4:30p.m. el martes, 5 de enero de 2016. Para más información acerca el programa CDBG en Fitchburg y/o para recibir una solicitud llame a:
Mary McCarthy, Administradora de desarrollo comunitario
Oficina de Desarrollo Comunitario
510 Main Street, Fitchburg, MA 01420
(978) 829-1904

November 2, 2015

November 20, 2015

Dear CDBG Potential Applicant:

We are beginning the process of developing the 2016-2017 Consolidated Plan-Action Plan for Fitchburg, which includes the Community Development Block Grant (CDBG) Year 42 Program. Enclosed you will find a description of eligible CDBG activities and regulations (green sheet), a Year 42 CDBG program schedule (yellow sheet), and a Year 42 CDBG application form.

Fitchburg's Entitlement amount is unknown at this time due to uncertainty regarding federal appropriations. More information will be provided as soon as it is available. In addition to the Entitlement amount, we anticipate that $22,399.87 will be available in program income. A small additional amount of reprogrammed funds is anticipated.

This coming year represents the first year of the city's 2016-2020 Consolidated Plan cycle. The Consolidated Plan is a requirement of HUD which provides for a comprehensive planning and application process for several HUD Programs, including CDBG.

The Consolidated Plan serves as a guide in determining Fitchburg's overall housing and community development needs and in developing one-year and five-year investment strategies for the use of future HUD funding.

A meeting to discuss community development and housing needs of Fitchburg to assist the city in determining its overall priorities and investment plan for HUD-funded programs will be held on Thursday, December 3, 2015 at 5:00P.M. in the Conference Room, Putnam Place at 166 Boulder Drive in Fitchburg. We will also be available to answer any questions on the Year 42 CDBG application.

The first public hearing where individuals will have the opportunity to comment on their CDBG applications and on issues listed above will be held on **Thursday, January 28, 2016 at 6:00p.m. in the Memorial Middle School Library at 615 Rollstone Street in Fitchburg.** This hearing will be presided over by the Planning Board.

In addition to the public hearings, the Community Development Department will accept written comments on the overall community development and housing needs of the City throughout the Year 42 Consolidated Planning process. Please refer to the attached schedule for a list of all activities included in the Consolidated Planning process.

Page 2 – Year 42 CDBG Potential Applicants

Please feel free to contact this office if you have any questions about the Year 42 CDBG program.

Sincerely,

Larry Casassa
Acting Director of Community Development

Enclosures

cc: Mary McCaffrey, Community Dev. Administrator

Note: CDBG applications are due at the Community Development Department located in the Fitchburg Public Library, 610 Main Street, no later than 4:30p.m. on Tuesday, January 5, 2016. Go to the Library information desk an ask staff to ring the C.D. office in the basement. C.D. staff will come upstairs to receive your application. The library opens at 10:00a.m. Monday through Friday.

Federal Community Development Block Grant Program
Application for Year 42 CDBG Funding 2016 – 2017

CDBG applications are due at the Community Development Department
no later than 4:30p.m. on **Tuesday, January 5, 2016**
DELIVER APPLICATIONS TO OFFICE LOCATION
at the Fitchburg Public Library, 610 Main Street,
Fitchburg MA 01420

This application form requests basic information necessary for proposal review. Responses should be *Specific* and *Brief* in order to facilitate the review process. *Please submit one original application. Do not number the pages and no double-sided pages.* For additional information or assistance please contact the Community Development Department at (978) 829-1894. All sections of the application must be filled in and applicable attachments submitted, otherwise the application will be considered incomplete. *Extensions will not be allowed*. To receive an electronic copy of the application, contact mmccaffrey@fitchburgma.gov

IDENTIFYING INFORMATION

1. Sponsoring Agency or Individual:_____

   Is your agency registered on sam.gov? _____

   Physical Address: _____

   Contact Person and Email Address: _____

   Web Address (if applicable): _____

   Telephone and Fax Number:_____

2. Name of Proposed Project:_____

3. Total CDBG Year 42 Funding Request:_____

4. Is this project currently funded by CDBG?_____ If yes, what is the grant amount? _____

5. If the Year 42 request amount is greater than the Year 41 award amount, please justify the increase in the request amount.

6. Give a description of the proposed project:

   (a)Describe the community development or housing ***needs*** to be addressed by the proposed project.

   (b)Describe the ***goal*** of the proposed project. (The proposed solution to the problem/need identified above.)

   (c)Describe the proposed ***project activities*** to be undertaken to achieve the goal. (Activities include strategies, techniques or types of treatment utilized in the delivery of program services.)

7. Who will be served by the proposed project? (Include specific groups or individuals as well as the geographic area primarily benefiting from the activity.)

8. How many estimated beneficiaries will be served in Year 42 with CDBG funds?

   _____ Specify the estimated number to be served.
   Is this an ***unduplicated*** count? (Yes or No.)
   Indicate the type of group to be served: individuals or families or business or households or housing units.

9. Explain how project performance will be measured.

   (a) Describe the ***type of service units*** to be delivered. For example, education, shelter, translation, inspections, loans, etc.

(b) ***Quantify*** the number of service units with the type of service unit, to be provided by the proposed project.

(c) Describe the ***outcome or impact*** the activity will have on the population to be served. (How will the proposed CDBG program improve the quality of life for recipients?)

10. Identify the ***Inputs:*** *staffing, equipment, supplies* and *other resources* that will be needed for the proposed CDBG activity. Attach job descriptions of the staff to be paid under the Community Development Block Grant Program. (Only submit job descriptions of staff positions to be paid under the CDBG Program.)

11. If applicable, is the activity site universally (handicap) accessible? If it is not, are there plans to make the site accessible?

12. Describe your agency's compliance with Title VI of the Civil Rights Act. What types of language assistance services, if any, are provided by your agency to Limited English Proficient (LEP) persons?

BUDGET INFORMATION

If the applicant is a ***non-municipal entity***, please complete the following:

A. The *current* operating budget (Yr. 41, 2015 - 2016) for your agency:

(a.) Include all sources of income.
(b.) Report the percentage of CDBG funds that make up the agency's current budget.
(c.) Identify efforts to obtain alternative sources of funding for the current fiscal year, but were denied.

B. The *proposed* operating budget (Yr. 42, 2016 - 2017) for your agency:

(a.) Include all sources of income.
(b.) Report the percentage of CDBG funds that make up the agency's proposed budget.
(c.) Identify plans to obtain alternative sources of funding to be used for the proposed project.

Applicants please sign below and submit this page with your CDBG application.

Applicant's Signature: _____

Date: _____

REQUIRED ATTACHMENTS

All applicants who are a **non-municipal entity** please submit ***one copy*** of these documents with your CDBG application. Contracts will not be awarded without the following documents:

1. Description of Organization - State the number of years in operation, mission, types of services provided and any licenses held.

2. Organizational Chart - A chart must be provided which describes the agency's administrative framework and staff positions. Identify the proposed CDBG-funded position in the organizational chart.

3. List of the Board of Directors - A list of the ***current*** board of directors or other governing body of the agency must be submitted. Include the name, telephone number, address, occupation or affiliation of each member *and* identify the officers of the governing body.

4. Authorized Official - Submit a recently signed letter by the board of directors, which identifies an agency representative who is authorized to negotiate for and contractually bind the agency. The agency representative should not sign for himself or herself. ***(Note: the authorized signature on the CDBG application should be the same person who signs the agency's contracts.)**

5. Financial Audit - Submit a copy of your most recent independent *Auditor's Report and Management Letter*, if you have not already submitted an audit, for the fiscal year ending June 30, 2015.

Note: Successful applicants who are awarded $25K or more will be required to obtain a DUNS number and register on sam.gov as a condition of funding.

2016 FITCHBURG CONSOLIDATED PLAN
PUBLIC COMMENT FORM

(OPTIONAL)

This form provides you with the opportunity to submit written comments on the overall community development and housing needs of the City of Fitchburg. All comments received by January 28, 2016 will be considered in the preparation of the Year 2016 Consolidated Plan Action Plan.

From your professional or personal perspective please provide comment on any of the needs listed below. Please explain the specific need and population to be addressed and, if applicable, the area of the City in which the need identified is the greatest. Wherever possible please prioritize multiple needs, quantify your statements and document sources of data.

1. Housing (please be specific regarding the type of housing, populations and areas in which you feel the greatest needs exist) :

2. Infrastructure (including water, sewer, streets, sidewalks, parks, playgrounds, etc.) :

3. Special Needs :

4. Public Services :

5. Economic Development :

6. <u>Other :</u>

Name (please print)_____Telephone number _____

Affiliation with an organization if applicable _____

Address_____

Signature Date _____

To ensure consideration in the final Consolidated Plan Action Plan, comments should be submitted no later than :

January 28, 2016
Community Development Department
610 Main Street Fitchburg, MA 01420
(978) 829-1894

CITY OF FITCHBURG CONSOLIDATED PLAN
NOTICE OF INTENT FORM
(Application for funds other than CDBG)

APPLICATION FOR - OR SUPPORT OF - AN APPLICATION FOR COMMUNITY DEVELOPMENT AND HOUSING ACTIVITY OTHER THAN CDBG DURING THE FISCAL YEAR JULY 1, 2016 - JUNE 30, 2017

Note: In order to insure that the City's Consolidated Plan is truly "consolidated", we are requesting that you inform us of any plans to apply for community development and housing funds other than CDBG during the coming year. ***This is particularly important if the source of grant funds requires a Certification of Consistency with the City's Consolidated Plan.*** Certification of Consistency form should be submitted to the Community Development Department by Tuesday, May 3, 2016.

Name of your organization _____

Address _____

Contact Person_____ Telephone Number _____

A. *Applying* for community development and housing funds:

Name of the Grant Program	Amount of Grant	Source (federal, state, private)
_____	_____	_____

B. *Supporting* an application for community development and housing funds:

Name of the Grant Program	Amount of Grant	Source (federal, state, private)
		_____

Name of Project_____

Address of Project _____

Contact Person _____

Target Population _____

Describe the need addressed in Fitchburg by this project. (Be sure to *quantify* needs and *document* sources of data.)

Signature_____ Date_____

Certification of Consistency with the Consolidated Plan

U.S. Department of Housing and Urban Development

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.

Applicant Name: _____

Project Name: _____

Location of the Project: _____

_____

_____

Name of the Federal Program to which the applicant is applying: _____

Name of the Certifying Jurisdiction: _____

Certifying Official of the Jurisdiction

Name: _____

Title: _____

Signature: _____

Date: _____

SUMMARY OF NATIONAL OBJECTIVES

This section summarizes the National Objectives of the Community Development Block Grant Program contained in the Code of Federal Regulations, Title 24, Part 570, Section 570.200(a)(2) and (3), 570.208(a)-(d), and 570.506. For a more complete description, the regulations should be consulted. Some revisions may have occurred since this section was written in 1992. Please consult the Community Development Office with questions regarding national objectives compliance or eligibility of specific activities.

NATIONAL OBJECTIVES

Each activity, except planning and administrative activities, must meet one of the CDBG program's three broad National Objectives:

1. To benefit low- and moderate- income persons,
2. To aid in the prevention or elimination of slums or blight,
3 To meet community development needs having a particular urgency.

At least 70 percent of the grantee's overall expenditures during a specific reporting period must be used for activities that benefit low- and moderate- income persons; individual activities designed to benefit low- and moderate- income persons must assist at least 51 percent low- and moderate-income persons.

1 . Activities benefitting low- and moderate- income persons

a) Area benefit activities

An activity, the benefits of which are available to all the residents in a particular area, where at least 51 percent of the residents, are low- and moderate-income persons. The service area must be primarily residential, and the activity must meet the identified needs of low- and moderate- income persons. Examples include: street improvements; water and sewer lines; neighborhood facilities; and facade improvements in neighborhood commercial districts. The activity must meet one of the following qualifying criteria:

(1) A determination that there is a sufficiently large percentage of low- and moderate-income persons residing in the service area by using the most recently available decennial census information together with the Section 8 income limits that would have applied at the time the income information was collected by the Census Bureau; or,

1.

(2) A determination of the percent of low- and moderate- income residents by means of a current survey of the residents of the service area if the recipient believes that the census data do not reflect current relative income levels in an area, or where census boundaries do not coincide sufficiently well with the service area of an activity. The survey results must meet statistical reliability standards and be approved by HUD.

b) Limited clientele activities

(1) An activity which benefits a limited clientele, at least 51 percent of whom are low- and moderate- income persons. Examples include: construction of a senior center; public services for the homeless; meals on wheels for the elderly; and construction of job training facilities for the handicapped. The activity must meet one of the following qualifying criteria:

(a) The activity must benefit a clientele that is generally presumed to be principally low- and moderate- income such as abused children, battered spouses, elderly persons, handicapped persons, homeless persons, illiterate persons, and migrant farm workers; or

(b) Information must be required on family size and income to document that at least 51 percent of the clientele are persons whose family income does not exceed Section 8 low- and moderate- income limits; or

(c) The activity must have income eligibility requirements which limit the activity exclusively to low- and moderate- income persons; or

(d) The activities must be of such nature and in such location that it may be concluded that the activity's clientele will primarily be low- and moderate-income persons.

(2) A special project directed for removal of material and architectural barriers which restrict the mobility and accessibility of elderly or handicapped persons to publicly- and privately-owned non-residential buildings, facilities and improvements and the common areas of residential structures containing more than one dwelling unit.

c) Housing activities

An activity carried out for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by low- and moderate- income households. Examples include: property acquisition or rehabilitation of property for permanent housing; conversion of non-residential structures into permanent housing; and new housing construction.

2.

The activity must meet the following qualifying criteria:

(1) One-unit structures must be occupied by low- and moderate-income households.

(2) Two-unit structures must have at least one unit occupied by a low- and moderate-income household.

(3) Structures containing more than two units must have at least 51 percent of the units occupied by low- and moderate- income households.

(4) Rental buildings under common ownership and management which are located on the same or contiguous properties may be considered as a single structure.

(5) For rental housing, occupancy by low- and moderate- income households must be at affordable rents, consistent with the standards adopted and publicized by the CDBG grantee for determining "affordable rent" levels.

d) Job creation or retention activities

An activity designed to create or retain permanent jobs where at least 51 percent of which, computed on a full time equivalent basis, involve the employment of low -and moderate- income persons. Potentially eligible activities include: construction by the grantee of a business incubator designed to offer space and assistance to new firms to help them become viable small businesses; loans to pay for the expansion of a plant or factory; and assistance to a business to prevent closure and a resultant loss of jobs for low- and moderate- income persons. As a general rule, each assisted business shall be considered to be a separate activity for purposes of determining whether the activity qualifies. However, in certain cases such as where CDBG funds are used to acquire, develop or improve a real property (e.g., a business incubator or an industrial park) the requirement may be met by measuring jobs in the aggregate for all the businesses which locate on the property, provided such businesses are not otherwise assisted by CDBG funds. Additionally, where CDBG funds are used to pay for the staff and overhead costs of a §570.204 subrecipient making loans to businesses from non-CDBG funds, this requirement may be met by aggregating the jobs created by all of the businesses receiving loans during any one year period. Jobs are only considered to be available to low- and moderate- income persons when:

(1) Special skills that can only be acquired with substantial training or work experience or education beyond high school are not a prerequisite to fill such jobs, or the business agrees to hire unqualified persons and provide training; and

3.

(2) Local government and the assisted business take actions to ensure that low- and moderate- income persons receive first consideration for filling such jobs.

2. Activities which aid in the prevention or elimination of slums or blight

According to Section 24 CFR 570.208(d), where the assisted activity is acquisition of real property, a preliminary determination of whether the activity addresses a National Objective may be based on the planned use of the property after acquisition. The documentation required depends on planned use.

a) Activities to address slums or blight on an area basis

An activity which aids in the prevention or elimination of slums or blight in a designated area. Examples include: assistance to commercial or industrial businesses; public facilities or improvements; code enforcement. The activity must meet all of the following qualifying criteria:

(1) The area, delineated by the grantee, must meet a definition of a slum, blighted, deteriorated or deteriorating area under state or local law.

(2) There must be a substantial number of deteriorated or deteriorating buildings throughout the area, or the public improvements are in a general state of deterioration.

(3) The activity must address one or more of the conditions which contributed to the deterioration of the area.

(4) If rehabilitation of residential buildings not occupied by low-and moderate-income persons is undertaken, each such building rehabilitated must be considered substandard under local definition before rehabilitation, and all deficiencies making a building substandard must be corrected before less critical work on the building may be undertaken.

b) Activities to address slums or blight on a spot basis

An activity which aids in the prevention or elimination of slums or blight outside of a slum or blighted area. Examples include: elimination of faulty wiring, falling plaster, or other similar conditions which are detrimental to all potential occupants; historic preservation of a public facility; and demolition of a vacant, deteriorated, abandoned building. The activity must meet the following qualifying criteria:

4.

(1) The activity must be designed to eliminate specific conditions of blight or physical decay on a spot basis.

(2) The activity must be limited to acquisition, clearance, relocation, historic preservation, and/or rehabilitation of buildings. Rehabilitation is limited to the extent necessary to eliminate specific conditions detrimental to public health and safety.

(c) Activities to address slums or blight in an urban renewal area

An activity which aids in the elimination or prevention of slums or blight in an urban renewal area. The activity must meet the following qualifying criteria:

(1) The activity must be located within an urban renewal project area or Neighborhood Development Program (NDP) action area; and,

(2) The activity must be necessary to complete the urban renewal plan, as then in effect, including initial land redevelopment permitted by the plan.

3. Activities designed to meet community development needs having a particular urgency.

An activity designed to alleviate existing conditions that have a particular urgency. Examples include major catastrophes or emergencies. The activity must meet the following qualifying criteria:

(a) The existing conditions must pose a serious and immediate threat to the health or welfare of the community;

(b) The existing conditions are of recent origin or recently became urgent (generally within the past 18 months);

(c) The grantee is unable to finance the activity on its own; and,

(d) Other sources of funding are not available.

5.

SUMMARY OF ELIGIBLE AND INELIGIBLE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM ACTIVITIES

This is a *summary* of the activities that are eligible and ineligible for assistance under the Community Development Block Grant (CDBG) Program pursuant to the governing regulations of the Code of Federal Regulations, Title 24, part 570, Sections 570.200-570.207. For a more complete description, the regulations should be consulted. Some revisions may have occurred since this section was written in 1992. Please consult the Community Development Office with questions regarding national objectives compliance or eligibility of specific activities.

General Policies - §570.200

The primary objective of the CDBG Program is the development of viable urban communities, by providing decent housing and a suitable living environment, and expanding economic opportunities principally for persons of low- and moderate- income. Funds must be used so as to give maximum feasible priority to activities which will carry out one of the three broad national objectives of: benefit to low- and moderate- income families; or aid in the prevention or elimination of slums or blight; or activities designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs. At least 70 percent of the total CDBG funds must be used for activities that benefit low- and moderate- income persons over a one-, two-, or three-year period; and at least 51 percent of the beneficiaries of individual activities designed to benefit low -and moderate-income persons must be shown to be of low- and moderate- income.

Basic Eligible Activities - §570.201

(a) Acquisition in whole or in part by purchase, long-term lease, donation, or otherwise, of real property for any public purpose; subject to the limitations of §570.207.

(b) Disposition of real property acquired with CDBG funds through sale, lease or donation, or otherwise; or its retention for public purposes.

(c) Acquisition, construction, reconstruction, rehabilitation or installation of public facilities and improvements, except buildings for the general conduct of government. Activities may include:
- Design features and improvements which promote energy efficiency; and
- Architectural design features and treatments intended to enhance the aesthetic quality of facilities and improvements.

6.

Eligible facilities include those serving persons having special needs such as homeless shelters; convalescent homes; hospitals; nursing homes; battered spouse shelters; halfway houses for run-away children, drug offenders or parolees; group homes for mentally retarded persons; and temporary housing for disaster victims.

In certain cases, non-profit entities and subrecipients(including those specified under §570.204) may acquire title to public facilities; when owned by non-profit entities or subrecipients such facilities must be operated so as to be open for use by the general public during all normal hours of operation.

(d) Clearance, demolition, removal of buildings and improvements, and movement of structures to other sites. Demolition of HUD-assisted housing units may be undertaken only with the prior approval of HUD.

(e) Provision of public services (including labor, supplies and materials) such as those concerned with child care, health care, education, job training, public safety, fair housing counseling, recreation, senior citizens, homeless persons, drug abuse counseling and treatments, and energy conservation counseling and testing. The services must meet each of the following criteria:

. A service must either be new or be a quantifiable increase in the level of an existing service above that which has been provided by or on behalf of the unit of general local government (through funds raised by the unit or received by the unit from the State in which it is located) in the previous twelve calendar months before submission of the action plan; and
. The amount obligated for public services shall not exceed 15 percent of the annual grant, plus 15 percent of the program income received from the previous year.

(f) Interim assistance to correct objectively determinable signs of physical deterioration in areas where immediate action is necessary and where permanent improvements will be carried out as soon as practicable; or to alleviate emergency conditions threatening the public health and safety and requiring immediate resolution.

(g) Payment of the non-Federal share required in connection with a Federal grant-in-aid program undertaken as a part of CDBG activities.

(h) Completion of urban renewal projects funded under Title I of the Housing Act of 1949, as amended.

(i) Relocation payments and assistance to displaced individuals, families, businesses, non-profit organizations, and farm operations.

(j) Payment to housing owners for losses of rental income incurred in holding units for persons displaced by relocation activities.

7.

(k) Removal of material and architectural barriers which restrict the mobility and accessibility of elderly and handicapped persons to publicly - and privately-owned buildings, facilities and improvements.

(l) Acquisition, construction, reconstruction, rehabilitation or installation of the distribution lines and facilities of privately-owned utilities.

(m) Construction of housing assisted under Section 17 of the United States Housing Act of 1937.

(n) Direct assistance to facilitate and expand low-and moderate- income home ownership by subsidizing mortgage rates and principal amounts, financing the acquisition of housing occupied by low- and moderate- income persons, acquiring guarantees of financing obtained from private lenders, providing up to 50 percent of down payment, or paying reasonable closing costs. (See National Affordable Housing Act of 1990, Title IX, Subtitle A.)

Eligible Rehabilitation and Preservation Activities - §570.202

(a) Rehabilitation assistance for:

. Privately-owned residential buildings and improvements;
. Low-income public housing and other publicly-owned residential buildings and improvements.
. Publicly - and privately - owned commercial or industrial buildings; and
. Manufactured housing, when such housing is considered part of the community's permanent housing stock.

(b) Financing assistance through grants, loans, loan guarantees, interest supplements, or other means for:

. Private individuals and entities, including profit-making and non-profit organizations, to acquire for the purposes of rehabilitation, and to rehabilitate properties for use or resale for residential purposes;
. Labor, materials, and other rehabilitation costs, including repair, replacement of principal fixtures and components, installation of security devices, and renovation of existing structures;
. Loans for refinancing existing indebtedness secured by a property being rehabilitated, if the grantee determines that the financing is appropriate to achieve its community development objectives;
. Improvements to increase the efficient use of energy;
. Improvements to increase the efficient use of water;
. Connection of residential structures to water distribution or local sewer collection lines;
. Initial homeowner warranty premiums, hazard insurance premiums, flood insurance premiums and lead-based paint testing and abatement, for rehabilitation carried out with CDBG funds;
. Acquisition of tools to be lent to carry out rehabilitation;

8.

. Rehabilitation services related to assisting participants in CDBG-funded rehabilitation activities (such as rehabilitation counseling, energy auditing, preparation of work specifications, loan processing, and inspection), and;
. Rehabilitation of housing under Section 17 of the U.S. Housing Act of 1937.

(c) Code enforcement in deteriorating or deteriorated areas where such enforcement, together with public improvements, rehabilitation, and services to be provided, may be expected to arrest the decline of such areas.

(d) Rehabilitation, preservation or restoration of publicly- or privately- owned historic properties, except for buildings used for the general conduct of government.

(e) Renovation of closed schools or other buildings for use as an eligible public facility or housing.

Special Economic Development Activities - §570.203

Eligible activities may be carried out as part of an economic development project. In addition, *special economic development activities* that receive a determination of appropriateness - but not including assistance for the construction of new housing - may be carried out, including:

(a) Acquisition, construction, reconstruction, rehabilitation or installation of commercial or industrial buildings, structures, and other real property equipment and improvements, including railroad spurs or similar extensions. Such activities may be carried out by the recipient, or public or private non-profit subrecipients.

(b) The provision of assistance to private for-profit businesses, including, but not limited to, grants, loans, loan guarantees, interest supplements, technical assistance, and other forms of support, for any other activity where the assistance has been determined appropriate to carry out an economic development project - except for buildings for the general conduct of government, general government expenses, and political activities - provided that such assistance does not unduly enrich the for-profit business. Economic development projects must create or retain jobs for low- and moderate- income persons, prevent or eliminate slums or blight, meet urgent needs, create or retain businesses owned by community residents, assist businesses that provide goods or services to low- and moderate income residents, or provide technical assistance to promote any of the above activities. To the extent practicable, economic development projects must minimize displacement of existing businesses and jobs.

9.

Special Activities by Subrecipients - §570.204

(a) Assistance may be provided to certain eligible subrecipients to carry out a neighborhood revitalization, community economic development, or energy conservation project, including:

. Activities listed as eligible; and
. Activities not otherwise listed as eligible - except for assistance to buildings for the general conduct of government, general government expenses, and political activities-if the recipient determines that these are appropriate to achieve its community development objectives.

(b) Recipients are responsible for ensuring that subrecipients comply with all applicable Federal, state, or local laws and requirements; and for carrying out the environmental review and clearance responsibilities.

(c) Subrecipients eligible to carry out these special activities are:

. Neighborhood-based non-profit organizations;
. Section 301(d) Small Business Investment Corporations, including those which are profit-making; and
. Local Development Corporations.

Eligible Planning, Urban Environmental Design and Policy-Planning-Management-Capacity Building Activities - §570.205

(a) Planning activities such as data gathering, studies, analyses, preparation of plans, and identification of actions that will implement such plans.

(b) Activities designed to improve the grantee's capacity to plan and manage programs and activities.

Eligible Administrative Costs - §570.206

(a) Reasonable costs of overall program management, coordination, monitoring, and evaluation, including:

.Staff salaries, wages, and related costs;
.Travel costs;
.Administrative services such as general legal, accounting and audit services performed under third-party contracts; and
.Other goods and services required for administration of the program.

10.

(b) Provision of information and other resources to residents and citizen organizations.

(c) Provision of fair housing counseling services and activities.

(d) (Reserved)

(e) Indirect costs.

(f) Preparation of applications for Federal programs.

(g) Overall program management of any active Rental Rehabilitation Program or Housing Development Grant Program grants.

Ineligible Activities - §570.207

(a) Assistance for:

. Buildings used for the general conduct of government;
. Government expenses; and
. Political activities.

(b) Assistance for:

. Purchase of construction equipment; purchase of furnishings and personal property, unless part of public services are necessary for use by a grantee in the administration of the CDBG program;
. Repairing, operating and maintaining public facilities, improvements and services, except expenses associated with eligible public service activities, interim assistance, and office space for CDBG program staff;
.New housing construction, except under the special provisions provided at §570.207(b)(3)(i)-(iii); and
.Income payments.

11.

Ernest F. Martineau
Fitchburg Police Dept
20 Elm Street
Fitchburg, MA 01420

Councilor Joel R. Kaddy
57 Highview Street
Fitchburg, MA 01420

Lenny Laakso, DPW Commissioner
Fitchburg City Hall
166 Boulder Drive
Fitchburg, MA 01420

Jeff Summers
51 Grace Street
Malden, MA. 02148

Recreation Dept.
166 Boulder Drive
Fitchburg, MA 01420

Community Healthlink
40 Spruce Street
Leominster, MA 01453

Adrian Ford, Director
Three Pyramids
66 Day Street
Fitchburg, MA 01420

Joan Goodwin, Director
Fitchburg Senior Center
14 Wallace Avenue
Fitchburg, MA 01420

Peter Proulx
Leominster Housing Authority
100 Main Street
Leominster, MA 01420

New Players Theater Guild
15 Rollstone Street
Fitchburg, MA. 01420

Judith Nest-Pasierb
Our Fathers House
P.O. Box 7251
Fitchburg, MA 01420

Chief Kevin Roy
Fitchburg Fire Dept
33 North Street
Fitchburg, MA 01420

Stephen Curry, BOH Director
Fitchburg City Hall
166 Boulder Drive
Fitchburg, MA 01420

YWCA of Central Mass.
54 Main Street
DVS - Suite 001
Leominster, MA 01453

Centro Las Americas
11 Sycamore Street
Worcester, MA. 01608

Director
Center for Well Being
70 Bond Street
Fitchburg, MA 01420

Director
Westwind Club
545 Westminster Street
Fitchburg, MA 01420

Kevin Reed, Director
Montachusett Opp. Council
133 Prichard Street
Fitchburg, MA 01420

Jonathan Mannina, Director
Community Legal Aid, Inc.
405 Main Street
Worcester, MA 01608

Greg Guiliano, Director
Montachusett Home Care Corp
680 Mechanic St
Leominster, MA 01453

Sharon Bernard
Fitchburg Public Library
610 Main St
Fitchburg, MA 01420

Nick Capasso
Fitchburg Art Museum
185 Elm St
Fitchburg, MA 01420

Glenn Eaton, Director
Mont. Reg. Planning Commission
1427 Rear Water St
Fitchburg, MA 01420

Councilor Amy Green
244 Walton Street
Fitchburg, MA. 01420

Patria Brown
148 West Street, Apt. B 2
Leominster, MA. 01453

Director
North Central Court Services
100 Elm St Room 220
Fitchburg, MA 01420

David Connell, Director
YMCA
55 Wallace Ave
Fitchburg, MA 01420

Superintendent Andre Ravenelle
Fitchburg Public Schools
376 South St
Fitchburg, MA 01420

Richard A. Hooks Wayman
LUK, Inc.
545 Westminster Street
Fitchburg, MA 01420

Mass. Dept of Social Services
690 Mechanic Street
Leominster, MA 01453

Leslie Lightfoot, Director
Veterans Hospice Homestead
69 High Street
Fitchburg, MA 01420

CARE Services, Inc.
356B Broad Street
Fitchburg, MA. 01420

Michelle L. Dunn, President
A.E.D. Foundation, Inc.
P.O. Box 67
Westminster, MA. 01473

Kate Martin
Fitchburg School Dept.
376 South Street
Fitchburg, MA 01420

Kathleen Dennen
102 Parsons Circle
Fitchburg, MA. 01420

President Richard S. Lapidus
Fitchburg State College
160 Pearl Street
Fitchburg, MA 01420

Marc Dohan, Exec. Director
NewVue Communities, Inc.
470 Main Street
Fitchburg, MA 01420

Councilor Stephan Hay
30 Shawna Street
Fitchburg, MA 01420

Representative Stephen DiNatale
Fitchburg Senior Center
14 Wallace Ave.
Fitchburg, MA 01420

Judy Gentry
22 Hilltop Drive
Leominster, MA. 01453

Michelle Marino
Commission of Veterans Affairs
14 Wallace Ave.
Fitchburg, MA 01420

Diversified Visiting Nurse Assoc.
HealthAlliance Hospital
25 Tucker Drive
Leominster, MA 01453

Captain Mark Hager
The Salvation Army
739 Water St
Fitchburg, MA 01420

The ARC Opportunity
of North Central Mass.
564 Main St
Fitchburg, MA 01420

William Malone
190 River Street, Apt. 1
Fitchburg, MA. 01420

Mass. Rehab Commission
76 Summer St
Fitchburg, MA 01420

North Central Mass Regional
Employment Board
100 Erdman Way
Leominster, MA 01453

Robert Lanciani, Building Dept.
Fitchburg City Hall
166 Boulder Drive
Fitchburg, MA 01420

Pat Joubert
931 Westminster Hill Road
Fitchburg, MA 01420

Councilor Angelo Bisol
241 Stoneybrook Rd.
Fitchburg, MA. 01420

Dept of Transitional Assistance
473 Main St.
Fitchburg, MA 01420

Donna Santonastaso
Mt Vernon St Association
62 Mt Vernon St
Fitchburg, MA 01420

Joana Dos Santos
United Neighbors of Fitchburg, Inc.
2-18 Fairmount St.
Fitchburg, MA 01420

Ann Calcaterra
Greater Arlington St Neigh. Assoc.
59 Arlington St
Fitchburg, MA 01420

Kevin Adkins, Director
The Salvation Army
Bridging the Gap Program
739 Water Street,
Fitchburg, MA. 01420

Steve Ellis
Fitchburg Municipal Airport
567 Crawford St
Fitchburg, MA 01420

Tami Arguelles
199 East Street
Fitchburg, MA. 01420

Cheryl Trant
Children's Aid and Family Services
1480 John Fitch Hwy.
Fitchburg, MA 01420

Councilor Jody Joseph
20 Tilton Street
Fitchburg, MA. 01420

Monica Bourgault
887 High Rock Road
Fitchburg, MA 01420

Kim Blauser, Co-President
Crocker Parent Organization
34 Klondike Avenue
Fitchburg, MA 01420

Mary Hagarty, CEO
Gardner VNA
34 Pearly Lane
Gardner, MA 01440

Fe Slovenkai
Christ Church
569 Main Street
Fitchburg, MA 01420

Maria Ciares
52 Electric Avenue
Lunenburg, MA 01462

Adam Weber
18 Burbank Lane
Lancaster, MA. 01523

Vang Yang
16 Washington Street
Fitchburg, MA. 01420

Mayor Lisa A. Wong
Fitchburg City Hall
Fitchburg, MA 01420

Arlene Betteridge
Community Health Connections
326 Nichols Road
Fitchburg, MA. 01420

Jeff Wolfgang
875 John Fitch Hwy, Unit 54
Fitchburg, MA. 01420

Neddy Latimer
Spanish American Center
112 Spruce Street
Leominster, MA. 01453

Councilor Jeffrey A. Bean
1495 Pearl Hill Road
Fitchburg, MA. 01420

Ginny's Helping Hand, Inc.
52 Mechanic Street
Leominster, MA 01453

John Richard
21 Atlantic Avenue
Fitchburg, MA 01420

Gina Moretti-MacConnell
YWCA of Central Mass.
One Salem Square
Worcester, MA. 01608

Bonnie Baer-Simahk
Fitchburg School Dept.
376 South Street
Fitchburg, MA 01420

Calvin Brooks, Treasurer
Fitchburg City Hall
166 Boulder Drive
Fitchburg, MA 01420

Councilor Paul Beauchemin
101 St. Andrew Street
Fitchburg, MA. 01420

Faye Rachlin
Community Legal Aid, Inc.
405 Main Street
Worcester, MA. 01608

Councilor David Clark
39 Seneca Street
Fitchburg, MA 01420

Leona Shaw
Neighborhood & You Coalition
133 Prichard Street
Fitchburg, MA 01420

Paula Caron
75 Prospect Street
Fitchburg, MA. 01420

Elizabeth Giorgi
134 Main Street
Leominster, MA 01453

Councilor Michael Kushmerek
339 Blossom Street
Fitchburg, MA. 01420

Susan Navarre, Director
Fitchburg Historical Comm.
781 Main Street
Fitchburg, MA. 01420

Donata Martin, Exec. Director
Boys & Girls Club
365 Lindell Avenue
Leominster, MA 01453

Train Wu
106 Madison Street
Fitchburg, MA 01420

Frank Emmick
RCAP Solutions, Inc.
205 School Street
Gardner, MA 01440-0159

Councilor Dean A. Tran
44 Tibbett Circle
Fitchburg, MA 01420

Councilor Marcus L. DiNatale
c/o City Clerk
166 Boulder Drive
Fitchburg, MA 01420

Samuel Blair
Fitchburg Historical Commission
304 High Rock Road
Fitchburg, MA. 01420

Shining Light Ministries, Inc.
264 Elm Street
Fitchburg, MA. 01420

Tom Szocik, Executive Director
Fitchburg Redevelopment Authority
166 Boulder Drive
Fitchburg, MA 01420

FATV
175 Kimball St.
Fitchburg, MA. 01420

Andrea Purcell
116 Damon Road
Ashby, MA. 01430

North Central Mass.
Chamber of Commerce
860 South Street
Fitchburg, MA. 01420

Jon Hogue
Mont.Interfaith Hospitality Network
758 Main Street
Leominster, MA. 01453

Sister Loretta Ciccarelli
Venerini Sisters
84 Prospect Street
Fitchburg, MA. 01420

Kimatra Maxwell, MSW
Families and Communities Together
100 Erdman Way
Leominster, MA. 01453

CARE Services, Inc.
356B Broad Street
Fitchburg, MA. 01420

Allison Joseph, Director
MY TURN, Inc.
27 Lowell St., Suite 308
Manchester, NH 03101

City of Fitchburg
Community Development Office

Notice of Meeting
December 3, 2015 - 5:00P.M.
Putnam Place Conference Room
166 Boulder Drive
Fitchburg, MA. 01420

City of Fitchburg
Year 42 Consolidated Plan
(July 1, 2016 - June 30, 2017)

Purpose:

To promote citizen participation and the development of local priority needs and objectives. This meeting will provide a forum for discussion of overall housing and community development needs for the City of Fitchburg. Comments received during this meeting will be considered in the development of an investment plan which will guide funding decisions for HUD funded programs for the coming year. Technical assistance will be available for those who have questions about the CDBG application. If interpretive services are needed, please call the Community Development Office.

For More Information:

Mary McCaffrey, Community Development Administrator
Community Development Office
(978) 829-1894

Ciudad de Fitchburg
Oficina de Desarrollo Comunitario

Aviso de la próxima reunión
3 de diciembre de 2015 - 5:00P.M.
Sala de conferencia de Putnam Place
166 Boulder Drive
Fitchburg, MA. 01420

Ciudad de Fitchburg
Plan de Desarrollo - Año 42
(1 de julio de 2016 – 30 de junio de 2017)

Propósito:

Promover la participación de los ciudadanos y el desarrollo de las prioridades, objetivos y necesidades locales. Esta reunión proveerá un foro para dialogar sobre viviendas y necesidades de desarrollo comunitario en la ciudad de Fitchburg. Los comentarios recibidos durante esta reunión se considerarán en el desarrollo de un plan de inversión que guiará las decisiones financieras de los programas financiados por HUD para el próximo año. Proveemos asistencia técnica para las personas que tengan preguntas relacionadas a las aplicaciones de CDBG. Si usted necesita servicios de interprete, por favor llame a la Oficina de Desarrollo Comunitario del Departamento de Obras Públicas.

Para más información llame a:

Mary McCaffrey, Administrator Comunal de Desarrollo
Oficina de Desarrollo Comunitario
(978) 829-1894

City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

City of Fitchburg
Community Development Office

Notice of Meeting
December 3, 2015 - 5:00P.M.
Putnam Place Conference Room
166 Boulder Drive
Fitchburg, MA. 01420

City of Fitchburg
Year 42 Consolidated Plan
(July 1, 2016 - June 30, 2017)

Purpose:

To promote citizen participation and the development of local priority needs and objectives. This meeting will provide a forum for discussion of overall housing and community development needs for the City of Fitchburg. Comments received during this meeting will be considered in the development of an investment plan which will guide funding decisions for HUD funded programs for the coming year. Technical assistance will be available for those who have questions about the CDBG application. If interpretive services are needed, please call the Community Development Office.

For More Information:

Mary McCaffrey, Community Development Administrator
Community Development Office
(978) 829-1894

FITCHBURG MUNICIPAL OFFICES
166 BOULDER DR, FITCHBURG, MA 01420-3125 • PHONE: (978) 829-1890 • FAX: (978) 829-1965
The Community Development office is physically located in the Fitchburg Public Library, 610 Main Street
Michael O'Hara, Principal Planner has an office at the DPW Building, 301 Broad Street

City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

Ciudad de Fitchburg
Oficina de Desarrollo Comunitario

Aviso de la próxima reunión
3 de diciembre de 2015 - 5:00P.M.
Sala de conferencia de Putnam Place
166 Boulder Drive
Fitchburg, MA. 01420

Ciudad de Fitchburg
Plan de Desarrollo - Año 42
(1 de julio de 2016 – 30 de junio de 2017)

Propósito:

Promover la participación de los ciudadanos y el desarrollo de las prioridades, objetivos y necesidades locales. Esta reunión proveerá un foro para dialogar sobre viviendas y necesidades de desarrollo comunitario en la ciudad de Fitchburg. Los comentarios recibidos durante esta reunión se considerarán en el desarrollo de un plan de inversión que guiará las decisiones financieras de los programas financiados por HUD para el próximo año. Proveemos asistencia técnica para las personas que tengan preguntas relacionadas a las aplicaciones de CDBG. Si usted necesita servicios de interprete, por favor llame a la Oficina de Desarrollo Comunitario del Departamento de Obras Públicas.

Para más información llame a:

Mary McCaffrey, Administrador Comunal de Desarrollo
Oficina de Desarrollo Comunitario
(978) 829-1894

FITCHBURG MUNICIPAL OFFICES
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Public Notice | **Public Notice**

City of Fitchburg
Community Development Office
Notice of Meeting
December 2, 2015 - 5:00 P.M.
Putnam Place Conference Room
166 Boulder Drive, Fitchburg, MA 01420
City of Fitchburg Year 42 Consolidated Plan
(July 1, 2016 - June 30, 2017)

Purpose: To promote citizen participation and the development of local priority needs and objectives. This meeting will provide a forum for discussion of overall housing and community development needs for the City of Fitchburg. Comments received during this meeting will be considered in the development of an investment plan which will guide funding decisions for HUD funded programs for the coming year. Technical assistance will be available for those who have questions about the CDBG application. If interpretive services are needed, please call the Community Development Office.

For More Information: Mary McCarthy, Community Development Administrator, Community Development Office, (978) 829-1864

Ciudad de Fitchburg
Oficina de Desarrollo Comunitario
Aviso de la próxima reunión
2 de diciembre de 2015 - 5:00 P.M.
Sala de conferencias de Putnam Place
166 Boulder Drive, Fitchburg, MA 01420
Ciudad de Fitchburg Plan de Desarrollo - Año 42
(1 de julio de 2016 - 30 de junio de 2017)

Propósito: Promover la participación de los ciudadanos y el desarrollo de las prioridades locales y necesidades locales. Esta reunión proveerá un foro para discutir sobre vivendas y necesidades de desarrollo comunitario en la ciudad de Fitchburg. Los comentarios recibidos durante esta reunión se considerarán en el desarrollo de un plan de inversión que guiará las decisiones financieras de los programas financiados por HUD para el próximo año. Proveeremos asistencia técnica para las personas que tengan preguntas relacionadas a las aplicaciones de CDBG. Si usted necesita servicios de intérprete, por favor llame a la Oficina de Desarrollo Comunitario del Departamento de Obras Públicas. Para más información llame a: Mary McCarthy, Administrador Comunal de Desarrollo, Oficina de Desarrollo Comunitario, (978) 829-1864

November 16, 2015

City of Fitchburg, Massachusetts
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

CONSOLIDATED PLANNING PROCESS – PROVIDER'S MEETING

December 3, 2015
(5:00P.M. Conference Room, Putnam Place, 166 Boulder Drive)

AGENDA

I. Introduction/Explanation of the Meeting

II. Open Forum –
*Comments from participants regarding unmet housing and community development needs.
* Applications for funding other than the CDBG program (Notice of Intent form)

A. Public Services
B. Housing/Code Enforcement
C. Economic Development
D. Public Facilities
E. Removal of Architectural Barriers
F. Preservation
G. Other Community Development Needs

III. Question/Answer Period regarding the Year 42 CDBG Application

FITCHBURG MUNICPAL OFFICES
166 BOULDER DR, FITCHBURG, MA 01420-3125 • PHONE: (978) 829-1890 • FAX: (978) 829-1965
The Community Development office is physically located in the Fitchburg Public Library, 610 Main Street

YEAR 42 CDBG PROGRAM
FITCHBURG, MA.
PROVIDER'S MEETING
DECEMBER 3, 2015

Conference Room, Putnam Place, 166 Boulder Drive, Fitchburg, MA
Meeting opened at 5:03 pm.

In attendance were representatives from Community Health Connections, Montachusett Interfaith Hospitality Network (MIHN) Shelter and My Turn,Inc.

All agencies addressed the issue of homelessness in Fitchburg and the region and the need for more services. MIHN stated that there are currently between 100-150 homeless families living at the Days Inn motel who are eligible for state Emergency Assistance. However, no case management services are provided, nor help to secure permanent housing. Last winter, MIHN shelter had a waitlist of 30 families. MIHN noted that there are 250-300 homeless children currently in the Fitchburg Public School system.

Fitchburg Community Health Center (CHC) spoke to the need for a Drop-In- Center as part of ACTION Health Services. CHC serves a large homeless population and previously operated the Drop-In Center located at 35 Main Street, but was forced to close it due to the building's deterioration. The health center at the Burbank Campus had more than 18,000 visits by homeless people in 2014. Transportation services are critical to the homeless population. CHC staff thought more frequent rides and rides later into the evening would be beneficial. The CHC is interested in partnering with the City to address homelessness.

My Turn, Inc. focuses primarily on education and employment training with the goal of self-sufficiency and financial stability for clients, many of whom are homeless or have dropped out of school. They would be looking for CDBG funds to supplement training and tuition costs.

As a result of the meeting, MIHN and My Turn, Inc. discussed collaborating on services to benefit the families at the shelter.

City staff provided attendees with handouts explaining the process and meeting schedule, and reminded them that there is a public hearing in January 2016 where applicants explain their proposal to the Planning Board.

Meeting adjourned at 5:55 pm

Submitted by: Sue Christensen

YEAR 42 CONSOLIDATED PLANNING PROCESS
PROVIDERS MEETING
DECEMBER 3, 2015

5:00P.M. IN PUTNAM PLACE CONFERENCE ROOM

Attendance Sheet

NAME	ADDRESS	ASSOCIATION
Arlene Bottenberg	326 Nichols Rd	Community Health Connections
Mary McCaffrey	C.D.	
[illegible]		
Liz Murphy		
Adam Weber	758 Main St Leominster	MIHN
Allison Joseph	27 Lowell St #308 Manch. NH	MYNRN

Nonprofits urge Fitchburg to act for homeless

By Anna Burgess
aburgess@sentinelandenterprise.com

FITCHBURG — Several area nonprofits are making it a priority to address homelessness, and on Thursday worked to convince the city to make it a priority as well.

On Thursday night, Liz Murphy, Sue Christensen and Mary McCaffrey of the Fitchburg Housing and Development Department held a forum asking for input for their Consolidated Plan for 2016-2017. They wanted to create greater citizen participation in the development of the annual plan, as well as hear general input on the biggest challenges facing Fitchburg in terms of housing and community development needs.

Three representatives from local nonprofit organizations showed up to give suggestions for the plan and ask questions about Community Development Block Grant funding, but the conversation was dominated by one issue in particular.

"We feel the need for assisting homeless families is huge in the area," said Adam Weber, the president of the Board of Directors for the Montachusett Interfaith Hospitality Network.

There are currently between 100 and 150 homeless families living in the Days Inn in Leominster, he said, who "don't get any assist as far as case management."

"Nobody is there to help get them services or to get them into permanent housing," Weber said. "Family homelessness is a big problem, and in your consolidated plan, I think that's something that should be addressed."

Arlene Betteridge, the vice president for development at Community Health Connections, agreed.

She said homelessness in Massachusetts is on the rise, and her organization's health center at the Burbank campus of HealthAlliance Hospital had more than 18,000 visits from homeless people in 2014.

Arlene Betteridge, left, vice president for development at Community Health Connections, makes a point as Liz Murphy, of the Fitchburg Housing and Development Department, listens at Thursday night's forum. SENTINEL & ENTERPRISE / ANNA BURGESS

Betteridge said she would like to see a new drop-in center for homeless people, because the previous center operated by Community Health Connections at 35 Main St. was closed earlier this year.

"We closed it because we could not get a facilities upgrade we felt was up to the dignity of our brothers and sisters on the street, or of the staff," Betteridge said. "But it's not OK that it's closed. It's an important service."

Especially during the winter, she said, there needs to be somewhere for people to go during the day, because places like Our Father's House are only available at night.

McCaffrey told Betteridge CDBG funding could pay salaries for drop-in center staff, or rent a space for the center.

She added, though, that applying for this funding would be "a little premature," and suggested Betteridge first meet with "key players like the next mayor" before applying for funding next year.

MyTurn, Inc. executive director Allison Joseph had come to discuss her organization's plan to apply for CDBG funding to augment their training and helping cover tuition costs.

Joseph, however, said homelessness is also an issue that affects MyTurn.

"It's tough when a kid is homeless, because they'll go where they have housing," she said, "so sometimes, we'll work with them for a couple months and then they'll suddenly have a relative they can stay with in Boston, and they'll be gone."

She agreed that combatting homelessness is very important.

"We need a greater voice around this issue," Betteridge concluded.

Murphy ended the forum by reviewing the timeline for CDBG applications. Applications are due Jan. 5, 2016, and the first hearing on all applications will be Jan. 28, before the Planning Board.

Follow Anna Burgess on Twitter and Tout @AnnaBurgess18.

City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

LARRY CASASSA
Director

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

FITCHBURG CITY CLERK

16 JAN 11 11 25

CITY OF FITCHBURG
COMMUNITY DEVELOPMENT OFFICE

NOTICE OF PUBLIC HEARING

COMMUNITY DEVELOPMENT BLOCK GRANT
CONSOLIDATED PLAN
YEAR 42 PROGRAM

JANUARY 28, 2016 - 6:00 P.M.
Memorial Middle School Library
615 Rollstone Street
Fitchburg, MA 01420

Purpose:

1. Information provided on Year 42 CDBG Program

2. Citizen comments on proposed Year 42 CDBG Projects.

3. Citizen comments on the housing and community development needs of the City, the Consolidated Plan and Fitchburg's performance in implementing the CDBG Program.

For More Information Contact:

Mary McCaffrey
Community Development Administrator
Community Development Office
(978) 829-1894

FITCHBURG MUNICPAL OFFICES
166 BOULDER DR, FITCHBURG, MA 01420-3125 • PHONE: (978) 829-1890 • FAX: (978) 829-1965
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City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

LARRY CASASSA
Director

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

FITCHBURG CITY CLERK

16 JAN 11 11 26

CIUDAD DE FITCHBURG
OFICINA DE DESARROLLO COMUNITARIO

AVISO DE AUDIENCIA PUBLICA

PROGRAMA "BLOQUE PARA EL DESARROLLO DE LA COMUNIDAD"
(COMMUNITY DEVELOPMENT BLOCK GRANT-CDBG por sus siglas en inglés)
PLAN DE DESARROLLO
AÑO 42

28 DE ENERO DE 2016 - 6:00 P.M.
Memorial Middle School Library
615 Rollstone Street
Fitchburg, MA 01420

Propósito:

1. Proveer información del programa CDBG del año 42.

2. Comentarios de los ciudadanos sobres los proyectos propuestos del programa de CDBG del año 42.

3. Comentarios de los ciudadanos sobre programas de viviendas y desarrollo de la comunidad en la ciudad, el plan de desarrollo y como la ciudad de Fitchburg desempeña e implementa el programa CDBG.

Para más información comuníquese con:

Mary McCaffrey
Administrador Comunal de Desarrollo
Oficina de Desarrollo Comunitario
(978) 829-1894

FITCHBURG MUNICPAL OFFICES
166 BOULDER DR, FITCHBURG, MA 01420-3125 • PHONE: (978) 829-1890 • FAX: (978) 829-1965
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Public Notice | **Public Notice**

CITY OF FITCHBURG
COMMUNITY DEVELOPMENT OFFICE
NOTICE OF PUBLIC HEARING
COMMUNITY DEVELOPMENT BLOCK GRANT
CONSOLIDATED PLAN
YEAR 42 PROGRAM
JANUARY 26, 2016 - 6:00 P.M.
Memorial Middle School Library
615 Rollstone Street, Fitchburg, MA 01420

Purpose:
1. Information provided on Year 42 CDBG Program
2. Citizen comments on proposed Year 42 CDBG Projects.
3. Citizen comments on the housing and community development needs of the City, the Consolidated Plan and Fitchburg's performance in implementing the CDBG Program.

For More Information Contact:
Mary McCarthy, Community Development Administrator, Community Development Office
(978) 829-1894

CIUDAD DE FITCHBURG
OFICINA DE DESARROLLO COMUNITARIO
AVISO DE AUDIENCIA PUBLICA
PROGRAMA "BLOQUE PARA EL DESARROLLO DE LA COMUNIDAD" (COMMUNITY DEVELOPMENT BLOCK GRANT-CDBG en Ingles)
PLAN DE DESARROLLO AÑO 42
26 DE ENERO DE 2016 - 6:00 P.M.
Memorial Middle School Library
615 Rollstone Street, Fitchburg, MA 01420

Propósito:
1. Proveer información del programa CDBG del año 42.
2. Comentarios de los ciudadanos sobre los proyectos propuestos del programa de CDBG del año 42.
3. Comentarios de los ciudadanos sobre programas de viviendas y desarrollo de la comunidad en la ciudad, el plan de desarrollo y como la ciudad de Fitchburg desempeña e implementa el programa CDBG.

Para más información contáctese con:
Mary McCarthy, Administradora de Desarrollo Comunitario, Oficina de Desarrollo Comunitario
(978) 829-1894

January 11, 2016

Sentinel

CITY OF FITCHBURG
COMMUNITY DEVELOPMENT OFFICE

NOTICE OF PUBLIC HEARING

COMMUNITY DEVELOPMENT BLOCK GRANT
CONSOLIDATED PLAN
YEAR 42 PROGRAM

JANUARY 28, 2016 - 6:00 P.M.
Memorial Middle School Library
615 Rollstone Street
Fitchburg, MA 01420

Purpose:

1. Information provided on Year 42 CDBG Program

2. Citizen comments on proposed Year 42 CDBG Projects.

3. Citizen comments on the housing and community development needs of the City, the Consolidated Plan and Fitchburg's performance in implementing the CDBG Program.

For More Information Contact:

Mary McCaffrey
Community Development Administrator
Community Development Office
(978) 829-1894

CIUDAD DE FITCHBURG
OFICINA DE DESARROLLO COMUNITARIO

AVISO DE AUDIENCIA PUBLICA

PROGRAMA "BLOQUE PARA EL DESARROLLO DE LA COMUNIDAD"
(COMMUNITY DEVELOPMENT BLOCK GRANT-CDBG en inglés)
PLAN DE DESARROLLO
AÑO 42

28 DE ENERO DE 2016 - 6:00 P.M.
Memorial Middle School Library
615 Rollstone Street
Fitchburg, MA 01420

Propósito:

1. Proveer información del programa CDBG del año 42.

2. Comentarios de los ciudadanos sobres los proyectos propuestos del programa de CDBG del año 42.

3. Comentarios de los ciudadanos sobre programas de viviendas y desarrollo de la comunidad en la ciudad, el plan de desarrollo y como la ciudad de Fitchburg desempeña e implementa el programa CDBG.

Para más información comuníquese con:

Mary McCaffrey
Administradora de Desarrollo Comunitario
Oficina de Desarrollo Comunitario
(978) 829-1894

FITCHBURG
Massachusetts

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

RESPONSIBILITIES

The Federal Community Development Block Grant (CDBG) program provides the basic funding necessary to administer the many housing, public works, economic development and public service activities which help to further the city's overall community development objectives.

ACCOMPLISHMENTS

Some of the accomplishments managed through the Community Development Office include:

- Construction of new energy-efficient single family housing and rehabilitation of affordable housing throughout the city's older neighborhoods
- Curb re-setting
- Demolition of hundreds of unsafe and abandoned buildings throughout the city
- Improvements to public facilities such as parks and playgrounds and various city buildings including the Senior Center, Library and City Hall
- Provision of essential public services ranging from after school programs for youth to assistance to senior citizens to police walking patrols and drug enforcement activities
- Safety and beautification improvements including street trees
- Street and sidewalk improvements along many of the city's entryways

CURRENT PROGRAMS

Current CDBG funded programs, carried out by other entities:

- Boys and Girls Club
- CDC Small Business Assistance
- Code Enforcement
- MIHN Family Shelter
- Police Drug Enforcement/Family Unit
- United Neighbors of Fitchburg
- YMCA Youth Program

CONTACT US

Mary McCaffrey
CDBG Administrator
Email
Phone: 978-829-1894
More Information

ANNUAL ACTION PLANS

Each year the City of Fitchburg goes through an extensive process to determine the activities that will be funded in the coming year. Together, these funded activities are called the Action Plan.

Annual Action Plans
Year 42 CDBG Program Schedule
Year 42 CDBG Public Hearing ← Link on the City's web page.

ADDITIONAL CDBG PLANS

- *Anti-Displacement and Relocation Plan (PDF)*
- Consolidated Citizens Participation Plan (PDF)

City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

TO: Fitchburg City Council
FROM: Larry Casassa, Acting Community Dev. Director
DATE: January 14, 2016

RE: Year 42 Community Development Block Grant Applications

The first Community Development Block Grant public hearing will be held on Thursday, January 28, 2016 at 6:00p.m. in the Memorial Middle School Library, located at 615 Rollstone Street, before the Fitchburg Planning Board.

At the public hearing, Year 42 applicants will be invited to speak about the merits of their proposals, and answer any related questions. As the City Council plays an important role in the funding decisions for this program, this is an opportunity for you to become better informed about each proposal.

An outline of Year 42 proposals is attached. If you are interested in a particular application, please let us know and we will send you a copy of the full application.

Enclosure

FITCHBURG MUNICPAL OFFICES
166 BOULDER DR, FITCHBURG, MA 01420-3125 • PHONE: (978) 829-1890 • FAX: (978) 829-1965
The Community Development office is physically located in the Fitchburg Public Library, 610 Main Street

FITCHBURG CONSOLIDATED PLAN
PROPOSED YEAR 42 CONSOLIDATED PLAN

Twin Cities Rail Trail	$100,000
Parks and Playgrounds Improvement Project	$110,000
MIHN Family Housing/Self-Sufficiency	$ 9,000
Building Leadership and Inspiring Self-Sufficiency	$ 53,000
Spartacus	$ 9,000
Drug Enforcement and Patrol Program	$ 65,000
Transportation Services to Afterschool Program	$ 16,000
Small Business Technical Assistance Program	$ 20,000
Demolition	$188,243.04
Building Dept. Code Enforcement	$ 49,000
Board of Health Code Enforcement	$143,000
CDBG Administration	$212,000
TOTAL RECOMMENDED YEAR 42 CDBG PROGRAM	**$974,243.04**
TOTAL ANTICIPATED FUNDING AVAILABLE	**$974,243.04**
Year 42 Entitlement	$898,104.00
Program Income (from prior years)	$ 22,399.87
Reprogrammed Funds (from prior years)	$ 53,739.17

PROGRAM INCOME AND FUND BALANCE

CDBG Housing Revolving Loan Funds:	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 97,200.00
Anticipated Fund Balance as of June 30, 2016	$ 46,000.00
Potential Program Income from July 1, 2016 – June 30, 2017	$ 138,000.00
CDBG Business Revolving Loan Funds:	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 13,921.60
Anticipated Fund Balance as of June 30, 2016	$ 53,000.00
Potential Program Income July 1, 2016 – June 30, 2017	$ 15,187.20
Other Program Income (BOH/Bldg Dept Code Enforcement Fees)	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 13,000.00
Potential Program Income July 1, 2016 – June 30, 2017	$ 20,000.00

Fitchburg-Leominster Consortium

Proposed Year 42 HOME Action Plan

Anticipated Year 42 HOME Formula Grant	
Anticipated HOME Consortium funding for Year 42 Program	$ 361,590.00
Estimated HOME Program Match	$ 81,357.75
(25% of CHDO Set Aside and Homeowner Assistance)	
Use of Funds	
HOME Program Administration (10%)	$ 36,159.00
CHDO Set Aside (15%) (DH-2)	$ 54,238.50
Homeowner and Rental Assistance (75%) (DH-2)	$ 271,192.50
Home Program Income and Fund Balance	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 70,800.00
Anticipated Fund Balance as of June 30, 2016	$ 5,000.00
Potential Program Income July 1, 2016 – June 30, 2017	$ 68,400.00

The complete Consolidated Plan, compiled for a five year period beginning Year 42 through Year 46 and the proposed Year 42 Action Plan for CDBG and HOME may be reviewed at the Community Development Department, located at 610 Main Street, Fitchburg, MA., Monday-Friday, 8:30a.m. to 4:30p.m.

Public comments on the proposed Year 42 Action Plan will be accepted for thirty days from the date of this notice, or up through May 3, 2016 whichever is later. Send written comments to the Community Development Department, Fitchburg City Hall, 166 Boulder Drive, Fitchburg, MA. 01420. A public hearing on the proposed Actin Plan will be held on Tuesday, May 3, 2016 at 5:00p.m. in the Fitchburg Public Library Heritage Room, 610 Main Street, Fitchburg, MA.

City of Fitchburg, Massachusetts
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

TO: Year 42 Community Development Block Grant Applicants
FROM: Mary McCaffrey, Community Development Administrator
DATE: January 14, 2016

RE: Year 42 Consolidated Plan – CDBG Public Hearing

Please find enclosed a summary of the Year 42 CDBG applications received by the City. Eighteen applications were received. There is approximately $967,664 in available funds and $1,499,043 in requests.

Each year applicants are invited to attend a public hearing before the Planning Board to discuss the merits of their proposals, give an explanation for the requested amount, and answer questions about your program or agency budget. In addition, you might be asked what efforts your agency has made to obtain alternative sources of funding for the proposed activity. We also welcome comments in regard to other HUD funding that address community development and housing needs in Fitchburg.

The first public hearing will be held before the Planning Board on Thursday, January 28, 2016 at 6:00p.m. in the Memorial Middle School Library, 615 Rollstone Street, Fitchburg, MA. 01420.

After the Planning Board reviews the CDBG applications, it will make a recommendation to the Mayor in February. The Mayor will review the CDBG applications and the Planning Board's recommendation for funding, and then make his recommendation to City Council in March. If your application is recommended for funding, it is strongly recommended that you attend the Finance Committee meeting on Tuesday, March 8, 2016 at 6:30p.m., in the Memorial Middle School Library.

You will be notified if your application is recommended for funding.

If you have any questions, please call me at (978) 829-1894.

Enclosure

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City of Fitchburg, Massachusetts
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

TO: Fitchburg Planning Board
FROM: Mary McCaffrey, Community Development Administrator
DATE: January 14, 2016

RE: Year 42 Consolidated Plan – CDBG Public Hearing

Each year the City conducts a Consolidated Planning process to identify housing and community development needs with the assistance of the Planning Board. The Planning Board is the designated advisory group which makes funding recommendations to the Mayor based on its review of Community Development Block Grant (CDBG) proposals and comments received at the January CDBG public hearing.

To assist the Planning Board in its role, the Community Development Department has prepared a Year 42 Community Development Block Grant proposal package. Applicants will be given an opportunity to present their proposal to the Planning Board at a public hearing to be held on **Thursday, January 28, 2016 at 6:00p.m. in the Memorial Middle School Library located at 615 Rollstone Street in Fitchburg.**

The CDBG proposal package contains an outline of funding requests, the funds available, and eighteen Year 42 applications which are grouped according to the proposed activity. The Year 42 Entitlement amount is estimated $891,525.00, which is a decrease from the prior year. In addition, there is $22,399.87 in available program income and $53,739.17 in reprogrammed funds from prior years. The total amount available is $967,664.04. Please keep in mind that there is a 20% cap on Planning and Administration and a 15% cap on Public Services.

At the public hearing applicants will be invited to discuss the merits of their proposals, give an explanation for an increase in the request amount, if applicable, and to answer questions about existing services. The Planning Board is encouraged to ask questions which will assist you in formulating your recommendations to the Mayor at the February 16, 2016 Planning Board meeting.

If you have any questions throughout the allocation process, please don't hesitate to call.

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CITY OF FITCHBURG
PLANNING BOARD MEETING
THURSDAY, JANUARY 28, 2016
6:00P.M.

YEAR 42 CDBG PUBLIC HEARING

Attendance Sheet

NAME	ADDRESS	ASSOCIATION
Patria Brown	148 West St B-2 Leominster	
Jennifer Gordon	2623 Stonebrook, Fitchburg	YMCA
Jill Connell	15 Causeway St 01420	YMCA
Michael Kushmerick	339 Blossom St	City Council
LENNY LAMKIN	301 BROAD ST	DPW
Mike Ottona	" " C.D. Dept.	
Allison Joseph	14 Summer St	MYTRN
Adam Weber	758 Main St Leominster	MIHN
Jon Hogue	758 main St. Leominster	MIHN
Joana Dos Santos	19 Fairmount St	UNF/GNC
Andrew Cordio	826 John Fitch Hwy	
Aline Chuaterson	City Fitchburg	
Liz. Murphy	City of Fitchburg	
Larry Cacciola	" " "	

CITY OF FITCHBURG
PLANNING BOARD MEETING
THURSDAY, JANUARY 28, 2016
6:00P.M.

YEAR 42 CDBG PUBLIC HEARING

Attendance Sheet

NAME	ADDRESS	ASSOCIATION
Donatte Martin	365 Lincoln Ave	Leominster Boys & Girls Club
Hugo A Vieira	391 Rollstone St	CNC
MARC DONAN	470 MAIN ST	NewVue

PUBLIC HEARING
SUMMARY REPORT

PLANNING BOARD AND
YEAR 42 CDBG PROGRAM APPLICANTS

JANUARY 28, 2016

In Attendance:

PLANNING BOARD MEMBERS
Paula Caron, Chair
Michael Hurley
Kristen Sweeney
Michael DiPietro
Paul Fontaine, Jr.
John DisPasquale
Laura O'Kane, Associate

COMMUNITY DEV/PLANNING STAFF
Larry Casassa
Mary McCaffrey
Michael O'Hara
Liz Murphy
Sue Christensen

CITY COUNCIL MEMBERS
Michael Kushmerek
Paul Beauchemin

Paula Caron opened the meeting at 6:00p.m. Paula explained the purpose of the CDBG hearing. 18 CDBG proposals were received totaling $1,499,043 million dollars in requests. Approximately $967,664 in Year 42 funds is available. The CDBG schedule was explained to the audience. The schedule is as follows: the Planning Board will meet on February 16th to discuss the Year 42 proposals and make a recommendation to the Mayor. The Mayor will review the Planning Board's recommendations and submit his recommendations to the City Council for their review between March 8 – March 15. The proposed Consolidated Plan and Statement of CDBG activities will be published on March 21st. Public comments will be received up to the date of the second public hearing which is scheduled for May 3rd. Submission of the Year 42 Consolidated Plan -Action Plan is in May. The start-up of the new program year begins on July 1, 2016.

Liz Murphy, from the Community Development Department, referred applicants to the handouts provided in the application package (and available on the side table). The CDBG Program regulations were outlined on the green sheets. In order for a project to be eligible it must meet one of the three national objectives which include: benefitting persons of low-moderate income, eliminating slums and blight, or meeting an urgent need. Eligible activities include: public facilities, public services, demolition, economic development, rehab & preservation, planning & administration. For projects serving a low-moderate income area, at least 51% of the households must be at 80% median income or less. There is a 20% cap on planning and admin activities, and a 15% cap on public service activities. It is the city's responsibility to insure that at least 70% of CDBG funds are used to benefit low-moderate income persons over a three-year period (2014-2016).

Paula Caron explained some housekeeping rules and welcomed comments from the audience. She said Joana Dos Santos from the Cleghorn Neighborhood Center was available to provide Spanish translation.

SUMMARY OF YEAR 42 PROPOSALS

AND PAGE INDEX

PUBLIC FACILITIES AND IMPROVEMENTS

PROJECT	SPONSOR	YR. 42 REQUEST AMOUNT	YR. 41 AWARD AMOUNT	PAGE
Sidewalk Accessibility Improvements	**Fitchburg Disability Commission**	**$30,000**	**$55,000** (from prior years)	**1**

Summary: Project funds will be used to bring city sidewalks into compliance with ADA requirements. The project involves adding/improving crosswalks and removal of curbs that are obstructing universal access along Water Street, between Nashua and Fifth Streets, and on South Street near the Hosmer School. Approximately 30 architectural barriers will be removed. Work will be performed by the DPW.

Larry Casassa addressed this application. Project funds will supplement prior years' funding, to provide curb cuts at key locations throughout the city making sidewalks accessible. Work will be completed by the DPW.

Main Street One Lane Conversion Project	**Councilor ,Joel Kaddy and Fitchburg Pride**	**$12,000**	**none**	**6**

Summary: Project funds will be used to make Main Street one lane as a traffic calming measure and to improve parking options. Activities include signage, line painting and other pavement markings to delineate the new traffic pattern. Approximately 3,000 linear feet will be made one lane. Work will be performed by the DPW and will be ADA compliant.

Audience members said Joel Kaddy was at another city meeting for the proposed trail in West Fitchburg and was unable to attend.

Allen Place Sidewalk Improvements	**Fitchburg Department of Public Works**	**$20,000**	**none**	**10**

Summary: Project funds will be used to make approximately 350 linear ft of sidewalk and curb improvements on both sides of Allen Place, starting at Daniels Street. Improvements include replacing sidewalks, raising granite curbs and installing a cap on the retaining wall which runs along the sidewalk adjacent to the Emile Goguen Park. Work will be performed by the DPW and will be ADA compliant.

Lenny Laakso from DPW addressed this application. He said the sidewalks are a safety hazard and not accessible. Cars park on the sidewalk because there is no curb reveal. In addition, the wall along the sidewalk is falling apart. It needs to be capped with mortar and granite slabs.

Patria Brown owns property in the Cleghorn neighborhood and addressed the blight conditions as a result of 9 vacant buildings. She also said her property values have decreased over the years due to

neighborhood blight. She is in support of demolition activities.

Twin Cities Rail Trail (TCRT)	**Community Development Department**	**$ 250,000**	**none**	**15**

Summary: Project funds will be used to cover a portion of the total purchase price of 2.2 miles of abandoned rail banked line in Fitchburg, to create a multi-use trail from Fitchburg to Leominster. The state has committed more than $12 million in funds to design and construct the TCRT, and a federal earmark of $2 million has been set aside towards the $3 million purchase price of the trail. The balance of the purchase price is expected to be borne by the two cities.

Larry Casassa addressed this application. He said the city is in negotiations with CSX to acquire an abandoned rail line. Wetlands flagging and a property survey have already been done. Appraisal of the property is underway. The MA DOT and MA EOEEA have already committed $12 million for design and construction of the project. $2million in a federal earmark will only be available after the Purchase and Sale Agreement is signed. A condition of federal funding is a match from both Fitchburg and Leominster. The rail trail will bring people downtown and make Fitchburg a more desirable place to live.

Streetscape Improvements	**Community Development Department**	**$40,000**	**$145,000**	**19**

Summary: Project funds will be used to supplement the Year 41 award amount, to make streetscape improvements to the City's Gateways along Water, River and Main Streets. The scope of work may include replacement of approximately 450 lf of sidewalk and curbing, installation of plantings, fencing, and lighting. Work will be performed by the DPW and will be ADA compliant.

Larry Casassa addressed this application. There is a shortfall of funds to complete sidewalk improvements along River Street and projects from prior years including, streetscape improvements on Water Street and in Cleghorn, and improvements to the median strip on Main Street.

Parks and Playgrounds Improvement Project	**Community Development Department and Parks Board**	**$120,000**	**$92,338.71**	**23**

Summary: Project funds will be used to match $244,203 in Parkland Acquisitions and Renovations for Communities Program funds (PARC) to make improvements to the First and Railroad Street Park. Activities include the installation of a basketball court and provision of green space for passive recreation and education. The mitigation of storm water runoff is an added benefit of the project. These funds will be used to supplement prior year CDBG funds to continue work on other parks listed on the City's Priority Action Plan for Parks and Playgrounds.

Larry Casassa addressed this application. CDBG funds will be used at First and Railroad Park and is a required match to the PARC grant. The Montachusett Opportunity Council is also providing match funding through an EPA grant. Remaining funds will be used to upgrade the splash pad surface at Parkhill Park and regrade the soccer fields at Coolidge Park.

Optometry Department Build Out & Expansion	**Community Health Connections (CHC)**	**$65,000**	**none**	**28**

Summary: Project funds will be used to develop unused space at the CHC location. CDBG funds will be used to build one optometry exam room of a two exam room suite. CDBG funds will help secure leveraged resources to complete the project at a cost of $245,000. The CHC serves North Central Massachusetts. In calendar year 2015, there were 1,817 optometry visits.

No one was present to address this application.

TOTAL PUBLIC FACILITIES AND IMPROVEMENTS PROPOSALS (7) **$ 537,000.00**

PUBLIC SERVICES

PROJECT	SPONSOR	YR. 42 REQUEST AMOUNT	YR. 41 AWARD AMOUNT	PAGE
MIHN Family Housing/ Self Sufficiency Program	**Montachusett Interfaith Hospitality Network**	**$15,000**	**$10,000**	**35**

Summary: Project funds will provide emergency housing for homeless families in North Worcester County, including case management and follow up services once a family leaves the shelter. Overnight supervision is provided 7 days a week. It is estimated that 20 families will be served during the program year, of which an estimated 50% or 10 families (unduplicated count) will originate from Fitchburg. Approximately 300 volunteers from 9 local churches assist in the operation of the program which includes the provision of 3 meals a day. Funds will support the salary of the Operations Manager. MIHN recently relocated to 758 Main Street in Leominster. The new location has a 20-bed capacity and can hold up to 3-5 families at one time.

Jon Hogue, Executive Director, and Adam Weber, Board President, addressed this application. This program has paid staff and large volunteer support. The newly acquired property in Leominster was purchased anonymously. It is the only family shelter in the region. The increase in funds is to serve more families. There are 15 families on a waiting list. The case manager works with families to secure and maintain permanent housing. The program receives Fitchburg and Leominster CDBG funds.

Building Leadership & Inspiring Self Sufficiency	**United Neighbors of Fitchburg, Inc.**	**$73,043.43**	**$56,000**	**44**

Summary: Project funds will be used to provide an afterschool youth program, information and referral, food pantry, bi-lingual services to Latino residents, GED in Spanish, ESL, citizenship, civic & community engagement at the Cleghorn Neighborhood Center (CNC). Funds will be for staff salaries, additional part-time assistant in the afterschool program, and related administrative costs. The agency operates citywide. It is estimated that 1,100 (unduplicated count) will be served. CNC is located at 2-18 Fairmount Street and the Youth Center at 40 Fairmount Street.

Joana Dos Santos, Executive Director, addressed this application. She indicated that the agency has already met 65% of its goals for the year. They have seen a 30% increase in requests for services including ESL classes, due in part to the economic crisis in Puerto Rico, resulting in many residents coming to Fitchburg. The Center has expanded its community partnerships to include local colleges, the

Art Museum, and the Board of Immigration Appeals which certified the Center to legally provide immigration services.

One of the youth from the Center spoke on her personal experience at the Center. She said it benefitted her by providing a safe place to go after school, help with her homework, and offered Teen Night three times a week.

Spartacus Program	**Montachusett Regional YMCA**	**$10,000**	**$10,000**	**67**

Summary: Project funds will be used to support staff salary of the Teen Center Spartacus Program, offering services to at-risk youth between the ages of 13 and 18 who live in Fitchburg. Emphasis will be on Youth Development, Healthy Living and Social Responsibility through physical fitness, team building, life skills training and outdoor activities. It is estimated that 50 youth (unduplicated count) will be served. The afterschool program will operate between September and June. The YMCA is located at 55 Wallace Ave in Fitchburg.

Jennifer Gordon and Jill Connell from the YMCA addressed this application. They articulated the success of the Spartacus Program in that they are currently serving 39 participants and hope to reach their goal of 50. The program allows for small peer group sessions to discuss sensitive topics as violence dating and teen pregnancy. The Y took some of the youth on a bus tour of Florida colleges, which was an opportunity for peer-to-peer interaction. The Spartacus Program is a citywide program.

Drug Enforcement And Patrol Program	**Fitchburg Police Dept.**	**$85,000**	**$65,000**	**78**

Summary: Project funds will be used to provide for police overtime expenses related to drug investigation activities in the CDBG Strategy Area, and foot/motorcycle/bicycle patrols in the Main Street area. This project will help alleviate drug activity, violent crime and property crime, which will benefit residents and businesses. Police activities include narcotics investigations, surveillance, undercover buys, search warrant services and arrests.

Chief Martineau addressed this application. Some of the highlights from last year included: 33 search warrants resulting in 45 arrests. 314 grams of cocaine, 106 grams of heroin, 2,379 grams of marijuana, 25 fire arms and $218,000 in currency was seized. The increase in the request amount is to fund foot patrols on Main Street. The Department previously received funds from the Federal Equity Program, which is no longer available.

Councilor Mike Kushmerek said he has heard from businesses and non-profits about improvements to Main Street as a result of police foot patrols.

Transportation Services to Afterschool Program	**Boys & Girls Club of Fitchburg and Leominster**	**$30,000**	**$18,000**	**84**

Summary: Project funds will be used to provide one-way transportation from Fitchburg schools to the Boys and Girls Club Afterschool Program. The Fitchburg schools include: Memorial,

South Street, Reingold, Crocker, McKay, Longsjo, Sizer and Fitchburg High School. It is estimated that approximately 1,440 transportation trips will be provided. This service is for Fitchburg youth between the ages of 8 and 18. It is estimated that 250 Fitchburg youth (unduplicated count) will be served. The Club is located at 365 Lindell Street in Leominster.

Donata Martin, Executive Director, addressed this application. She said the program has already exceeded its goal by serving over 300 Fitchburg youth. CDBG has helped to grow their programs to include Robotics, Environmental Science and many other activities under the STEAM curriculum (science, technology, engineering, arts and math). Four of the youth at the Club were recipients of the John and Abigail Adams Scholarship Award. Students have volunteered in MOC's Volunteer Income Tax Assistance Program as part of giving back to the community. The cost of the Fitchburg transportation program is $55,000 per year.

Fitchburg Employment Plus Program	**My Turn, Inc.**	**$15,000**	**none**	**97**

Summary: Project funds will be used to pay for staff salary and offer paid Internships; Occupational Trainings, including OSHA, Construction, Human Service credentials and ServSafe; Supportive Services; and Tuition Assistance, to provide at-risk Fitchburg youth between the ages of 16 and 24 years with alternative education and employment training programs, with the goal of making a livable wage. It is estimated that 35 Fitchburg residents (unduplicated count) will be served. The agency is located at 14 Summer Street in Fitchburg.

Allison Joseph, Executive Director, addressed this application. She said the program's focus has shifted from GED to HiSet, along with helping program participants identify career tracks by reviewing labor statistics to determine growth industries, and engaging students in paid internships. The agency had a student in a paid internship at the Boys and Girls Club. Wages were paid by Employment Links, Inc.

Larry Casassa reminded the Board and audience that there is a 15% cap on this category. Due to less program income available in Year 42, it is expected that there will be $7,000 reduction from the Year 41 amount ($159,000) in the public service category.

TOTAL PUBLIC SERVICE PROPOSALS (6) **$228,043.43**

ECONOMIC DEVELOPMENT

PROJECT	SPONSOR	YR. 42 REQUEST AMOUNT	YR. 41 AWARD AMOUNT	PAGE

Small Business Technical Assistance Program	**NewVue Communities** (formerly Twin Cities CDC)	**$25,000**	**$20,000**	**120**

Summary: Project funds will provide outreach and technical assistance to businesses. This program leverages loans for small businesses. Additional staff time will be used to address business development related to the North of Main Street project. It is estimated that 40 businesses will be served (unduplicated count), 60 jobs will be created/retained, 40 businesses will be counseled, 4 loans with a value of $100,000 total will be facilitated, 25 business plans will be developed and 10 businesses will be trained. Funds will be used to pay staff salary. The CDC recently changed its name to NewVue Communities in 2015 and expanded its service area to include all of North Central Massachusetts. The office is located at 470 Main Street.

Larry Casassa addressed this application. He said this program has been funded for several years. It provides technical assistance to start-up and existing businesses in Fitchburg that need assistance with business plans (and also marketing and financing). It leverages many more dollars than the request amount. North of Main Street includes Main, Prichard and Elm Streets, and the college neighborhood. Marc Dohan added that the agency packaged $2million in loans through this program, however, not all were for Fitchburg businesses.

TOTAL ECONOMIC DEVELOPMENT PROPOSALS (1) **$25,000.00**

CLEARANCE ACTIVITIES

PROJECT	SPONSOR	YR. 42 REQUEST AMOUNT	YR. 41 AWARD AMOUNT	PAGE
Demolition	**Fitchburg Community Development Department**	**$300,000**	**$29,280.97**	**136**

Summary: Project funds will be used to remove abandoned structures primarily in the CDBG strategy area, which pose an imminent threat to public safety and which contribute to slums and blight, although the entire city is CDBG eligible. It is estimated that 8 buildings containing up to 20 units will be demolished. Consultants will be hired for specific expertise such as environmental assessment or engineering services.

Larry Casassa addressed this application. In collaboration with the Fitchburg Redevelopment Authority, the city has been able to take down several dilapidated buildings. Recently, city funds were used to help take down the Central Steam Plant. The total cost of that project was approximately $700,000. The focus of future demolition activity will be on city buildings including, the former Central Fire Station and Central Alarm buildings (across from the Police Station) and the Rollstone Street School.

Councilors Paul Beauchemin & Mike Kuchmerek, and Tom Donnelly, from the Fitchburg Redevelopment Authority Board, all spoke in favor of demolition activities.

TOTAL CLEARANCE PROPOSALS (1) **$300,000.00**

REHABILITATION AND PRESERVATION

PROJECT	SPONSOR	YR. 42 REQUEST AMOUNT	YR. 41 AWARD AMOUNT	PAGE
Code Enforcement	**Fitchburg Building Department**	**$49,000**	**$49,000**	**139**

Summary: Project funds will be used to pay 50% of one existing full-time Building Inspector position and 50% of one full-time Clerk position. Through enforcement of the State's Sanitary and Building Codes, Fitchburg's housing stock will be greatly improved. To be eligible, this activity must be part of a comprehensive strategy to arrest deterioration, including housing rehab and demolition. It is estimated that 1,500 housing units (duplicated count) will be inspected in the CDBG strategy area.

Robert Lanciani, from the Building Department, addressed this application. CDBG funds will be used to pay a portion of one inspector position in the CDBG Strategy Area. More focus will be placed on educating homeowners, which will result in less time spent in court because property owners and tenants will be better educated.

Larry Casassa said that Code Enforcement is an eligible activity as part of an overall strategy to eliminate slums and blight. It is not eligible as a stand-alone activity. It is a multi-faceted strategy that includes housing rehab, demolition and code enforcement.

Code Enforcement	**Fitchburg BOH**	**$143,000**	**$140,000**	**146**

Summary: Project funds will be used to pay 100% of two existing full-time BOH Inspector positions and 50% of one full-time Clerk position. Through the enforcement of the State's Sanitary and Building Codes, Fitchburg's housing stock will be greatly improved. To be eligible, this activity must be part of a comprehensive strategy to arrest deterioration, including housing rehab and demolition. It is estimated that 2,000 housing units (duplicated count) will be inspected in the CDBG strategy area.

Steve Curry, from the Board of Health, addressed this application. He said that demolition activity is the result of buildings being condemned by the BOH. Funds will be used to pay for two full time inspector positions in the CDBG Strategy Area. In addition to dilapidated buildings, trash and abandoned cars contribute to blight. Last year 8 properties went into receivership. The Department expects 10 more properties will go into receivership this year.

Councilor Beauchemin spoke in favor of this application.

TOTAL REHABILITATION AND PRESERVATION PROPOSALS (2) **$192,000.00**

PLANNING AND ADMINISTRATION

ROJECT	SPONSOR	YR. 42 REQUEST	YR. 41 AWARD

		AMOUNT	AMOUNT	PAGE
CDBG Administration	**Fitchburg Community Development Department**	**$217,000**	**$217,000**	**154**

Summary: Project funds will be used to provide for the necessary administration of CDBG programs and sub-recipient contracts in accordance with federal guidelines, including staffing, technical services and planning activities. This also includes grant writing and administration of grant projects, which help leverage several million dollars in additional state and federal grants.

Larry Casassa addressed this application. Funds are used to support staff salaries which address duties and planning activities of the CDBG Program. In addition, CDBG dollars leverage a significant amount of state and federal competitive grants, which often do not provide administrative funding.

TOTAL PLANNING AND ADMINISTRATION PROPOSAL (1) **$217,000**

The public hearing closed at 8:00p.m.

Submitted by Mary McCaffrey
Community Development Department

After the CDBG public hearing portion of meeting adjourned,

Other Business:
Discussion of Special Permit application referred to Planning Board by City Council for comments: Lemay, 148 Myrtle St. - Re-use a nonconforming 4-unit building that has been unused >2 years. Board commented that it is already a dense area, however, the Board does not want the property to be another abandoned multifamily. As an alternative, the Board recommends that:

- The structure have less than 4 dwelling units
- That there be adequate off-street parking (two per unit) for the number of units, to be demonstrated on a submitted plan.
- That a Special Permit condition be added requiring that the structure be brought up to all current Codes. For safety reasons it is also recommended that the barn either be brought up to code or demolished.

Motion made (Mr. Fontaine) & seconded (Mr. Hurley) to send the recommendation above.
Vote: 6-0 in favor

City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT * PLANNING * ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

March 3, 2016

Marc Dohan, Executive Director
NewVue Communities, Inc.
470 Main Street
Fitchburg, MA. 01420

Dear Mr. Dohan:

The Finance Committee scheduled for Tuesday, March 8th has been cancelled.

The City Council will hold a Council as a Whole Committee meeting on Wednesday, March 16, 2016 at 6:00p.m., in the Memorial Middle School Library, at 615 Rollstone Street, Fitchburg, MA. This meeting will be immediately followed by a Special City Council meeting. The single matter to be addressed at both meetings will be the Mayor's recommendations on the Year 42 CDBG Program.

The Mayor has included the Small Business Technical Assistance Program in his proposed program for a total of $20,000.00 in CDBG funding, to provide outreach and technical assistance to Fitchburg businesses. Funds will be used to support staff salaries.

Attendance is not required, however, you may wish to attend in order to hear any comments made and respond to any questions raised about your proposal at the Council as a Whole Committee meeting.

If you have any questions, or would like to discuss this matter further, please feel free to call the office at (978) 829-1894.

Sincerely,

Mary McCaffrey
Community Development Administrator

FITCHBURG MUNICIPAL OFFICES
166 BOULDER DR, FITCHBURG, MA 01420-3125 * PHONE: (978) 829-1890 * FAX: (978) 829-1965
The Community Development office is physically located in the Fitchburg Public Library, 610 Main Street
Michael O'Hara, Principal Planner has an office at the DPW Building, 301 Broad Street

City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

March 3, 2016

Donata Martin, Executive Director
Boys & Girls Club of Fitchburg and Leominster
365 Lindell Ave.
Leominster, MA. 01453

Dear Ms. Martin:

The Finance Committee scheduled for Tuesday, March 8th has been cancelled.

The City Council will hold a Council as a Whole Committee meeting on Wednesday, March 16, 2016 at 6:00p.m., in the Memorial Middle School Library, at 615 Rollstone Street, Fitchburg, MA. This meeting will be immediately followed by a Special City Council meeting. The single matter to be addressed at both meetings will be the Mayor's recommendations on the Year 42 CDBG Program.

The Mayor has included the Transportation Services to the Afterschool Program application in his proposed program for a total of $16,000.00 in CDBG funding, to provide one-way transportation service from Fitchburg schools to the afterschool program.

As you may know, there is a 15% cap in the Public Service category, which limits the amount of money that can be allocated each year. The Year 42 allocation for this category is limited to $152,000.00, which is less than last year. Five public service activities are being recommended for funding.

Attendance is not required, however, you may wish to attend in order to hear any comments made and respond to any questions raised about your proposal at the Council as a Whole Committee meeting.

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DEPARTMENT OF COMMUNITY DEVELOPMENT

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LARRY CASASSA
Director

March 3, 2016

Police Chief Ernest F. Martineau
Fitchburg Police Department
20 Elm Street
Fitchburg, MA. 01420

Dear Chief Martineau:

The Finance Committee scheduled for Tuesday, March 8th has been cancelled.

The City Council will hold a Council as a Whole Committee meeting on Wednesday, March 16, 2016 at 6:00p.m., in the Memorial Middle School Library, at 615 Rollstone Street, Fitchburg, MA. This meeting will be immediately followed by a Special City Council meeting. The single matter to be addressed at both meetings will be the Mayor's recommendations on the Year 42 CDBG Program.

The Mayor has included the Drug Enforcement & Patrol Program in his proposed program for a total of $65,000.00 in CDBG funding, to pay for police overtime expenses related to drug investigations and patrols in the CDBG strategy area.

As you may know, there is a 15% cap in the Public Service category, which limits the amount of money that can be allocated each year. The Year 42 allocation for this category is limited to $152,000.00, which is less than last year. Five public service activities are being recommended for funding.

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If you have any questions, or would like to discuss this matter further, please feel free to call the office at (978) 829-1894.

Sincerely,

Mary McCaffrey
Community Development Administrator

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City of Fitchburg, Massachusetts
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOUSING & DEVELOPMENT ◊ PLANNING ◊ ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

March 3, 2016

Joana Dos Santos
United Neighbors of Fitchburg, Inc.
2-18 Fairmount Street
Fitchburg, MA. 01420

Dear Ms. Dos Santos:

The Finance Committee scheduled for Tuesday, March 8th has been cancelled.

The City Council will hold a Council as a Whole Committee meeting on Wednesday, March 16, 2016 at 6:00p.m., in the Memorial Middle School Library, at 615 Rollstone Street, Fitchburg, MA. This meeting will be immediately followed by a Special City Council meeting. The single matter to be addressed at both meetings will be the Mayor's recommendations on the Year 42 CDBG Program.

The Mayor has included the Cleghorn Neighborhood Center project in his proposed program for a total of $53,000.00 in CDBG funding, to provide an afterschool youth program, information and referral, food pantry, bi-lingual services to Latino residents, GED, ESL and computer classes at the Center.

As you may know, there is a 15% cap in the Public Service category, which limits the amount of money that can be allocated each year. The Year 42 allocation for this category is limited to $152,000.00, which is less than last year. Five public service activities are being recommended for funding.

Attendance is not required, however, you may wish to attend in order to hear any comments made and respond to any questions raised about your proposal at the Council as a Whole Committee meeting.

If you have any questions, or would like to discuss this matter further, please feel free to call the office at (978) 829-1894.

Sincerely,

Mary McCaffrey
Community Development Administrator

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DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

March 3, 2016

Robert Lanciani
Building Department
166 Boulder Drive
Fitchburg, MA. 01420

Dear Mr. Lanciani:

The Finance Committee scheduled for Tuesday, March 8th has been cancelled.

The City Council will hold a Council as a Whole Committee meeting on Wednesday, March 16, 2016 at 6:00p.m., in the Memorial Middle School Library, at 615 Rollstone Street, Fitchburg, MA. This meeting will be immediately followed by a Special City Council meeting. The single matter to be addressed at both meetings will be the Mayor's recommendations on the Year 42 CDBG Program.

The Mayor has included Building Department Code Enforcement in his proposed program for a total of $49,000.00, to conduct code enforcement inspections of housing units in the CDBG Strategy area.

Attendance is not required, however, you may wish to attend in order to hear any comments made and respond to any questions raised about your proposal at the Council as a Whole Committee meeting.

If you have any questions, or would like to discuss this matter further, please feel free to call the office at (978) 829-1894.

Sincerely,

Mary McCaffrey
Community Development Administrator

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City of Fitchburg, Massachusetts
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

March 3, 2016

Steve Curry
Board of Health
166 Boulder Drive
Fitchburg, MA. 01420

Dear Mr. Curry:

The Finance Committee scheduled for Tuesday, March 8th has been cancelled.

The City Council will hold a Council as a Whole Committee meeting on Wednesday, March 16, 2016 at 6:00p.m., in the Memorial Middle School Library, at 615 Rollstone Street, Fitchburg, MA. This meeting will be immediately followed by a Special City Council meeting. The single matter to be addressed at both meetings will be the Mayor's recommendations on the Year 42 CDBG Program.

The Mayor has included Board of Health Code Enforcement in his proposed program for a total of $143,000.00, to conduct code enforcement inspections of housing units in the CDBG Strategy area.

Attendance is not required, however, you may wish to attend in order to hear any comments made and respond to any questions raised about your proposal at the Council as a Whole Committee meeting.

If you have any questions, or would like to discuss this matter further, please feel free to call the office at (978) 829-1894.

Sincerely,

Mary McCaffrey
Community Development Administrator

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City of Fitchburg, Massachusetts
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOUSING & DEVELOPMENT ◊ PLANNING ◊ ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

March 3, 2016

Nate LaRose, Director
Recreation Department
166 Boulder Drive
Fitchburg, MA. 01420

Dear Mr. LaRose:

The Finance Committee scheduled for Tuesday, March 8th has been cancelled.

The City Council will hold a Council as a Whole Committee meeting on Wednesday, March 16, 2016 at 6:00p.m., in the Memorial Middle School Library, at 615 Rollstone Street, Fitchburg, MA. This meeting will be immediately followed by a Special City Council meeting. The single matter to be addressed at both meetings will be the Mayor's recommendations on the Year 42 CDBG Program.

The Mayor has included Parks and Playgrounds Improvement project in his program for a total of $110,000.00. CDBG funds will be used as a match to Parkland Acquisitions and Renovations for Communities Program funds (PARC) to make improvements to the First and Railroad Street Park. Activities include the installation of a basketball court and provision of green space for passive recreation and education. The mitigation of storm water runoff is an added benefit of the project. These funds will be used to supplement prior year CDBG funds to continue work on other parks listed on the City's Priority Action Plan for Parks and Playgrounds.

Attendance is not required, however, you may wish to attend in order to hear any comments made and respond to any questions raised about your proposal at the Council as a Whole Committee meeting.

If you have any questions, or would like to discuss this matter further, please feel free to call the office at (978) 829-1894.

Sincerely,

Mary McCaffrey
Community Development Administrator

cc: Jon Riccuitti

FITCHBURG MUNICIPAL OFFICES
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City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

March 3, 2016.

Jon Hogue, Executive Director
MIHN
758 Main Street
Leominster, MA. 01453

Dear Mr. Hogue:

The Finance Committee scheduled for Tuesday, March 8th has been cancelled.

The City Council will hold a Council as a Whole Committee meeting on Wednesday, March 16, 2016 at 6:00p.m., in the Memorial Middle School Library, at 615 Rollstone Street, Fitchburg, MA. This meeting will be immediately followed by a Special City Council meeting. The single matter to be addressed at both meetings will be the Mayor's recommendations on the Year 42 CDBG Program.

The Mayor has included the MIHN Family Housing Program in his proposed program for a total of $9,000.00 in CDBG funding, to provide emergency housing for homeless families in North Worcester County. Funds will be used to support staff salaries. Staff provide case management services and volunteers provide evening meals. Overnight supervision is provided 7 days a week.

As you may know, there is a 15% cap in the Public Service category, which limits the amount of money that can be allocated each year. The Year 42 allocation for this category is limited to $152,000.00, which is less than last year. Five public service activities are being recommended for funding.

Attendance is not required, however, you may wish to attend in order to hear any comments made and respond to any questions raised about your proposal at the Council as a Whole Committee meeting.

If you have any questions, or would like to discuss this matter further, please feel free to call the office at (978) 829-1894.

Sincerely,

Mary McCaffrey
Community Development Administrator

Cc: Adam Weber

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DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CABASSA
Director

March 3, 2016

David Connell, Executive Director
YMCA
55 Wallace Ave.
Fitchburg, MA. 01420

Dear Mr. Connell:

The Finance Committee scheduled for Tuesday, March 8th has been cancelled.

The City Council will hold a Council as a Whole Committee meeting on Wednesday, March 16, 2016 at 6:00p.m., in the Memorial Middle School Library, at 615 Rollstone Street, Fitchburg, MA. This meeting will be immediately followed by a Special City Council meeting. The single matter to be addressed at both meetings will be the Mayor's recommendations on the Year 42 CDBG Program.

The Mayor has included the Spartacus project in his proposed program for a total of $9,000.00 in CDBG funding, to pay for a portion of salaries and related costs associated with the YMCA Teen Center Spartacus Program, which offers services to at-risk youth between the ages of 13 and 18 who live in Fitchburg.

As you may know, there is a 15% cap in the Public Service category, which limits the amount of money that can be allocated each year. The Year 42 allocation for this category is limited to $152,000.00, which is less than last year. Five public service activities are being recommended for funding.

Attendance is not required, however, you may wish to attend in order to hear any comments made and respond to any questions raised about your proposal at the Council as a Whole Committee meeting.

If you have any questions, or would like to discuss this matter further, please feel free to call the office at (978) 829-1894.

Sincerely,

Mary McCaffrey
Community Development Administrator

cc: Jennifer Gordon

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FITCHBURG
Massachusetts

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

RESPONSIBILITIES

The Federal Community Development Block Grant (CDBG) program provides the basic funding necessary to administer the many housing, public works, economic development and public service activities which help to further the city's overall community development objectives.

ACCOMPLISHMENTS

Some of the accomplishments managed through the Community Development Office include:

- Construction of new energy-efficient single family housing and rehabilitation of affordable housing throughout the city's older neighborhoods
- Curb re-setting
- Demolition of hundreds of unsafe and abandoned buildings throughout the city
- Improvements to public facilities such as parks and playgrounds and various city buildings including the Senior Center, Library and City Hall
- Provision of essential public services ranging from after school programs for youth to assistance to senior citizens to police walking patrols and drug enforcement activities
- Safety and beautification improvements including street trees
- Street and sidewalk improvements along many of the city's entryways

CURRENT PROGRAMS

Current CDBG funded programs, carried out by other entities:

- Boys and Girls Club
- CDC Small Business Assistance
- Code Enforcement
- MIHN Family Shelter
- Police Drug Enforcement/Family Unit
- United Neighbors of Fitchburg
- YMCA Youth Program

CONTACT US

Mary McCaffrey
CDBG Administrator
Email
Phone: 978-829-1894
More Information

ANNUAL ACTION PLANS

Each year the City of Fitchburg goes through an extensive process to determine the activities that will be funded in the coming year. Together, these funded activities are called the Action Plan.

Annual Action Plans

CDBG Year 42 Action Plan

Year 42 CDBG Program Schedule

ADDITIONAL CDBG PLANS

- *Anti-Displacement and Relocation Plan (PDF)*
- Consolidated Citizens Participation Plan (PDF)

City of Fitchburg, Massachusetts
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

YEAR 42 CDBG ACTION PLAN
CITY OF FITCHBURG

PUBLIC FACILITIES AND IMPROVEMENTS

Twin Cities Rail Trail (TCRT) **$100,000**

Summary: Project funds will be used to cover a portion of the total purchase price of 2.2 miles of abandoned rail banked line in Fitchburg, to create a multi-use trail from Fitchburg to Leominster. The state has committed more than $12 million in funds to design and construct the TCRT, and a federal earmark of $2 million has been set aside towards the $3 million purchase price of the trail. The balance of the purchase price is expected to be borne by the two cities.

Performance Measurement: SL-3. The goal of this project is the creation of a new walking and bicycle trail that extends from Fitchburg to Leominster. The benefit to users is the provision of a new recreational opportunity that is safe and secure. It is estimated that one public facility will be achieved.

Parks and Playgrounds Improvement Project **$110,000**

Summary: Project funds will be used to match $244,203 in Parkland Acquisitions and Renovations for Communities Program funds (PARC) to make improvements to the First and Railroad Street Park. Activities include the installation of a basketball court and provision of green space for passive recreation and education. The mitigation of storm water runoff is an added benefit of the project. These funds will be used to supplement prior year CDBG funds to continue work on other parks listed on the City's Priority Action Plan for Parks and Playgrounds.

Performance Measurement: SL-3. The goal of this project is the improved recreational opportunities for individuals using city parks. The benefit to users is the provision of safe and secure recreational facilities. It is estimated that one public facility will be achieved with this year's funds.

TOTAL PUBLIC FACILITIES AND IMPROVEMENTS **$210,000.00**

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PUBLIC SERVICES

MIHN Family Housing/Self Sufficiency Program **$9,000**

Summary: Project funds will provide emergency housing for homeless families in North Worcester County, including case management and follow up services once a family leaves the shelter. Overnight supervision is provided from 10pm to 7am, 7 days a week. It is estimated that 20 families will be served during the program year, of which an estimated 50% or 10 families (unduplicated count) will originate from Fitchburg. Approximately 300 volunteers from 9 local churches assist in the operation of the program by providing night time meals, however, three meals a day are provided at the shelter. Funds will be used to support the salary of the Operations Manager. MIHN recently relocated to 758 Main Street in Leominster. The new location has a 20-bed capacity and can hold up to 3-5 families at one time.

Performance Measurement: SL-1. The goal of this project is the provision of shelter services to people who are without permanent housing. The benefit of this project is the provision of a safe environment which offers families the time and assistance needed to secure permanent housing and provide case management in the area of employment, day care, health, budgeting, education and parenting skills. It is estimated that 10 Fitchburg families (unduplicated) will benefit from this project.

Building Leadership & Inspiriting Self-Sufficiency **$53,000**

Summary: Project funds will be used to provide an afterschool youth program, information and referral, food pantry, bi-lingual services to Latino residents, GED in Spanish, ESL, citizenship, civic & community engagement at the Cleghorn Neighborhood Center (CNC). Funds will be for staff salaries, additional part-time assistant in the afterschool program, and related administrative costs. The agency operates citywide. It is estimated that 950 (unduplicated count) people will be served. CNC is located at 2-18 Fairmount Street and the Youth Center at 40 Fairmount Street.

Performance Measurement: SL-1. The goal of this project is to provide one stop social services, afterschool program, and Latino I&R services to Fitchburg residents. The benefit of this project is individual skill building in education, employment, finances, social connections, English proficiency and access to resources. It is estimated that 950 Fitchburg residents (unduplicated) will be served.

Spartacus Program **$9,000**

Summary: Project funds will be used to support staff salary of the Teen Center Spartacus Program, offering services to at-risk youth between the ages of 13 and 18 who live in Fitchburg. Emphasis will be on Youth Development, Healthy Living and Social Responsibility through physical fitness, team building, life skills training and outdoor activities. It is estimated that 45 Fitchburg youth (unduplicated count) will be served. The afterschool program will operate between September and June. The YMCA is located at 55 Wallace Ave in Fitchburg.

Performance Measurement: SL-1. The goal of this project is to provide services that help build confidence, manage anger and develop coping skills through physical fitness, team building, life skills training and outdoor adventure activities. The benefit of this project is to reduce the number of juvenile offenders while instilling a sense of community in all participants. It is estimated that 45 Fitchburg residents (unduplicated) will be served.

Drug Enforcement and Patrol Program **$65,000**

Summary: Project funds will be used to provide for police overtime expenses related to drug investigation activities in the CDBG Strategy Area, and foot/motorcycle/bicycle patrols in the Main Street area. This project will help alleviate drug activity, violent crime and property crime, which will benefit residents and businesses. Police activities include narcotics investigations, surveillance, undercover buys, search warrant services and arrests.

Performance Measurement: SL-3. The goal of this project is to reduce drug distribution and crime in CDBG neighborhoods. The benefit of this project will result in safer neighborhoods. It is estimated that 18,040 people will be served.

Transportation Services to Afterschool Program **$16,000**

Summary: Project funds will be used to provide one-way transportation from Fitchburg schools to the Boys and Girls Club Afterschool Program. The Fitchburg schools include: Memorial, South Street, Reingold, Crocker, McKay, Longsjo, Sizer and Fitchburg High School. It is estimated that approximately 1,440 transportation trips will be provided. This service is for Fitchburg youth between the ages of 8 and 18. It is estimated that 250 Fitchburg youth (unduplicated count) will be served. The Club is located at 365 Lindell Street in Leominster.

Performance Measurement: SL-1. The goal of this project is to provide transportation to Fitchburg students who want to participate in the afterschool program. The benefit to participants is the opportunity to develop life skills within a safe environment. It is estimated that 250 Fitchburg youth (unduplicated) will be served and 1,440 one-way trips will be provided.

TOTAL PUBLIC SERVICES **$152,000.00**

ECONOMIC DEVELOPMENT

Small Business Technical Assistance Program **$20,000**

Summary: Project funds will provide outreach and technical assistance to businesses. This program leverages loans for small businesses. In addition to serving microenterprises, the NewVue Communities may expand its scope to include businesses that have more than five employees. Jobs will be created/retained, businesses counseled, business plans developed and loans leveraged. Funds will be used to pay staff salary. The office is located at 470 Main Street.

Performance Measurement: EO-3. The goal of this project is to assist entrepreneurs in the start-up, relocation and/or expansion of microenterprises and small businesses in Fitchburg. The benefit of this project is the promotion of economic development and job creation/job retention. It is estimated that 33 people will be served and 30 Fitchburg businesses will be served, 37 jobs will be created/retained, 2 loans with a total value of $40,000 will be made. 10 businesses will be trained and 23 business plans developed. Business development related to North of Main Street project will be conducted.

TOTAL ECONOMIC DEVELOPMENT **$20,000.00**

CLEARANCE ACTIVITIES

Demolition **$188,243.04**

Summary: Project funds will be used to remove abandoned structures primarily in the CDBG strategy area, which pose an imminent threat to public safety and which contribute to slums and blight, although the entire city is CDBG eligible. It is estimated that three buildings containing up to seven units will be demolished. Consultants will be hired for specific expertise such as environmental assessment or engineering services.

Performance Measurement: SL-3. The goal of this project is the removal of abandoned and deteriorated structures. The benefit of this project is the improved appearance of neighborhoods and increased public safety. It is estimated that three properties and up to seven units will be demolished.

TOTAL CLEARANCE ACTIVITY **$188,243.04**

REHABILITATION AND PRESERVATION

Building Code Enforcement **$49,000**

Summary: Project funds will be used to pay 50% of one existing full-time Building Inspector position and 50% of one full-time Clerk position. Through enforcement of the State's Sanitary and Building Codes, Fitchburg's housing stock will be greatly improved. To be eligible, this activity must be part of a comprehensive strategy to arrest deterioration, including housing rehab and demolition. It is estimated that 1,500 housing units (duplicated count) will be inspected in the CDBG strategy area.

Performance measurement: DH-3. The goal of this project is to inspect housing units in the CDBG Strategy Area and ensure compliance with State Sanitary and Building Codes. The benefit of this project is the continued availability and accessibility of quality housing stock. It is estimated that 1,500 housing units (duplicated) will be inspected in the CDBG Strategy Area.

Board of Health Code Enforcement **$143,000**

Summary: Project funds will be used to pay 100% of two existing full-time BOH Inspector positions and 50% of one full-time Clerk position. Through the enforcement of the State's Sanitary and Building Codes, Fitchburg's housing stock will be greatly improved. To be eligible, this activity must be part of a comprehensive strategy to arrest deterioration, including housing rehab and demolition. It is estimated that 2,000 housing units (duplicated count) will be inspected in the CDBG strategy area.

Performance Measurement: DH-3. The goal of this project is to inspect housing units in the CDBG Strategy Area and ensure compliance with State Sanitary and Building Codes. The benefit of this project is the continued availability and accessibility of quality housing stock. It is estimated that 2,000 housing units (duplicated) will be inspected.

TOTAL REHABILITATION AND PRESERVATION **$192,000.00**

PLANNING AND ADMINISTRATION

CDBG Administration **$212,000**

Summary: Project funds will be used to provide for the necessary administration of CDBG programs and sub-recipient contracts in accordance with federal guidelines, including staffing, technical services and planning activities. This also includes grant writing and administration of grant projects, which help leverage several million dollars in additional state and federal grants.

Performance Measurement: N/A. The goal of this project is to administer the CDBG Program in accordance with regulatory and statutory requirements. The benefit of this project is a more viable urban community with an improved quality of life for all residents, particularly those of low-to-moderate income.

TOTAL PLANNING AND ADMINISTRATION **$212,000.00**

TOTAL RECOMMENDED YEAR 42 CDBG PROGRAM	**$974,243.04**
TOTAL ANTICIPATED FUNDING AVAILABLE	**$974,243.04**
Year 42 Entitlement	$898,104.00
Program Income (from prior years) (BOH and Building Dept. Code Enforcement Fees and Misc. Revenue Collected)	$ 22,399.87
Reprogrammed Funds (unused funds from prior years)	$ 53,739.17

PROGRAM INCOME AND FUND BALANCE

CDBG Housing Revolving Loan Funds:	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 97,200.00
Anticipated Fund Balance as of June 30, 2016	$ 46,000.00
Potential Program Income from July 1, 2016 – June 30, 2017	$ 138,000.00
CDBG Business Revolving Loan Funds:	
Anticipated Program Income July 1, 2015 June 30, 2016	$ 13,921.60
Anticipated Fund Balance as of June 30, 2016	$ 53,000.00
Potential Program Income July 1, 2016 - June 30, 2017	$ 15,187.20
Other Program Income (BOH/Bldg Dept Code Enforcement Fees)	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 13,000.00
Potential Program Income July 1, 2016 – June 30, 2017	$ 20,000.00

Fitchburg-Leominster Consortium
Proposed Year 42 HOME Action Plan

Anticipated Year 42 HOME Formula Grant	
Anticipated HOME Consortium funding for Year 42 Program	$ 361,590.00
Estimated HOME Program Match	$ 81,357.75
(25% of CHDO Set Aside and Homeowner Assistance)	
Use of Funds	
HOME Program Administration (10%)	$ 36,159.00
CHDO Set Aside (15%) (DH-2)	$ 54,238.50
Homeowner and Rental Assistance (75%) (DH-2)	$ 271,192.50
Home Program Income and Fund Balance	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 70,800.00
Anticipated Fund Balance as of June 30, 2016	$ 5,000.00
Potential Program Income July 1, 2016 – June 30, 2017	$ 68,400.00

The complete Consolidated Plan, compiled for a five year period beginning Year 42 through Year 46 and the proposed Year 42 Action Plan for CDBG and HOME may be reviewed at the Community Development Department, located at 610 Main Street, Fitchburg, MA., Monday-Friday, 8:30a.m. to 4:30p.m.

Public comments on the proposed Year 42 Action Plan will be accepted for thirty days from the date of this notice, or up through May 3, 2016 whichever is later. Send written comments to the Community Development Department, Fitchburg City Hall, 166 Boulder Drive, Fitchburg, MA. 01420. A public hearing on the proposed Actin Plan will be held on Tuesday, May 3, 2016 at 5:00p.m. in the Fitchburg Public Library Heritage Room, 610 Main Street, Fitchburg, MA.

FITCHBURG CONSOLIDATED PLAN
PROPOSED YEAR 42 CONSOLIDATED PLAN
Twin Cities Rail Trail: $100,000
Public and Playgrounds Improvement Project: $110,000
MHP/ Family Housing/Self-Sufficiency: $8,000
Building Leadership and Housing Self-Sufficiency: $33,000
Spurwink: $9,000
Drug Elimination and Patrol Program: $65,000
Transportation Services to Afterschool Program: $10,000
Small Business Technical Assistance Program: $20,000
Personnel: $136,243.84
Building Dept. Code Enforcement: $40,000
Board of Health Code Enforcement: $143,000
CDBG Administration: $212,000
TOTAL RECOMMENDED YEAR 42 CDBG PROGRAM: $974,243.84
TOTAL ANTICIPATED FUNDING AVAILABLE: $974,243.84
Year 42 Entitlement: $895,104.00
Program Income (from prior years): $22,399.87
Reprogrammed Funds (from prior years): $53,739.17
PROGRAM INCOME AND FUND BALANCE
CDBG Housing Revolving Loan Fund:
Anticipated Program Income July 1, 2015 – June 30, 2016: $97,200.00
Anticipated Fund Balance as of June 30, 2016: $46,000.00
Potential Program Income from July 1, 2016 – June 30, 2017: $138,000.00
CDBG Business Revolving Loan Fund:
Anticipated Program Income July 1, 2015 – June 30, 2016: $13,921.50
Anticipated Fund Balance as of June 30, 2016: $33,000.00
Potential Program Income July 1, 2016 – June 30, 2017: $15,197.20
Other Program Income (BOH/Bldg Dept Code Enforcement Fees)
Anticipated Program Income July 1, 2015 – June 30, 2016: $13,000.00
Potential Program Income July 1, 2016 – June 30, 2017: $20,000.00
Fitchburg-Leominster Consortium
Proposed Year 42 HOME Action Plan
Anticipated Year 42 HOME Formula Grant
Anticipated HOME Consortium funding for Year 42 Program: $361,890.00
Estimated HOME Program Match: $81,357.75 (25% of CHDO Set Aside and Homeowner Assistance)
Use of Funds
HOME Program Administration (10%): $36,189.00
CHDO Set Aside (15%) (DH-2): $54,283.50
Homeowner and Rental Assistance (75%) (DH-2): $271,418.50
Home Program Income and Fund Balance
Anticipated Program Income July 1, 2015 – June 30, 2016: $79,800.00
Anticipated Fund Balance as of June 30, 2016: $5,000.00
Potential Program Income July 1, 2016 – June 30, 2017: $66,400.00

The complete Consolidated Plan, compiled for a five year period beginning Year 42 through Year 46 and the proposed Year 42 Action Plan for CDBG and HOME may be reviewed at the Community Development Department, located at 510 Main Street, Fitchburg, MA, Monday-Friday, 8:30 a.m. to 4:30 p.m. Public comments on the proposed Year 42 Action Plan will be accepted for thirty days from the date of this notice, or up through May 3, 2016 whichever is later. Send written comments to the Community Development Department, Fitchburg City Hall, 166 Boutelle Drive, Fitchburg, MA. 01420. A public hearing on the proposed Action Plan will be held on Tuesday, May 3, 2016 at 6:00 p.m. in the Fitchburg Public Library Heritage Room, 610 Main Street, Fitchburg, MA.

March 21, 2016

FITCHBURG CONSOLIDATED PLAN
PROPOSED YEAR 42 CONSOLIDATED PLAN

Twin Cities Rail Trail	$100,000
Parks and Playgrounds Improvement Project	$110,000
MIHN Family Housing/Self-Sufficiency	$ 9,000
Building Leadership and Inspiring Self-Sufficiency	$ 53,000
Spartacus	$ 9,000
Drug Enforcement and Patrol Program	$ 65,000
Transportation Services to Afterschool Program	$ 16,000
Small Business Technical Assistance Program	$ 20,000
Demolition	$188,243.04
Building Dept. Code Enforcement	$ 49,000
Board of Health Code Enforcement	$143,000
CDBG Administration	$212,000
TOTAL RECOMMENDED YEAR 42 CDBG PROGRAM	**$974,243.04**
TOTAL ANTICIPATED FUNDING AVAILABLE	**$974,243.04**
Year 42 Entitlement	$898,104.00
Program Income (from prior years)	$ 22,399.87
Reprogrammed Funds (from prior years)	$ 53,739.17

PROGRAM INCOME AND FUND BALANCE

CDBG Housing Revolving Loan Funds:	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 97,200.00
Anticipated Fund Balance as of June 30, 2016	$ 46,000.00
Potential Program Income from July 1, 2016 – June 30, 2017	$ 138,000.00
CDBG Business Revolving Loan Funds:	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 13,921.60
Anticipated Fund Balance as of June 30, 2016	$ 53,000.00
Potential Program Income July 1, 2016 – June 30, 2017	$ 15,187.20
Other Program Income (BOH/Bldg Dept Code Enforcement Fees)	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 13,000.00
Potential Program Income July 1, 2016 – June 30, 2017	$ 20,000.00

Fitchburg-Leominster Consortium

Proposed Year 42 HOME Action Plan

Anticipated Year 42 HOME Formula Grant	
Anticipated HOME Consortium funding for Year 42 Program	$ 361,590.00
Estimated HOME Program Match	$ 81,357.75
(25% of CHDO Set Aside and Homeowner Assistance)	
Use of Funds	
HOME Program Administration (10%)	$ 36,159.00
CHDO Set Aside (15%) (DH-2)	$ 54,238.50
Homeowner and Rental Assistance (75%) (DH-2)	$ 271,192.50
Home Program Income and Fund Balance	
Anticipated Program Income July 1, 2015 – June 30, 2016	$ 70,800.00
Anticipated Fund Balance as of June 30, 2016	$ 5,000.00
Potential Program Income July 1, 2016 – June 30, 2017	$ 68,400.00

The complete Consolidated Plan, compiled for a five year period beginning Year 42 through Year 46 and the proposed Year 42 Action Plan for CDBG and HOME may be reviewed at the Community Development Department, located at 610 Main Street, Fitchburg, MA., Monday-Friday, 8:30a.m. to 4:30p.m.

Public comments on the proposed Year 42 Action Plan will be accepted for thirty days from the date of this notice, or up through May 3, 2016 whichever is later. Send written comments to the Community Development Department, Fitchburg City Hall, 166 Boulder Drive, Fitchburg, MA. 01420. A public hearing on the proposed Actin Plan will be held on Tuesday, May 3, 2016 at 5:00p.m. in the Fitchburg Public Library Heritage Room, 610 Main Street, Fitchburg, MA.

March 21, 28, 2016
April 4, 2016

SENTINEL & ENTERPRISE

FITCHBURG CONSOLIDATED PLAN
PROPOSED YEAR 42 CONSOLIDATED PLAN

Twin Cities Rail Trail: $100,000
Parks and Playgrounds Improvement Project: $110,000
MHN Family Housing Self-Sufficiency: $9,000
Building Leadership and Inspiring Self-Sufficiency: $83,000
Spectacus: $6,000
Drug Enforcement and Patrol Program: $65,300
Transportation Services to Afterschool Program: $16,000
Small Business Technical Assistance Program: $20,000
Demolition: $188,243.04
Building Dept. Code Enforcement: $48,000
Board of Health Code Enforcement: $143,000
CDBG Administration: $212,000
TOTAL RECOMMENDED YEAR 42 CDBG PROGRAM: $974,243.04
TOTAL ANTICIPATED FUNDING AVAILABLE: $974,243.04
Year 42 Entitlement: $698,104.00
Program Income (from prior years): $22,389.87
Reprogrammed Funds (from prior years): $53,739.17

PROGRAM INCOME AND FUND BALANCE

CDBG Housing Revolving Loan Funds:
Anticipated Program Income July 1, 2015 – June 30, 2016: $97,200.00
Anticipated Fund Balance as of June 30, 2016: $46,000.00
Potential Program Income from July 1, 2016 – June 30 2017: $138,000.00

CDBG Business Revolving Loan Funds:
Anticipated Program Income July 1, 2015 – June 30, 2016: $13,321.60
Anticipated Fund Balance as of June 30, 2016: $53,000.00
Potential Program Income July 1, 2016 – June 30, 2017: $15,187.20

Other Program Income (BOH/Bldg Dept Code Enforcement Fees)
Anticipated Program Income July 1, 2015 – June 30, 2016: $13,000.00
Potential Program Income July 1, 2016 – June 30, 2017: $20,000.00

Fitchburg-Leominster Consortium
Proposed Year 42 HOME Action Plan

Anticipated Year 42 HOME Formula Grant
Anticipated HOME Consortium funding for Year 42 Program: $361,590.00
Estimated HOME Program Match: $31,357.75
(25% of CHDO Set Aside and Homeowner Assistance)

Use of Funds
HOME Program Administration (10%): $36,159.00
CHDO Set Aside (15%) (DH-2): $54,238.50
Homeowner and Rental Assistance (75%) (DH-2): $271,192.50

Home Program Income and Fund Balance
Anticipated Program Income July 1, 2015 – June 30, 2016: $70,900.00
Anticipated Fund Balance as of June 30 2016: $5,000.00
Potential Program Income July 1, 2016 – June 30 2017: $68,400.00

The complete Consolidated Plan, compiled for a five year period beginning Year 42 through Year 46 and the proposed Year 42 Action Plan for CDBG and HOME may be reviewed at the Community Development Department located at 610 Main Street, Fitchburg, MA, Monday-Friday, 8:30 a.m. to 4:30 p.m. Public comments on the proposed Year 42 Action Plan will be accepted for thirty days from the date of this notice, or up through May 3, 2016 whichever is later. Send written comments to the Community Development Department, Fitchburg City Hall, 166 Boulder Drive, Fitchburg, MA 01420. A public hearing on the proposed Action Plan will be held on Tuesday, May 3, 2016 at 5:00 p.m. in the Fitchburg Public Library Heritage Room, 610 Main Street, Fitchburg, MA.

March 21, 2016

City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

FITCHBURG CITY CLERK
16 APR 15 09 28

CITY OF FITCHBURG
COMMUNITY DEVELOPMENT OFFICE

NOTICE OF PUBLIC HEARING

COMMUNITY DEVELOPMENT BLOCK GRANT
CONSOLIDATED PLAN
YEAR 42 PROGRAM
And
Proposed Year 42 Action Plan for CDBG and HOME

May 3, 2016 - 5:00 pm
Fitchburg Public Library, Ethnic Heritage Room
610 Main Street, Fitchburg, MA 01420

Purpose:

1. Information provided on Year 42 CDBG Program and Year 42 Action Plan

2. Citizen comments on proposed Year 42 CDBG Projects and Year 42 Action Plan.

3. Citizen comments on the housing and community development needs of the City, the Consolidated Plan and Fitchburg's performance in implementing the CDBG Program.

For More Information Contact:

Susan Christensen
Community Development Administrator
Community Development Office
(978) 829-1899

In accordance with the Americans with Disabilities Act, if you have a disability for which the City needs to provide accommodations, please notify: Susan Christensen, Community Development Administrator, 166 Boulder Drive, Fitchburg, MA 01420 (978) 829-1899

FITCHBURG MUNICPAL OFFICES
166 BOULDER DR, FITCHBURG, MA 01420-3125 • PHONE: (978) 829-1890 • FAX: (978) 829-1965
The Community Development office is physically located in the Fitchburg Public Library, 610 Main Street
Michael O'Hara, Principal Planner has an office at the DPW Building, 301 Broad Street

City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

FITCHBURG CITY CLERK
16 APR 15 09

CIUDAD DE FITCHBURG
OFICINA DE DESARROLLO COMUNITARIO

AVISO DE AUDIENCIA PÚBLICA

PROGRAMA
"SUBVENCIONES EN BLOQUE PARA EL DESARROLLO DE LA COMUNIDAD"
(COMMUNITY DEVELOPMENT BLOCK GRANT-CDBG por sus siglas en inglés)
PLAN DE DESARROLLO
AÑO 42
Y
PROPUESTA DEL "PLAN DE ACCION" DE CDBG Y "HOME" PARA EL AÑO 42

3 DE MAYO DE 2016 - 5:00 P.M.
Fitchburg Public Library, Ethnic Heritage Room
610 Main Street, Fitchburg, MA 01420

Propósito:

1. Proveer información del programa CDBG del año 42 y el "Plan de Acción".

2. Comentarios de los ciudadanos sobres los proyectos propuestos del programa de CDBG del año 42 y el "Plan de Acción".

3. Comentarios de los ciudadanos sobre programas de viviendas y desarrollo de la comunidad en la ciudad, el plan de desarrollo y como la ciudad de Fitchburg desempeña e implementa el programa CDBG.

Para más información comuníquese con:

Susan Christensen
Administradora de Desarrollo Comunitario
Oficina de Desarrollo Comunitario
(978) 829-1899

De acuerdo con la ley de Americanos con Discapacidades (Americans with Disabilities Act), si usted tiene una discapacidad y necesita que la ciudad provea acomodaciones, por favor notifique a: Susan Christensen, Administradora de Desarrollo Comunitario, 166 Boulder Drive, Fitchburg, MA 01420 (978) 829-1899.

FITCHBURG MUNICIPAL OFFICES
166 BOULDER DR. FITCHBURG, MA 01420-3125 • PHONE: (978) 829-1890 • FAX: (978) 829-1965
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Notice of Public Hearing

posted on City of Fitchburg website

FITCHBURG Massachusetts

Search Results

Year 42 CDBG Public Hearing (70 KB)
www.fitchburgma.gov/documentcenter/view/1566

May 3. 2016 - 5:00 pm Fitchburg **Public** Library, Ethnic Heritage Room ... NOTICE OF **PUBLIC HEARING** COMMUNITY DEVELOPMENT BLOCK GRANT CONSOLIDATED ... comments on proposed Year 42 **CDBG** Projects and Year 42 Action Plan. 3 ... -1965 The Community Development office is physically located in the Fitchburg **Public** Library, 610
Updated:4/15/2016

CDBG Year 42 Action Plan (160 KB)
www.fitchburgma.gov/documentcenter/view/1477

Actin Plan will be held on Tuesday, **May 3, 2016** at 5:00 p.m. in the Fitchburg **Public** ... from the date of this notice, or up through **May 3, 2016** whichever is later ... 42 **CDBG** ACTION PLAN CITY OF FITCHBURG **PUBLIC** FACILITIES ...) will be inspected in the **CDBG** strategy area. Performance Measurement: DH-3. The goal
Updated:3/17/2016

City of Fitchburg, Massachusetts
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

LARRY CASASSA
Director

CONSOLIDATED PLANNING PROCESS – PUBLIC HEARING

May 3, 2016

(5:00P.M. Ethnic Heritage Room, Fitchburg Public Library, 610 Main Street, Fitchburg, MA)

AGENDA

I. Introduction/Explanation of the Meeting

II. Open Forum

1. Information provided on Year 42 CDBG Program and Year 42 Action Plan

2. Citizens Comments on Year 42 CDBG Program and Year 42 Action Plan

3. Citizen comments on the housing and community development needs of the City, the Consolidated Plan and Fitchburg's performance in implementing the CDBG Program.

III. Adjourn Meeting

FITCHBURG MUNICIPAL OFFICES
166 BOULDER DR. FITCHBURG, MA 01420-3125 • PHONE: (978) 829-1890 • FAX: (978) 829-1965
The Community Development office is physically located in the Fitchburg Public Library, 610 Main Street
Michael O'Hara, Principal Planner has an office at the DPW Building, 301 Broad Street

YEAR 42 CDBG PROGRAM
FITCHBURG, MA.
SECOND PUBLIC HEARING
MAY 3, 2016

CONSOLIDATED PLANNING PROCESS – PUBLIC HEARING

May 3, 2016
Ethnic Heritage Room, Fitchburg Public Library, 610 Main Street, Fitchburg, MA

MINUTES

Meeting opened at 5:00 pm

No members of the public were in attendance

Meeting adjourned at 5:20 pm

Submitted by: Sue Christensen

2016-2020 CONSOLIDATED PLAN
YEAR 42 ACTION PLAN
SECOND PUBLIC HEARING
TUESDAY, MAY 3, 2016
5:00P.M. HERITAGE ROOM
FITCHBURG PUBLIC LIBRARY

Attendance Sheet

NAME	ADDRESS	ASSOCIATION
[illegible]	CD	City Citizen
Larry Carson	"	"

CDBG ATTACHMENT

YEAR 42
MONITORING

2015 INCOME LIMITS FOR HUD PROGRAMS

Fitchburg-Leominster

(Effective 3/6/15)

Median Income $81,100 (family of four)

	1 Person	2 Person	3 Person	4 Person
Low-Moderate Income (80% of median income)	46,100	52,650	59,250	65,800
Very Low Income (50% of median income)	30,650	35,000	39,400	43,750
Extremely Low Income (30% of median income)	18,400	21,000	23,650	26,250

	5 Person	6 Person	7 Person	8 Person
Low-Moderate Income (80% of median income)	71,100	76,350	81,600	86,900
Very Low Income (50% of median income)	47,250	50,750	54,250	57,750
Extremely Low Income (30% of median income)	28,410	32,570	36,730	40,890

City of Fitchburg CDBG Program
PROGRAMMATIC MONITORING TOOL

Subrecipient Name: Address : _____

Telephone: Contact Person : _____

Program Name: Program Location :_____

National Objective of CDBG activity (LMA, LMC, SBA, LMJ, LMH etc.) _____

==========

CDBG Activity Performance Measurement

1. Describe the "*need(s)*"addressed by the CDBG activity. _____

_____

2. What is the "*goal(s)*" of the CDBG activity? _____

_____

3. Describe the "*resources*" used to carry out the CDBG activity. (Staff, volunteers, facility/rooms)

_____

4. Describe the *"activities"* carried out to meet the CDBG goal(s).

_____

5. *"Quantify the results"* of the CDBG activity. (Number of people served to date, Number of service units and the type of service units delivered to date.)

6. What is the beneficial *"outcome or impact"* to the recipients of the CDBG activity?

_____

_____

CDBG Requirements

1. Is the National Objective being met by the activity ? _____

_____

2. Does the activity continue to meet the eligibility requirements of the CDBG program and how? (public facility improvement, public service, economic development, etc.)

_____

3. What is the estimated number of beneficiaries during the contract year? _____
(If this goal will not be met, please give an explanation.)

_____

4. Are the objectives and services outlined in the Contract Agreement being attained? If not, why not?

_____

_____

5. Percentage of (CDBG) low/mod persons served within CDBG program activity? _____

6. Are the subrecipient's quarterly reports and invoices submitted on a timely basis and filled out correctly?

_____

Program Policies and Procedures

1. Is a copy of the CDBG contract at the site for program staff to review? _____

2. Is a copy of the Personnel Policies at the site for program staff to review? _____

3. Does the program site have universal accessibility? _____

4. Were any CDBG positions solicited during the contract year?_____

If yes, describe how they were advertised, if there was any outreach to people of color, and if the ads contained an EEO statement.

_____

5. Is there any evidence of outreach efforts to encourage people of color to apply, please describe?

_____

6. Are resumes kept on file? _____

7. Do all advertisements, notifications, publications, signs, brochures and other promotional and/or informational materials identify the activity/agency as being funded in part with City of Fitchburg CDBG funds?

_____

8. Do staff participate in professional development workshops/trainings, and how often? (Describe)

_____

9. How are clients referred to and/or solicited to participate in the CDBG Program?

_____

_____

10. Is there evidence of outreach to potential program participants who represent minority groups and persons of low/moderate income? (For example, Bilingual Outreach.)

_____

11. Describe your agency's compliance with Title VI of the Civil Rights Act. What types of language assistance services, if any, are provided by your agency to Limited English Proficient (LEP) persons?

_____

Board of Directors

1. How are Board members recruited?_____

2. Is Board Training provided to Board members, and by whom?

_____

3. Date of last training? _____

4. Program Curriculum of last training? _____

5. Evidence of Agency By-laws and Articles of Incorporation? _____

_____

FISCAL MONITORING TOOL

1. Award Amount: _____

2.Total Expenditure To Date: _____

3. Percentage of CDBG funds used for this activity: _____

4. Evidence of Financial Record Keeping Systems/Files: _____

5. Describe other sources of funding: _____

6. Describe other efforts to obtain funding:_____

Remarks:

C.D. Staff: _____ Date:_____

City of Fitchburg Community Development Block Grant Program (CDBG)
Small Business Revolving Loan Program
Income Verification Form - For Job Creation

Loan: ED #_____

Dear _____: Employer: _____

Your new employer has applied for and received funding from the City of Fitchburg to expand its business and create new jobs, including your own. As a condition of receiving these funds, your employer has agreed to offer a percentage of these jobs to persons of low or moderate income. To help us verify this, we are asking your cooperation in completing the information below. Please be assured that this information will remain confidential and will be used only to meet the record keeping requirements of the U.S. Department of Housing and Urban Development, which is providing the funds to help create your new job.

As soon as you have completed the information listed below, you may either mail it directly to Fitchburg City Hall, Community Development Dept, 166 Boulder Drive, Fitchburg, MA. 01420 in the stamped envelope provided or submit it directly to your employer. Thank you for your cooperation and good luck in your new job!

Name:_____(please print)

Address:_____

Telephone: _____

Please **circle** below the number of people in your household, including yourself:

1	2	3	4	5	6	7	8
$46,100	$52,650	$59,250	$65,800	$71,100	$76,350	$81,600	$86,900

Was your total **household** income during the 12 months ***before*** you accepted this job *higher* or *lower* than the ($) dollar amount listed below the number you circled?

Please **circle** one: **HIGHER or LOWER**

Please circle the appropriate *race category* and *Hispanic ethnicity* if applicable. (optional):

1. White 2. Asian 3. Asian & White 4. Black/African American
5. Black/African American & White 6. American Indian/Alaskan Native & Black/African American
7. Native Hawaiian/Other Pacific Islander 8. American Indian/Alaskan Native
9. American Indian/Alaskan Native & White 10. Other Multi Racial
11. Hispanic ethnicity if appropriate: Hispanic

Female Headed Household? Yes _____ No_____

I hereby certify that the information contained on this form is accurate and complete to the best of my knowledge, under penalty of law and verifiable by federal government representatives.

_____

Employee Signature Date

For the Employer:

Please answer the following questions:

1. Number of jobs with employer sponsored health care benefits _____
2. Number of people unemployed prior to taking jobs created under this activity _____
3. Type of Jobs Created: managers, professionals, technicians, sales, office/clerical, sales, craft workers(skilled), Operatives (semi-skilled), laborers (unskilled), service workers
4. DUNS Number for each business assisted _____
5. New business or existing business _____
6. If existing business, is it expanding or relocating _____
7. Is the business assisted with commercial façade treatment/building rehab _____
8. Is the business assisted providing goods or services to meet the needs of a service area, neighborhood or community _____

Income Levels	
	Total
Extremely Low	
Low	
Moderate	
Non-Low/Moderate	
Totals	0
Percent Low/Mod	0 %

Job Creation/Retention					
	Total Job Count		**Total Weekly Hours**		**Percent**
	Full Time	**Full Time Low/Mod**	**Part Time**	**Part Time Low/ Mod**	**Low/ Mod Jobs**
Actually Created					0 %
Actually Retained					0 %

Actual FTE Jobs:
0

City of Fitchburg Community Development Block Grant Program (CDBG)
Small Business Revolving Loan Program
Income Verification Form - For Job Retention

Loan: ED #_____

Dear _____: Employer: _____

Your employer has applied for and received funding from the City of Fitchburg to continue its business operations and retain jobs, including your own. As a condition of receiving these funds, your employer has agreed to offer a percentage of these jobs which are held by persons of low or moderate income. To help us verify this, we are asking your cooperation in completing the information below. Please be assured that this information will remain confidential and will be used only to meet the record keeping requirements of the U.S. Department of Housing and Urban Development, which is providing the funds to help create your new job.

As soon as you have completed the information listed below, you may either mail it directly to Fitchburg City Hall, Community Development Dept, 166 Boulder Drive, Fitchburg, MA. 01420 in the stamped envelope provided or submit it directly to your employer. Thank you for your cooperation and good luck in your new job!

Name:_____(please print)

Address:_____

Telephone: _____

Please **circle** below the number of people in your household, including yourself:

1	2	3	4	5	6	7	8
$46,100	$52,650	$59,250	$65,800	$71,100	$76,350	$81,600	$86,900

Is your current total annual **household** income or lower than the $ dollar amount listed below the number you circled?

Please **circle** one: **HIGHER or LOWER**

Please circle the appropriate *race category* and *Hispanic ethnicity* if applicable. (optional):

1. White 2. Asian 3. Asian & White 4. Black/African American
5. Black/African American & White 6. American Indian/Alaskan Native & Black/African American
7. Native Hawaiian/Other Pacific Islander 8. American Indian/Alaskan Native
9. American Indian/Alaskan Native & White 10. Other Multi Racial
11. Hispanic ethnicity if appropriate: Hispanic

Female Headed Household? Yes _____ No_____

I hereby certify that the information contained on this form is accurate and complete to the best of my knowledge, under penalty of law and verifiable by federal government representatives.

_____ _____

Employee Signature Date

For the Employer:

Please answer the following questions:

1. Number of jobs with employer sponsored health care benefits _____
2. Number of people unemployed prior to taking jobs created under this activity _____
3. Type of Jobs Created: managers, professionals, technicians, sales, office/clerical, sales, craft workers(skilled), Operatives (semi-skilled), laborers (unskilled), service workers
4. DUNS Number for each business assisted _____
5. New business or existing business _____
6. If existing business, is it expanding or relocating _____
7. Is the business assisted with commercial façade treatment/building rehab _____
8. Is the business assisted providing goods or services to meet the needs of a service area, neighborhood or community _____

Income Levels	
	Total
Extremely Low	
Low	
Moderate	
Non-Low/Moderate	
Totals	0
Percent Low/Mod	0 %

Jobs

Job Creation/Retention					
	Total Job Count		**Total Weekly Hours**		**Percent**
	Full Time	**Full Time Low/Mod**	**Part Time**	**Part Time Low/ Mod**	**Low/ Mod Jobs**
Actually Created					0 %
Actually Retained					0 %

Actual FTE Jobs:

0

City of Fitchburg
Community Development Block Grant Program (CDBG)
Microenterprise Assistance
Income Verification Form - For Job Creation

Dear _____: Business:_____

Your company has received assistance through the Twin Cities CDC, funded through Fitchburg's CDBG Program. We are asking your assistance in completing this form for record keeping purposes to verify both the job creation and income benefits being provided through the CDBG program. Please be assured that this information will remain confidential and will be used only to meet the record keeping requirements of the U.S. Department of Housing and Urban Development, which is providing the funds to help create your new job.

As soon as you have completed the information listed below, you may either mail it directly to Fitchburg City Hall, Community Development Dept, 166 Boulder Drive, Fitchburg, MA 01420, or submit it directly to the Twin Cities CDC. Thank you for your cooperation and good luck in your new position!

Name: (please print)

Address:

Telephone:_____

Job Title: FULL TIME or PART TIME (please circle one)

Please **circle** below the number of people in your household, including yourself:

1	2	3	4	5	6	7	8
$46,100	$52,650	$59,250	$65,800	$71,100	$76,350	$81,600	$86,900

Was your total household income during the 12 months ***before*** you accepted this job higher or lower than the amount below the number you circled?

Please **circle** one: **HIGHER OR LOWER**

Please **circle** the appropriate *race category* and *Hispanic ethnicity* if applicable. (optional):

1.White
2. Asian
3. Native Hawaiian/Other Pacific Islander
4. Asian & White
5. American Indian/Alaskan Native & Black/African American
6. Black/African American
7. American Indian/Alaskan Native
8. American Indian/Alaskan Native& White
9. Black/African American & White
10. Other Multi Racial
11. Hispanic ethnicity if appropriate: Hispanic

Female Headed Household? Yes No

I hereby certify that the information contained on this form is accurate and complete to the best of my knowledge, under penalty of law and verifiable by federal government representatives.

_____ Signature

_____ Date

City of Fitchburg
Community Development Block Grant Program (CDBG)
Microenterprise Assistance
Income Verification Form - For Job Retention

Dear _____: Business:_____

Your company has received assistance through the Twin Cities CDC, funded through Fitchburg's CDBG Program to continue or expand its business operations and retain jobs, including your own. As a condition of receiving these funds, we are asking your cooperation in completing this form, which will verify the percentage of jobs which are held by persons of low or moderate income. Please be assured that this information will remain confidential and will be used only to meet the record keeping requirements of the U.S. Department of Housing and Urban Development, which is providing the funds to help retain your job.

As soon as you have completed the information listed below, you may either mail it directly to Fitchburg City Hall, Community Development Dept, 166 Boulder Drive, Fitchburg, MA 01420, or submit it directly to the Twin Cities CDC. Thank you for your cooperation.

Name: (please print)

Address:

Telephone:

Please circle below the number of people in your household, including yourself:

1	2	3	4	5	6	7	8
$46,100	$52,650	$59,250	$65,800	$71,100	$76,350	$81,600	$86,900

Is your current total annual household income higher or lower than the amount below the number you circled?
Please circle one: **HIGHER OR LOWER**

Job Title: FULL TIME or PART TIME (please circle one)

Please **circle** the appropriate *race category* and *Hispanic ethnicity* if applicable. (optional):

1. White
2. Asian
3. Native Hawaiian/Other Pacific Islander
4. Asian & White
5. American Indian/Alaskan Native & Black/African American
6. Black/African American
7. American Indian/ Alaskan Native
8. American Indian/Alaskan Native& White
9. Black/African American & White
10. Other Multi Racial
11. Hispanic ethnicity if appropriate: Hispanic

Female Headed Household? Yes_____ No_____

I hereby certify that the information contained on this form is accurate and complete to the best of my knowledge, under penalty of law and verifiable by federal government representatives.

_____ _____
Signature Date

City of Fitchburg
Community Development Block Grant Program (CDBG)
Small Business Assistance
Income Verification Form - For Job Creation

Dear _____: Business:_____

Your company has received assistance through the Twin Cities CDC, funded through Fitchburg's CDBG Program. We are asking your assistance in completing this form for record keeping purposes to verify both the job creation and income benefits being provided through the CDBG program. Please be assured that this information will remain confidential and will be used only to meet the record keeping requirements of the U.S. Department of Housing and Urban Development, which is providing the funds to help create your new job.

As soon as you have completed the information listed below, you may either mail it directly to Fitchburg City Hall, Community Development Dept, 166 Boulder Drive, Fitchburg, MA 01420, or submit it directly to the Twin Cities CDC. Thank you for your cooperation and good luck in your new position!

Name: (please print)

Address:

Telephone:_____

Job Title: FULL TIME or PART TIME (please circle one)

Please **circle** below the number of people in your household, including yourself:

1	2	3	4	5	6	7	8
$46,100	$52,650	$59,250	$65,800	$71,100	$76,350	$81,600	$86,900

Was your total household income during the 12 months ***before*** you accepted this job higher or lower than the amount below the number you circled?

Please **circle** one: **HIGHER OR LOWER**

Please **circle** the appropriate *race category* and *Hispanic ethnicity* if applicable. (optional):

1. White
2. Asian
3. Native Hawaiian/Other Pacific Islander
4. Asian & White
5. American Indian/Alaskan Native & Black/African American
6. Black/African American
7. American Indian/ Alaskan Native
8. American Indian/Alaskan Native& White
9. Black/African American & White
10. Other Multi Racial
11. Hispanic ethnicity if appropriate: Hispanic

Female Headed Household? Yes No

I hereby certify that the information contained on this form is accurate and complete to the best of my knowledge, under penalty of law and verifiable by federal government representatives.

_____ Signature

_____ Date

City of Fitchburg
Community Development Block Grant Program (CDBG)
Small Business Assistance
Income Verification Form - For Job Retention

Dear : Business:

Your company has received assistance through the Twin Cities CDC, funded through Fitchburg's CDBG Program to continue or expand its business operations and retain jobs, including your own. As a condition of receiving these funds, we are asking your cooperation in completing this form, which will verify the percentage of jobs which are held by persons of low or moderate income. Please be assured that this information will remain confidential and will be used only to meet the record keeping requirements of the U.S. Department of Housing and Urban Development, which is providing the funds to help retain your job.

As soon as you have completed the information listed below, you may either mail it directly to Fitchburg City Hall, Community Development Dept, 166 Boulder Drive, Fitchburg, MA 01420, or submit it directly to the Twin Cities CDC. Thank you for your cooperation.

Name: (please print)

Address:

Telephone:

Please circle below the number of people in your household, including yourself:

1	2	3	4	5	6	7	8
$46,100	$52,650	$59,250	$65,800	$71,100	$76,350	$81,600	$86,900

Is your current total annual household income higher or lower than the amount below the number you circled? Please circle one: **HIGHER OR LOWER**

Job Title: _____ FULL TIME or PART TIME (please circle one)

Please **circle** the appropriate *race category* and *Hispanic ethnicity* if applicable. (optional):

1. White
2. Asian
3. Native Hawaiian/Other Pacific Islander
4. Asian & White
5. American Indian/Alaskan Native & Black/African American
6. Black/African American
7. American Indian/ Alaskan Native
8. American Indian/Alaskan Native& White
9. Black/African American & White
10. Other Multi Racial
11. Hispanic ethnicity if appropriate: Hispanic

Female Headed Household? Yes_____ No_____

I hereby certify that the information contained on this form is accurate and complete to the best of my knowledge, under penalty of law and verifiable by federal government representatives.

Signature

Date

Grantee Unique Appendices

CDBG ATTACHMENT

YEAR 42
MONITORING
(Continued from Binder1.pdf that was uploaded to IDIS as Citizen Participation Comments)

STREETSCAPE ACTION PLAN
2016

Name		Length	Estimated Cost	Status
#1	Johnson Street (High to Marshall)	260 lf	$17,000	Complete 2014
#2	Westminster Street (from Kimball road to the rr bridge, South side)	1080 lf	$130,000	complete
#3	Main Street (implementation of master plan) (multiple phases)	3000 lf	TBD	Underway phase I
	Phase I	intersection Improvements	$1,200,000	Complete
#4	Water Street	3000lf	$60,000	funds budgeted
#5	River Street (from Main to Wallace St)	3000 lf	$3,000,000	underway
#6	Clarendon Street (Plymouth to Daniels)	1000 lf	$45,000	future project
#7	Allen Place	350 lf	$20,000	future project
#8	Boulder Drive	2000 lf	$200,000	future project
#9	Cleghorn St. (W side)	1020 lf	$100,000	future project
#10	Pratt Road (Rollstone Road to Beech Street)	2,850 lf	$280,000	future project
#11	South Street (Rte 12 to Electric Ave)	4500 lf	$450,000	future project
#12	Cross Street (Laurel to South)	462 lf	$45,000	future project
#13	Rollstone Street (Pine to Laurel)	1121 lf	$100,000	future project

PARK AND PLAYGROUNDS PRIORITY ACTION PLAN
2016

	Name	Scope of Work	Cost	Status
#1	Crocker Park	Spray Park and Shade Structure	$160,000	completed 2014
#2	Parkhill Park	New Surfacing at Spray Park	$50,000	Underway
#3	1st and Railroad	Basketball Court, rain garden	$350,000	underway
#4	Coolidge Park	Re-grade and Seed Soccer Fields	$100,000	Future Project*
#5	Goodrich	Softball Field Renovation	$180,000	Future Project
#6	Crocker Park	Edge Improvements	$50,000	Future Project
#7	Lowe Playground	Updated play equipment	$260,000	Complete 2015***
#8	Parkhill Park	Little League Field Renovations	$100,000	Future Project
#9	Steam Line Trail	Pedestrian Bridge and extension to Fifth Mass Turnpike	TBD	Future Project

Other projects under consideration:

Fitchburg/Leominster Rail Trail Acquisition, Design and Construction (note: sales negotiations with CSX Corporation underway, EOEEA has committed to design funding, Construction funding is on the 2019 TIP)

Dog Park at Coolidge – Currently a grass roots effort

*Some CDBG funding has been targeted to begin this project
***Funded in part through an Our Common Backyards grant.

Open Space and Recreation Plan Update

Fitchburg, Massachusetts

2014-2021

GOAL: DEVELOP AND MAINTAIN A SAFE AND SOUGHT AFTER PARK SYSTEM IN FITCHBURG THAT PROVIDES A VARIETY OF RECREATIONAL ACTIVITIES FOR ALL RESIDENTS.

1. Maintain existing playgrounds and open space areas.
2. Upgrade facilities to current standards as funds allow.
3. Continue recreational opportunities at City parks for individuals of all abilities and ages.
4. Establish a Dog Park.
5. Continue to include resident input, including youth, in the park renovation and design process.
6. Develop City-owned vacant lots into high quality green spaces.
7. Consider safety and security when park improvement plans are developed

GOAL: PROVIDE WALKING AND BIKING PATHS FOR RECREATION AND COMMUTING.

1. Develop the Twin Cities Rail Trail, connecting Leominster and Fitchburg along Route 12.
2. Maintain and improve sidewalks and walking paths in developed areas, including accessibility improvements.
3. Finalize Fitchburg's Complete Streets Resolution and integrate the Pedestrian Generator Checklist into the park design and review process.
4. Install sidewalks and bike lanes where they do not exist, particularly those areas that access schools, parks, trails and shopping clusters and design thoughtful connections between highly used areas?
5. Keep the map of Citywide walking trails in Fitchburg updated and create good "take away" trail maps for trail users.
6. Complete the Steamline Trail in West Fitchburg for walking and bicycling.

GOAL: PROVIDE BETTER ACCESS TO RECREATIONAL OPPORTUNITIES.

1. Improve marketing to increase awareness of Fitchburg's park and open space system.
2. Improve marketing of organized recreational and cultural opportunities provided at Fitchburg parks and open space.
3. Improve public transportation to City park system.
4. Ensure access and promotion of parks that reflects the City's demographics.
5. Improve signage to and within City parks.

City of Fitchburg's Open Space and Recreation Plan Update

GOAL: PROTECT AND PROMOTE FITCHBURG'S WATERSHED.

1. Protect Fitchburg's watershed land within Fitchburg and adjacent communities.
2. Routinely assess the condition and protect dams, ponds and reservoirs within Fitchburg.
3. Restore distressed and degraded ponds.
4. Continue efforts that result in improved water quality of the Nashua River and its tributaries.
5. Strive to integrate green infrastructure for stormwater management.
6. Continue to improve access to and awareness of the Nashua River and other waterbodies as City assets.
7. Promote a citizen education campaign to educate about water issues and collaborate with other groups such as the Massachusetts Watershed Coalition.

GOAL: PROTECT, PROMOTE, PRESERVE OPEN SPACE AND WILDLIFE HABITAT.

1. Properly maintain City owned forested areas.
2. Implement or enforce regulations to limit sprawl.
3. Work with local, regional and state organizations to preserve open space and wildlife habitat.
4. Continue and expand environmental programming in parks and trails.
5. Work to eradicate invasive species.

GOAL: DEVELOP AND PROMOTE GREENSPACE IN THE URBAN CORE.

1. Continue to support/promote the City's Vacant Lot Initiative.
2. When street trees are planted, ensure the proper species is selected and that they are planted properly for sustainability.
3. Support community garden efforts and expand urban agriculture.
4. Work to increase biodiversity in the urban core particularly in City owned vacant lots.

City of Fitchburg's Open Space and Recreation Plan Update

CDBG ATTACHMENT

YEAR 42
SUPPORT DOCUMENTATION

CITY OF FITCHBURG
MASSACHUSETTS
OFFICE OF THE MAYOR

LISA A. WONG
MAYOR

NATHAN LaROSE
ASSISTANT TO THE MAYOR

IRENE HERNANDEZ
ADMINISTRATIVE ASSISTANT

October 30, 2015

Dear Resident:

The City of Fitchburg is requesting your assistance as we develop a detailed plan to use available federal funding over the next 5 years to address Fitchburg's many community development and housing needs. The Plan, called the 5 Year Consolidated Plan, will include an identification of needs, strategies to address those needs, and an action plan for using funding from the federal Community Development Block Grant (CDBG) program and other similar funding which may become available to the City.

This is where you can help. To get input from citizens like yourself in the development of the Plan, we have developed a community survey in collaboration with the Fitchburg State University Department of Behavioral Sciences. Your assistance in completing this survey would be greatly appreciated.

Enclosed you will find a copy of the survey sent to over 1,000 Fitchburg households. The sample was drawn at random.

Please take the time to fill out the survey and return it in the self-addressed envelope to the Community Development Department, 166 Boulder Drive, Fitchburg, MA. 01420 by Monday, November 16, 2015.

Please be assured that we greatly value your time and appreciate any input you can provide to help us in our effort to develop the best possible plan to benefit our City in the coming years.

Sincerely,

Lisa A. Wong
Mayor of Fitchburg

FITCHBURG MUNICIPAL OFFICES
166 BOULDER DRIVE, FITCHBURG, MA 01420 • PHONE: (978) 829-1801 • FAX: (978) 829-1968

CITY OF FITCHBURG
MASSACHUSETTS
OFFICE OF THE MAYOR

LISA A. WONG
MAYOR

NATHAN LaROSE
ASSISTANT TO THE MAYOR

IRENE HERNANDEZ
ADMINISTRATIVE ASSISTANT

October 30, 2015

Dear Department/Division Director:

The City of Fitchburg is requesting your assistance as we develop a detailed plan to determine how to best use available federal funding over the next 5 years to address Fitchburg's many community development and housing needs. The Plan, known as the 5 Year Consolidated Plan, will include an identification of needs, strategies to address those needs, and an action plan for using funding from the federal Community Development Block Grant (CDBG) program and other funding which may become available to the City.

As a city employee actively serving our City, your insights and opinions are of particular value and importance to us in developing the 5 Year Plan. For this reason, we ask that you complete the enclosed survey which has been developed in collaboration with the Fitchburg State University Department of Behavioral Sciences. If you receive more than one survey, it is because your address was chosen as part of the Resident Survey, which was sent to 1,000 randomly selected Fitchburg residents. You may complete either survey or both surveys. Once you have completed the survey(s), please return it to the Community Development Department, 166 Boulder Drive, Fitchburg, MA. 01420 by Monday, November 16, 2015.

Please be assured that we greatly value your time and appreciate any input you can provide to help us in our effort to develop the best possible plan to benefit our City in the coming years.

Sincerely,

Lisa A. Wong
Mayor of Fitchburg

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166 BOULDER DRIVE, FITCHBURG, MA 01420 • PHONE: (978) 829-1801 • FAX: (978) 829-1968

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MASSACHUSETTS
OFFICE OF THE MAYOR

LISA A. WONG
MAYOR

NATHAN LaROSE
ASSISTANT TO THE MAYOR

IRENE HERNANDEZ
ADMINISTRATIVE ASSISTANT

October 30, 2015

Dear Honorable Councilor:

The City is respectfully requesting your assistance as we develop a detailed plan to best utilize available federal funding over the next 5 years in addressing Fitchburg's many community development and housing needs. The Plan, known as the 5 Year Consolidated Plan, will include an identification of needs, strategies to address those needs, and an action plan for using funding from the federal Community Development Block Grant (CDBG) program and other similar funding which may become available to the City.

As an elected representative of our City, your insights and opinions are of particular importance and value to us in developing an effective plan of action. For this reason, we ask that you complete the enclosed survey which has been developed in collaboration with the Fitchburg State University Department of Behavioral Sciences. If you receive more than one survey, it is because your address was chosen as part of the Resident Survey, which was sent to 1,000 randomly selected Fitchburg residents. You may complete either survey or both surveys. Once you have completed the survey(s), please return it in the self-addressed envelope to the Community Development Department, 166 Boulder Drive, Fitchburg, MA. 01420 by Monday, November 16, 2015.

Please be assured that we greatly value your time and appreciate any input you can provide to help us in our effort to develop the best possible plan to benefit our City in the coming years.

Sincerely,

Lisa A. Wong
Mayor of Fitchburg

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CITY OF FITCHBURG
MASSACHUSETTS
OFFICE OF THE MAYOR

LISA A. WONG
MAYOR

NATHAN LaROSE
ASSISTANT TO THE MAYOR

IRENE HERNANDEZ
ADMINISTRATIVE ASSISTANT

October 30, 2015

Dear Board/Commission Member:

The City of Fitchburg is requesting your assistance as we develop a detailed plan to determine how to best use available federal funding over the next 5 years to address Fitchburg's many community development and housing needs. The Plan, known as the 5 Year Consolidated Plan, will include an identification of needs, strategies to address those needs, and an action plan for using funding from the federal Community Development Block Grant (CDBG) program and other funding which may become available to the City.

As an engaged citizen who is already actively serving our City, your insights and opinions are of particular value and importance to us in developing the 5 Year Plan. For this reason, we ask that you complete the enclosed survey which has been developed in collaboration with the Fitchburg State University Department of Behavioral Sciences. If you receive more than one survey, it is because your address was chosen as part of the Resident Survey, which was sent to 1,000 randomly selected Fitchburg residents. You may complete either survey or both surveys. Once you have completed the survey(s), please return it in the self-addressed envelope to the Community Development Department, 166 Boulder Drive, Fitchburg, MA. 01420 by Monday, November 16, 2015.

Please be assured that we greatly value your time and appreciate any input you can provide to help us in our effort to develop the best possible plan to benefit our City in the coming years.

Sincerely,

Lisa A. Wong
Mayor of Fitchburg

FITCHBURG MUNICIPAL OFFICES
166 BOULDER DRIVE, FITCHBURG, MA 01420 • PHONE: (978) 829-1801 • FAX: (978) 829-1968

City of Fitchburg
Community Needs Survey
2015

Directions: Please circle the number next to each item below that you believe indicates the level of funding needed for the City of Fitchburg during the next five years. Please rate each item using the following scale:

1 = a very high need for funding
2 = high need for funding
3 = some need for funding
4 = no need for funding
N = no opinion or do not have enough information to form an opinion

---

Anti-Crime Programs

1.	Neighborhood Watch Programs	1 2 3 4 N
2.	Add more police patrols	1 2 3 4 N

Public Services

1.	Handicapped Services	1 2 3 4 N
2.	Legal Services for a low Income person	1 2 3 4 N
3.	Transportation Services	1 2 3 4 N
4.	Substance Abuse Services	1 2 3 4 N
5.	Employment Training	1 2 3 4 N
6.	Health Services	1 2 3 4 N
7.	Mental Health Services	1 2 3 4 N
8.	Services to Support Victims of Domestic Violence	1 2 3 4 N
9.	Support Services for Homeless People	1 2 3 4 N
10.	Fair Housing & Education	1 2 3 4 N
11.	HIV/AIDS Services/Education	1 2 3 4 N
12.	Search for Apartments	1 2 3 4 N

Infrastructure

1.	Flood-Drainage Improvements	1 2 3 4 N
2.	Water/Sewer Improvements	1 2 3 4 N
3.	Street Improvements	1 2 3 4 N
4.	Sidewalks	1 2 3 4 N
5.	Tree Planting	1 2 3 4 N
6.	Improving Handicap Accessibility	1 2 3 4 N

Public Use Facilities

1.	Walking/Bike Trails	1 2 3 4 N
2.	Neighborhood Facilities	1 2 3 4 N
3.	Parks/Playgrounds	1 2 3 4 N
4.	Homeless Facilities	1 2 3 4 N
5.	Parking Facilities	1 2 3 4 N
6.	Bike Lanes on Roads	1 2 3 4 N

Youth Programs

1.	Services for Preschool Children	1 2 3 4 N
2.	After School Services for Elementary Age Children	1 2 3 4 N
3.	After School Services For Teens	1 2 3 4 N

Senior Programs

1.	Senior Center	1 2 3 4 N
2.	Senior Services	1 2 3 4 N
3.	In-Home Services to Frail Elderly	1 2 3 4 N
4.	Assisted Living/Nursing Home Services	1 2 3 4 N

Demolition/Code Enforcement

1.	Demolition of Damaged/Dangerous or Crime Ridden Buildings	1 2 3 4 N
2.	Removal of Graffiti	1 2 3 4 N
3.	Enforcement of Building & Health Codes for Substandard or Vacant Housing	1 2 3 4 N

Financial Assistance for Housing, Rehabilitation, & Reconstruction

1.	Assistance for New Home Buyers	1 2 3 4 N
2.	Renovating Single Family Homes	1 2 3 4 N
3.	Housing for the Homeless	1 2 3 4 N
4.	Renovating Rental Properties	1 2 3 4 N

Economic Development

1.	Business Loans	1 2 3 4 N
2.	Small Business Technical Assistance	1 2 3 4 N
3.	Job Creation	1 2 3 4 N
4.	Improve Appearance of Commercial Buildings	1 2 3 4 N

OVER PLEASE W O

Background Information: Please provide us with the following information so that we may best represent the views of all respondents (please circle the response that best answers the question).

1. **Please circle your age group:** 18 – 25 26 – 35 36 – 55 55 – 61 62 – older

2. **Please circle the number of people living in your household:**

   1 2 3 4 5 6 7 8 9 or more

3. **Please Circle "Yes" if a household size and household income applies to you:**

   1 person – annual income of $46,100 or less YES or NO
   2 person – annual income of $52,650 or less YES or NO
   3 person – annual income of $59,250 or less YES or NO
   4 person – annual income of $65,800 or less YES or NO
   5 person – annual income of $71,100 or less YES or NO
   6 person – annual income of $76,350 or less YES or NO
   7 person – annual income of $81,600 or less YES or NO
   8 person – annual income of $84,900 or less YES or NO

4. **Please indicate your race/ethnic group (please circle all that apply).**

   White Black/African American Hispanic Asian Pacific Islander

   American Indian/Alaskan Native (have origins in North, Central or South America)

5. **Please circle your employment status**

   Employed Full-Time Retired

   Employed Part-Time Unemployed – looking for work

   In School Other (please explain)_____

6. **Please circle your housing status**

   Renter Home-Owner Other (please specify)_____

Please write any questions or comments you may have about the survey in the space below. You may add additional pages if you desire.

Thank you for your assistance with this survey. Your answers will help the City of Fitchburg develop funding priorities that best meet the residents' needs.

Please complete and return the survey as soon as possible but send no later than 11/16/2015 in the self-addressed stamped envelope provided. You may also return the survey to

Fitchburg City Hall
Department of Community Development
166 Boulder Drive
Fitchburg, MA 01420

FITCHBURG 5-YEAR CONSOLIDATED PLAN (2016-2020)
By the Community Development Department

Agency Questionnaire – please fill out as much as possible
(stats should reflect Fitchburg only)

PLEASE RETURN THE SURVEY BY OCTOBER 15, 2015

In order to meet the needs of Fitchburg residents, it is helpful to have an assessment of the capacity of Fitchburg's social service agencies to meet community needs. By providing us with the information requested, we will be able to direct federal funding to meet the priority needs of Fitchburg residents over the next 5 year period. If you have any questions, please contact the Community Development Department at: 978-829-1890.

(A)Agency Name and Address: _____
Contact Person(include email address and phone no.):
_____

(B)Identify the population served (veterans, disabled, families, individuals, etc)
_____
Describe the services provided (afterschool program, counseling, home repair transportation, etc) and how many were served annually in each area of service:
_____
_____
_____
_____

(C)Total Clients Served Annually (previous 12 month period, or fiscal year July 2014-June 2015): _____.
How many were elders (62yrs of age) _____.
How many were non-English speaking –specify the language?_____
_____
How many have a disability? _____
How many are residents of public housing? _____

(D) Annual Race Categories – % White _____, % Black/African-American_____, % Hispanic _____, % Asian_____, % American Indian/Alaskan Native _____, % Pacific Islander _____, % Other _____

Low Income Categories (See below) – % White _____, % Black/African-American_____, % Hispanic _____, % Asian_____, % American Indian/Alaskan Native _____, % Pacific Islander _____, % Other _____

Current unmet need – waiting list (in numbers) _____

Estimated Cost to provide annual services (in dollars) $_____

2015 INCOME LIMITS FOR HUD PROGRAMS

Fitchburg-Leominster

(Effective 3/6/15)

Median Income $81,100 (family of four)

	1 Person	2 Person	3 Person	4 Person
Low-Moderate Income (80% of median income)	46,100	52,650	59,250	65,800
Very Low Income (50% of median income)	30,650	35,000	39,400	43,750
Extremely Low Income (30% of median income)	18,400	21,000	23,650	26,250

	5 Person	6 Person	7 Person	8 Person
Low-Moderate Income (80% of median income)	71,100	76,350	81,600	86,900
Very Low Income (50% of median income)	47,250	50,750	54,250	57,750
Extremely Low Income (30% of median income)	28,410	32,570	36,730	40,890

FITCHBURG 5-YEAR CONSOLIDATED PLAN (2016-2020)
By the Community Development Department

Shelter Questionnaire – please fill out as much as possible
(stats should reflect Fitchburg only)

PLEASE RETURN THE SURVEY BY OCTOBER 15, 2015

In order to meet the needs of Fitchburg residents, it is helpful to have an assessment of the capacity of Fitchburg shelters to meet community needs. By providing us with the information requested, we will be able to direct federal funding to meet the priority needs of Fitchburg residents over the next 5 year period. If you have any questions, please contact the Community Development Department at: 978-829-1894.

(A)Agency Name and Address: _____
Contact Person (include email address and phone no.):
_____

(B)Describe the type of shelter (emergency, transitional, permanent) and the population served (veterans, disabled, families, individuals, persons with autoimmune diseases, etc): If more than one shelter, please explain:
_____
_____
In addition to shelter services, please identify other areas of services that are offered: (case management, transportation, legal assistance, job counseling, etc.)
_____
_____
_____

(C)Total Clients Served Annually (previous 12 month period, or fiscal year July 2014-June 2015): _____.

How many were elders (62yrs of age) _____.

How many were non-English speaking –specify the language?_____
_____

How many have a disability? _____

(D) Annual Race Categories – % White _____, % Black/African-American_____, % Hispanic _____, % Asian_____, % American Indian/Alaskan Native _____, % Pacific Islander _____, % Other _____

Estimated Cost to provide annual services (in dollars) $_____

Current unmet need – waiting list (in numbers for each type of shelter)

_____

Of the total number of people served annually, how many obtained permanent housing after emergency/transitional shelter services?

_____

Worcester City & County Continuum of Care MA-506
Point-in-Time 2015
Inventory Count Date: February 25, 2015
Region: North County

All Households

	Sheltered			
	Emergency	Transitional	Unsheltered	Total
Total Number of Households	78	8	0	86
Total Number of Persons (Adults & Children)	308	17	0	325
Number of Persons (under age 18)	196	9	0	205
Number of Persons (18 - 24)	19	2	0	21
Number of Persons (over age 24)	93	6	0	99
			Average Household Size	3.8

	Sheltered			
	Emergency	Transitional	Unsheltered	Total
Total Number of Households	0	0	0	0
Total Number of Persons	0	0	0	0
Number of Persons (under age 18)	0	0	0	0
			Average Household Size	0

	Sheltered				
	Emergency	Transitional	Safe Haven	Unsheltered	Total
Total Number of Households	34	20	0	21	75
Total Number of Persons (Adults)	37	20	0	21	78
Number of Persons (18 - 24)	9	1	0	1	11
Number of Persons (over age 24)	28	19	0	20	67
				Average Household Size	1.0

	Sheltered				
	Emergency	Transitional	Safe Haven	Unsheltered	Total
Total Number of Households	112	28	0	21	161
Total Number of Persons	345	37	0	21	403
Number of Persons (under age 18)	196	9		0	205
Number of Persons (18 - 24)	28	3	0	1	32
Number of Persons (over age 24)	121	25	0	20	166
				Average Household Size	2.5

2015 PIT North County

All Households Subpopulations

Chronically Homeless Subpopulation	Sheltered			
	Emergency	Safe Haven	Unsheltered	Total
Chronically Homeless Individuals	4	0	7	11
Chronically Homeless Families	0		0	0
Total Persons in Chronically Homeless Families	0		0	0
Total Number of Chronically Homeless Persons	4	0	7	11

Other Homeless Subpopulation	Sheltered		
	Persons in emergency shelter, transitional housing and safe havens	Unsheltered	Total
Adults with Serious Mental Illness	21	6	27
Adults with Substance Use Disorder	32	14	46
Adults with HIV/AIDS	1	0	1
Victims of Domestic Violence	27	0	27

2015 PIT North County

Veteran Households

Hospital Veteran Household Without Less for Adult and Child				
	Sheltered			
	Emergency	Transitional	Unsheltered	Total
Total Number of Households	1	0	0	1
Total Number of Persons	2	0	0	2
Total Number of Veterans	1	0	0	1
			Average Household Size	2.0

Total Veteran Household Without Children					
	Sheltered				
	Emergency	Transitional	Safe Haven	Unsheltered	Total
Total Number of Households	1	11	0	2	14
Total Number of Persons	1	11	0	2	14
Total Number of Veterans	1	11	0	2	14
				Average Household Size	1

Total Veteran Households Total Persons					
	Sheltered				
	Emergency	Transitional	Safe Haven	Unsheltered	Total
Total Number of Households	2	11	0	2	15
Total Number of Persons	3	11	0	2	16
Total Number of Veterans	2	11	0	2	15
					1.1

Veteran Subpopulation

Chronically Homeless Veterans				
	Sheltered			
	Emergency	Safe Haven	Unsheltered	Total
Chronically Homeless Individuals	1	0	0	1
Chronically Homeless Families	0		0	0
Total Persons In Chronically Homeless Families	0		0	0
Total Number of Chronically Homeless Veterans	1	0	0	1

2015 PIT North County

Youth Households

Total Youth Household Summary	Sheltered				
	Emergency	Transitional	Safe Haven	Unsheltered	Total
Total Number of Households	15	3	0	1	19
Number of Parenting Youth Households	9	2		0	11
Number of Unaccompanied Youth households	6	1	0	1	8
Total Number of Persons	33	5	0	1	39
				Average Household Size	1.7

Youth Parenting Households	Sheltered			
	Emergency	Transitional	Unsheltered	Total
Total Number of Persons in Parenting Youth Households	27	4	0	31
Total Number of Parenting Youth (youth parents only)	9	2	0	11
Number of Parenting Youth (under age 18)	0	0	0	0
Number of Parenting Youth (age 18 to 24)	9	2	0	11
Number of Children with Parenting Youth (children under age 18 with parenting under age 25)	18	2	0	20
			Average Household Size	2.8

Unaccompanied Youth Households	Sheltered				
	Emergency	Transitional	Safe Haven	Unsheltered	Total
Total Number of Unaccompanied Youth	6	1	0	1	8
Number of Unaccompanied Children (youth under age 18)	0	0		0	0
Number of Unaccompanied Youth between ages 18 and 24	6	1	0	1	8
				Average Household Size	1

2015 PIT North County

Fitchburg, Massachusetts
Office of the
Building Commissioner

Building Report Fiscal Year 2015

Robert Lanciani
Building Commissioner

	#Permits		Fee		Estimated Value
RESIDENTIAL					
New Building - 1 Family	21	$	35,654.00	$	3,827,170.00
Foundation Only	3	$	301.00	$	43,000.00
Additions	17	$	2,903.00	$	399,820.00
Renovations	111	$	17,045.00	$	2,308,040.00
Manufactured Modular (Mobile Home)	5	$	3,462.00	$	258,500.00
Other Building Related (Barns, sheds, roofing, siding, windows, decks & insulation)	688	$	65,094.00	$	8,004,615.00
Other Non-Building Related (Pools,signs, solid fuel & fences)	76	$	4,159.00	$	284,420.00
Total Residential	**921**	**$**	**128,618.00**	**$**	**15,125,565.00**
COMMERCIAL-INDUSTRIAL, CHURCH, Non-City SCHOOLS					
New Building	4	$	14,098.00	$	2,013,600.00
New Foundation	1	Fee w/ Bldg Permit			
Additions	9	$	4,991.00	$	711,150.00
Renovations	51	$	24,376.00	$	3,427,216.00
Manufactured Modular (Mobile Home)	1	$	133.00	$	19,000.00
Other Building Related (Barns, sheds, roofing, siding, windows, decks & insulation)	45	$	8,694.00	$	1,148,565.00
Other Non-Building Related (Pools, signs, solid fuel & fences)	70	$	4,923.00	$	353,245.00
Sub Total	181	$	57,215.00	$	7,672,776.00
Multi-Family - 3+					
Additions					
Renovations	27	$	129,319.00	$	18,429,524.00
Other Building Related (Barns, sheds, roofing, siding, windows, decks & insulation)	111	$	15,569.00	$	1,959,681.00
Other Non-Building Related (Pools, signs, solid fuel & fences)	7	$	659.00	$	55,422.00
Total Multi-Family 3+	145	$	145,547.00	$	20,444,627.00
Total Commercial	**326**	**$**	**202,762.00**	**$**	**28,117,403.00**
Municipal	**9**	**$**	**574.00**	**$**	**353,250.00**
Government	**2**	**$**	**428.00**	**$**	**54,620.00**
DEMOLITIONS					
Residential Home Garage	1	$	56.00	$	7,500.00
Residential Home	2	$	162.00	$	20,500.00
Res Home Pool	1	$	50.00	$	3,800.00
Res Two Family	2	$	203.00	$	29,000.00
Res Modular Home	1	$	50.00	$	500.00
Res Barn	1	$	245.00	$	34,500.00
Multi-Family Barn	1	$	203.00	$	28,300.00
Comm/Resid	2	$	960.00	$	137,000.00
Commercial	3	$	609.00	$	86,400.00
Comm/Resid Partial	1	$	525.00	$	75,000.00
Church Garage	1	$	50.00	$	4,500.00
Totals	**16**	**$**	**3,113.00**	**$**	**427,000.00**
GRAND TOTAL	**1274**	**$**	**335,495.00**	**$**	**43,650,838.00**

No. of Permits issued in the Flood Plain 72
No. of Variances from the NFIP requirements building dept/jurisdiction issued in the floodplain 0

	DEPOSITS	
Building	$	317,715.25
Building Pay-Pal	$	10,694.26
Plumbing/Gas/Mechanical	$	57,961.00
Plumbing/Gas/Mechanical Pay-Pal	$	719.44
Electrical	$	59,792.00
Electrical Pay-Pal	$	2,822.52
Certifications	$	22,281.00
Civil Assessment (Revolving)	$	4,800.00
Miscellaneous	$	983.69
Civil Assessment - CDBG	$	12,880.00
TOTAL DEPOSITS	**$**	**490,649.16**

HOME ATTACHMENT

YEAR 42
HOUSING

FITCHBURG LEOMINSTER HOME CONSORTIUM
HOME PROGRAM DESCRIPTION
(July 1, 2016 - June 30, 2017)

Estimated Use of HOME Funds **$361,590.00**

1. Program Administration - The Participating Jurisdiction (PJ) estimates that $36,159.00 or 10% of its HOME allocation will be utilized for program administration.

2. Community Housing Development Organizations (CHDO) Operating Expenses - At this time the PJ does not plan to commit funds from its FY '17 HOME allocation for CHDO Operating expenses. There are now two approved local CHDO's within the PJ's jurisdiction: The NewVue Communities, formerly the Twin Cities Community Development Corporation, (TCCDC) and the Leominster Development Corporation (LDC) which serves Leominster.

3. New Construction/Rehabilitation - CHDO Set Aside - HOME CHDO Set Aside Funding of $54,238.50 will be committed to new construction/rehabilitation projects, and other eligible activities developed by the three locally approved CHDO's.

4. Substantial Rehabilitation and New Construction - Consistent with its HOME Consortium Consolidated Plan, the PJ estimates that $271,192.50 or 75% of its HOME allocation plus matching contributions and program revolving fund income will be used for the rehabilitation of an estimated four owner occupied one-to-four family properties in Fitchburg and the production of a two new rental units in Fitchburg or Leominster.

It is anticipated that both moderate and substantial rehabilitation will be involved in the owner occupied rehab projects. Substantial rehabilitation is often appropriate in homeowner projects as distressed properties will be targeted. In Fitchburg, HOME-funded rehabilitation is limited to the CDBG Strategy Area. The exception is when compelling cases demonstrate a hardship. In Leominster the program is offered city-wide.

During the next program year, the PJ has committed funding to a mill conversion project in Leominster. The project, Ivory Keys, a former piano factory will produce 40 new affordable units in Leominster; the PJ will fund two units with HOME funds. For projects involving 5 or more rental units, the City will require full compliance with its HOME Affirmative Marketing procedures as described in the Consolidated Plan.

5. Acquisition – The HOME Consortium does not have plans to develop a homebuyer opportunity during the next program year.

The Homebuyer's Assistance Program in Leominster will remain available to qualified applicants wishing to purchase property in the City of Leominster. Cases will be funded on an as-needed basis directly from Leominster's HOME apportionment. In addition, the City's homebuyer program in Fitchburg, the Buy It Fix It Program, may also be partially funded with available HOME dollars, if CDBG funding is committed to other eligible projects.

Appropriate mortgage documents with HOME required affordability periods will be recorded to assure program compliance. Funds may be used to pay eligible delivery costs for these projects.

6. Tenant Based Rental Assistance - The PJ has not committed funds to TBRA, however, it will utilize matching funds from the Massachusetts Rental Voucher Program (MRVP) estimated to be in the amount of $6,676.00 for the year beginning July 1, 2016 through June 30, 2017. These funds will provide rental subsidies for 10 units via the Fitchburg Housing Authority and 3 units will be provided in Leominster via the Leominster Housing Authority. These programs are consistent with the HOME Program regulations as they pertain to tenant based rental assistance.

Recapture Guidelines for HOME First Time Homebuyers - All First Time Homebuyer Assistance projects will be consistent with the provisions of 24 CFR Part 92. The program recapture guidelines shall be as follows:

(a) The HOME assistance provided will be in the form of either a payable or deferred payment loan to be forgiven on a pro-rated basis according to 92.254(a)(5)(ii)(A)(2). A Promissory Note/Affordability Period Restriction and Mortgage will be executed to secure the debt. The mortgage with Affordability Period Restriction will be recorded with the Northern Worcester County Registry of Deeds and will not be discharged in the event of repayment until the Affordability Period has expired.

(b) The affordability term will be determined by the amount of HOME funds provided:

5 years where the per unit amount of HOME funds provided is less than $15,000;
10 years where the per unit amount of HOME funds provided is $15,000 to $40,000; and
15 years where the per unit amount of HOME funds provided exceeds $40,000.

(c) The HOME loan will become due and payable in full upon the following circumstances:

*the borrower ceases to use the property as their principal place of residence before the expiration of the above referenced five, ten or fifteen year affordability term,
*sale or transfer of the property, or
*upon expiration of the five, ten or fifteen year affordability term, as applicable, except that the loan may be deferred, extended with payment installments, or forgiven.

(d) The amount of HOME assistance/HOME investment subject to recapture is the direct subsidy that enabled the homebuyer to purchase the property. This includes down payment assistance, closing cost assistance or other HOME assistance provided directly to the homebuyer and/or the difference between the fair market value of the property and the reduced sales price attributable to the HOME development assistance.

-For projects involving the purchase and rehabilitation of existing properties, the principal loan balance will become due and payable at the end of the affordability period unless the borrower requests a loan deferment or the initiation of an installment loan. In all such requests, an income/affordability analysis will be conducted and a determination made in accordance with the City's established Homeowner Rehabilitation loan policies.

- For new construction projects, if all other terms and conditions of the HOME loan are met and the applicable affordability term has expired, the loan will be forgiven.

(e) If the property is sold before expiration of the affordability term, and if the net proceeds (i.e. the sales price minus loan repayment, other than HOME funds, and closing costs) are not

sufficient to recapture the full HOME investment plus enable the homeowner to recover the amount of the homeowner's down payment and any capital improvement investment, the Consortium may choose to divide the net proceeds. The net proceeds may be divided proportionally as set forth in the following formula:

$$\frac{\text{HOME Investment}}{\text{HOME Investment + Homeowner Investment}} \times \text{Net Proceeds} = \text{HOME amount to be recaptured}$$

(f) All recaptured funds will be deposited into the Fitchburg/Leominster Consortium HOME program income account and will be used to carry out additional HOME-eligible activities.

CITY OF FITCHBURG
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
URBAN DEVELOPMENT ACTION GRANT PROGRAM
HOME INVESTMENT PARTNERSHIPS PROGRAM

Residential Antidisplacement and Relocation Assistance Plan under Section 104(d) of the Housing and Community Act of 1974, as Amended.

The City of Fitchburg will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than low/moderate income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.606(c)(1).

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the City of Fitchburg will make public and submit to the HUD Field Office the following information in writing:

A description of the proposed assisted activity;

The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate income dwelling units as a direct result of the assisted activity;

A time schedule for the commencement and completion of the demolition or conversion;

The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;

The source of funding and a time schedule for the provision of replacement dwelling units; and

The basis for concluding that each replacement dwelling unit will remain a low/moderate- income dwelling unit for at least 10 years from the date of initial occupancy.

The City of Fitchburg will provide relocation assistance, as described in 570.606(b)(2), to each low/moderate-income household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the Act, the City of Fitchburg will take the following steps to minimize the displacement of persons from their homes:

1. Strive to minimize the displacement of persons as a result of assisted projects through careful project review in order to identify the possibility of displacement and to fully consider all other options available, prior to displacement.

2. Coordinate code enforcement efforts with those of the various housing rehabilitation and assistance programs.

3. Stage rehabilitation efforts in rental units to allow tenants to remain in the building during and after rehabilitation, by rehabilitating vacant units first, where possible.

4. In the event displacement assistance is required, assign a representation of the City of Fitchburg to work with the displacee to provide assistance and information in a manner that will minimize any potential hardship and facilitate the process of relocation. All information will be kept in confidence by the City of Fitchburg.

HOME AFFIRMATIVE MARKETING
AND MINORITY/WOMEN OWNED BUSINESS OUTREACH

Affirmative Marketing
The Participating Jurisdiction has adopted an affirmative marketing program similar to the one utilized under the City of Fitchburg's Rental Rehabilitation Program since 1985. This program requires notification to the PJ of any vacancies that occur in an applicable assisted unit, use of the Equal Housing Opportunity Logo type or slogan in all vacancy advertisements, and utilization of the list provided by the PJ of referral organizations to identify prospective low and very low income tenants who may not normally apply for the housing without special outreach. An Affirmative Marketing Plan in compliance with HOME Program regulations (24 CFR Part 92.351) will be required for all rental and homebuyer projects containing 5 or more HOME-assisted units. Compliance with affirmative marketing requirements will be documented through the HOME Consortium funding agreement and secured by an Affordable Housing Restriction containing language requiring compliance with affirmative marketing at the Registry of Deeds for each applicable project.

The PJ will continue its ongoing effort to inform the public about federal fair housing laws through a variety of media and outreach efforts including periodic seminars and workshops which include fair housing information, and through press releases and the dissemination of program information to the public which affirms the City's enforcement of federal fair housing laws and its affirmative marketing policy.

All owners/developers with five or more assisted HOME units will be required to keep records of their affirmative marketing plan, tenant selection procedures and records of vacancies, all outreach/marketing efforts made, tenant waiting list, vacancies filled and applicants denied. The PJ will annually assess the affirmative marketing program to determine its effectiveness and to implement any changes determined necessary to insure it success. This will be accomplished through an analysis of affirmative marketing outreach efforts made by the owners/managers of applicable properties as well as vacancies and subsequent rent ups of assisted units which occurred during the review period. Records of outreach and tenancy changes will be reviewed to determine compliance with the required procedures. Non-compliance will result in appropriate action which could include a finding of loan default and the assessment of all associated penalties, enforced by mortgage lien. The referral list of organizations providing tenant referrals will be updated on an ongoing basis and periodic contacts with referral organizations will be made to insure their continued interest in providing the requested referrals.

Minority/Women Owned Business Outreach
The PJ will utilize the State Office of Minority and Women Business Assistance Directory in its effort to identify and verify legitimate minority (MBE) and women (WBE) owned businesses for use in its HOME program. The PJ will identify local firms that are listed in the directory or local independent minority or women contractors for use as referrals to owners of properties receiving HOME funds for rehabilitation in the bid solicitation process. Further, for any work solicited under HOME directly by the PJ, the following procedures will be followed:

For Work Requiring A Purchase Order ($10,000 or less) - At least one of the three required price quotes solicited will be from a minority or women owned area business, except in the instance that none can be identified through the SOMWBA Directory, or through locally listed firms.

For Work Requiring Formal Bids (in excess of $10,000) - Invitations to bid on the proposed work will be mailed to identified area MBE and WBE firms to directly solicit their participation as bidder. The PJ strongly encourages minority and women owned business participation either as prime contractors or as subcontractors in instances where subcontracted work is anticipated.

FITCHBURG'S VISITABILITY GUIDELINES

The City established Visitability Guidelines to include: The CDBG/HOME Housing Program will incorporate whenever feasible in new construction of single family homes visitability guidelines which includes: (1) make at least one entrance at grade (no steps) approached by an accessible route, such as a sidewalk, driveway, or street; (2) make the entrance door and all interior doors on the first floor at least 34 inches wide, offering 32 inches of clear passage space; and (3) current building code requires hallways to be 36 inches wide in single-family and two-family homes. Visitability Guidelines will be incorporated for all rehab projects only at the request of the applicant, who will be advised of this option. Visitability features for rehab will also be incorporated when feasible and will include: (1) One zero-step entrance approached by an accessible route; (2) One exterior door and interior doors on first floor with 32-36 inches of clear passage space; and (3) One bathroom on the main floor with maneuver space for a wheelchair.

Equal Housing Opportunity

SUMMARY OF HOUSING PROGRAMS
Administered by
The Community Development Department
(2016)

Current housing programs being administered through the Department of Community Development are the HOME Program, Community Development Block Grant Program (CDBG), and the Lead Hazard Control Program. Summarized below, these programs provide funds for rehabilitation of owner occupied housing, homebuyer acquisition and rehabilitation, rental property rehabilitation, lead hazard control, and demolition.

Additionally, from time to time other State programs and funding opportunities may be offered depending on the availability of funds and the ability of Department of Community Development to successfully obtain these resources. Applications are available at the Fitchburg Municipal Offices, Department of Community Development. Please contact the Department of Community Development for additional information.

HOME OWNER OCCUPIED REHABILITATION

OWNER OCCUPIED HOUSING HOME & CDBG

This program is designed to assist qualified owner occupants of one-to-four family properties with their rehabilitation needs and is funded through two different programs, the HOME program and the Community Development Block Grant (CDBG) program.

To Qualify:

- Property owner and tenant(s) must earn less than 80% of area median income. Currently the income limit is $65,800 for a family of four.
- Properties must have rehabilitation needs.
- Properties must also be located within the Fitchburg Housing Strategy Area; exceptions may be made when no there is no waiting list for the program.
- Owner must agree to occupy property as a principal residence for the life of the mortgage.
- Rental units must meet affordability guidelines for the program.

- Certain properties may require restoration and consideration of historic architectural details.

Assistance Provided:

- Second mortgage rehabilitation loans at affordable financing terms. Rates range from zero to 3%. Some loan repayments may be deferred for a limited time.
- Rehabilitation counseling, work specification writing, supervision of bidding process, inspections of work in progress and final work approval.
- Full rehabilitation of property, from major building systems to cosmetic improvements. Completed properties must meet Federal Housing Quality Standards (HQS) including new de-leading regulations as well as State sanitary and building codes.
- Isolated repair for emergencies and non-emergency issues on a case-by-case basis when funding is available and allows for the activity.
- Referrals and assistance in accessing other funding that may be available and provided by other sources, such as Lead Hazard Control funding, Get The Lead Out funding or weatherization.

BUY IT FIX IT FITCHBURG

HOME BUYER ASSISTANCE HOME & CDBG

This program, funded through both the CDBG program, the HOME Program, and local participating banks provides income eligible homebuyers with an opportunity to purchase and rehabilitate their home. The Program is subject to available funding.

To Qualify:

- Buyers and tenant(s) must earn less than 80% of area median income currently $65,800 for a family of four.
- Property must be in need of rehabilitation equal to or greater than 20% of the purchase price.
- Owner must agree to occupy property as a principal residence for the life of the mortgage.
- Rental units must meet affordability guidelines of the program.
- Certain properties may require restoration and consideration of historic architectural details.

Assistance Provided:

- Counseling and assistance for homebuyers through the entire purchase and rehabilitation process, provided through the NewVue Communities/Neighborworks Homeownership Center.
- Banks participating in the program provide eligible borrowers first mortgage financing at favorable rates and terms up to 80% of the after-rehabilitation appraised value of property.

- Total benefits vary depending on location.
- The Program provides a 2% gift towards down payment or closing cost expenses.
- The Program provides second mortgage financing for a percentage of the after-rehabilitation appraised value.
- The Program may also provide additional second mortgage financing, as needed, to reduce monthly mortgage payments to an affordable level for the first seven years of the mortgage.

MONTACHUSETT LEAD HAZARD CONTROL PROGRAM

This new program will provide financial and technical assistance to eligible owner occupied and investor owned rental housing units to control and eliminate lead based hazards in the communities of Fitchburg, Athol, Gardner and Clinton. The three year program is being funded through a grant from the HUD Office of Healthy Homes and Lead Hazard Control. Targeted outreach efforts will focus on census tracts that have the highest concentrations of poverty, older housing stock and high rates of foreclosure. The program will utilize the CDBG strategy area when applicable as that program has identified census tracts with 51% of the population earning under 80% of the area median income.

To Qualify:

- Both owner occupant households and tenant households are eligible under the program.
- Owner occupants must have a child under six reside in the household or visiting the household for a significant period of time.
- Tenants in units with two+ bedrooms are eligible, first priority is given to units with children under 6 residing or visiting the unit. Tenants in units without children under 6 are also eligible, but at a lower priority than those with children under 6.
- Owner occupants and tenants cannot exceed 80% of the area median income of their respective communities for their household size, (currently $65,800 for a family of four), however, 50% of the tenants occupying rental units must be below 50% of the area median income. In general multifamily rental properties will be required to be at least 50% occupied by households earning below 50% of the area median income. Exceptions may be made when requested only when program staff can determine that the required 50% of rental occupants earning below 50% area median income will be met.
- Units must not be located within the community's flood plain.
- The property must have clear title, adequate insurance and all property taxes, water and sewer, and mortgage payments must be current. When the property is rental, the property must provide an adequate revenue stream to support the ongoing operation of the property as decent and safe housing.
- Owners of rental property must execute an agreement to make lead hazard controlled units available to families with children under the age of six for a minimum of three years.

Assistance Provided:

- Units will be inspected for the presence of lead paint and assessed for other Healthy Homes hazards.
- Lead Paint counseling and education, work specification writing, supervision of bidding process, inspections of work in progress and final work approval.
- Assistance to obtain lead blood testing for children under 6 living in the household if necessary.
- Lead Hazard Control and at times, control or elimination of other eligible Healthy Homes household hazards.
- Lead Paint compliance.
- Referrals and assistance in accessing other funding that may be available and provided by other sources, such as Get The Lead Out funding, housing rehabilitation assistance or weatherization.

PROJECT REJUVENATE FOR RENTAL HOUSING

RENTAL RENOVATION PROGRAM CDBG

The Program provides incentive and financial support for the renovation, repair and rehabilitation of investor owned rental properties within the City of Fitchburg's Community Development Block Grant Strategy area. In order to broaden the existing availability of affordable housing units within the city, priority consideration will be given to buildings that currently contain vacant housing units. The Program is subject to available funding. This funding is very limited and applicants should inquire prior to applying.

To Qualify:

- Owners must have a minimum of 10% cash equity in the property.
- Property must have adequate access to off-street parking facilities.
- Property must have a reasonable yard or recreation area.
- Property owner must have a good management history.
- Repairs to the property must have a positive impact on the immediate neighborhood.
- Occupied properties must have a majority of units rented to low or moderate income families or individuals.
- Owners of vacant properties must agree to rent rehabilitated units to low or moderate income families or individuals.

Required Repair Work:

- Owners must agree to complete lead abatement for all units and common areas of the property.
- Properties must be brought into compliance with State Sanitary & Building Codes and HUD's Housing Quality Standards.
- Energy conservation measures must be instituted to reduce the energy demands of the building. Energy Star compliant appliances and ratings are encouraged.
- Exterior repairs are required to impact overall neighborhood improvement.
- Certain properties may require restoration and consideration of historic architectural details.

Assistance Provided:

- Qualified Owners may be eligible to receive up to 50% of the cost of rehabilitation work, provided the combined new debt on the building does not exceed 100% of the after-rehabilitation appraised value.

- Owners will enter into a mortgage agreement with the City. Repayment terms will range from 10 to 30 years, with interest rates that will not exceed 3%.

Additional benefits and incentives may apply to properties located within the City's Urban Redevelopment District.

DEMOLITION OF ABANDONED AND UNSAFE STRUCTURES

CDBG

The Program uses federal CDBG funding and other available State and City resources, to demolish and remove property that is abandoned, seriously damaged, or deteriorated beyond reasonable financial costs to effectively rehabilitate.

To Qualify:

- The target property must be significantly deteriorated and be in uninhabitable and unsafe condition, or the property must be extensively damaged by fire or natural disaster. The existing conditions create a serious risk to public health and safety.
- Property owner has failed to comply with repeated orders from the Fitchburg Board of Health or the Fitchburg Building Department to address sanitary and/or building code violations.
- Property owner has failed to respond to final order to rehabilitate or demolish property.
- Property must be judged to be in such condition as to warrant use of existing funding for demolition by members of the Mayor's Housing Task Force, which includes the following departments: Community Development, Building, Health, Police, Fire, and Solicitor.

Assistance Provided:

- Property is demolished under the authority granted by Massachusetts General Laws, as ordered by either the Building or Health Department.

- Remaining lot is loamed and seeded and is appropriately secured for safety and to prevent misuse (i.e., storage of junk automobiles).
- Lien is recorded against property for full cost of demolition in the Registry of Deeds.
- Property owners facing involuntary orders to demolish blighted and unsafe structures may qualify for low-interest loans to facilitate demolition.

Note: Each of the above programs is designed to be operated at no direct cost to the City. Expenses related to program administration, and related city services are paid through proceeds of the grant programs and not through local tax revenues.

FOR MORE INFORMATION ON ANY OF THE HOUSING PROGRAMS OFFERED THROUGH DEPARTMENT OF COMMUNITY DEVELOPMENT, OR TO RECEIVE AN APPLICATION BY MAIL, PLEASE CALL (978) 829-1897.

Equal Housing Opportunity

City of Fitchburg
HOME MORTGAGE

PROPERTY ADDRESS: STREET, FITCHBURG, MA 01420

KNOWN ALL MEN BY THESE PRESENT that _____of Fitchburg, Worcester County, Massachusetts, hereinafter called the Mortgagor for consideration paid, grants with mortgage covenants to the CITY OF FITCHBURG, a MASSACHUSETTS MUNICIPALITY, acting by and through the Board of Health Division of Housing, hereinafter called the Mortgagee, to secure payment of : Dollars ($0.0) at 0.0% interest with payments as provided in a certain **HOME Program Promissory Note and Affordability Restriction** of even date, and also to secure the performance of all covenants and agreements herein contained and to secure such further sums which may be advanced by the Mortgagee as authorized under Massachusetts General Laws, the following described real estate with an address of Street, Fitchburg, Worcester County, Ma., together with all equipment and fixtures now or hereafter thereon which are, or can be by agreement be made part of the realty namely:

That certain parcel of land in Fitchburg, Worcester County, Massachusetts, which is bounded and described as follows:

Containing _____square feet of land more or less.

For Grantors title see Deed recorded with the Worcester Northern Registry of Deeds in Book _____ Page _____.

Please return to box of:
CITY OF FITCHBURG

Also, as additional security for this mortgage and for the note referred to above, the Mortgagor hereby assigns, transfers and sets over to the Mortgagee, any and all sums of money now due or hereafter becoming due from the leasing, letting or other use of the mortgaged premises described above; said money to be collected by the Mortgagor so long as there is no default in the making of any payment or in the performance of any conditions or covenant provided for by the terms of said note and mortgage. The Mortgagor agrees that in the event of any such default, written notice of such default by the Mortgagee to any lessee, tenant or occupant of said mortgaged premises shall authorize and require said lessee, tenant or occupant to pay as all rents or other sums of money then due and due thereafter directly to the Mortgagee, until further notice by the Mortgagee.

Also, insofar as the same are, or can by agreement of the parties be made, a part of the realty, all of the following articles now or hereafter on the mortgaged premises described above or used therewith: portable or sectional buildings; bathroom, plumbing, heating, lighting, refrigerating, ice making, ventilating, and air conditioning apparatus and equipment; garbage and rubbish incinerators and receptacles; elevators and elevator machinery; boilers; refrigerators and stoves; awnings; screens and screen doors; storm and other detachable windows and doors; mantel; built-in furniture, cases, counters, closets, chests of drawers and mirror; trees, hardy shrubs and perennial flowers; and other fixtures whether or not specifically included in the foregoing enumeration. The Mortgagor covenants that no such item now on the premises is subject to a conditional sale or security agreement; and as to any such item hereafter upon the premises subject to a conditional sale or security agreement, the Mortgagor covenants to make all payments as they become due.

Also, in the event of a foreclosure, the Mortgagor assigns to the Mortgagee any and all claims, rights and causes of action which he has or may have against any corporation, company, trustee or individual arising in connection with said mortgaged premises, and affecting the value of said mortgaged premises. The Mortgagor further agrees to indemnify the Mortgagee for any and all costs and expenses incurred in persecuting any such claim, right or cause of action.

This mortgage is given up the Statutory Condition and upon the further conditions hereinafter set forth, which shall be binding upon the Mortgagor and the several heirs, executors, administrators, successors, grantees and assigns of the Mortgagor, for any breach whereof the holder shall have the Statutory Power of Sale.

1. The Mortgagor shall pay all taxes, charges and assessments referred to in the Statutory Condition as the same fall due, and shall further, if requested by the Mortgagee hereof, pay to the Mortgagee on each interest day an apportionment, as estimated by the Mortgagee, of all taxes, charges and assessment levied or to be levied against the mortgaged premises and next due. The Mortgagee shall also determine the percentage of the estimated taxes, charges and assessments levied or to be held at any given time. If such payments are insufficient to satisfy such taxes, charges, and assessments in full as they become due, then the Mortgagor shall forthwith pay to the Mortgagee the amount necessary to make up the deficiency. Except as required by Massachusetts General Laws, Chapter 183, Section 61, or any other applicable law, the Mortgagee shall not be required to pay interest to the Mortgagor on any such funds and no trust shall be created with respect to any such funds.

2. The Mortgagor shall at all times keep the building now or hereafter standing on said premises insured against loss by fire, smoke, windstorm and other casualties in sums, forms and companies satisfactory to the Mortgagee. All such insurance shall be concurrent and for the benefit of and first payable in case of loss to the Mortgagee, evidence of said insurance coverage shall be given annually or

more often as may be requested by the Mortgagee. The Mortgagor will do no act, nor suffer any to be done, that shall vacate or make void any such policies. The Mortgagor hereby authorizes the Mortgagee, at the expense of and in the name of the Mortgagor, to deal with any insurance company and to take any steps which may be necessary to provide the required insurance coverage and to collect for any loss to said premises covered by such policies. The Mortgagor hereby authorizes any insurance company providing coverage for said premises to pay any claims directly to the Mortgagee instead of to the Mortgagee and Mortgagor jointly, if requested by the Mortgagee, and the Mortgagee is authorized to apply such proceeds against the mortgage indebtedness.

3. The Mortgagor shall keep the premises in good tenantable conditions and repair, and shall not commit, permit or suffer any waste, impairment or deterioration of the mortgaged property or any part thereof.

4. For homeownership projects only - in compliance with the Federal HOME Program, the Mortgagor shall occupy the property securing this loan as a principal place of residence for a period of **years** from the date of the loan agreement and this mortgage **in accordance with the terms and conditions provided in the HOME Program Promissory Note and Affordability Restriction of even date**.

5. The Mortgagor shall not use or permit the premises to be used in violation of any law or municipal ordinance or regulation or for any unlawful or improper purpose.

6. The Mortgagor authorizes the Mortgagee to perform or satisfy any obligation, covenant or agreement of the Mortgagor under this mortgage and the Mortgagor agrees to pay to the Mortgagee on demand all sums expended by the Mortgagee therefore. In addition the Mortgagor agrees to reimburse the Mortgagee for any and all expenses, including reasonably attorney's fees, which the Mortgagee may incur in the enforcement or protection of its rights under this mortgage or under any note or other agreement secured hereby. All amounts expended by the Mortgagee as aforesaid, if not reimbursed, may be added to the principal debt hereby secured, and any sums paid hereunder by the Mortgagor as interest or otherwise may be applied to said amounts expended by the Mortgagee. In the event of any default under this mortgage or under any note or other agreement secured hereby, the Mortgagee may apply any deposits or other sums credited by or due from the Mortgagor to the Mortgagee toward curing such default, without first (enforcing any other rights under this mortgage loan.)

7. The Mortgagor shall not sell, dispose of or otherwise alienate the mortgaged premises without the written permission of the Mortgagee, and any such sale, disposal or alienation without such written permission shall make the entire balance of the mortgage loan immediately due and payable at the option of the Mortgagee, and without notice. In the event the ownership of the mortgaged premises, or any part thereof, becomes vested in a person other than the Mortgagor, the Mortgagee, at its option, may, without notice to the Mortgagor, deal with such successor or successors in interest with reference to the mortgage and the debt hereby secured, in the same manner as with the Mortgagor, without in any way vitiating or discharging the Mortgagor's liability hereunder or upon the dept hereby secured. No sale of the premises hereby mortgaged and no forbearance on the part of the Mortgagee and no extension of the time for the payment of the debt hereby secured given by the Mortgagee shall operate to release, discharge, modify, change or affect the original liability of the Mortgagor herein, either in whole or part.

8. For "HOME Assisted" rental units only, the BORROWER must comply fully with all terms and conditions of the "Affordable Housing Restriction" of even date, recorded with the North Worcester County Registry of Deeds.

9. If (a) the Mortgagor fails to perform the covenants and agreements contained in this Security Instrument, (b) there is a legal proceeding that might significantly affect the Mortgagee's interest in the property and/or rights under this Security Instrument (such as proceeding in bankruptcy, probate, for condemnation or forfeiture, for enforcement of a lien which may attain priority over this Security Instrument or to enforce laws or regulations), or (c) Mortgagor has abandoned the property, then

Mortgagee may do and pay for whatever is reasonable or appropriate to protect the Mortgagee's interest in the property and rights under this Security Instrument, including protecting and/or assessing the value of the property, and securing and/or repairing the property. Mortgagee's actions can include, but are not limited to: (a) paying any sums received by a lien which has priority over this Security Instrument: (b) appearing in court; and (c) paying reasonable attorney's fees to protect its interest in the property and/or rights under this Security Instrument, including its secured position in a bankruptcy proceeding. Securing the property includes but is not limited to, entering the property to make repairs, change locks, replace or board up doors and windows, drain water from pipes, eliminating building or other code violations or dangerous conditions, and have utilities turned on or off. Although Mortgagee may take such action under this Section, Mortgagee does not have to do so and is not under any duty or obligation to do so. It is agreed that the Mortgagee incurs no liability for not taking any or all actions authorized under this Section. Any amounts disbursed by Mortgagee under this Section shall become additional debt of Mortgagor secured by this Security Instrument. These amounts shall bear interest at the Note rate from the date of disbursement and shall be payable, with such interest, upon notice from Mortgagee to Mortgagor requesting payment.

The mortgage shall become due and payable at the option of the Mortgagee, and without notice, in the event of the bankruptcy of the Mortgagor, or in the event of an assignment for the benefit of creditors by the Mortgagor.

The word "Mortgagee" as used herein shall be construed as descriptive of the Mortgagee named herein and any subsequent holder or holders hereof; the word "Mortgagor" as used herein shall be construed as descriptive of the Mortgagor or Mortgagors names herein and of any subsequent owner or owners of the equity of redemption of the mortgaged premises; and all of the covenants and agreements of the Mortgagor herein contained shall be binding upon the Mortgagor and the heirs, executors, administrators, successors and assigns of the Mortgagor.

_____

COMMONWEALTH OF MASSACHUSETTS Worcester, SS

On this ___th___ day of Month, year before me, the undersigned notary public, personally appeared , proved to me through satisfactory evidence of identification, which were Driver's License to be the persons whose name is signed on the proceeding or attached document and acknowledged to me that he/she signed it voluntarily for its stated purpose.

_____

Notary Public:
My Commission Expires:

Homebuyer
Application and Financing Guidelines

The City of Fitchburg periodically provides funds for homebuyer opportunities through the Buy It Fix It Program and various developers working in the City.

Application Review and Approval

Applications received for the Buy It Fix It Program, or other home ownership assistance programs that may be funded from time to time, will be reviewed for eligibility and completeness and funded based on the date the application was completed, the cost of the project and the availability of funding. All applicants must be income eligible based on the income eligibility requirements of source of funding for the project.

Applications for individual homebuyer opportunities created through development partners will be reviewed and approved based on the City approved policies, guidelines and criteria of the development partner.

Underwriting Standards-Homebuyers

Homebuyer project applicants must meet the city's underwriting standards, which include a review of loan to value ratios, credit worthiness, and debt to income ratios of applicants. The terms of the funding are determined by the type of program or project and may be given as an amortized loan, deferred loan or a grant. Loans will not be approved when the underwriting review shows applicants are not meeting their current credit obligations. Loan terms are determined by the City's Financing Policy. The PJ has adopted the HOME Homeownership Value Limits provided by HUD and assistance will not be provided when a project's sale price exceeds these limits.

Financing Policy

Each application approved for funding based on the city's review standards will be offered financing terms which are based on a financial profile of the applicant using the city's established income/affordability test. The income/affordability test utilized standard front end, (housing) rations of 30% and back end, (total amortized debt) of 38% when determining an applicant's net income available for loan repayment. The current policy, which is subject to ongoing review and may be adjusted from time to time, is as follows:

Interest Rate:

Single family owner occupied homes:	0% interest
Two family owner occupied homes:	1% interest
Three/Four unit owner occupied homes:	2% interest

Terms:
One of the following sets of terms will be offered on the basis of the income/affordability test:

1) If the applicant has a net income available for loan repayment which is less than $75 per month (after payment on a CDBG loan, if provided) and feels he/she cannot afford

additional loan payments at this time, the loan will be deferred for a period of two years. The deferment period shall be 5 years in cases where the applicant is elderly or disabled and on a fixed income.

Upon expiration of the deferment period, the Community Development Office will conduct an updated review of the applicant's income using current program guidelines, assess the condition and tenant status of the property, and conduct an income/affordability test to determine the following:

A) Whether the loan should become due and payable in full immediately.
B) Whether loan payments will ensue for a term to be determined, based on affordability.
C) Whether the loan will be deferred for an extended term.

2) If the applicant has a net income available for repayment which is greater than $75 per month, the loan will require payment, with terms structured according to ability to pay. Loan terms will vary to a maximum of up to 40 years, based on the actual term that the net income stream will carry.

See CDBG and HOME Program Loan Policy for additional Detail.

Homebuyer Responsible Lending Policy

Homebuyer Project applicants will be subject to a review of all financing to be utilized for the home they intend to purchase. The City will not fund projects under the following circumstances:

1) Financing has a variable rate of interest.
2) Interest rate is well above the market rate given credit score considerations.
3) Homebuyers have front end/back end debt to income standards significantly higher than 30/38. Exceptions may be made if the applicant has a documented history of meeting their ongoing credit obligations at higher debt to income ratios.
4) Terms of financing otherwise appear to be predatory in nature.

Subordination Policy

Owners of properties improved with federal, state, or local financing through the City of Fitchburg's Housing programs may request that the City subordinate its loan position when refinancing their property. Owners will be asked to complete an application in order to determine compliance with mortgage terms and conditions as well as the nature, purpose and beneficiaries of the proposed change in financing. In general, the City will not subordinate to a new loan when the owner is proposing to receive cash from the new loan unless the cash is being utilized to make improvements to the property.

Application Review Procedures

Each completed application will be reviewed by the Division of Housing on the following basis:

1. Consistency with program objectives.
2. Consistency with the public interest.

3. Previous record of compliance with housing standards and mortgage provisions.

To the extent practicable, Division of Housing will review and respond to all complete applications within 10 business days. Incomplete applications will not be reviewed.

Contractor Selection Policy

The City may fund rehabilitation work as part of a Homebuyer Project. When this is the case, the City will comply with the existing Homeowner Rehabilitation Program Contractor Selection Policy below.

The City shall utilize an application form for all contractors interested in bidding projects under any of the city's HOME or CDBG funded programs. The application form shall contain sufficient information to verify the following:

- Contractor's license
- Contractor's insurance
- Contractor's areas of expertise and interest
- Contractor's prior work and credit references

Upon provision of all required information, and confirmation that the applicant is not listed on the current federal Debarment list, the city shall include the contractor in its list of eligible bidders for its programs.

To insure that Contractors are informed of the opportunity to participate in the city's programs, it will publish a notice at least once annually in a publication of general circulation and will post this notice in a public area (City Hall and/or other locations as appropriate) on a year-round basis. These notices will encourage the participation of all Minority and Women Owned contracting firms.

Property Owners will be provided the list of eligible contractors prior to bidding rehabilitation work on their projects and will be required to solicit bids from no less than 3 eligible contractors for each project. Owners may also solicit bids from additional contractors of their choosing, provided that these contractors first satisfactorily complete the city's application process.

City of Fitchburg
CDBG and HOME Program Loan Policy
(Current as of 2016)

Maximum Monthly Affordability Determination (use appropriate form)

- If less than $75.00 per month, loan deferred at 0% interest, with income review at 2 year anniversary according to CDBG/HOME loan policy then in place.

- If greater than $75.00 per month, loan repayment according to the rates and terms described below.

Step One: **Determine monthly payment amount** using standard affordability form and underwriting ratios. Note: Homeowner may choose to pay more than the monthly amount required, if he/she chooses to do so.

Step Two: **Determine interest rate**. Current program rates are as follows:
- Single family owner occupied – 0%
- Owner occupied property with rental unit(s) – 2%
- Non-owner occupied rental property – 3%*

Step Three: **Determine length of loan (term):** Using the established monthly payment and interest rate above, calculate the number of months (term) it will take to fully amortize the loan. Note: If loan will take more than 30 years to amortize, schedule loan term review at 2 year anniversary of closing to determine the possibility of increasing the monthly payment to reduce amortization period under 30 years.

* Rates and terms may vary for special projects involving 10 or more units and utilizing multiple funding sources, based on an individual project financial review and final approval of the Community Development Director.

Note: For combined CDBG and HOME loans, the CDBG loan shall be amortized first, with the HOME loan deferred at 0%. Upon amortization of the CDBG loan, the HOME loan will begin amortization at the established rate and term.

City of Fitchburg
Division of Housing
Development Underwriting Policies
February 15, 2016-updated

Development Project Underwriting

The City of Fitchburg's HOME Program will conduct an underwriting review of any activity involving acquisition and/or construction or rehabilitation of rental or homebuyer development projects proposed to be funded with HOME Program funds. Activities that do not meet the underwriting review criteria will not be funded. No funding will be committed until all necessary financing is secured, underwriting and subsidy layering are completed and construction is expected to begin within 12 months and be completed within four years. Affirmative documentation of reviews and approval with dates and signatures will be maintained in project files.

The underwriting review for Multifamily Rental Activities and Homebuyer Activities will document that proposed projects have sufficient secured funds to completed the project and meet all HOME Program requirements but will not have funds in excess of the needs to complete the proposed project. When the project contains multiple federal, state and/or local sources, and HOME funds are being committed, a subsidy layering review will be completed. When applicable, the underwriting review of Homebuyer Activities will also evaluate the proposed home sales price to establish that price does not exceed the local market and is affordable to eligible HOME participants.

Evaluating Project Financing
The Project will be evaluated to determine the per unit development cost, considering all eligible activities and any ineligible costs. This per unit development cost will be compared to the maximum per unit subsidy limits in accordance with 92.250. The PJ will not invest HOME funds in excess of the maximum per unit subsidy limit but will invest at least $1000 per unit.
When funding less than 100% of a project's unit cost, the eligible costs allocable to the HOME assisted unit will be calculated. This cost allocation will be used to determine the maximum HOME investment to be provided and the minimum number of units assisted. When reviewing the project uses, costs will be reviewed for eligibility with HOME Program regulations and the work proposed will result in a unit that meets applicable Property Standards in accordance with 92.251. Projects will also be reviewed to determine that Rents/Utility Allowances proposed do not exceed the HOME limits in accordance with 92.252(a), will be subject to the appropriate affordability period and that rental projects be viable and provide quality affordable housing for the term of the affordability period in accordance with 92.252(e) and 92.254(a)(4). Financing terms resulting from the underwriting process will be documented in the HOME Written Agreement.

Underwriting reviews will consider the following:

Examination of Sources and Uses. *Developers will be required to provide a Sources and Uses statement that includes funding amounts and timing of availability of each source. Sources and uses statements will contain sufficient information to understand the project costs during the development phase and determine that the HOME funding assistance needed is based on the gap between uses and other sources. Documentation will be placed in the file confirming that; the costs are reasonable and eligible; the development cost statement reflects*

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the costs of the project; funds are sufficient to pay development costs; and the developer's fee is appropriate and within HOME guidelines.

Sources:

- All project sources must be documented including firm commitment letters and terms and conditions of the funding sources.
- If the applicant is a partnership or limited liability corporation a copy of the partnership agreement or operating agreement which indicate cash contributions.
- If equity is committed, evidence of available equity funds.
- Tax credit projects should count the proceeds for the sale of the credits as the funding amount.

Examinations will determine:

- Sources are adequate and timely in their availability to cover costs through all phases of development. Fund availability of sources matches the timeline; conditions required to draw funds and draw schedule will be reviewed.
- The Project will be operationally viable long term by reviewing permanent sources and repayment terms to determine project can meet terms.
- No requirements of other funding sources conflict with HOME requirements.
- Other financing sources are firmly committed.

Uses:

- Costs should breakdown between soft and hard costs in sufficient itemized detail to evaluate the sufficiency of the budget and whether project costs are reasonable on a line item and aggregate basis.
- Uses supporting documentation should include:
    - Acquisition documentation such as purchase agreement, option or closings statement and appraisal.
    - Construction cost estimate, construction contract or preliminary bid(s).
    - Contracts, quotes or other agreements for key professional costs and basis for estimating other soft costs and working capital items including reserves.
      Agreements covering reserves that are capitalized at closing (to verify that reserves cannot be withdrawn later as fees of distributions).
    - Third party appraisals to substantiate value of the land and value of the property after rehab/construction.
    - If LIHTC are utilized, documentation of syndication costs, (legal, accounting, tax opinion, etc.) from the syndicating & selling entity to ensure the project can support the fees necessary to syndicate/fund the project.
    - For homebuyer projects, realty fees and closing costs and their funding source, will be analyzed. Further; the period for construction, selling and closing on the sale of the units, and the estimated costs related to the construction loan and time period for payoff will be reviewed to determine that the developer has projected interim financing interest and carrying costs.

Examinations will determine:

- Costs are necessary and reasonable in compliance with OMB cost principles in 2 CFR part 200. Cost reasonableness will be determined by any of the following means; comparing uses to recent comparable projects in the same geographic area; reviewing qualifications of cost estimators when used; comparison to costs published in industry cost index services such as RS Means; or reviewing and confirming a cost reasonableness review performed by other lenders.
- Projects that are competitively bid and use the lowest qualified bid will be assumed to be reasonable by the nature of the competitive bid process. This process will be reviewed and documentation of cost reasonableness will be placed in the file.

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- Further evaluation will be performed in response to change orders or other changes to project costs.
- Proposed costs will be sufficient to achieve all program requirements including property standards for the affordability period.
- Costs are eligible to be paid with HOME funds in accordance with 92.206.
- Developer fees are appropriate for the project and within guidelines.

Operating Pro Forma Review

An examination of income and expense statements will be required for the period of affordability to determine that they are complete and reasonable, to establish per unit operating costs and determine anticipated revenues can cover project cost and debt service throughout the affordability period, projected rents will meet HOME rent restriction requirements and are supported by a market assessment; and both revenue trending is sufficiently conservative and sufficient capital reserves are planned to ensure the project is sustainable and financially feasible.

Projected Income Review:

- Non-residential revenue from late fees, commercial income, interest, laundry, etc. should be projected conservatively.
- HOME rents projections should propose conservative increases compared to market rents, even in a strong market. The consortium recommends conservative growth projections overall with growth lower than projected inflation. When utilities allowances are required, low rates of rental increase should be used as utility allowances are likely to surpass rent increases.
- Vacancy projections should reflect market conditions and account for physical vacancy and collection loss. The consortium recommends at least a 7% vacancy rate to account for "income shocks".
- Operating Income (gross revenue minus operating expenses) should be sufficient to cover debt service obligations and mandatory replacement reserve funding and generate reasonable but not excessive cash flow through the affordability period.

Projected Expense Review:

- The operating budget should include typical rental expense costs, (general management expenses, maintenance and operating costs, project paid utilities, taxes, insurance and deposits to replacement reserves), and review of costs should be summarize in a "per unit per year "amount. Expenses should trend higher than incomes.
- When possible, expenses will be compared to other projects in the property manager's portfolio or the neighborhood.
- Management fees should be reasonable for this local market area.
- Any interest relationships/related party relationships with property management, contractors or project vendors should be identified.
- Minimum replacement reserve deposits should be based on type of property, target population, and whether property is newly constructed or rehabbed. Properties with 26+ units are required to complete a capital needs assessment per 92.251(b). Replacement reserve deposits should reflect the results of the needs assessment.
- Debt service or other funding/reserve requirements related to secondary financing in mixed financed deals can be met.
- Cash flow will be evaluated as debt coverage ratio and a percentage of operating costs and debt service (Annual Net Operating Income/Total Annual Debt Service). Debt Coverage Ratios should be at least 1.2. Cash flow projections should be sufficient to absorb income and expense shocks. Project proformas which show significant cash-on-cash rate of return and high debt coverage ratios may be closely

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scrutinized to determine if the HOME development subsidy is necessary and if market financing is more appropriate.

- Homebuyer projects should have a sales plan in lieu of an operating proforma and should include developer's anticipated cash flow and timing of when and how units will be sold.
- Homebuyer sales plans will be evaluated for time lines based on actual market conditions. A market analysis will be conducted within 12 months prior to HOME commitments and will consider the overall supply in the market (4-6 month supply is considered stable), current listing times and foreclosure and shadow inventories and other affordable options available and in the pipeline. The consortium will also review comparable units for price, location, amenities and financing terms. All of these factors will be reviewed to determine if the developer's timeline are realistic. This will not apply when homebuyers are identified prior to unit development; this may happen when developers are operating programs that require "sweat equity" as part of the homebuyer's investment. To satisfy this requirement, the consortium may either hire an outside consultant to perform a formal market study; utilize a recently conducted survey for the market area completed within the past 12 months; require the developer to provide the required study; or, at its discretion, perform an in-house market study, citing available data.
- Homebuyer project sale prices and closing costs must be affordable to income eligible buyers.
- Homebuyer projects that require anticipated sales revenue from one unit in order to construct the subsequent unit in a multi-unit development project will not be funded because the project may negatively impact timeliness requirements of the HOME Program.
- The consortium will review the anticipated sales revenue; typically the consortium expects the developer to take a reasonable developer fee or charge staff time and overhead to the project and return all sales proceeds to the consortium as program income.

Developer Fees:

- The consortium will review developer fees to determine that they are reasonable. Developer fees may vary depending on the scope, complexity, risk and size of the project and should reflect the local market. Generally, fees should fall within the range of 10%-15% of the total development cost depending on factors above, however, developer fees of up to 20% will be entertained when the project has higher than usual owner investment and associated risk and low public subsidy.
- Where feasible, depending on the nature of the project and developer, the consortium will reimburse a non-profit developer for its actual project staff time and overhead in lieu of a developer fee.
- The consortium will review the following when considering fees; Sales Revenue, Cash Flow, Tax Benefits, Equity Appreciation, Identity of Interest Roles and related profit and overhead. Developers are required to disclose any Identity of Interest Roles contracts they may be involved in and these will be closely scrutinized.
- Rental project profits will be evaluated to determine the cash flow return on the investment. The cash-on-cash rate of return will be measured as follows (Annual Cash Flow/Equity Invested=X%). The cash-on-cash rate of return will be considered along with perceived risk of the project and level of return available for other investments to determine what may be an excessive rate. When it is determined that profits are excessive, the consortium may require the developer to increase the agreed upon annual cash flow or amortized payments on the HOME note, increase payments to reserves and/or reduce rents on affordable units.

Subsidy Layering, (also called Gap Analysis)

Pursuant to 24 CFR Part 92.250(b), when multiple federal, state or local funding sources are planned for a development, the consortium will perform a Subsidy Layering Analysis in addition to underwriting previously noted. When HUD or another entity completes a Subsidy Layering Review the consortium will affirmatively

review and utilize this analysis. This will determine the amount of investment needed to make a project feasible by analyzing the gap between approved costs, (uses) and available financing and other subsidies, (sources). The review will also consider:

- Level of improvements;
- Rent levels and affordability;
- Income levels being serves;
- Payment terms of all funding including HOME and other public funding.
- Evaluation of lenders terms for reasonableness and comparison to the market.
- Evaluation of returns accruing to owners and investors, if the project is returning a higher rate of return than warranted, given market and risk, the consortium may require additional equity investment and reduction in HOME assistance. Loan to Value calculations will be reviewed to determine if the project could take on additional private debt and reduced HOME assistance. Operating proformas will be reviewed to determine if sufficient revenue would exist to pay additional debt service.
- Evaluation of tax credit basis and market price to determine that the amount of tax credit equity is reasonable.

If the amount of HOME assistance and other sources exceeds the amount the consortium determines is necessary, the consortium may consider:

- Reducing the amount of HOME assistance;
- Increasing the number of HOME units in the project or lowering the targeted income levels and rents being charged;
- Imposing loan terms that bring the rate of return in line with HOME standards.

HOME assistance will be denied when the applicant refuses to make reasonable adjustments to limit its return/costs in compliance with these underwriting standards. At no time will the amount of HOME assistance exceed the per unit dollar limits adopted by HUD's HOME Program.

Developer Capacity and Financial Soundness

Prior to funding any proposed HOME Project, the PJ will evaluate the capacity of the Developer. Activities that do not meet the Developer Capacity and Financial Soundness review criteria will not be funded. The City of Fitchburg will require all developers and/or staff to have demonstrated successful housing development experience of a similar size, scope and level of complexity as the activity being proposed. The City of Fitchburg will also request and review the most recent year's audited financial statements from the Developer to ensure the Developer has a history of being able to meet its development obligations including Developer staffing obligations. This is applicable to both CHDO and non-CHDO Developers.

Evaluation of Neighborhood Market Conditions and Market Demand

Prior to funding any proposed HOME activity; the consortium will complete an assessment of market demand in the neighborhood during the12 month period preceding its funding commitment. When projects are small in nature, this may be completed in-house with available data. Data sources may include the most recent census data, assessor's record data, other relevant, reliable and documentable data sources or data from recent market studies of the same area. Data used should not be more than three years old. For larger projects, a market assessment will be completed by the developer, partner or other funding source and will be reviewed by the consortium. The assessment will consider the current conditions of the neighborhood and the potential impact to the neighborhood of the activity. The analysis will look at local market trends, a clear definition of the market area from which buyers or renters can reasonably be expected to be drawn, and analysis of demand, supply and competition. The analysis will also evaluate the area home prices when the activity is a Homebuyer

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activity and the area market rents for Multifamily Rental activities to ensure that home sale price or rent does not exceed the neighborhood market. Activities will be funded when the evaluation supports both positive impact to the neighborhood and when rents/home sale prices are comparable to the neighborhood market; and it can be determined reasonable to expect the following; unit lease up within six months after project completion for a rental unit or sales contract executed within 9 months after project completion for homebuyer units. Additional consideration will be given to projects proposing to utilize project based subsidies where tenants will not pay more than 30% of their monthly income towards rent.

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Homeowner Rehabilitation Program
Application and Financing Guidelines/Policies

Application Review
Applications received for eligible home owner occupied 1-3 family properties located within the CDBG Housing Strategy Area shall be prioritized for assistance through a Property Classification Form, which shall be used to assess priority ranking according to the following guidelines.

1) Income of applicant and tenants
Properties with extremely low income (less than 30% of median income) and very low income (less than 50% of median income) will receive additional priority points.

2) Potential Neighborhood Impact
Each property will be surveyed for review of exterior conditions and condition of the immediate neighborhood to assess the potential impact of property improvements on efforts to promote neighborhood improvement. Properties having the greatest potential for achieving this goal upon rehabilitation will receive additional priority points.

3) Rehabilitation Needs of Property
Applications will be reviewed according to the type of rehabilitation needed, with higher priority points assessed to those properties with serious and immediate health/safety related needs, including the presence of lead paint in families with children under 7.

4) Handicapped Accessibility
Additional priority points will be assessed on the property rating sheet for projects which add handicapped accessible units as a part of the rehabilitation to be completed.

Project Cost/Funding Availability Limits
Each year, Program Staff will determine a project cost "ceiling" or cap, for HOME funded Homeowner Rehabilitation Projects in order to assist as many homeowners as possible with limited funding while complying with HOME Program regulations requiring the entire home to be brought up to current state and local code standards. Projects with rehabilitation cost estimates exceeding this ceiling, may not be accepted as HOME funded Homeowner Rehabilitation projects. Exceptions may be made if the Property Classification priority points scoring indicated a very high rank, the property is of strategic importance to a larger neighborhood strategy and Staff determine that sufficient funding will remain to assist additional homeowners through the remainder of the Fiscal Year.

If applicants are rejected for the HOME funded Homeowner Rehabilitation Program because of the Project costs cap and alternative funding is available; the project will be reviewed to determine whether making isolated strategic repairs will stabilize the home. Projects where outstanding repairs not addressed, (left un-repaired), may contribute to continued deterioration of the home will not be funded. The amount of funding available to make isolated repairs for a particular project will be based on the availability of funding at the time of the project.

Strategic Repair Projects
Projects may be funded to complete strategic repairs when complete Homeowner Rehabilitation Projects are determined to exceed the established project funding cap and sufficient eligible funding exists to fund an strategic repair. Each year, the City will review available funding and set aside a pool of funds from the Community Development Block Grant Program or other available sources for the purpose of assistance qualified homeowners with strategic repairs when funds are available. If non- HOME Program funding is not available, the City will not be able to fund strategic repair projects unless the repair would allow the entire property to meet all Rehabilitation Program Standards. Strategic repair projects will be subject to the same eligibility requirements, underwriting standards, financing terms and priority classification as the HOME funded Homeowner Rehabilitation Program.
At times a property may have serious and immediate health/safety related needs. The City will make every effort to respond as quickly as possible within its capacity when approving and funding project of this nature. The City and Homeowner ***may*** agree to forgo the formal bid process to engage a contractor to make the health/safety repairs immediately, but must utilize contractors who have a verified Contractor application on file with the Division of Housing when doing so.

Underwriting Standards
All Homeowner Rehabilitation Program funding is given to Homeowners as a loan. Loans reviewed must meet the city's underwriting standards, which include a review of loan to value ratios, credit worthiness, and debt ratios of applicants. Loans will not be approved when the underwriting review shows applicants are not meeting their current credit obligations. The city generally will not approve loans in which total property debt will exceed 100% of value, except where other factors demonstrate that additional benefits will accrue to the city as a result. Such factors include, but are not limited to; exterior improvements which will positively impact the surrounding neighborhood, and costs related to historic restoration or handicapped accessibility. The value of the Home may not exceed the HOME Homeownership Value Limits provided by HUD, and this will be a consideration when underwriting the Project. Loans will be either deferred or immediately put into amortized payments based on the criteria listed in the Financing Policy.

Waiting List Policy
Applications will be reviewed for eligibility and completeness and placed on a waiting list based on their date the application was completed. Applications will continue to be reviewed in periodic funding rounds established on the basis of both funding and staff time availability. At the time of funding round, applications will be prioritized based on the above Application Review criteria and given a ranking score. Once applications are given a score, applications will be selected to become a project based on that score. Applications which are eligible for funding, but which are not selected on a priority basis at the time of application, will be held in a waiting list for future consideration. Applications will continue to be reviewed in periodic funding rounds established on the basis of both funding and staff time availability.

Applications for properties located outside the CDBG housing strategy area which involve

severe hardship shall be reviewed and considered for funding on a case by case basis only, by the housing program staff.

Financing Policy
Each application approved for funding based on the city's review standards will be offered financing terms which are based on a financial profile of the applicant using the city's established income/affordability test. The current policy, which is subject to ongoing review and may be adjusted from time to time, is as follows:

Interest Rate:

Single family owner occupied homes:	0% interest
Two family owner occupied homes:	1% interest
Three/Four unit owner occupied homes:	2% interest

Terms:
One of the following sets of terms will be offered on the basis of the income/affordability test:

1) If the applicant has a net income available for loan repayment which is less than $75 per month (after payment on a CDBG loan, if provided) and feels he/she cannot afford additional loan payments at this time, the loan will be deferred for a period of two years. The deferment period shall be 5 years in cases where the applicant is elderly or disabled and on a fixed income.

Upon expiration of the deferment period, the Community Development Office will conduct an updated review of the applicant's income using current program guidelines, assess the condition and tenant status of the property, and conduct an income/affordability test to determine the following:

A) Whether the loan should become due and payable in full immediately.
B) Whether loan payments will ensue for a term to be determined, based on affordability.
C) Whether the loan will be deferred for an extended term.

2) If the applicant has a net income available for repayment which is greater than $75 per month, the loan will require payment, with terms structured according to ability to pay. Loan terms will vary to a maximum of up to 40 years, based on the actual term that the net income stream will carry.

See CDBG and HOME Program Loan Policy for additional Detail.

Refinancing Policy
In cases identified under paragraph #1 above of the financing policy the city will consider refinancing existing mortgage debt on the subject property if it determines the following:

* The refinancing is necessary to reduce the overall housing costs to the borrower and make the housing more affordable (within the established guidelines of the program), and;

* The refinancing is appropriate, given the level of benefit which would accrue to the

borrower in terms of actual savings to the borrower, considering the interest rate and remaining term of the existing debt to be refinanced, the interest rate and term of the existing debt and the resulting level of savings it will generate to the borrower.

* The refinancing is appropriate, given the current level of housing funds available and the demand for those funds to address other identified housing needs in the city.

Subordination Policy
Owners of properties improved with federal, state, or local financing through the City of Fitchburg's Housing programs may request that the City subordinate its loan position when refinancing their property. Owners will be asked to complete an application in order to determine compliance with mortgage terms and conditions as well as the nature, purpose and beneficiaries of the proposed change in financing. In general, the City will not subordinate to a new loan when the owner is proposing to receive cash from the new loan unless the cash is being utilized to make improvements to the property.

Application Review Procedures

Each completed application will be reviewed by the Division of Housing on the following basis:
1. Consistency with program objectives.
2. Consistency with the public interest.
3. Previous record of compliance with housing standards and mortgage provisions.

To the extent practicable, Division of Housing will review and respond to all complete applications within 10 business days. Incomplete applications will not be reviewed.

Contractor Selection Policy

The City shall utilize an application form for all contractors interested in bidding projects under any of the city's HOME or CDBG funded programs. The application form shall contain sufficient information to verify the following:

- Contractor's license
- Contractor's insurance
- Contractor's areas of expertise and interest
- Contractor's prior work and credit references

Upon provision of all required information, and confirmation that the applicant is not listed on the current federal Debarment list, the city shall include the contractor in its list of eligible bidders for its programs.

To insure that Contractors are informed of the opportunity to participate in the city's programs, it will publish a notice at least once annually in a publication of general circulation and will post this notice in a public area (City Hall and/or other locations as appropriate) on a year-round

basis. These notices will encourage the participation of all Minority and Women Owned contracting firms.

Property Owners will be provided the list of eligible contractors prior to bidding rehabilitation work on their projects and will be required to solicit bids from no less than 3 eligible contractors for each project. Owners may also solicit bids from additional contractors of their choosing, provided that these contractors first satisfactorily complete the city's application process.

CONTRACTORS WANTED
City of Fitchburg
Division of Housing
Community Development Office
Housing and Commercial Rehab Programs

The City of Fitchburg's Division of Housing, is now taking applications from interested contractors in all residential construction trades to participate in a variety of housing and commercial rehabilitation programs funded through the City. Approved contractors will be placed on a list provided to homeowners who have been approved to receive housing assistance through the Fitchburg Department of Community Development. Job specifications will also be mailed directly to eligible contractors on a rotating basis. Minority and women-owned contracting firms and Section 3 businesses (owned by 51% or more by low- or very low-income persons) are strongly encouraged to apply. Interested contractors will be required to show a valid license for the appropriate trade, evidence of sufficient liability insurance, and workers compensation insurance, if applicable. In addition, job references will be requested from a minimum of the last three completed contracts. Bonding is not required. All contracts will be standard two-party agreements between the property owner and the contractor. The City acts as funding source, provides construction counseling to the property owner, and coordinates construction payments to the contractors. The Division of Housing and Community Development Office expects to administer nearly one million dollars in rehabilitation work over the coming year and anticipates a high demand for contractors. Contractors interested in applying should contact:

Division of Housing & Community Development
Fitchburg Public Library, 610 Main Street
Mail to: 166 Boulder Drive
Fitchburg, MA 01420
(978) 829-1890

Funding is provided by:
U.S. Department of Housing and Urban Development
HOME Program
Community Development Block Grant Program

SE BUSCA CONTRATISTAS
Ciudad de Fitchburg
Departamento de Desarrollo Comunitario
Programas de rehabilitación de vivienda y comercio

El Departamento de Desarrollo Comunitario de la ciudad de Fitchburg está aceptando aplicaciones de contratistas interesados en todo tipo de oficio de construcción residencial para participar en una variedad de programas de rehabilitación de vivienda y comercio financiado por la ciudad. Los contratistas aprobados serán colocados en una lista que será provista a propietarios de viviendas que han sido aprobados para recibir asistencia para viviendas a través del Departamento de Desarrollo Comunitario de Fitchburg. Los detalles de los trabajos también serán enviados por correo directamente a los contratistas que reúnan los requisitos necesarios rotativamente. Se le recomienda extremadamente a las minorías y mujeres propietarias de empresas contratistas y negocios de Sección 3 (negocios con 51% o más de las personas propietarias que sean de bajos o muy bajos ingresos) que apliquen. Contratistas interesados tendrán que enseñar una licencia válida para el oficio requerido, evidencia de suficiente seguro contra terceros, y seguro de indemnización al trabajador, si se requiere. Además, se requerirán referencias laborales de al menos los últimos tres contratos completados. No hay obligación de pago por trabajos emprendidos. Todos los contratos serán acuerdos bipartidistas típicos entre el dueño de la propiedad y el contratista. La ciudad es la fuente de fondos, provee consejería de construcción al dueño de la propiedad, y coordina los pagos de la construcción a los contratistas. El Departamento de Desarrollo Comunitario anticipa que administrará casi un millón de dólares en trabajos de rehabilitación a través del próximo año y anticipa altas demandas de contratistas. Los contratistas interesados en aplicar deben comunicarse con:

Division of Housing & Community Development
Fitchburg Public Library, 610 Main Street
166 Boulder Drive
Fitchburg, MA 01420
(978) 829-1890

Los fondos son proporcionados por:
El departamento de desarrollo de viviendas y urbanidad de los
Estado Unidos
El programa HOME
El programa de desarrollo comunitario (Community Development Block Grant Program)

April 24, 2015

Public Notice
Fitchburg

Need to improve your home?
Having trouble with: Heating, plumbing, electrical, structural, energy, lead paint, or handicapped accessibility?
Would you like to improve the exterior of your home?
The City of Fitchburg's Housing Rehabilitation Program may be able to help. Applications are now being accepted for properties in the City's targeted neighborhoods. Income restrictions apply. For information, contact the Division of Housing and Community Development Office located at Fitchburg Public Library, 610 Main Street; Mail to: 166 Boulder Drive, Fitchburg, MA 01420; (978)829-1890.
Funding is provided by:
U.S. Department of Housing and Urban Development
HOME Program
Community Development Block Grant Program

¿Tiene que arreglar su casa?
¿Tiene algún problema con su: Calefacción, plomería, electricidad, estructura, energía, pintura de plomo, o acceso para discapacitados? ¿Le gustaría mejorar la parte de afuera de su hogar?
El Programa de Rehabilitación de Viviendas de la ciudad de Fitchburg puede ayudarle. Estamos aceptando aplicaciones para trabajar con propiedades en vecindarios claves de la ciudad. Hay limites de ingresos. Para mayor información, comuníquese con Division of Housing, Fitchburg Public Library, 610 Main Street, Fitchburg, MA 01420; (978)829-1890.
Los fondos son proporcionados por:
El departamento de desarrollo de viviendas y urbanidad de los Estados Unidos
El programa HOME
El programa de desarrollo comunitario (Community Development Block Grant Program)

April 24, 2015

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Fitchburg

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1044	Town View Towers	16 Prichard St.	Rental	100	Perp	No	*HUD*
1045	The Sundial	29 Merriam Parkway	Rental	168	2030	No	*HUD*
1046	Green Acres Village	Normandy Road	Rental	160	Perp	No	*DHCD*
1047	Canton Valley Terrace	Canton St.	Rental	48	Perp	No	*DHCD*
1048	Daniel Heights	Daniel Heights	Rental	56	Perp	No	*DHCD*
1049	Wallace Tower	54 Wallace Avenue	Rental	130	Perp	No	*DHCD*
1050	n/a	132 Pleasant St.	Rental	10	Perp	No	*DHCD*
1051	Durkin Apts	50 Day St.	Rental	123	Perp	No	*DHCD*
1052	Elizabeth House	76 Mechanic St	Rental	8	Perp	No	*DHCD*
1053	n/a	16 Prospect St.	Rental	10	Perp	No	*DHCD*
1054	n/a	240 Ashburnham St.	Rental	8	Perp	Yes	*DHCD*
1055	n/a	Almount/Arlington/Ashburnham/Clinton, etc.	Rental	15	Perp	No	*DHCD*
1056	Apple Tree Residences	135 Apple Tree Rd	Rental	4	Perp	No	*EOHHS*
1057	Blossom Court Apts	37-43 Blossom St. (40 Day St?)	Rental	22	2022	No	*DHCD* *MassHousing*
1058	Brigham Park	69 Brigham Park	Rental	7	2021	No	*DHCD*
1059	Cleghorn Home Ownership	Clarendon Street	Ownership	0	2012	No	*DHCD*
1060	Fitchburg Green	350 Water St, 370 Water St (A-F), 110 Middle St (A-F)	Rental	159	2015*	No	*MassHousing*

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This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Fitchburg

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1062	Glen Avenue	9 Glen Ave	Rental	5	2096	No	*EOHHS*
1063	Hotel Raymond	35 Day St.	Rental	74	11/11/2023	Yes	*HUD*
1064	Joseph's House	129 or 279 Daniels St	Rental	140	2032*	No	*MassHousing*
1065	Lower Main St. Nghd Restoration	90-92 Day, 111-121 Green, 20-22 Orange, 94 Myrtle, 1-3-5 Wood	Rental	17	2029	No	*DHCD*
1066	Meadowbrook Village	Wannoosac Road or Meadowbrook Lane	Rental	35	2016*	No	*HUD*
1068	Tara Condominiums	105 Plymouth St	Rental	12	2053	No	*DHCD*
							DHCD
							DHCD
1069	Rollstone House	4 Leighton Street	Rental	12	2023	No	*DHCD*
							HUD
1070	West View Condominiums	33 Huron St	Ownership	11	Perp	No	*DHCD*
1071	Fair Clare	128 Fairmount/42 Clarendon	Ownership	15	2044	No	*DHCD*
							HUD
3765	Mount Vernon Housing	24 Mt. Vernon St	Rental	3	2041	No	*HUD*
3802	Normandin Properties	48-56 Oliver St	Rental	10	2018	No	*MHP*
4279	DDS Group Homes	Confidential	Rental	43	N/A	No	*DDS*
4560	DMH Group Homes	Confidential	Rental	16	N/A	No	*DMH*
6512	Plymouth Street Phase I	Plymouth Street	Ownership	1	02/2017	No	*HUD*
6513	Plymouth Street Phase I	Plymouth Street	Ownership	1	02/2017	No	*HUD*

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DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Fitchburg

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
6514	Plymouth Street Phase II	Clarendon Street	Ownership	1	06/2019	No	*HUD*
6515	Plymouth Street Phase II	Orchard Street	Ownership	1	06/2019	No	*HUD*
6516	Plymouth Street Phase II	Orchard Street	Ownership	1	06/2019	No	*HUD*
6517	Plymouth Street Phase II	Plymouth Street	Ownership	1	06/2019	No	*HUD*
6519	Fitchburg HOR Program	Highland Avenue	Ownership	1	9/11/17	No	*DHCD*
6520	Fitchburg HOR Program	Columbus Street	Ownership	1	4/03/18	No	*DHCD*
6521	Fitchburg HOR Program	Arlington Street	Ownership	1	6/08/19	No	*DHCD*
6522	Fitchburg HOR Program	Boylston Street	Ownership	1	10/13/20	No	*DHCD*
6523	Fitchburg HOR Program	Clyde Street	Ownership	1	2/05/22	No	*DHCD*
6524	Fitchburg HOR Program	Rainville Avenue	Ownership	1	5/13/22	No	*DHCD*
6525	Fitchburg HOR Program	Vernon Court	Ownership	1	7/11/22	No	*DHCD*
6526	Fitchburg HOR Program	Beech Street	Ownership	1	12/01/22	No	*DHCD*
6527	Fitchburg HOR Program	Pearl Street	Ownership	1	1/17/23	No	*DHCD*
6528	Fitchburg HOR Program	Winter Street	Ownership	1	4/08/23	No	*DHCD*
6529	Fitchburg HOR Program	Mount Vernon	Ownership	1	4/16/23	No	*DHCD*
6530	Fitchburg HOR Program	Sanborn Street	Ownership	1	5/05/23	No	*DHCD*
6531	Fitchburg HOR Program	Milk Street	Ownership	1	9/04/23	No	*DHCD*
6532	Fitchburg HOR Program	Water Street	Ownership	1	11/12/23	No	*DHCD*
6533	Fitchburg HOR Program	Mount Globe Street	Ownership	1	12/15/23	No	*DHCD*

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DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Fitchburg

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
6534	Fitchburg HOR Program	South Street	Ownership	1	12/22/23	No	*DHCD*
6535	Fitchburg HOR Program	Fourth Street	Ownership	1	2/01/24	No	*DHCD*
6536	Fitchburg HOR Program	Dumais Street	Ownership	1	4/08/24	No	*DHCD*
6537	Fitchburg HOR Program	Sheridan Street	Ownership	1	6/23/24	No	*DHCD*
6538	Fitchburg HOR Program	River Street	Ownership	1	7/20/24	No	*DHCD*
6539	Fitchburg HOR Program	Myrtle Avenue	Ownership	1	9/08/24	No	*DHCD*
6540	Fitchburg HOR Program	Chestnut Street	Ownership	1	12/16/24	No	*DHCD*
6541	Fitchburg HOR Program	Mount Vernon	Ownership	1	12/20/25	No	*DHCD*
6542	Fitchburg HOR Program	Beach Street	Ownership	1	1/16/26	No	*DHCD*
6543	Fitchburg HOR Program	Rollstone Street	Ownership	1	6/15/26	No	*DHCD*
6544	Fitchburg HOR Program	Snow Street	Ownership	1	10/02/26	No	*DHCD*
6545	Fitchburg HOR Program	Allen Place	Ownership	1	11/15/26	No	*DHCD*
6546	Fitchburg HOR Program	Brier Street	Ownership	1	11/22/26	No	*DHCD*
6547	Fitchburg HOR Program	Townsend Street	Ownership	1	4/02/27	No	*DHCD*
6548	Fitchburg HOR Program	Brigham Street	Ownership	1	4/08/28	No	*DHCD*
6549	Fitchburg HOR Program	Cane Street	Ownership	1	12/03/28	No	*DHCD*
6550	Fitchburg HOR Program	Hazel Street	Ownership	1	1/25/29	No	*DHCD*
6551	Fitchburg HOR Program	Sanborn Street	Ownership	1	4/27/29	No	*DHCD*
6552	Fitchburg HOR Program	Pacific Street	Ownership	1	4/16/33	No	*DHCD*

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DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Fitchburg

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency	
		Fitchburg Totals		1,461	Census 2010 Year Round Housing Units			17,058
					Percent Subsidized			8.56%

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DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Leominster

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1574	Allencrest Apts	Viscoloid/Crossman	Rental	72	Perp	No	*DHCD*
1575	Laurie Drive	Laurie Drive	Rental	31	Perp	No	*DHCD*
1576	Notre Dame	Arlington St /Notre Dame St	Rental	50	Perp	No	*DHCD*
1577	Sunset Towers	100 Main St.	Rental	116	Perp	No	*DHCD*
1578	LaPierrer East	161 Spruce St.	Rental	104	Perp	No	*DHCD*
1579	Anne O'Connor Village	23 George St.	Rental	40	Perp	No	*DHCD*
1580	n/a	Biscayne/Elm/Main	Rental	4	Perp	No	*DHCD*
1581	n/a	scattered sites	Rental	5	Perp	No	*DHCD*
1582	n/a	Pleasant St.	Rental	1	Perp	No	*DHCD*
1583	Austin Street	6 Austin St	Rental	4	Perp	No	*EOHHS*
1584	Normandin Properties	7-9 Beacon St, 33 Crawford St	Rental	18	2018	No	*MHP*
1585	Leominster Development Corporation	71 Adams, 54 Pleasant & 175 Mechanic Streets (3 bldgs)	Rental	8	2018	No	*DHCD*
							MHP
1586	Normandin Properties	Lorchris, Fifth & Boutelle Sts; Greenwood Drive	Rental	61	2018	No	*MHP*
1587	Riverside Village	1-31 State Street	Rental	312	2015*	No	*MassHousing*
1588	Hero Homestead	25 Grove Avenue	Rental	10	Perp	No	*VA*
							DHCD
							FHLBB

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DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Leominster

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1589	Matson Community Services	Grove Avenue	Rental	8	Perp	No	*EOHHS*
1590	Matson Community Services	Elm Street	Rental	8	Perp	No	*EOHHS*
1591	Waterway Apartments	Water Street	Rental	89	2031*	No	*MassHousing*
1592	Whitney Carriage Park	124 Water St.	Rental	181	2030	No	*DHCD/ MassHousing*
							HUD
							DHCD
							DHCD
1593	Matson Community Services	West Street	Rental	8	Perp	No	*EOHHS*
1595	Litchfield Terrace	42A Terrace Drive	Rental	216	2015*	No	*HUD*
							HUD
3801	Lancaster Estates	Route 117 - Lancaster St	Ownership	13	perp	Yes	*FHLBB*
3980	Pearl Street	Pearl Street	Rental	8	2033	No	*DHCD*
							DHCD
4335	DDS Group Homes	Confidential	Rental	61	N/A	No	*DDS*
4571	DMH Group Homes	Confidential	Rental	14	N/A	No	*DMH*
	Leominster Totals			1,442	**Census 2010 Year Round Housing Units**		17,805
					Percent Subsidized		8.10%

10/7/2015

Leominster
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This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

Green and Healthy Homes Survey

This survey is optional. Completing this form will help us understand your household's circumstances/needs and offer you information/referrals for other programs that you may be eligible for.						
Name:		Date:				
Address:				Approximate age of home:		
Phone number:		Email address:				
Do you own your home or rent?		Are you current on mortgage/rent?				
Are any residents over the age of 55?	Yes	No	Date of Birth if yes: / /			
Any children under six years old?	Yes	No				
Are you a Veteran? Any pregnant women?	Yes Yes	No No				
How many People live in the home?	Children	Adults				
What is your total household income per month(before taxes)?						
What type of heating system do you have?	Forced hot air	Forced hot water	Electric	Gas on gas stove	Wood stove	Other
What type of fuel is used?	Oil	Natural Gas	Propane	Electric	other	
Approximately how old is your heat system?						
Have you made any energy efficiency improvements to the home within the last 10 years? (i.e. adding insulation, air sealing, furnace replacement, etc.)		Describe:				
Is your house cold in the winter when heat is on?						
Do you close off rooms and/or use space heaters or stove/oven to for additional heat?	Yes	No				
Do you receive fuel assistance?	Yes	No				
Do you know if your home has had lead paint removed/abated/treated?	Yes	No	If yes, do you have paperwork for this?			
Would you like information on de-leading assistance available to homes with children who have elevated levels of lead in their blood?	Yes	No				
Do you see, or see evidence of mice, ants, rats, bed bugs, or other pests in your home?	Yes	No	What do you see?			
Do you have working smoke detectors?	Yes	No				
Do you have a working carbon monoxide detector	Yes	No	Is it located near the sleeping areas or in another part of the home?			
Does anything in your home leak?	Yes	No	Please describe:			
Do you have mold, rotting wood, musty smells	Yes	No	Please describe:			

Does anyone in the household have asthma?	Yes	No	
If yes, is this person taking medication for it? If yes, has this person had any unplanned visits to the doctor because of it:	Yes Yes	No No	If yes, how often:
Do you have carpeting in your home?	Yes	No	
Do any occupants in the home smoke? Does anyone in the household have a disability, including mobility, hearing and sight impairments?	Yes Yes	No No	If yes, is there interest in quitting or receiving info/incentives to quit? Please describe:
For older adults: Are there grab bars in bathroom by the toilet and tub?	Yes	No	
Are there handrails along stairs (inside and outside)	Yes	No	
Are stairwells, entrances, exits, bathrooms and bedrooms well lit?	Yes	No	
If you have young children, do you have safety gates at the stairs?	Yes	No	
Do you have window blind cord safety devices?	Yes	No	
Do you have window guards or stops?	Yes	No	
Do you keep medicine and poisons out of reach?	Yes	No	

We would be happy to give you information about other resources known to us. **Please be aware, most services linked to topics below are not services administered by the City and the City has no control over their eligibility requirements or availability.**

Please **circle** any topics you are interested in receiving more information about:

Fuel Assistance	Utility bill assistance	Emergency Home Repairs	Heat System replacement	Energy Efficiency Improvements	Foreclosure prevention	Home buying	Emergency Housing
Asthma Prevention	Lead paint poisoning prevention	Healthy Homes education	Nutrition information / assistance	Food pantries/food resources	Educational opportunities	Job Training opportunities	Budgeting / Credit Repair
Early child education / Head Start	Child Care assistance	Teen summer jobs program	After school programs	Home modification for disabilities	Income tax assistance	Elder food programs	Elder care programs
Quitting smoking	Neighbor- hood watch/Neighbor -hood associations	Landlord education and/or Fair housing info	Lead Paint removal	Other:			

By signing this document, I authorize this information to be released to the City of Fitchburg/Division of Housing and the Green and Healthy Homes Action Group, (GHHAG) and its partners. I authorize this information to be released to appropriate agencies or officials for the purpose of making referrals to services that I may be eligible for. I understand

that services and eligibly of services available to me may change, increase, decrease or terminate and will not hold the City of Fitchburg/Division of Housing and GHHAG liable for failing to provide information to me for a service I am eligible for.

_____ _____

Signature Date

Please return this completed survey to:
City of Fitchburg
Division of Housing

Mail:
Fitchburg Municipal Offices
166 Boulder Drive
Fitchburg MA 01420

Hand Deliver:
Division of Housing
Fitchburg Public Library
610 Main Street
Fitchburg MA, 01420

Please be aware, you cannot drop off documents to the Division of Housing if the Library is not open. You can drop off documents to the Municipal Offices when the Library is closed. Please tell the front desk you are dropping off documents to the Division of Housings Mail Box.

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Heat and Utility Assistance	Fuel Assistance (Low Income Home Energy Assistance Program)	Financial assistance for home utility costs.	Household income below 60% Area Median Income (AMI)	New England Farm Worker's Council, 473 Main St. #3, Fitchburg MA 01420, (978)-342-4520
Heating Assistance	Citizens Energy Heat Assistance Programs	One time heating assistance (100 gallons) in supplying oil or natural gas ($150 credit)	Low income families	(877) 563-4645 or (617) 338-6300
Heating Assistance	Good Neighbor Energy Fund / Salvation Army	Financial assistance for home heating costs; $275 maximum	Household in temporary financial crisis and not eligible for other fuel assistance programs. Must meet specific income guidelines.	Salvation Army (978) 342-3300
Utility Assistance	Utility Arrearage Programs	Helps households pay overdue utility bills. Prevents shutoffs or restores utility service that has already been shut off. Offer payment plans and debt forgiveness.	Low income households meeting fuel assistance guidelines, owe at least $100 in overdue bills. Must agree to a payment plan and commit to making payments on time.	Department of Public Utilities 1-617-737-2836 or 1-877-886-5066
Utility Assistance	Utility Discounts	Provides lower rates, up to 35% for low-income customers for gas, electricity, and telephone service, including Lifeline and Link-up phone service.	Income based eligibility and must receive assistance from other programs such as Food Stamp, Supplemental Security Income (SSI), Fuel Assistance, or Head Start.	Department of Public Utilities 1-617-737-2836 or 1-877-886-5066

Division of Housing Page 1

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Utility Assistance	Utility Shutoff Protection	Prevents utility companies from shutting off utility service under certain circumstances.	Elderly, Low-income families with infants, People with serious illness who cannot pay their bill, Low-income families who would be left without heat during the winter months.	Department of Public Utilities 1-617-737-2836 or 1-877-886-5066
Heating Repair & Replacement Program	Montachusett Opportunity Council/ Heating Repair & Replacement Program	Provide heating system repairs and replacements for homeowners.	Must be eligible for Fuel Assistance, (income of 60% area median income).	MOC Energy & Housing Services, 66 Day Street, Fitchburg, MA 01420, 978-342-7025
Home Repair for Elders	Montachusett Opportunity Council/ Elder Home Repair Program- MOC	MOC's Elder Home Repair Program provides repairs and modifications to the homes of elders "at-risk" from health and safety hazards.	Eligibility varies by community	Montachusett Opportunity Council, Energy & Housing Services, 66 Day St. Fitchburg, MA 978-342-7025 X2
Home Lead Paint removal	Get the Lead out Program	Program to assist homeowners with removing hazardous lead paint from their home.	Eligibility varies depending on income, type of housing and family composition.	NewVue Communities, 470 Main Street, Fitchburg, MA 01420, (978)-342-9561

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Home Repair	Homeowner Rehabilitation Program	Inspection and Repair of owner occupied one to three family homes. Assistance is offered as low or no interest paying or deferred loans.	Primary Eligibility based on household income. Property must be owner occupied.	Fitchburg Division of Housing, 978-829-1897, located in the Library, Mail to: 166 Boulder Drive, Fitchburg MA 01420
Home Repair for Accessibility	Home Modification Loan Program- RCAP Solutions	Funds are provided to make access and egress improvements, enable individuals to remain independent and make structural improvements affecting the safety of individuals and caregivers.	Must qualify as disabled, cognitive, developmental, environmental sensitivity and neurological disabled persons and their families. Borrowers must reside in the home being modified.	RCAP Solutions Renée Perdicaro, Residential Loan Fund Manager, 978-630-6725 or rperdicaro@rcapsolutions.org
Energy-Saving Home Improvements	MASS SAVE	Offers energy tips and information about free home energy assessments, energy-saving products, loans, rebates, and other incentives for energy-saving home improvement.	Massachusetts residents who are homeowners. Homeowners or tenants who live in a 1 to 4 unit dwelling and pay their own heat or electricity.	(866) 527-7283 http://www.masssave.com

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Energy-Saving Home Improvements/ weatherization	Montachusett Opportunity Council/ Weatherization Program	Provides energy audits, education and energy-saving measures including insulation, weather-stripping and pipe/duct wrap.	Must be eligible for Fuel Assistance, (income of 60% Area Median Income).	Montachusett Opportunity Council (MOC) Energy & Housing Services, 66 Day Street, Fitchburg, MA 01420, 978-342-7025 X4
Energy Savings - Appliance Replacement	Appliance Monitoring & Replacement Program	Provide income eligible Unitil customers with appliance monitoring and replacement of inefficient refrigerators, energy saving light bulbs, showerheads, and faucet aerators.	Must be eligible for Fuel Assistance, (income of 60% area median income).	Montachusett Opportunity Council (MOC) Energy & Housing Services, 66 Day Street, Fitchburg, MA 01420, 978-342-7025 X4
Home Ownership Service Coordinaton	Homeownership Center of North Central MA	education and referral for individuals and families interested in home buyer or homeowners with home maintainance and repair needs.	Homeowners and Families and individuals interested in buying a home.	Homeownership Center of North Central MA, NewVue Communities 470 Main Street, Fitchburg MA 01420, (978) 342 9561 www.homesncm.org
Food Assistance	Food Stamps/ SNAP	Provides financial assistance to purchase food.	Low income families and individuals.	Department of Transitional Assistance 473 Main Street, Fitchburg, MA 01420 (978) 665-8700 www.gettingfoodstamps.org

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Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Food/Nutrition Assistance	Montachusett Opportunity Council (MOC) -North Central WIC (Woman, Infants, and Children)	Food and nutrition program for low-income women and children who are not getting all the nutrients they need. Provides free nutrition education, counseling, nutritious foods, and referrals to health care and other services.	Massachusetts residents who are pregnant women, new mothers, infants, and children under 5 years of age. Women who are in dietary risk.	Montachusett Opportunity Council (MOC)- North Central WIC, 375 Nichols Rd. Fitchburg MA (800) 942-1007
Food Assistance	The Food Source Hotline	Toll free hotline. Refers families to emergency food resources in their community.	Massachusetts residents in need of food. Referrals to other food related programs have varied eligibility.	Project Bread The Food Source Hotline: 1-800-645-8333
Food Assistance Meals	Our Father's Table	Free Meal - Tues & Thurs @ 5pm Faith Christian Church	Open to all	Faith Christian Church 40 Boutelle St Fitchburg, MA 01420 978-342-8522

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Elder Food Assistance	Montachusett Opportunity Council Elder Nutrition Program	Referrals to Community Dining Program, Meals on Wheels, Elder Brown Bag Program, SNAP, Senior Farmers Market Coupons and Homebound Produce Deliver Program and Healthy Living Nutrition Services	Persons over 60 in need of Nutritional Assistance.	Montachusett Opportunity Council, (MOC) Elder Nutrition Program 356B Broad St. 4th Fl. Fitchburg, MA 01420, (978)345-8501 X1
Clothing Assistance	Salvation Army	Clothing Assistance	Assistance offered on an as-needed basis.	739 Water Street, Fitchburg, MA 01420 (978) 342-3300
Clothing	FCC Clothing Closet	Used clothing free - children and adults	Open to all	Faith Christian Church 40 Boutelle St Fitchburg, MA 01420 978-342-8522
Clothing Needs	The Clothing Closet	Clothing for babies, children & adults	N/A	The Family Resource Center at FCCC 76 Summer Street Suite 210 Fitchburg, MA, 01420
Clothing Assistance	Catholic Charities	Clothing Assistance	Assistance offered on an as-needed basis.	196 Mechanic Street, Leominster, MA 01453 (978) 840-0696
Clothing Assistance	Ginny's Thrift Shop	Clothing Assistance	Assistance offered on an as-needed basis.	52 Mechanic Street, Leominster, MA 01453 (978) 537-1387

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Clothing Assistance	Goodwill Stores	Clothing Assistance	Assistance offered on an as-needed basis.	25 Park Ave, Worcester, MA 01605 (508) 752-4042
Emergency Assistance Coordination	Cleghorn Neighborhood Center-Family Services	an emergency food pantry, rent and fuel assistance, MassHealth and food stamp enrollment, HIV testing & counseling, parenting classes and information & referral services.	Available for Fitchburg Residents. Eligibility varies depending on needs.	United Neighbors of Fitchburg, 2-18 Fairmount St. Fitchburg MA (978)-342-2069
Crisis Intervention	Community HealthLink	24 hour crisis assessment, intervention and stabilization services.	Must live in service area.	1-800-977-5555 Community Healthlink, Inc. 40 Spruce Street, Leominster, MA 01420
Crisis Intervention	LUK Inc.	Offers a variety of prevention, counseling, placement and support services for youth, adults and families.	Eligibility varies by program.	1-800-579-0000, LUK Office: 545 Westminster St., Fitchburg MA 01420
Emergency Cash Assistance	Emergency Aid to Elders, Disabled and Children	Provide cash and medical benefits to needy families and individuals who are not receiving welfare or Supplemental Security Income (SSI).	Elderly, disabled people, children and their families who do not qualify for welfare, Supplemental Security Income (SSI), or other similar programs. Income Eligibility also applies.	Department of Transitional Assistance, 473 Main Street, Fitchburg, MA 01420, (978) 665-8700

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Emergency Cash Assistance	Supplemental Security Income (SSI)	Provide cash assistance for people who are 65 or older and for people of any age who are disabled or blind.	Must be disabled, blind, or age 65 or older, and have limited income and resources. Must live in the United States and either be a citizen or an eligible noncitizen.	(800) 772-1213, Social Security, RM301 Philbin Federal Building, (978) 343-4526, or www.socialsecurity.gov
Emergency Cash Assistance	Transitional Aid to Families with Dependent Children (welfare)	Provides cash and medical assistance to needy families with dependent children, including pregnant women, to help them meet their children's basic needs.	Families with at least one child under 18 years of age living in the home. Must meet financial requirements, have a social security number. Must be a U.S. citizen or an eligible noncitizen and be a resident of Massachusetts.	Department of Transitional Assistance, 473 Main Street, Fitchburg, MA 01420, (800) 249-2007, (978) 665-8700
Cash Assistance	Unemployment Benefits	Cash benefits for a maximum of 30 weeks. Many unemployed workers qualify for health insurance benefits through the Medical Security Program. You can also get help finding a new job or training for a new career.	Massachusetts workers who have lost their jobs through no fault of their own are covered by unemployment insurance. Workers fired from their job for good reason, or who quit by choice are not eligible. You may get partial unemployment benefits if you work part-time while looking for a new full-time job.	TeleClaim Center 1-877-626-6800 or online at: http://www.mass.gov/lwd/unemployment-insur/claimants/

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Homelessness	Emergency Assistance	Gives shelter and other emergency housing services to low-income families with children, and to pregnant women, who are homeless.	Low-income families with dependent children, or pregnant women, who are homeless that meet income guidelines. Must also be a U.S. citizen or eligible noncitizen and have a social security number.	Department of Transitional Assistance, 473 Main Street, Fitchburg, MA 01420, (800) 249-2007, (978) 665-8700
Homelessness Prevention	Residential Assistance for Families in Transition	This is a homeless prevention program that gives short-term financial assistance up to $3000 to low income families who are homeless or are at risk of becoming homeless.	Families of two or more people living together and that have at least one child under the age of 21, who are homeless or at risk of becoming homeless. Must meet income guidelines.	(800) 224-5124 http://www.masshousinginfo.org/agencies
Homelessness Prevention	Emergency Rental Assistance	Provides cash to assist renters facing eviction. Funding is limited and not always available	Eligibility varies. Must have 14 day notice to quit	Montachusett Opportunity Council, 133 Prichard St. Fitchburg, MA, (978) 343-5706
Homeless Services (*for Fitchburg Public School Students)*	McKinney-Vento Program	Asssitance with school supplies, backpacks, FPS field trip payments, school pictures, etc. Assistance is based on available funding at the time of the request.	Student/parent or guardian, must contact their school's guidance counselor to complete a Student Pre-Assessment Form to determine eligibility.	Kathleen Niemi, District Homeless Liaison-Fitchburg Public Schools, 376 South St., Administration Bldg., 978-345-3223 - niemik@fitchburg.k12.ma.us

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Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Foreclosure Homelessness Prevention	Borrower Recovery Prevention	Assists owners facing foreclosure to stabilize housing through a variety of resources including finding other housing.	Homeowners facing foreclosure	Montachusett Opportunity Council (MOC) Community and Housing Services, 133 Prichard St. Fitchburg, MA(978) 343-5706
Emergency Shelter	Our Father's House	Provides Emergency and Transitional Shelter	Homeless men and women	Our Father's House, 53-55 Lunenburg Street, Fitchburg MA 01420, 978-345-3050
Emergency Shelter	Battered Women's Shelter	Provides emergency Shelter and support services to women and children fleeing domestic violence.	Women and children fleeing domestic violence	978-685-2480 (Hotline) Women's Resources, Inc. P.O. Box 2503 Fitchburg, MA 01420 508-342-2919. 978-685-5481 (Office)

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Emergency Shelter	Montachusett Interfaith Hospitality Network	Provides temporary housing assistance and assistance in locating affordable permanent housing. The focus is to provide a positive alternative to traditional homeless shelters so that children can continue with their education, to provide job training and daycare assistance when needed.	Homeless families and families that are on the verge of homelessness.	MIHN, 758 Main Street, Leominster, MA, 01453, (978) 466-1704
Veterans Services	Fitchburg Veterans Services	Cash and medical assistance program that helps low-income Massachusetts wartime veterans and their families pay for food, shelter, medical care, and other basic needs. Also provides referrals to a variety of other services to help veterans find more permanent solution to their problems.	Veterans or a dependent of a veteran who served during wartime, you have few resources and little income, and you need financial help.	Michele Marino, Veteran Services Commissioner, 14 Wallace Ave, 2nd floor Fitchburg MA 01420, Tues-Fri (978) 829-1798

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Foreclosure Prevention	National Foreclosure Mitigation Counseling Program	Counseling and assistance with loan modification or refinance programs when eligible.	Homeowners facing foreclosure	NewVue Communities, 470 Main Street, Fitchburg, MA 01420 (978) 342-9561 www.newvuecommunities.org
Housing Counseling	RCAP Solutions Housing Consumer Education Center (HCEC)	Housing Counseling and referrals for a wide range of housing issues.	Eligibility varies depending on housing needs.	800-488-1969, extension 6770, 12 East Worcester Street, Worcester MA 01605
Affordable housing	Fitchburg Housing Authority	Subsidized housing and rental assistance	Eligibility based primarily on household income.	Managed by the Leominster Housing Authority, 978-537-5300
Housing Search	MassResources.org - Housing Programs	Online search tool for affordable housing.	Eligibility based primarily on household income.	www.massresources.org (click on HOUSING PROGRAMS)
Tenant/Landlord rights	Central Massachusetts Housing Alliance	Counseling and education regarding tenant and landlord rights and responsibilities. Landlord handbook	Landlords and Tenants. Other eligibility may apply.	CMHA, 6 Institute Rd. Worcester, (508) 791 7265 Tenants X 172, landlords X 173, Emergencies X 171

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Fair Housing Complaints	US Department of Housing and Urban Development (HUD)	Pursues enforcement action in cases of housing discrimination.	Anyone with a fair housing complaint.	US Dept. of HUD, Thomas P. O'Neill Jr. Federal Building, 10 Causeway Street, Room 321 Boston, MA 02222-1092 1-800-827-5005. Complaints_office_01hud.gov
Home ownership classes	Homeownership Center of North Central MA	Certified Homebuyer Education classes will teach you the basics of prepare for the home purchase process.	Individuals and families interested in purchasing a home.	(978)-345-7905, Homeownership Center of North Central MA, NewVue Communities 470 Main Street, Fitchburg, 5:30-8:00 p.m. www.homesncm.org
Legal Assistance	Community Legal Aid	Legal assistance to low income and elderly that protects fundamental rights, secures access to basic needs, and challenges policies and practices that harm our clients.	Serves low income and elderly populations.	(1-800-649-3718)405 Main Street, 4th Floor, Worcester, MA 01608 Monday – Friday, 9:00 a.m. to 5:00 Fitchburg- 76 Summer Street, Fitchburg, MA 01420 Wednesdays, 10:00 a.m. to 4:00 p.m.

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Job search and Career training	North Central Career Center	Job and training search guidance and resources.	Core services are free and available to all.	100 Erdman Way. Leominster MA 01453, (978) 534-1481
Education	Fee Adult Education	G.E.D. classes, ESL classes, computer training & access, People Empowering People leadership development workshops. Childcare is available for each program.	Check for eligibility. Programs are free to eligible Fitchburg residents.	United Neighbors of Fitchburg, 2-18 Fairmount St. Fitchburg MA, (978)-342-2069
ESL (English as a Second Language Services)	Mango Languages	at Memorial Middle School from 7:30 am to 8:00 am. Parents can get help in learning how to use *Mango Languages*, the web-based Engish as a Second Language program, it can accessed from their home computer or use a school computer any school day	Parents of children receiving ESL instruction in the Fitchburg Public Schools	Patti Aube, ESL Curriculum Integration Specialist, Memorial Middle School, 615 Rollstone St., Fitchburg MA 01420, (978)345-3295
Financial Education/Credit Counseling	Montachusett Opportunity Council/Financial Literacy Program	Financial education classes with focus on savings, budgeting, credit repair, financial goal setting.		Montachusett Opportunity Council, (MOC) Community Housing Services, 133 Prichard St. Fitchburg, MA, 978-343-5706

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Goal Setting and Savings	Montachusett Opportunity Council Individual Development Accounts	MOC's Individual Development Accounts (IDAs) program is a matched savings program can be used to purchase a home, pursue post-secondary education or training, or start a small business. IDA accounts are matched 3:1 means IDA participants receive an additional $4,000 when they save $1,333.	Eligibility based primarily on household income.	Montachusett Opportunity Council (MOC) Community and Housing Services, 133 Prichard St. Fitchburg, MA, 978-343-5706
Elder and Disabled Home Care and assistance	Montachusett Home Care Corporation, (MHCC)	Elders and disabled persons who have critical unmet needs may receive homemaker and personal care services and transportation to certain medical treatments. Many other services also are available depending on the needs of the individual.	Elder or disabled individuals who meet financial and programmatic eligibility criteria. Eligibility and service need is determined by an assessment completed by our nursing and case management staff.	MHCC 680 Mechanic Street, Leominster MA 01453. 978-534-7411, email: info@montachusetthomecare.com

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Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Elder Services Database	800AgeInfo	Searchable online database of services for Elders in Massachusetts	Anyone with access to the internet	www.800ageinfo.com
Child Care Assistance	Department of Transitional Assistance Child Care	Helps current and former welfare families (with in the past 12 months) with free or low cost child care.	A recipient of welfare, either current or in the past 12 months. Recipient of services must have a child in home who qualifies for care. The person requesting assistance must also be either employed, seeking work, or in an approved education or job training program.	473 Main Street, Fitchburg, MA 01420 , (800) 772-1213 (978) 665-8700
Child Care Assistance	Income-eligible Child Care	Helps low-income non-welfare recipients who are income eligible to receive subsidized childcare for children under the age of 12, or older children with special needs.	Must be a resident of Massachusetts, who can show a need for services. Families must be working, looking for work, in an education or job training program, or are taking part in other approved activities.	Department of Early Education and Care 1-617-988-6600

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Child Care Referrals and Subsidies	Child Care Resources	Assisting families in locating quality child care and out-of-school time programs, as well as community resources as needed.	All families are eligible for child care referrals & community resource information. For financial assistance in paying for child care, must meet income guidelines, 50% SMI.	Child Care Resources, 1480 John Fitch Highway, Fitchburg, MA 01420 978-343-7395
Early Childhood Education	Head Start	Free early childhood programs for pregnant women and for children from birth to age 5.	Must reside within the community. Child cannot be older than 5 years of age. Family must meet income limits.	Montachusett Opportunity Council 133 Prichard Street, Fitchburg, MA 012,0 (978) 343-0185
Child Care Services	Child Care Services	Early Education Program for working and in school parents, children ages infant-12	Fees determined by income; sliding scale.	Montachusett Opportunity Council (MOC) Child Care and Heast Start Services, 133 Prichard Street, Fitchburg, MA 01420 (978) 343-0185

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Early Literacy, Family Support	MOC Community Partnerships for Children Fitchburg	Early Literacy Program, Home Visiting Program, Preschool Play Groups, Family Support Programs, Educational Family Community Events, Referrals to local resources, local Early Childhood Council	For familes with children 0-12 years of age	MOC Community Partnerships, Ms. Lezli Lee, 110 South St., Fitchburg, MA 01420, 978-345-8549, llee@mocinc.org
Child Early Intervention	Early Intervention	A program to help infants and toddlers who have developmental delays or are at risk for such delays. The goal is to help children as soon as possible so that they can reach their full potential.	Children from birth up to the age of 3 who are not developing typically for their age Are at risk of developmental delays because of biological or environmental factors. Have a physical, emotional, or cognitive condition.	Community Healthlink Lipton EIP, 100 Erdman Way, Leominster, MA 01453, Phone: 978-840-9354
Youth Development	Boys and Girls Club Afterschool and Summer Programs	The Boys & Girls Club of Fitchburg and Leominster provides programs and support to the youth of the community through programs and inspiration.	Affordable tuition based on income.	Boys & Girls Club, 365 Lindell Ave., Leominster, MA 01453, (978)-534-8358, http://www.bgcfl.org

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Youth Development	Afterschool and Summer Programs	After-school and summer programs that provide academic and enrichment activities, college preparation and career exploration for high school students, civic engagement and leadership development. All programs are centered on violence and drug prevention.	Fitchburg area residents. Other eligibility criteria may apply.	United Neighbors of Fitchburg, 2-18 Fairmount St. Fitchburg MA, (978)-342-2069
Information & Referral		Connecting families to local and state resources, assistance with forms & employment information	N/A	The Family Resource Center at FCCC 76 Summer Street Suite 210 Fitchburg, MA, 01420
Enrichment & Parent Education	Strengthening Families	A variety of resources and educational and enrichment community events for families	All families within the community are welcomed!	Children's Aid & Family Service 1480 John Fitch Hwy. Fitchburg, MA 01420 978-602-8657

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Parenting Classes	The Parenting Journey	Free classes for parents/caregivers	N/A	The Family Resource Center at FCCC 76 Summer Street Suite 210 Fitchburg, MA, 01420 978-829-0163
Parenting Classes	The Nurturing Families, Evidence-based Parenting Classes **AND** The Nurturing Father's, Evidence-based Parenting Classes	Both programs offer a 16 week parenting session Child care is available	N/A	The Family Resource Center at FCCC 76 Summer Street Suite 210 Fitchburg, MA, 01420 978-829-0163
Parent Involvement Program	Title I Department-FPS Examples of Programs: *Bookworms, BookSwaps, Pocket Math, Bookmaking, Spring Literacy Fair, Summer Journey's Camp, many more!*	All Title1 Events are "free". Most events offer a "free" breakfast, pizza and/or snack. Students are provided with "free" program materials and/or a book to take home. Great events to engage parents with their children!	For all parents/guardians, students and siblings. Welcome!	Eva Kelly, Title I Parent Liaison, 376 South Street Fitchburg, MA 978-343-2118 or kellye@fitchburg.k12.ma.us

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Special Needs Services	SEPAC (*Collaboration among parents/guardians and school staff to ensure the success of students with special needs in the Fitchburg Public Schools)*	The Fitchburg SEPAC allows parents/guardians and school staff to gather and discuss issues, concerns, questions, and ideas on students with special needs, the SEPAC also provides input to the district on issues concerning students with special needs.	All parents and guardians of children receiving supportive educational services, including those with IEP's, 504 plans, out-of-district placements, at–risk children, children suffering from trauma etc., and school staff are eligible to be a member of our SEPAC	Fitchburg Public School Dept. Special Education Office at - 978-345-3209 (*For more info on the SEPAC- you can also contact Sheela Tallamraju at 978-906-4353)*
Family Support	Seven Hills North Central Family Support Center	Information & Referrals, Family Support Specialists to assist you, Family Trainings, Parent Networking, Community Connections & Resources. Program has a Comprehensive Education and Training Library.	Available for indivduals and family members with disabilities.	*Fitchburg Office:* 1460 John Fitch Highway, Fitchburg, MA 01420 978-632-4322
Support for Mothers (*Child rearing tips, appropriate discipline practices, & Child's Developmental Stages)*	Mother's Support Group	Curriculum-based sessions	N/A	The Family Resource Center at FCCC 76 Summer Street Suite 210 Fitchburg, MA, 01420 978-829-0163

Division of Housing Page 21

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Support for Fathers *(Child rearing tips, appropriate discipline practices, & Child's Developmental Stages)*	Father's Support Group	Curriculum-based sessions	N/A	The Family Resource Center at FCCC 76 Summer Street Suite 210 Fitchburg, MA, 01420 978-829-0163
Support Group for Latino Parents and Caregivers	Latino Support Group	Educational workshops, arts & crafts. Special events are held every Friday from 10am to 12pm	N/A	Center at FCCC 76 Summer Street Suite 210 Fitchburg, MA, 01420 978-829-0163
Activities for Parents & Children	Family Fun Night	Program held once a month from 4:00 - 5:30 pm; program offers a meal		The Family Resource Center at FCCC 76 Summer Street Suite 210 Fitchburg, MA, 01420 978-829-0163
Infant/toddler Parent Play Group	My Time	Play groups	N/A	The Family Resource Center at FCCC 76 Summer Street Suite 210 Fitchburg, MA, 01420

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Recreational Play Area - for Children	My Time Play Room	Parents/caregivers can reserve time to play with their child/ren at our center	N/A	The Family Resource Center at FCCC 76 Summer Street Suite 210 Fitchburg, MA, 01420
Healthcare	Action Health Services	Brings medical care and services directly to you and your family through a mobile medical unit.	Anyone who is homeless, does not have health insurance, or is homebound.	(978) 878-8110, 275 Nichols Road, Bullock Building, Fitchburg, MA 01420
Healthcare	MassHealth	A public health insurance program for residents of Massachusetts of low and medium income.	Requirements differ depending on age, family situation, work history, immigration status, and health care needs	(888) 665-9993
HealthCare	Health Safety Net Fund (Free Care)	A program for Massachusetts low and medium income residents of all ages who are not eligible for health insurance or cannot afford to buy it.	Must be a Massachusetts resident. Families with limited income, or large medical bills that cannot be paid. Premiums and co-pays are determined by income eligibility.	(877) 910-2100

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Health Insurance	Massachusetts Health Connector	Informational resource to assist residents in making choices when buying health insurance or applying for free or low cost insurance	Massachusetts Residents	1-877-623-6265 www.mahealthconnector.org
Health Care	Community Health Connections	Primary medical, preventive and restorative dental, behavioral health and low-cost pharmacy	Fitchburg area residents. Other eligibility criteria may apply.	Community Health Connections, Inc. 978-878-8100, 275 Nichols Road Fitchburg MA 01420
Quitting Smoking	The Smokers Helpline	Free telephone counseling and free special program and tools (such as free nicotine patches).	Smokers interested in quitting.	1-800-QUIT-NOW www.trytostop.org
	Fitchburg /Cleghorn Neighborhood Center: (CNC) 2-18 Fairmount Street, Fitchburg 01420 978-342-2069	Salvation Army 739 Water Street, Fitchburg 01420 978-342-3300	Highland Baptist Church 27 Cedar Street, Fitchburg 01420 978-342-9646	GVNA Community Services 35 Main Street, Fitchburg 01420 978-632-1230

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Food Pantries/ Soup Kitchens	Distribution: Tuesday and Thursday, 9:30 AM to 2:00 PM Appointments available for working clients. Call First.	Distribution: Monday through Friday, 9 AM to 12 PM & 1 to 4PM. Please call for appt.	Distribution: 2nd & 4th Saturdays, 9 to 11 AM.	Distribution: Wednesday, 1:30 PM to 3:30 PM.
	Leona E. Fleming Food Pantry At Green Acres 62 Normandy Road, Fitchburg 01420 978-342-8617 Distribution: Tues.8:30AM to 4:30PM and Fri. 8:30AM to 3:30PM.	Care Services Project Building 356B Broad Street-4th Floor, Fitchburg 01420 978-345-4366 Program for people & families with HIV/AIDS. Open Monday through Friday during 3rd week of month, 8:30 AM to 12 PM and 12:30 to 4 PM. Call ahead for an appointment. Distribution Entrance at 356C-2nd Floor Location.	Soup Kitchen: Our Father's Table, Inc. Faith Christian Church 40 Boutelle Street, Fitchburg 01420 Meal Site: 978-345-6950, Church: 978-342-8522 Meals served: Tuesday & Thursday, Meals served at 5 PM.	

Division of Housing Page 25

Community Resources for Fitchburg Residents

Type of Assistance	Name of Program	Assistance offered	Eligibility	Contact Info
Hotlines	Elder Abuse Hotline	1-800-922-2275	Rape Crisis Hotline	1-(800) 870-5905
	Domestic Violence and sexual assault	SafeLink 1-877-785-2020	Child at Risk Hotline	1-(800) 792-5200
	Parents Anonymous Hotline	1- (800) 882-1250	National Drug & Alcohol Treatment Hotline	1-(800) 662-HELP

Grantee SF-424's and Certification(s)

CERTIFICATIONS

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

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

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

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

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

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

Signature/Authorized Official Date 5/6/16

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

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

2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2014 , 2015 , 2016 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

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

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

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

Excessive Force -- It has adopted and is enforcing:

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

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

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

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

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

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

Stephen L. Wright 5/2/16

Signature/Authorized Official Date

Mayor

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

> The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

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.

Appropriate Financial Assistance -- 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;

Stephen L. Mitchell 5/6/16

Signature/Authorized Official Date

Mayor

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. 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.

OMB Number: 4040-0004
Expiration Date: 8/31/2016

Application for Federal Assistance SF-424

* 1. Type of Submission: ☐ Preapplication ☒ Application ☐ Changed/Corrected Application	* 2. Type of Application: ☒ New ☐ Continuation ☐ Revision	* If Revision, select appropriate letter(s): * Other (Specify):
* 3. Date Received:	4. Applicant Identifier: 250774	
5a. Federal Entity Identifier:	5b. Federal Award Identifier:	
State Use Only:		
6. Date Received by State:	7. State Application Identifier:	

8. APPLICANT INFORMATION:

* a. Legal Name:	City of Fitchburg, Massachusetts
* b. Employer/Taxpayer Identification Number (EIN/TIN): 04-6001388	* c. Organizational DUNS: 9492870720000

d. Address:

* Street1:	166 Boulder Drive
Street2:	
* City:	Fitchburg
County/Parish:	Worcester
* State:	MA: Massachusetts
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	01420-3168

e. Organizational Unit:

Department Name: Community Development Dept.	Division Name: Housing and Development

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:	Mr	* First Name:	Larry
Middle Name:			
* Last Name:	Casassa		
Suffix:			

Title: Acting Director of Community Development Dept

Organizational Affiliation: City of Fitchburg

* Telephone Number:	978-829-1892	Fax Number:	978-829-1965

* Email: lcasassa@fitchburgma.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:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

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

Add Attachment | Delete Attachment | View Attachment

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

CDBG funds may be used citywide. Fitchburg is 52.7% low mod. Priority area will be within the CDBG Strategy Area where 51% of the households are low-moderate income.

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: 3
* b. Program/Project: MA-003

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

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2016
* b. End Date: 05/30/2017

18. Estimated Funding ($):

* a. Federal	898,194.00
* b. Applicant	0.00
* c. State	429,203.00
* d. Local	779,735.00
* e. Other	2,161,875.00
* f. Program Income	124,131.60
* g. TOTAL	4,393,038.60

*** 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.
- [x] 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
- [x] No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

- [x] ** 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:	Mr.
* First Name:	Stephen
Middle Name:	L.
* Last Name:	DiNatale
Suffix:	
* Title:	Mayor of Fitchburg
* Telephone Number:	978-829-1801
Fax Number:	978-829-1968
* Email:	mayor@fitchburgma.gov
* Signature of Authorized Representative:	Stephen L. DiNatale
* Date Signed:	3/30/16

OMB Number: 4040-0004
Expiration Date: 8/31/2016

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
	250774

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:	City of Fitchburg, Massachusetts
* b. Employer/Taxpayer Identification Number (EIN/TIN)	04-6001388
* c. Organizational DUNS:	9492870720000

d. Address:

* Street1:	166 Boulder Drive
Street2:	
* City:	Fitchburg
County/Parish:	
* State:	MA: Massachusetts
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	01420-3168

e. Organizational Unit:

Department Name:	Division Name:
Community Development Dept.	Housing and Development

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:	Mr.	* First Name:	Larry
Middle Name:			
* Last Name:	Casassa		
Suffix:			

Title: Acting Director of Community Development Dept.

Organizational Affiliation:
City of Fitchburg

* Telephone Number:	(978) 829-1892	Fax Number:	(978) 829-1965

* Email: lcasassa@fitchburgma.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:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 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 Partnership

*** 12. Funding Opportunity Number:**

* Title

13. Competition Identification Number:

Title:

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

Add Attachment | Delete Attachment | View Attachments

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

HOME funds are used to assist homeowners rehab their existing properties, create new homeownership opportunities, rehab rental properties and new construction. Homeowner must be of low income.

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: 3
* b. Program/Project: MA-003

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

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2016
* b. End Date: 06/30/2017

18. Estimated Funding ($):

* a. Federal	363,569.00
* b. Applicant	0.00
* c. State	81,357.75
* d. Local	0.00
* e. Other	0.00
* f. Program Income	70,800.00
* g. TOTAL	515,726.75

*** 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.
- [x] 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
- [x] No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

- [x] ** 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:	Mr.
* First Name:	Stephen
Middle Name:	L.
* Last Name:	DiNatale
Suffix:	
* Title:	Mayor, City of Fitchburg
* Telephone Number:	(978) 829-1801
Fax Number:	(978) 829-1968
* Email:	mayor@fitchburgma.gov
* Signature of Authorized Representative:	
* Date Signed:	06/7/2016

Appendix - Alternate/Local Data Sources

1	**Data Source Name** Fitchburg & Leominster Housing Authority Data
	List the name of the organization or individual who originated the data set. The Fitchburg and Leominster Housing Authorities originated the data set.
	Provide a brief summary of the data set. This data set provides information about the various housing units that are managed by the Fitchburg and Leominster Housing Authorities.
	What was the purpose for developing this data set? This data set was developed to provide information about the various housing units that are managed by the Fitchburg and Leominster Housing Authorities.
	How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population? The coverage of this administrative data is comprehensive and is concentrated in both the Cities of Fitchburg and Leominster.
	What time period (provide the year, and optionally month, or month and day) is covered by this data set? This data set covers the year 2015.
	What is the status of the data set (complete, in progress, or planned)? This data set is complete.
2	**Data Source Name** 2000 U.S. Census and 2011 ACS
	List the name of the organization or individual who originated the data set. The data set was originated by the U.S. Census and the American Community Survey.
	Provide a brief summary of the data set. This data set provides information about the Cities of Fitchburg and Leominster.
	What was the purpose for developing this data set? This data set was developed to provide information about the Cities of Fitchburg and Leominster that was not available elsewhere in the Consolidated Plan.

	How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population? This data comprehensively covers the Cities of Fitchburg and Leominster.
	What time period (provide the year, and optionally month, or month and day) is covered by this data set? This data set covers 2000 and 2011.
	What is the status of the data set (complete, in progress, or planned)? This data set is complete.
3	**Data Source Name** Homeless Facilities information from CMHA & VHI
	List the name of the organization or individual who originated the data set. This data set was originated by the Cities of Fitchburg and Leominster.
	Provide a brief summary of the data set. This data set is a collection of data on beds in homeless facilities in Fitchburg and Leominster from the Central Massachusetts Housing Alliance (CMHA) and the Veteran Homestead, Inc.
	What was the purpose for developing this data set? This data set provides information about beds in homeless facilities that was not available in the Integrated Disbursement & Information System (IDIS), which was used to generate this Consolidated Plan.
	How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population? The data covers the Cities of Fitchburg and Leominster.
	What time period (provide the year, and optionally month, or month and day) is covered by this data set? The data provided by the CMHA was collected on February 25, 2015, and the data obtained from the Veteran Homestead, Inc. was obtained in December 2015.
	What is the status of the data set (complete, in progress, or planned)? The data set is complete.
4	**2009-2013 CHAS**
5	**2007-2011 CHAS**
6	**2010 U.S. Census**

7	**2014 Comprehensive Economic Development Strategy by Montachusett Regional Planning Commission**
8	**North Central Massachusetts Workforce Investment Board Strategic Plan**

Executive Summary

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

1. Introduction

The U.S. Department of Housing & Urban Development (HUD) manages the nation's Community Development Block Grant (CDBG) program and the HOME Investment Partnerships (HOME) Program. The CDBG program provides annual grants on a formula basis to entitlement cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. HUD awards CDBG grants to entitlement community grantees to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services. The HOME Program provides formula grants to states and localities that communities use (often in partnership with local nonprofit groups) to fund a wide range of activities that build, buy, and/or rehabilitate affordable housing for rent or ownership or provide direct rental assistance to low-income people. As required by both the CDBG and HOME programs, entitlement communities submit a 5-Year Consolidated Plan and Annual Action Plans to the U.S. Department of Housing & Urban Development.

The City of Leominster is one such entitlement community. It receives CDBG funding directly from HUD and receives HOME funding as part of the Fitchburg-Leominster HOME Consortium. In the Consortium, the City of Fitchburg is the Lead Entity and the City of Leominster is the Participating Grantee. As Lead Entity, the City of Fitchburg manages the Consortium's 5-Year Consolidated Plan process, manages the HOME Program funding and reporting for both cities in the Consortium and manages its CDBG Program funding and Annual Action Plans. As the Participating Grantee, the City of Leominster's Community Development Block Grant Program is responsible for overseeing its portion of the 5-Year Consolidated Plan development process, sharing its information with the City of Fitchburg and managing its CDBG Program funding and Annual Action Plans.

2. Summary of the objectives and outcomes identified in the Plan

The statutes for the CDBG and HOME Programs set forth three basic goals against which the 5-Year Consolidated Plan/Annual Action Plan and a jurisdiction's performance under the Plans will be evaluated by HUD. Each jurisdiction's plan must state how it will pursue these goals for all community development programs, as well as all housing programs. These statutory program goals are: Decent Housing, a Suitable Living Environment, and Expanded Economic Opportunities.

To meet the goal of providing decent housing, the Leominster CDBG Program will work to improve the availability and accessibility of housing units as well as to improve the affordability of housing in the City. To meet those objectives, the Leominster CDBG Program will rehabilitate housing units for low- and

moderate-income households, support low-and moderate-income households in finding permanent housing and job training, provide funds for housing code inspections, and provide residents with financial assistance to use for fuel/utility bills to help keep them in their homes. As the City meets those objectives, the outcome will be more affordable housing that is available and accessible to people in the City of Leominster.

To meet the goal of providing a suitable living environment, the Leominster CDBG Program will work to improve the availability, accessibility and affordability of supportive programs, infrastructure and recreational sites in the City. To meet that objective, the Leominster CDBG Program will provide funding for Public Services and Infrastructure/Public Facilities activities. The Public Services activities assist people with special needs, the elderly, youth, victims of domestic violence, and people with language barriers. The Public Facilities projects improve infrastructure and recreation sites in the City. As the City meets those objectives, the outcome will be a more suitable living environment for the people of the City of Leominster.

To meet the goal of providing economic opportunity, the Leominster CDBG Program will work to create and/or improve the availability and accessibility of employment in the City of Leominster. To meet those objectives, the Leominster CDBG Program will provide technical assistance to companies that will assist them in the creation and/or retention of low- and moderate-income jobs for Leominster residents and provide technical assistance to individuals who are looking to open a small business both downtown and community-wide in the City of Leominster. As the City meets those objectives, the outcome will be more low- and moderate-income jobs in the City of Leominster.

3. Evaluation of past performance

The City of Leominster has had success in implementing the projects included in past 5-Year Consolidated Plans and related Annual Action Plans. These projects have met timeliness deadlines and have benefited the low- and moderate-income population of the City. The City believes it communicates well with HUD, its sub-recipients, the general public, the City of Fitchburg and other neighboring towns with regard to the CDBG Program and all that the program can offer to the community.

4. Summary of citizen participation process and consultation process

After many years of submitting 5-Year Consolidated Plans together as the Fitchburg-Leominster Consortium to the U.S. Department of Housing & Urban Development (HUD), the Cities of Fitchburg and Leominster decided to manage their individual consolidated planning processes and submitted separate Consolidated Plans to HUD between 2011 and 2015. The last individual 5-Year Consolidated Plan submitted by the City of Fitchburg covered the activities in the Fiscal Years of 2012-2016, and the last individual 5-Year Consolidated Plan submitted by the City of Leominster covered the activities in the Fiscal Years of 2011-2015.

Then, in May of 2012, HUD's Office of Community Planning and Development introduced the eCon Planning Suite. This is a collection of online tools to help grantees create market-driven, leveraged housing and community development plans. One of these tools is the Consolidated Plan Template, which is now required for all Consolidated Plans. Grantees scheduled to submit a Consolidatd Plan to HUD now use the template for the Consolidated Plan, Year 1 Action Plan and all subsequent Annual Action Plans.

One of the requirements of the eCon Planning Suite is that all Consortium members have the same Consolidated Plan cycle. In order to align the City of Leominster's Consolidated Plan cycle with that of the City of Fitchburg, which is the the lead agency of the Fitchburg-Leominster Consortium, the City of Leominster requested a one-year extension of its 5-Year Consolidated Plan in February 2015 per 24 CFR 91.15(1)(a). The extension was granted by HUD and the two cities are submitting the 2016-2020 Consolidated Plan as a Consortium with each city managing the preparation of its portion of the Plan.

The Leominster CDBG Program developed its portion of this Consolidated Plan in conjunction with a variety of local agencies and organizations that serve Leominster residents. The CDBG Program held a public hearing on December 9, 2015, to discuss the housing and community development needs of the people in the City of Leominster. This was followed by a public hearing on January 20, 2016, to provide the applicants for CDBG funding in Year 42 presented their projects and the needs of the Core Area were discussed.

To broaden public participation and to gather input on the needs of the homeless, special needs populations, housing and community development over the next 5 years, the Leominster CDBG Program contacted municipal departments, the Leominster Housing Authority and several agencies including homeless service providers, social service agencies, and local places of worship and held public hearings on December 30, 2015, and January 29, 2016, to discuss the needs of the homeless and special needs populations in the City. In addition, the City conducted a survey of local needs that was posted online on the City’s website and paper copies of which were distributed at the City Hall.

All the comments and information gathered at the public hearings and through the survey were reviewed and incorporated into a proposed Consolidated Plan and Annual Action Plan, which was available for a 30-day public comment period on April 8, 2016. A public hearing on the proposed Action Plan was held on May 9, 2016, and all comments were accepted. The goals outlined in the Consolidated Plan and Annual Action Plan are strongly influenced by the input received at the public hearings and the survey results since the information was provided by both citizens and people interested in improving the lives of individuals and families with low- and moderate-incomes.

5. Summary of public comments

The City of Leominster received valuable input related to the needs of the homeless, special needs populations, housing and community development in the City from the public during the public hearings, from the online survey, and through the sharing of information in person, via email or via

telephone. More specific information on the public comments that were received can be found in the Consultation and Citizen Participation sections of the Consolidated Plan as well as in the attachments to the Consolidated Plan.

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

All comments and views were accepted.

7. Summary

The Leominster CDBG Program looks forward to utilizing CDBG and HOME Program funding to increase affordable housing and employment opportunities, improve infrastructure and public facilities, and provide supportive services for the homeless and low- and moderate-income people in the City of Leominster over the next five years.

The Process

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

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

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	LEOMINSTER	
CDBG Administrator	LEOMINSTER	CDBG Program
HOME Administrator	LEOMINSTER	

Table 70– Responsible Agencies

Narrative

The City of Leominster is an entitlement community and receives Community Development Block Grant (CDBG) Program funding directly from the U.S. Department of Housing & Urban Development (HUD). It receives HOME Program funding as part of the Fitchburg-Leominster HOME Consortium. As required by both the CDBG and HOME programs, entitlement communities submit 5-Year Consolidated Plans and Annual Action Plans to HUD. While the City of Leominster's CDBG Program is the lead entity responsible for managing the funding, planning, monitoring and reporting of its CDBG Program, the City of Fitchburg manages the funding, planning, monitoring and reporting for its CDBG Program and the Fitchburg-Leominster HOME Consortium.

Consolidated Plan Public Contact Information

To obtain information about the Consolidated Plan, please contact the Leominster Office of Planning & Development by telephone at (978) 534-7525 or in person at the Office of Planning & Development, which is located at the 25 West Street, Leominster, MA, Hours: Monday, Tuesday, Wednesday & Friday: 8:30 AM - 4:00 PM, and Thursday: 8:30 AM - 5:30 PM.

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

1. Introduction

The Leominster CDBG Program developed its portion of the 5-Year Consolidated Plan in conjunction with a variety of local agencies and organizations that serve Leominster residents.

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 Leominster CDBG Program works to enhance coordination between public and assisted housing providers, and among private and governmental health, mental health, and service agencies through enhanced communications. The CDBG Program meets regularly and coordinates with the Leominster Housing Authority, NewVue Communities and the Massachusetts Fair Housing Center to determine how to enhance coordination between housing and social service agencies as well as to distribute information related to fair housing. City staff also participate in the North Central Massachusetts Housing Coalition, the Worcester County Continuum of Care and the North Central Massachusetts Community Reinvestment Act Coalition, all of which address and are committed to activities related to housing, homelessness, health/mental health services and the overall network of service agencies in the City of Leominster and the surrounding northern portion of Worcester County. The City of Leominster and the CDBG Program will continue to serve and participate with each of the above referenced entities that are dedicated to local housing, health and social services.

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 Leominster CDBG Program addresses the needs of homeless persons and persons at risk of homelessness in a variety of ways. On a regional level, the CDBG Program works with the Worcester County Continuum of Care, which is managed by the Central Massachusetts Housing Alliance, to address the needs of homeless persons and persons at risk of homelessness in central Massachusetts. The Leominster CDBG Program attends meetings of the Continuum of Care throughout the year depending on staff availability and obtained data related to homeless people from the CMHA's latest and past Point-In-Time Survey Counts for North County for this Consolidated Plan. On the local level, the CDBG Program supports local agencies like the Montachusett Interfaith Hospitality Network to address the needs of homeless persons and the Montachusett Home Care Corporation to address the needs of persons at risk of homelessness. Finally, as part of the development of the Needs Assessment portion of this Consolidated Plan, the CDBG Program reached out to local places of worship in Leominster to gather their input on the needs of the homeless since they assist homeless individuals and families as part of their volunteer work.

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

The City of Leominster does not currently receive Emergency Shelter Grant (ESG) funds and does not administer a Homeless Management Information System (HMIS). As a result, it does not consult with the Worcester County Continuum of Care on either the allocation of ESG funds or the administration of HMIS.

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

Table 71– Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	LEOMINSTER HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided extensive input related to public housing needs via email correspondence and at a public hearing. Input to be incorporated into annual planning/allocation process.
2	**Agency/Group/Organization**	BEACON OF HOPE
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence to request input on plan. Input to be incorporated into annual planning/allocation process.
3	**Agency/Group/Organization**	Board of Health
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided input related to the lead-based paint strategy and code enforcement activities via email correspondence and at a public hearing. Input to be incorporated into annual planning/allocation process.
4	**Agency/Group/Organization**	Police Department
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Telephone conversations and email correspondence to request input on plan. Input to be incorporated into annual planning/allocation process.
5	**Agency/Group/Organization**	NewVue Communities, Inc.
	Agency/Group/Organization Type	Housing Services - Housing Services-Employment Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence to request input on plan. Input to be incorporated into annual planning/allocation process.
6	**Agency/Group/Organization**	COMMUNITY HEALTHLINK/THE LIPTON CENTER
	Agency/Group/Organization Type	Services-Health Publicly Funded Institution/System of Care
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence to request input on plan. Input to be incorporated into annual planning/allocation process.

7	**Agency/Group/Organization**	Spanish American Center
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided input related to homeless, housing, and community development needs and projects at public hearings. The information was used in the development of the Consolidated Plan and can be used to improve the coordination of activities to support homeless people in the City.
8	**Agency/Group/Organization**	GINNY'S HELPING HAND, INC.
	Agency/Group/Organization Type	Services-homeless Civic Leaders
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided input related to homeless, housing, and community development needs at a public hearing. The information was used in the development of the Consolidated Plan and can be used to improve the coordination of activities to support homeless people in the City.
9	**Agency/Group/Organization**	Our Father's House, Inc.
	Agency/Group/Organization Type	Services-homeless

	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided input related to homeless, housing, and community development needs at a public hearing and via email correspondence. The information was used in the development of the Consolidated Plan and can be used to improve the coordination of activities to support homeless people in the City.
10	**Agency/Group/Organization**	North Central Career Center
	Agency/Group/Organization Type	Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided input related to workforce and employer needs via email correspondence. The information was used in the development of the Consolidated Plan and will be incorporated into the annual planning/allocation process.
11	**Agency/Group/Organization**	Mount Wachusett Community College
	Agency/Group/Organization Type	Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided input related to workforce and employer needs via email correspondence. The information was used in the development of the Consolidated Plan and will be incorporated into the annual planning/allocation process.
12	**Agency/Group/Organization**	North Central Massachusetts Workforce Investment Board
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided input related to workforce and employer needs via email correspondence. The information was used in the development of the Consolidated Plan and will be incorporated into the annual planning/allocation process.
13	**Agency/Group/Organization**	Department of Public Works
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis Non-Housing Community Development Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided input related to public improvements needs at a public hearing and infrastructure needs of businesses via email correspondence. The information was used in the development of the Consolidated Plan and will be incorporated into the annual planning/allocation process.
14	**Agency/Group/Organization**	Office of Senator Jennifer Flanagan
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided input related to the needs of the homeless, special needs populations, public facilities, public infrastructure, infrastructure & workforce, and the unemployed via email correspondence. The information was used in the development of the Consolidated Plan and will be incorporated into the annual planning/allocation process.
15	**Agency/Group/Organization**	LEOMINSTER RECREATIONAL DEPARTMENT
	Agency/Group/Organization Type	Services-Children Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Housing Community Development Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency provided input related to public facilities and public services programs needs at public hearings and via email correspondence. The information was used in the development of the Consolidated Plan and will be incorporated into the annual planning/allocation process.
16	**Agency/Group/Organization**	Department of Mental Health
	Agency/Group/Organization Type	Services-Health Other government - State
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Annual data was requested for people served in the Consortium. Input was incorporated into the annual planning and allocation process.
17	**Agency/Group/Organization**	Massachusetts Commission for the Blind
	Agency/Group/Organization Type	Services - Housing Services-Children Other government - State
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Annual data was requested for people served in the Consortium. Input was incorporated into the annual planning and allocation process.
18	**Agency/Group/Organization**	Massachusetts Department of Developmental Services
	Agency/Group/Organization Type	Services - Housing Other government - State
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Annual data was requested for people served in the Consortium. Input was incorporated into the annual planning and allocation process.

19	**Agency/Group/Organization**	FITCHBURG
	Agency/Group/Organization Type	Services - Housing Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Fitchburg manages the Fitchburg-Leominster HOME Consortium and provided information about housing projects that will be funded by the HOME program in Leominster. Input was incorporated into the annual planning and allocation process.

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

There were no agency types that were not consulted.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Worcester County Continuum of Care/Central Massachusetts Housing Alliance	Both plans aim to assist homeless families and increase the amount of affordable housing.
2014-2021 Open Space & Recreation Plan	Leominster Recreation Department	Both plans aim to improve the recreational opportunities for residents in the City.
Comb & Carriage/French Hill Gateway Plus Act. Plan	Leominster Office of Planning & Development	Both plans aim to develop strategies to address buildings in poor condition, infrastructure challenges, barriers to affordable housing, and recreational opportunities in the Core Area of the City.

Table 72– Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The City of Leominster works closely with a number of local, regional and state organizations to implement the Consolidated Plan. On the local level, the Leominster CDBG Program works with the City of Fitchburg's HOME Program staff to provide affordable housing opportunities for residents of the two cities. In addition, the City of Leominster will work with state agencies like the Office of Housing and Economic Development and the Executive Office of Environmental Affairs to implement improvements to sidewalks and recreational facilities that benefit low- and moderate-income people.

Narrative

PR-15 Citizen 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

After many years of submitting 5-Year Consolidated Plans together as the Fitchburg-Leominster Consortium to the U.S. Department of Housing & Urban Development (HUD), the Cities of Fitchburg and Leominster decided to manage their individual consolidated planning processes and submitted separate Consolidated Plans to HUD between 2011 and 2015. The last individual 5-Year Consolidated Plan submitted by Fitchburg covered the activities in the Fiscal Years 2012-2016, and the last individual 5-Year Consolidated Plan submitted by Leominster covered the activities in the Fiscal Years 2011-2015.

Then, in May of 2012, HUD's Office of Community Planning and Development introduced the eCon Planning Suite. This is a collection of online tools to help grantees create market-driven, leveraged housing and community development plans. One of these tools is the Consolidated Plan Template, which is now required for all Consolidated Plans. Grantees scheduled to submit a Consolidated Plan to HUD now use the template for the Consolidated Plan, Year 1 Action Plan and all subsequent Annual Action Plans.

One of the requirements of the eCon Planning Suite is that all Consortium members have the same Consolidated Plan cycle. In order to align the City of Leominster's Consolidated Plan cycle with that of the City of Fitchburg, which is the the lead agency of the Fitchburg-Leominster Consortium, the City of Leominster requested a one-year extension of its 5-Year Consolidated Plan in February 2015 per 24 CFR 91.15(1)(a). The extension was granted by HUD and the two cities are submitting the 2016-2020 Consolidated Plan as a Consortium with each city managing the preparation of its portion of the Plan.

The Leominster CDBG Program developed its portion of this Consolidated Plan in conjunction with a variety of local agencies and organizations that serve Leominster residents. The CDBG Program held a public hearing on December 9, 2015, to discuss the housing and community development needs of the people in the City of Leominster. This public hearing was attended by representatives of many local agencies. This was followed by a public meeting on January 20, 2016, at which the applicants for CDBG funding in Year 42 presented their projects and the needs of the Core Area were discussed.

To broaden citizen participation and to gather input on the needs of the homeless, special needs populations, housing and community development over the next 5 years, the Leominster CDBG Program contacted municipal departments, the Leominster Housing Authority and several agencies including homeless service providers, social service agencies, and local places of worship and held public hearings on December 30, 2015, and January 29, 2016, to discuss the needs of the homeless and special needs populations in the City. The City also conducted a survey of local needs that was posted online on the City’s website and paper copies of which were distributed at the City Hall. For the organizations that were involved in the development of this Plan, please refer to PR-10 and the attachments.

All the comments and information gathered at the public hearings and through the survey were reviewed and incorporated into a proposed Consolidated Plan and Annual Action Plan, which was available for a 30-day public comment period on April 8, 2016. A public hearing on the proposed Action Plan was held on May 9, 2016, and all comments were accepted. The goals outlined in the Consolidated Plan and Annual Action Plan are strongly influenced by the input received at the public hearings and the survey results since the information was provided by both citizens and people interested in improving the lives of individuals and families with low- and moderate-incomes.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community Public services agencies, municipal departments	8 members of the public attended the public hearing on 12/9/15 .	Attendees expressed needs for: homeless assistance; money management program for elderly & disabled; after-school learning program; violence reduction programs; assistance with jobs, medical needs and food; support for teens; granite curbing in the Core Area; tree removal & regrading of Wells Court; and architectural design & handicap ramp at Evergreen Cemetery.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community Places of worship, public services agencies, municipal departments	8 members of the public attended the public hearing on 12/30/15.	Attendees expressed needs for: support services for homeless, affordable family housing, emergency shelter beds, integrated transitional housing, support services for youth, increased public transportation options, addressing code violations, connections between homeless & jobs.	All comments were accepted.	
3	Internet Outreach	Non-targeted/broad community Online survey open to the public	A survey of needs of the homeless, special needs populations, housing and community development needs was conducted using www.surveymonkey.com. Paper copies of the survey were made available at City Hall. Nineteen responses were received.	High Priority Needs: Increased affordable, accessible housing Employment assistance Homelessness services, Veterans services, Affordable rental housing, Affordable senior housing, Efforts to prevent homelessness, Physical improvements to encourage businesses/job growth, Job training	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Hearing	Non-targeted/broad community Public services agencies, municipal departments	10 people attended the Year 42 CDBG Applications presentation meeting on 1/20/16.	Overviews of the Year 42 CDBG applications were provided.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Hearing	Non-targeted/broad community Public Services Agencies that assist low- and moderate-income families, City Hall departments	15 members of the public attended this public hearing on 1/29/16.	Attendees expressed needs for: meal sites for homeless, support for veterans with opioid addiction/substance abuse and fair housing challenges, continued case management for homeless; walk-thru park & community center in Ward 2, support, clothing & housing for homeless families; assisting homeless with job applications, flexible payment options for renting apartments, overcoming challenges getting housing with past criminal record, affordable housing, transitional housing, job training, managed housing, consolidated services for homeless	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Public Hearing	Non-targeted/broad community	No members of the public attended this public hearing on 5/9/16.	No comments on the Consolidated Plan or the Annual Action Plan were received.	All comments were accepted.	

Table 73– Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

In this Consolidated Plan, the City of Fitchburg's portion of the Needs Assessment contains an assessment of the needs related to housing, public housing, the homeless and non-homeless special needs for both cities in the Fitchburg-Leominster HOME Consortium. This portion of the Consolidated Plan contains an assessment of the non-housing community development needs for the City of Leominster.

NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

In the CDBG program, Public Facilities are generally interpreted to include all facilities that are either publicly owned or that are traditionally provided by the government, or owned by a nonprofit, and operated so as to be open to the general public. Examples of Public Facilities include senior centers, handicapped centers, youth centers, childcare centers, neighborhood facilities, fire stations/equipment, health facilities, parks & recreation facilities and facilities for special needs populations such as nursing homes, convalescent homes, hospitals, shelters for victims of domestic violence, shelters and transitional facilities/housing for the homeless, halfway houses for run-away children, drug offenders or parolees, group homes for the developmentally disabled, and shelters for disaster victims.

In the public hearings held in 2015-2016, attendees expressed needs for Public Facilities like a handicap ramp at the Evergreen Cemetery, passive recreation sites in Ward 2 and a walk-thru park and community center in Ward 2. In addition, Senator Flanagan's Office noted that continued support for the upkeep and access to public facilities is important to maintaining a sense of community for businesses and individuals. Parks and playgrounds provide much needed outlets for families who may not have other access to outdoor space with their housing. Community centers provide a key opportunity for community groups, individuals and businesses to access neutral space. There is also a great need for sober living environments for individuals reintegrating after treatment. While all of these types of Public Facilities are important and provide valuable services to their clients, the City of Leominster anticipates that over the next five years, there will continue to be needs for youth and childcare centers such as the Boys & Girls Club of Fitchburg & Leominster, homeless facilities like those in Fitchburg and Leominster, transitional sober recovery housing for males, and parks and recreation facilities located in or near low- and moderate-income neighborhoods such as the Louis Charpentier Playground (Third Street Playground) and the Johnson Street Park.

How were these needs determined?

These needs were determined from input from public hearings, public services agencies and civic leaders, consultations with the Department of Public Works and the Recreation Department, the results of an online survey and the review of local plans.

Describe the jurisdiction's need for Public Improvements:

In the CDBG Program, Public Improvements include activities conducted on property that is publicly owned and operated so as to be open to the general public. Examples of these activities include street improvements, sidewalks, water/sewer improvements, flood drainage improvements, parking facilities, and tree plantings. At the public hearings in 2015-2016, people expressed needs for Public

Improvements like tree removal and regrading on streets like Wells Court. Senator Flanagan's office noted that the age of Leominster's infrastructure, along with the unique New England weather patters, necessitates programs and strategies to address public facilities and infrastructure needs such as sidewalks and roads. It is important to address these issues not just for health and safety issues, but also cosmetically since a vibrant infrastructure can also attract new businesses and residents to our area.

While all of these types of Public Improvements are important and meet the needs of many in the community, the City of Leominster anticipates that over the next five years, the greatest needs for Public Improvements will continue to be street and sidewalk improvements, such as those recommended in the Comb & Carriage/ French Hill Gateway Plus Action Plan and the Monoosnoc Brook Greenway Action Plan, as well as those types of improvements recommended by Massachusetts' Complete Streets Initiative, which aims to design streets that provide safe and accessible options for all travel modes (walking, biking, transit and vehicles) for people of all ages and abilities.

How were these needs determined?

These needs were determined from input from public hearings and civic leaders, consultation with the Department of Public Works, results of an online survey and the review of local plans.

Describe the jurisdiction's need for Public Services:

In the CDBG Program, Public Services include homeless/AIDS patients programs, senior services, handicapped services, legal services, youth services, transportation services, substance abuse services, services for battered/abused spouses, employment training, crime awareness/prevention, housing counseling, childcare services, health services, services for abused/neglected children, and mental health services. Throughout the Consolidated Planning process, including at the public hearings and in the survey, people expressed needs for the following types of public services:

To assist the homeless and the vulnerable:

- assistance & support services for the homeless
- increased public transportation options/connections between homeless & places of employment
- emergency shelter beds
- integrated transitional housing
- meal sites for homeless
- continued case management for homeless
- support, clothing & housing for homeless families
- assisting homeless with job applications
- overcoming challenges getting housing with past criminal record
- consolidated services for homeless

- access to services that address potential underlying issues related to homelessness including substance abuse, domestic violence, disabilities, joblessness and financial literacy

To assist veterans: Veterans services and support for veterans with opioid addiction/substance abuse and fair housing challenges

To assist victims: Violence reduction programs

To assist the non-homeless special needs populations: Money management program for elderly & disabled people

To assist youth:

- after-school learning program
- support services for youth & teens
- violence reduction programs

To assist all types of people:

- assistance with jobs, medical needs and food
- assistance obtaining affordable family housing
- flexible payment options for renting apartments
- job training
- access to services, referral and transportation
- access to and understanding of treatment options for those with substance abuse issues
- substance abuse counseling
- assistance to prevent foreclosures
- education in first-time homeownership

Over the next five years, the City of Leominster anticipates that there will continue to be needs in the City for all these types of services especially homeless/AIDS patients programs, senior services, handicapped services, youth services, services for battered/abused spouses, housing counseling, childcare services, and employment training.

How were these needs determined?

These needs were determined from input from public hearings, consultation with local public services agencies, civic leaders and municipal departments, and the results of an online survey.

Based on the needs analysis above, describe the State's needs in Colonias

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

In this Consolidated Plan, the City of Fitchburg's portion of the Market Analysis contains an analysis of housing, public & assisted housing, homeless facilities & services, special needs facilities & services and barriers to affordable housing for both cities in the Fitchburg-Leominster HOME Consortium. This portion of the Consolidated Plan contains an analysis of the non-housing community development assets for the City of Leominster.

MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

Introduction

The following section provides an overview of the City of Leominster's priority non-housing community development needs that are eligible for assistance. Non-housing community development needs fall into the categories of Public Facilities, Public Improvements/Infrastructure, Public Services, Economic Development and Planning & Administration. Since the first three types of needs are discussed in Section NA-50 (Non-Housing Community Development Needs) of the Consolidated Plan, they are not covered in this section.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	6	0	1	0	-1
Arts, Entertainment, Accommodations	117	0	12	0	-12
Construction	51	0	5	0	-5
Education and Health Care Services	207	0	21	0	-21
Finance, Insurance, and Real Estate	85	0	9	0	-9
Information	29	0	3	0	-3
Manufacturing	134	0	13	0	-13
Other Services	46	0	5	0	-5
Professional, Scientific, Management Services	82	0	8	0	-8
Public Administration	0	0	0	0	0
Retail Trade	155	0	16	0	-16
Transportation and Warehousing	39	0	4	0	-4
Wholesale Trade	49	0	5	0	-5
Total	1,000	0	--	--	--

Table 74 - Business Activity

Data Source: 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	22,176
Civilian Employed Population 16 years and over	19,990
Unemployment Rate	9.86
Unemployment Rate for Ages 16-24	24.92
Unemployment Rate for Ages 25-65	7.44

Table 75 - Labor Force

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	4,258
Farming, fisheries and forestry occupations	785
Service	2,483
Sales and office	5,087
Construction, extraction, maintenance and repair	1,441
Production, transportation and material moving	1,281

Table 76 – Occupations by Sector

Data Source: 2007-2011 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	11,968	63%
30-59 Minutes	5,126	27%
60 or More Minutes	1,926	10%
Total	***19,020***	***100%***

Table 77 - Travel Time

Data Source: 2007-2011 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		
	Civilian Employed	Unemployed	Not in Labor Force
Less than high school graduate	1,235	278	875
High school graduate (includes equivalency)	4,633	748	1,345
Some college or Associate's degree	5,720	426	1,155
Bachelor's degree or higher	5,006	198	477

Table 78 - Educational Attainment by Employment Status

Data Source: 2007-2011 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	65	76	219	641	768
9th to 12th grade, no diploma	404	365	252	835	1,028
High school graduate, GED, or alternative	1,132	1,530	1,594	3,602	2,380
Some college, no degree	1,493	1,144	1,348	2,250	774
Associate's degree	136	279	863	1,417	240
Bachelor's degree	147	1,072	1,322	1,758	427
Graduate or professional degree	39	400	379	833	353

Table 79 - Educational Attainment by Age

Data Source: 2007-2011 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	21,098
High school graduate (includes equivalency)	34,404
Some college or Associate's degree	36,547
Bachelor's degree	61,033
Graduate or professional degree	63,816

Table 80 – Median Earnings in the Past 12 Months

Data Source: 2007-2011 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The Business Activity table above shows that the major employment sectors in the City of Leominster were Education and Health Care Services, Retail Trade, Manufacturing, and Arts, Entertainment, Accommodations according to the 2007-2011 American Community Survey. Each of these employment sectors had over 100 workers. This information generally agrees with the job postings from employers that are managed by the North Central Career Center. According to the Center, the industry sectors in the North Central Massachusetts region with the highest number of job openings are Health Care and Social Assistance; Administrative and Support and Waste Management and Remediation Services, and Other Services (except Public Administration).

Describe the workforce and infrastructure needs of the business community:

According to the 2014 Massachusetts Labor Market and Economic Review, anticipated labor demand through 2016 suggests greater job growth in construction labor; carpentry; healthcare social workers; and rehabilitation counselors in North Central Massachusetts. At the same time, Registered Nurses are anticipated to have high replacement needs as current job holders retire and/or leave nursing.

From a survey of companies in North Central Massachusetts by the North Central Career Center, the most common methods used for recruiting new employees are word of mouth, job fairs, the Career Center, internet postings, educational institutions and social networking. During the recruitment process, employers identified the following challenges related to the available workforce:

- The most common gaps in workplace soft skills during recruiting are communication/interpersonal skills and good attendance record.
- The most common reasons why applicants are not qualified for the posted positions are poor attitude/presentation and lack of relevant work experience.

- Additional skill gaps/recruiting challenges are dependability/taking responsibility, lack of pride in work, lack of motivation and sense of entitlement.

Additionally, it can be difficult for employers to overcome the pay discrepancy between a prospective employee's past jobs and the current job for which the employee is applying. Many job seekers who worked in manufacturing were making in the high-teens per hour at their former companies before they were laid off. Those same job titles are now paying $11-12 per hour and most people will opt to wait until their unemployment insurance claim runs out before they take a new job with that much of a decrease in pay.

To overcome and address these challenges to meet the workforce needs of the business community, the most common measures that companies are taking now are in-house skills training/mentoring and increasing retention efforts. The types of training that would be most valuable are in-house/on the job training and seminars. In addition, the majority of companies surveyed would find a standardized work readiness training/certification to be useful.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

In Leominster, employers are expressing needs for employees with soft skills and customer service training, and tend to prefer to train employees on the job. To meet the workforce needs of the business community, paid internships and apprenticeships could provide a vital link between prospective employees and the local businesses. Senator Flanagan's office highlighted the importance of services and programs to help small businesses, including the creation of new job opportunities, employment skills training, and financial and technical assistance for employers to create jobs. Continued public and private investment, like the support of the CDBG's Economic Development activities, in these areas will ensure that Leominster will continue to be an area of choice for new businesses and new opportunities for existing businesses.

Over the next 5 years, the City of Leominster anticipates growth in commercial/industrial construction projects. Existing commercial/industrial spaces are being filled and there are a number of optimal pad-ready sites available for new development. Currently, the City has approximately 350 acres of developable raw land available and it has received 12-15 inquiries from businesses for significant acreage on new projects that range from 2-5 acres and 10-12 acres in size.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The skills and education of the current workforce tend to to correspond well with the employment opportunities in the City of Leominster. The unemployment rate in the City has dropped from approximately 10% in 2010 to less than 5.8% in 2016. The remaining unemployed people appear to include the long-term unemployed, who could benefit from paid internships and apprenticeships as well as workforce training initiatives described below.

According to the North Central Massachusetts Workforce Investment Board, there are many people looking for work who meet the needs of local businesses and many who need additional training or skill upgrades to meet the current demands of businesses. As unemployment levels continue to go down, the Board sees more people who need support to complete training successfully. In addition, as the unemployment rate drops, the pool of available workers shrinks and competition for highly skilled workers increases. This should cause the North Central Massachusetts region to see positive changes in wages for new positions.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

There are a variety of workforce training initiatives in and around the City of Leominster:

North Central Massachusetts Workforce Investment Board, Inc. - The North Central Massachusetts Workforce Investment Board is a private non-profit corporation designated by the Governor to serve as the local workforce investment board for the north central region under the new Federal Workforce Innovation Opportunity Act. The Board is responsible for the policy and oversight of all state and federal workforce development initiatives in the region. The Board provides policy and oversight to two Career Centers, one in Leominster and one in Gardner. These Centers aim to improve the economic well-being of businesses and workers by reinforcing the competitive strength of the workforce and improving worker employability through education, training and employment programs/services.

Mount Wachusett Community College in Gardner, MA - This community college offers continuing education classes, and workforce development programs, and adult basic education classes and support services.

Shriver Job Corps at Devens - This is the nation’s largest residential education and vocational training program for the economically disadvantaged youth. For eligible young people at least 16 years of age that qualify as low income, Job Corps provides the all-around skills needed to succeed in a career and in life.

Together, these programs support the Consolidated Plan by helping companies maintain and/or increase their employment base. Maintaining or creating jobs helps to reduce the number of poverty-level families in the City, which is one of the efforts described in this Consolidated Plan.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The City of Leominster participates in the Montachusett Regional Comprehensive Economic Development Strategy (CEDS) that represents twenty-two towns and cities in northern Worcester County. Many of the economic development initiatives undertaken in the CEDS may be coordinated with the Consolidated Plan. In particular, the CEDS strategies and objectives to maintain & expand economic opportunities, upgrade & maintain the transportation system to enhance the movement of goods and commuters, and support housing rehabilitation programs to retain the region's housing stock are all projects proposed in and supported by CDBG funding in the City of Leominster.

Discussion

Economic development initiatives in Leominster and the Montachusett region are important to the success of the city and the region. By providing CDBG funding to support economic development activities to create and retain jobs for low- and moderate-income people and to provide technical assistance to local businesses, the City helps its economy to grow. Together with CDBG funding to support the Planning & Administration of the CDBG Program, the City provides a variety of ways to assist local businesses and the people who work in them.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

Based on the information in the Consolidated Plan, the four housing problems defined by HUD are as follows: lacks complete kitchen facilities, lacks complete plumbing facilities, more than one person per room, and cost burden greater than 30%. In the Fitchburg-Leominster Consortium, the most common housing problem is housing cost burden based on data provided by HUD in Section NA-10 of this Consolidated Plan. From a review of information about housing problems in Leominster using CPD maps, it does not appear that there are areas where households with more than one of the four housing problems are concentrated.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

From a review of information about where racial or ethnic minorities or low-income families reside in Leominster, it does not appear that there are areas in the City where racial or ethnic minorities are concentrated. Low-income families are found throughout the City, but the neighborhoods in the low-mod block groups as identified by HUD have higher percentages of low-income families.

What are the characteristics of the market in these areas/neighborhoods?

Since the City of Leominster does not have concentrations of the households with multiple housing problems, racial or ethnic minorities or low-income families, the characteristics of the low-mod block groups are described instead. In general, these areas/neighborhoods are characterized by a mix of commercial uses, industrial uses and older, higher density residential development located along the major routes in the City.

Are there any community assets in these areas/neighborhoods?

There are numerous community assets in these areas/neighborhoods. The City and the CDBG Program have supported public services activities, infrastructure improvements in these areas/neighborhoods for many years. In addition, there are many small businesses that serve the surrounding neighborhoods and the rest of the City. Finally, there are many parks and school properties located in these areas/neighborhoods that provide a benefit to residents and visitors of all ages.

Are there other strategic opportunities in any of these areas?

While there are strategic opportunities to be found in all of these areas, the City has focused many improvement efforts on the downtown and the Comb & Carriage/French Hill neighborhood, which is located to the east of downtown. Once a flourishing industrial center and single family residential area,

the neighborhood has been in transition for decades. Several of the old factories have been renovated for other uses, such as residential or storage facilities. Others are still in industrial use and there are still some manufacturing uses in the neighborhood. Many of the neighborhood's larger homes have been converted into 2, 3, or 4 unit apartment buildings, and there are a number of larger apartment buildings as well. This area has been the subject of many grant-funded improvements and planning activities to identify actions that can help stabilize and improve the neighborhood to create a safer and more walkable environment that will encourage improvements in private property, including the re-use of old industrial buildings for residential and business use.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The activities proposed in the 5-Year Consolidated Plan and in the Year 42 Annual Action Plan will be funded by CDBG and HOME allocations and by program income received from the CDBG program. The anticipated resources that will be available for activities in the City of Leominster over the next 5 years are listed in this Section. At this time, the City of Leominster does not receive funding from the Emergency Shelter Grants (ESG), the Housing Opportunities for Persons with AIDS (HOPWA), Neighborhood Stabilization Program funds, Section 8 funds, Low-Income Tax Credits, or McKinney-Vento Homeless Assistance Act programs. Also, any housing rehabilitation project that is funded by the Fitchburg-Leominster HOME Consortium and is located in Leominster is managed by the City of Fitchburg. The description of activities in Leominster that are managed by the Fitchburg-Leominster HOME Consortium can be found in the portion of the Consolidated Plan and in the Annual Action Plan for the City of Fitchburg.

SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

Geographic Area

Table 81 - Geographic Priority Areas

1	**Area Name:**	Comb & Carriage Core Area
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Other
	Other Revital Description:	Infrastructure Upgrade
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	Once a flourishing industrial center and single family residential area, the Target Area has been in transition for decades. Several of the old factories have been renovated for other uses, such as residential or storage facilities. Others are still in industrial use and there are still some manufacturing uses in the neighborhood. Many of the neighborhood's larger homes have been converted into 2, 3, or 4 unit apartment buildings, and there are a number of larger apartment buildings as well.
	What are the opportunities for improvement in this target area?	

	Are there barriers to improvement in this target area?	In addition to funding challenges, the barriers to improvement in this Target Area relate to aesthetics and public improvements. The overall appearance of much of the neighborhood is lacking due to the unsightly interface of the public/private boundary (the street edge and sidewalks). It was also found that the entry from the neighborhood to downtown is unsightly and has poor pedestrian facilities, presenting a negative impression of the area and the downtown.

General Allocation Priorities

Describe the basis for allocating investments geographically within the state

The Core Area in the City of Leominster is generally located in the center of the City, stretching from along Route 2 southward through downtown and is made up of 8 of the 9 Low-Mod Block Groups in Leominster. In addition to containing the highest percentages of low- and moderate-income persons, the City has determined through mapping and its Analysis of Impediments to Fair Housing (last updated in 2010) that the Core Area also contains the highest percentages of minority populations in the City. Based on this information and since funding is the main obstacle to addressing underserved needs, the City intends to direct 100% of its CDBG funds to activities that benefit low- and moderate-income persons, most of which are also residents of the Core Area.

SP-25 Priority Needs - 91.415, 91.215(a)(2)

Priority Needs

Table 82 – Priority Needs Summary

1	**Priority Need Name**	Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children
	Geographic Areas Affected	Comb & Carriage Core Area
	Associated Goals	Increase Affordable Housing Opportunities
	Description	Increase affordable housing opportunities
	Basis for Relative Priority	Affordable housing Neighborhood revitalization Housing rehabilitation Lead-based paint abatement
2	**Priority Need Name**	Economic Development
	Priority Level	High
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	Increase Employment Opportunities
	Description	Economic Development

	Basis for Relative Priority	Increase employment opportunities Strengthen local economy Develop new businesses
3	**Priority Need Name**	Homeless Needs
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	Assist Homeless Individuals & Families
	Description	Provide assistance for the homeless
	Basis for Relative Priority	Affordable housing Homeless assistance Services for at-risk populations Improved quality of life
4	**Priority Need Name**	Public Facilities & Infrastructure
	Priority Level	High

	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Chronic Homelessness Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Non-housing Community Development
	Geographic Areas Affected	Comb & Carriage Core Area
	Associated Goals	Improve Public Facilities & Infrastructure
	Description	Public facilities and infrastructure
	Basis for Relative Priority	Neighborhood revitalization Improved quality of life
5	**Priority Need Name**	Public Services
	Priority Level	High

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Victims of Domestic Violence Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	Comb & Carriage Core Area
	Associated Goals	Provide Public Services Provide Services for Special Needs Populations Assist Homeless Individuals & Families Provide Services for Youth
	Description	Public Services Programs
	Basis for Relative Priority	Improve quality of life Provide supportive services
6	**Priority Need Name**	Code Enforcement
	Priority Level	High

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly
	Geographic Areas Affected	Comb & Carriage Core Area
	Associated Goals	Increase Affordable Housing Opportunities
	Description	Code enforcement activities in the Core Area.
	Basis for Relative Priority	Increase affordable housing opportunities Reduce homes with lead-based paint hazards
7	**Priority Need Name**	Assistance for Youth
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Public Housing Residents Victims of Domestic Violence
	Geographic Areas Affected	
	Associated Goals	Provide Services for Youth Meet the Needs of Public Housing
	Description	Provide support and activities for youth
	Basis for Relative Priority	Improve quality of life Provide services and employment
8	**Priority Need Name**	Assistance for the Elderly
	Priority Level	High
	Population	Elderly Elderly Frail Elderly
	Geographic Areas Affected	

	Associated Goals	Assist the Elderly
	Description	Assist the elderly
	Basis for Relative Priority	Improve quality of life Provide services
9	**Priority Need Name**	CDBG Planning & Administration
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	CDBG Planning & Administration
	Description	Planning & Administration of the CDBG Program
	Basis for Relative Priority	Appropriate management is necessary for the success of the CDBG Program

Narrative (Optional)

SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Introduction

The activities proposed in the 5-Year Consolidated Plan and in Year 42 Annual Action Plan will be primarily funded by CDBG and HOME allocations and by program income received from the CDBG program. The anticipated resources that will be available for activities in the City of Leominster over the next 5 years are listed in the table below. At this time, the City of Leominster does not receive funding from the Emergency Shelter Grants (ESG), the Housing Opportunities for Persons with AIDS (HOPWA), Neighborhood Stabilization Program funds, Section 8 funds, Low-Income Tax Credits, or McKinney-Vento Homeless Assistance Act programs. Also, any housing rehabilitation project that is funded by the Fitchburg-Leominster HOME Consortium and is located in Leominster is managed by the City of Fitchburg. The description of activities in Leominster managed by the Fitchburg-Leominster HOME Consortium can be found in the portion of the Consolidated Plan and in the Annual Action Plan for the City of Fitchburg.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	418,548	65,000	0	483,548	1,934,192	All figures are estimates and subject to funding increases or cuts.

Table 83 - Anticipated Resources

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 of Leominster does not receive ESG funding and information about the Fitchburg-Leominster HOME Consortium can be found in the portion of the Consolidated Plan and in the Annual Action Plan

for the City of Fitchburg. Even though the City of Leominster does not manage ESG or HOME funds, it does receive funding from private, state and local sources that is leveraged to benefit its citizens. Examples of such funding are below:

- MassWorks grant for $1,331,841 for infrastructure improvements to the Adams/Cotton Street area adjacent to downtown from the State Office of Housing & Economic Development. The grant paid for drainage and underground utility improvements as well as sidewalks and paving. The investment allowed for the creation of 41,000 sf of commercial development and almost 100 units of affordable and market rate housing. Work was completed in October of 2015.
- Grant from the Executive Office of Energy & Environmental Affairs for $365,400 to purchase of land at the corner of Mechanic and Laurel Streets. The second phase of the grant will replace the playground on Third Street, which is located in the heart of the HUD core area. The state provided 68% reimbursement and the land was purchased in April of 2015. The playground will be completed by June of 2016.
- In coordination with the Department of Housing & Community Development and the Massachusetts Historical Commission, the City of Leominster is supporting 2 affordable housing projects: 1. the efforts of the NewVue Communities to convert a historic school building into 39 units of low-moderate income housing. The project received $1 million in tax credits and should proceed in the spring of 2017. Project design, permit approval and tax credits began in January of 2015; and 2. the efforts of LD Russo Corporation to convert a historic mill building into 40 units of affordable housing near the downtown. The project received $1.3 million in tax credits and should proceed in the spring of 2017. Project design, permit approval and tax credit process began in January of 2015.
- Currently implementing a grant in the amount of $21,444 for police overtime, primarily on the East Side. The grant was awarded in June of 2015 and will be used by June of 2016.
- Grant funds from the Executive Office of Energy & Environmental Affairs were awarded for the reconstruction of the Monoosnoc Brook Walkway project in downtown Leominster. Phase I was completed in September of 2013 and Phase II is currently underway. The grant of $800,000 was received in June of 2015, the design is expected to be completed by June of 2016 and the construction is expected to begin in July of 2016.

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

The City of Leominster may use the following publicly owned land or property to address the needs identified in this plan:

Sidewalks and streets in the Core Area - Based on the availability of funding, the City may undertake projects to improve its public infrastructure, including streets and sidewalks, in the Core Area.

Leominster State Pool - The Leominster CDBG Program provides funding for Leominster households to use the Leominster State Pool during the summer months.

Allencrest Apartments Complex - This public housing site for families is managed by the Leominster Housing Authority and offers the Allencrest Learning Center, which is a partnership between the Leominster School Department and the Leominster Housing Authority. The Center is a recipient of CDBG Public Services funding and is a place where high school students participate in a “tutor/mentor” program to assist other students.

Louis Charpentier Playground on Third Street - In 2014-15, the City upgraded the playground equipment at this playground and purchased 3 acres of open space that were adjacent to the playground that lies in the heart of the Comb & Carriage District. The land will provide much needed open space in a densely populated low-income neighborhood and will allow for the expansion of land around the playground. The upgrade will allow the City to address a neighborhood need of play equipment for all ages, but particularly 2-5 year olds. Additional funding may be needed to improve the playground and nearby property over the next 5 years.

Public recreation sites in the City - The Leominster CDBG Program provides funding to the Leominster Recreation Department to provide funding for low- and moderate-income youth to attend summer programs managed by the Leominster Recreation Department.

Discussion

SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
LEOMINSTER	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction
LEOMINSTER HOUSING AUTHORITY	PHA	Homelessness Non-homeless special needs Planning Public Housing Rental	Jurisdiction
LEOMINSTER DEVELOPMENT CORPORATION	CHDO	Non-homeless special needs Ownership Rental	Jurisdiction
NewVue Communities, Inc.	CHDO	Ownership Rental	Jurisdiction

Table 84 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

To carry out the activities in the Consolidated Plan, the Leominster CDBG Program will work with both public and private organizations to accomplish the goals of the activities. For example, the CDBG Program contracts with local non-profit organizations to provide public services activities. In addition, the CDBG Program contracts with private housing contractors to complete housing rehabilitation projects. For the remainder of the activities, the CDBG Program will work with municipal departments to accomplish the tasks related to the projects.

This type of delivery system has both strengths and weaknesses. The strengths include local management of activities, local organizations/contractors that benefit from CDBG funding and the length of time this system has been in place (over 40 years). A gap that has been identified in the system is the challenge with leveraging resources. In response to this identified weakness, the City of Leominster hired a full-time Grants Administrator to research and apply for available grant opportunities at both state and federal levels. The Grants Administrator targets grants related to economic development, abandoned/foreclosed housing, open space and recreation topics that the CDBG Program would have difficulty managing due to its current staffing levels.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	
Legal Assistance	X		
Mortgage Assistance	X		
Rental Assistance	X	X	
Utilities Assistance	X	X	
Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics			
Other Street Outreach Services		X	
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X	X	
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X	X	
HIV/AIDS			X
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X	X	
Other			

Table 85 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

There are a variety of services in and around the City of Leominster that are targeted to homeless persons and persons with HIV and mainstream services such as health, mental health and employment services that are made available to homeless persons and persons with HIV, including the following programs:

- In addition to the homeless shelters in the City of Fitchburg that serve Leominster residents, Hero Homestead and the Montachusett Interfaith Hospitality Network are both located in the City of Leominster and provide housing and supportive services to homeless veterans and homeless families, respectively.
- The Montachusett Opportunity Council in the City of Fitchburg, runs a CARE AIDS Services Project, which provides a wide range of free services to individuals living with HIV/AIDS and their family members including medical case management, peer support, food services, and medical transportation.
- UMass Memorial Medical Center in the City of Fitchburg, provides medical case management and peer support for persons with HIV.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

The service delivery system in and around the City of Leominster includes a wide range of services for special needs populations and persons experiencing homelessness. The strengths of the system are the variety of services that are provided and the coordination between agencies to provide assistance to individuals and families. One gap of the service delivery system relates to available funding. More people who are homeless or who have special needs could be served with additional funding for existing services and programs.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The City of Leominster's strategy to overcome gaps in the institutional structure and service delivery system to address priority needs is to supplement the City's present level of funding with additional funding opportunities. To accomplish this, the City of Leominster hired a full-time Grants Administrator to research and apply for available grant opportunities at both state and federal levels. These grants will help the City to better address priority needs in the future.

SP-45 Goals - 91.415, 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase Affordable Housing Opportunities	2016	2020	Affordable Housing	Comb & Carriage Core Area	Affordable Housing Code Enforcement	CDBG: $1,324,927	Homeowner Housing Rehabilitated: 65 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 5000 Household Housing Unit
2	Increase Employment Opportunities	2016	2020	Non-Housing Community Development		Economic Development	CDBG: $456,173	Jobs created/retained: 50 Jobs
3	Provide Public Services	2016	2020	Non-Housing Community Development	Comb & Carriage Core Area	Public Services	CDBG: $90,000	Public service activities other than Low/Moderate Income Housing Benefit: 565 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 160 Households Assisted
4	Improve Public Facilities & Infrastructure	2016	2020	Non-Housing Community Development	Comb & Carriage Core Area	Public Facilities & Infrastructure	CDBG: $50,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3600 Persons Assisted
5	Provide Services for Special Needs Populations	2016	2020	Non-Homeless Special Needs		Public Services	CDBG: $15,000	Public service activities other than Low/Moderate Income Housing Benefit: 93 Persons Assisted
6	Assist Homeless Individuals & Families	2016	2020	Homeless		Homeless Needs Public Services	CDBG: $27,500	Public service activities for Low/Moderate Income Housing Benefit: 55 Households Assisted
7	Provide Services for Youth	2016	2020	Non-Housing Community Development		Public Services Assistance for Youth	CDBG: $142,500	Public service activities other than Low/Moderate Income Housing Benefit: 677 Persons Assisted
8	Assist the Elderly	2016	2020	Non-Homeless Special Needs		Assistance for the Elderly	CDBG: $17,500	Public service activities for Low/Moderate Income Housing Benefit: 70 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	CDBG Planning & Administration	2016	2020	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		CDBG Planning & Administration	CDBG: $276,640	Other: 40759 Other
10	Meet the Needs of Public Housing	2016	2020	Public Housing		Assistance for Youth	CDBG: $17,500	Public service activities other than Low/Moderate Income Housing Benefit: 79 Persons Assisted

Table 86 – Goals Summary

Goal Descriptions

1	**Goal Name**	Increase Affordable Housing Opportunities
	Goal Description	Affordable housing opportunities will be increased through the rehabilitation and/or construction of housing units for renter or owner households as well as through code enforcement inspections.
2	**Goal Name**	Increase Employment Opportunities
	Goal Description	Create and/or retain low/mod jobs and provide technical assistance to local businesses
3	**Goal Name**	Provide Public Services
	Goal Description	Provide services to improve the quality of life for low- and moderate income persons.
4	**Goal Name**	Improve Public Facilities & Infrastructure
	Goal Description	Improve public facilities and infrastructure in the City.
5	**Goal Name**	Provide Services for Special Needs Populations
	Goal Description	Improve the quality of life for people with special needs.
6	**Goal Name**	Assist Homeless Individuals & Families
	Goal Description	Improve the quality of life for homeless individuals and families.

7	**Goal Name**	Provide Services for Youth
	Goal Description	Provide services to improve the quality of life for youth in Leominster.
8	**Goal Name**	Assist the Elderly
	Goal Description	Assist the elderly population in Leominster
9	**Goal Name**	CDBG Planning & Administration
	Goal Description	Planning & Administration of the CDBG Program
10	**Goal Name**	Meet the Needs of Public Housing
	Goal Description	Improve the quality of life for public housing residents.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

It is estimated that the City of Leominster will provide affordable housing assistance to 10 Extremely Low-income, 35 Low-Income, and 5 Moderate-Income families over the next 5 years. In addition, it is estimated that the City will provide affordable housing assistance to 20 homeless persons during that time period.

SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

The City of Leominster takes the following actions to address lead-based paint hazards and increase access to housing without lead-based paint hazards:

1. The City of Leominster's Housing Rehabilitation Program utilizes CDBG funding to allow qualified homeowners located in the City of Leominster to take out a 0% deferred payment loan to make necessary improvements to their homes. The funds are primarily used to repair/replace substandard or failing housing conditions and make energy efficiency improvements, but they can also be used for lead-based paint abatement when necessary.

2. The Leominster Board of Health has two Code Enforcement Inspector positions on staff, one of which is funded by the CDBG Program and is focused on inspecting housing in the Core Area of the City where there are higher percentages of extremely-low, low- and moderate-income residents. One important aspect of the code enforcement work involves conducting lead paint determinations, which are followed by the de-leading of housing units.

3. New, affordable residential construction in Leominster that is constructed is free from lead-based paint hazards.

How are the actions listed above related to the extent of lead poisoning and hazards?:

While the City of Leominster is not listed among the communities in the list of High Risk Communities for Childhood Lead Poisoning in Massachusetts (January 1, 2010 through December 31, 2014) and there has not been a report of a child with a blood lead level high enough to signify lead poisoning in over a decade in the City of Leominster, the City does have a number of older houses and apartments that could contain lead-based paint hazards and families with children who either are currently living in them or could be living in them in the future. Therefore, the City is prepared to address lead-based paint hazards with the actions listed above.

How are the actions listed above integrated into housing policies and procedures?

The actions listed above are part of the typical protocol that the CDBG and HOME Programs use when managing housing rehabilitation projects, code enforcement activities and new housing developments.

SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The City of Leominster aims to reduce the number of poverty-level families in the following ways:

- Producing and rehabilitating affordable housing units through its Code Enforcement and Housing Rehabilitation Programs, its participation in the HOME Consortium with the City of Fitchburg and support of local developers in creating new affordable housing units in the City
- Assisting low- and moderate-income people with finding employment and housing through its Public Services Programs
- Assisting local businesses to retain or create jobs for low- and moderate-income people through its Economic Development Coordinator and Business Development Coordinator positions.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

The City's plan to increase the amount of affordable housing is closely coordinated with its poverty-reducing goals, programs and policies. The increase in affordable housing is supported by and complements the efforts to retain or create jobs for low- and moderate-income people and assist low- and moderate-income in securing employment. As more people are employed in more jobs, there is a need for more housing that is affordable and accessible to them.

SP-80 Monitoring - 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Leominster Office of Planning and the Development manages the Leominster CDBG Program and coordinates the activities related to housing and community development in the City of Leominster. The Leominster CDBG Program staff shall have the authority to monitor all the activities included in the 5-Year Consolidated Plan and in each Annual Action Plan to certify their compliance with the U.S. Department of Housing & Urban Development's CDBG rules and regulations. For activities that are funded both in the City of Leominster and the City of Fitchburg, the Leominster CDBG Program staff shall work to coordinate tasks and responsibilities with the City of Fitchburg.

To ensure long-term compliance with program requirements, including minority business outreach and comprehensive planning requirements, the CDBG Program performs scheduled formal on-site monitoring visits of sub-recipients annually to review all aspects of the sub-recipients' programs (please see the CDBG Monitoring Form that is attached to this Consolidated/Action Plan). These formal visits occur in addition to the many informal visits that the CDBG Program staff make throughout the program year. They also maintain constant contact with the sub-recipients through the many housing- and community development-related commissions and boards in the City that meet regularly throughout the year. The Housing Rehabilitation Program works together with the Leominster Building Department to conduct on-site inspections and take appropriate actions to ensure long-term compliance with housing codes.

To remain consistent and current with the HUD monitoring requirements, the City of Leominster includes a Performance Measurement category on its Monitoring form, which is also included in the City's CDBG Application. The City requires that sub-recipients submit an audit according to the Federal Single Audit Act/A-133. The implementation of the A-133 audit requirement ensures that all sub-recipients that receive over $500,000 of Federal funds be audited in accordance with OMB Circular A-133. In addition, the CDBG Program staff review each CDBG-funded activity's performance throughout the year through the collection of monthly reports and overall program management data that are submitted to the CDBG Program. The CDBG Program staff work to ensure that information being submitted to HUD through its IDIS reporting system is correct and complete.

Expected Resources

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

Introduction

The activities proposed in the 5-Year Consolidated Plan and in Year 42 Annual Action Plan will be primarily funded by CDBG and HOME allocations and by program income received from the CDBG program. The anticipated resources that will be available for activities in the City of Leominster over the next 5 years are listed in the table below. At this time, the City of Leominster does not receive funding from the Emergency Shelter Grants (ESG), the Housing Opportunities for Persons with AIDS (HOPWA), Neighborhood Stabilization Program funds, Section 8 funds, Low-Income Tax Credits, or McKinney-Vento Homeless Assistance Act programs. Also, any housing rehabilitation project that is funded by the Fitchburg-Leominster HOME Consortium and is located in Leominster is managed by the City of Fitchburg. The description of activities in Leominster managed by the Fitchburg-Leominster HOME Consortium can be found in the portion of the Consolidated Plan and in the Annual Action Plan for the City of Fitchburg.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	418,548	65,000	0	483,548	1,934,192	All figures are estimates and subject to funding increases or cuts.

Table 87 - Expected Resources – Priority Table

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

The City of Leominster does not receive ESG funding and information about the Fitchburg-Leominster

HOME Consortium can be found in the portion of the Consolidated Plan and in the Annual Action Plan for the City of Fitchburg. Even though the City of Leominster does not manage ESG or HOME funds, it does receive funding from private, state and local sources that is leveraged to benefit its citizens. Examples of such funding are below:

- MassWorks grant for $1,331,841 for infrastructure improvements to the Adams/Cotton Street area adjacent to downtown from the State Office of Housing & Economic Development. The grant paid for drainage and underground utility improvements as well as sidewalks and paving. The investment allowed for the creation of 41,000 sf of commercial development and almost 100 units of affordable and market rate housing. Work was completed in October of 2015.
- Grant from the Executive Office of Energy & Environmental Affairs for $365,400 to purchase of land at the corner of Mechanic and Laurel Streets. The second phase of the grant will replace the playground on Third Street, which is located in the heart of the HUD core area. The state provided 68% reimbursement and the land was purchased in April of 2015. The playground will be completed by June of 2016.
- In coordination with the Department of Housing & Community Development and the Massachusetts Historical Commission, the City of Leominster is supporting 2 affordable housing projects: 1. the efforts of the NewVue Communities to convert a historic school building into 39 units of low-moderate income housing. The project received $1 million in tax credits and should proceed in the spring of 2017. Project design, permit approval and tax credits began in January of 2015; and 2. the efforts of LD Russo Corporation to convert a historic mill building into 40 units of affordable housing near the downtown. The project received $1.3 million in tax credits and should proceed in the spring of 2017. Project design, permit approval and tax credit process began in January of 2015.
- Currently implementing a grant in the amount of $21,444 for police overtime, primarily on the East Side. The grant was awarded in June of 2015 and will be used by June of 2016.
- Grant funds from the Executive Office of Energy & Environmental Affairs were awarded for the reconstruction of the Monoosnoc Brook Walkway project in downtown Leominster. Phase I was completed in September of 2013 and Phase II is currently underway. The grant of $800,000 was received in June of 2015, the design is expected to be completed by June of 2016 and the construction is expected to begin in July of 2016.

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

The City of Leominster may use the following publicly owned land or property to address the needs identified in this plan:

Sidewalks and streets in the Core Area - Based on the availability of funding, the City may undertake projects to improve its public infrastructure, including streets and sidewalks, in the Core Area.

Leominster State Pool - The Leominster CDBG Program provides funding for Leominster households to

use the Leominster State Pool during the summer months.

Allencrest Apartments Complex - This public housing site for families is managed by the Leominster Housing Authority and offers the Allencrest Learning Center, which is a partnership between the Leominster School Department and the Leominster Housing Authority. The Center is a recipient of CDBG Public Services funding and is a place where high school students participate in a “tutor/mentor” program to assist other students.

Louis Charpentier Playground on Third Street - In 2014-15, the City upgraded the playground equipment at this playground and purchased 3 acres of open space that were adjacent to the playground that lies in the heart of the Comb & Carriage District. The land will provide much needed open space in a densely populated low-income neighborhood and will allow for the expansion of land around the playground. The upgrade will allow the City to address a neighborhood need of play equipment for all ages, but particularly 2-5 year olds. Additional funding may be needed to improve the playground and nearby property over the next 5 years.

Public recreation sites in the City - The Leominster CDBG Program provides funding to the Leominster Recreation Department to provide funding for low- and moderate-income youth to attend summer programs managed by the Leominster Recreation Department.

Discussion

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase Affordable Housing Opportunities	2016	2020	Affordable Housing		Affordable Housing	CDBG: $264,986	Homeowner Housing Rehabilitated: 13 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 1000 Household Housing Unit
2	Provide Public Services	2016	2020	Non-Housing Community Development		Public Services	CDBG: $18,000	Public service activities other than Low/Moderate Income Housing Benefit: 32 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 113 Households Assisted
3	Improve Public Facilities & Infrastructure	2016	2020	Non-Housing Community Development	Comb & Carriage Core Area	Public Facilities & Infrastructure	CDBG: $10,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3600 Persons Assisted
4	Increase Employment Opportunities	2016	2020	Non-Housing Community Development		Economic Development	CDBG: $91,235	Jobs created/retained: 10 Jobs
5	Provide Services for Special Needs Populations	2016	2020	Non-Homeless Special Needs		Public Services	CDBG: $3,000	Public service activities other than Low/Moderate Income Housing Benefit: 19 Persons Assisted
6	Assist Homeless Individuals & Families	2016	2020	Homeless		Homeless Needs	CDBG: $5,500	Public service activities for Low/Moderate Income Housing Benefit: 11 Households Assisted Homeless Person Overnight Shelter: 10 Persons Assisted
7	Provide Services for Youth	2016	2020	Non-Housing Community Development		Public Services	CDBG: $28,500	Public service activities other than Low/Moderate Income Housing Benefit: 135 Persons Assisted
8	Assist the Elderly	2016	2020	Non-Homeless Special Needs		Assistance for the Elderly	CDBG: $3,500	Public service activities other than Low/Moderate Income Housing Benefit: 14 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	Meet the Needs of Public Housing	2016	2020	Public Housing		Assistance for Youth	CDBG: $3,500	Public service activities other than Low/Moderate Income Housing Benefit: 16 Persons Assisted
10	CDBG Planning & Administration	2016	2020	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		CDBG Planning & Administration	CDBG: $55,328	Other: 40759 Other

Table 88 – Goals Summary

Goal Descriptions

1	**Goal Name**	Increase Affordable Housing Opportunities
	Goal Description	Affordable housing opportunities will be increased through the rehabilitation and/or construction of housing units for renter or owner households as well as through code enforcement inspections.
2	**Goal Name**	Provide Public Services
	Goal Description	Provide services to improve the quality of life for low- and moderate income persons.
3	**Goal Name**	Improve Public Facilities & Infrastructure
	Goal Description	Improve public facilities and infrastructure in the City.
4	**Goal Name**	Increase Employment Opportunities
	Goal Description	Create and/or retain low/mod jobs and provide technical assistance to local businesses
5	**Goal Name**	Provide Services for Special Needs Populations
	Goal Description	Improve the quality of life for people with special needs.
6	**Goal Name**	Assist Homeless Individuals & Families
	Goal Description	Improve the quality of life for homeless individuals and families.

7	**Goal Name**	Provide Services for Youth
	Goal Description	Provide services to improve the quality of life for youth in Leominster.
8	**Goal Name**	Assist the Elderly
	Goal Description	Provide assistance for the elderly in Leominster.
9	**Goal Name**	Meet the Needs of Public Housing
	Goal Description	
10	**Goal Name**	CDBG Planning & Administration
	Goal Description	Planning & Administration of the CDBG Program

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City of Leominster intends to fund the following activities with its Year 42 CDBG funding. These activities address priority needs and specific objectives identified in the City's 5-Year Consolidated Plan. The description of each activity is listed separately and includes the number and type of families that will benefit from the proposed activities, the proposed accomplishments, the target date for the completion of the activity, and the outcome measures (Decent Housing (DH), Suitable Living Environment (SL) or Economic Opportunity (EO)) and the general outcome category (Availability/Accessibility (1), Affordability (2) or Sustainability (3)) for the activity.

#	Project Name
2	MHCC - Elder Money Management Program
3	MIHN Family Housing/Self Sufficiency Program
4	Economic Development Coordinator
5	Rec Dept / Financial Assistance Summer Youth Program
6	SAC / Crossroads Youth / Summer Enrichment Programs
7	SAC / Referral & Advocacy Program (Outreach Worker)
8	Mayor's - State Pool Fee Assistance Program
9	YWCA / Violence Prevention Education Program
10	Housing Rehab Construction
11	HUD Section 108 Loan - DPW Sidewalks
12	Administration/Planning Salary & Expenses
13	Housing Rehab Salaries
14	Code Enforcement Inspector
15	Mayor's Summer Youth Program
16	Housing Rehab Expenses
17	Beacon of Hope
18	LHA - Allencrest Learning Center
19	Mayor's Energy Assistance Program
20	YMCA Working on Wellness Program
21	Fire Department/ Smoke Detectors Save Lives

Table 89 – Project Information

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

The funding priorities in Leominster have not changed from those outlined in the Strategic Plan. These projects in the Annual Action Plan were determined to be of the highest priority and meet the greatest need. The chief obstacle to addressing the underserved needs in Leominster is a lack of resources to provide a greater level of assistance. To overcome this obstacle, the City of Leominster hired a full-time Grants Administrator to research and apply for available grant opportunities at both the state and

federal levels to supplement the City's CDBG entitlement funding.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	MHCC - Elder Money Management Program
	Target Area	
	Goals Supported	Assist the Elderly
	Needs Addressed	Assistance for the Elderly
	Funding	CDBG: $3,500
	Description	Project to fund program that addresses issues of elders/disabled adults who need assistance in "Bill Paying" due to physical disabilities, vision problems and/or diminished comprehension abilities and therefore be at risk of losing independence. This program provides the elders and disabled clients with bill organization, budgeting and bill payments with focus on critical bills: rent, mortgages, heat, electricity, food & medical.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	11 low- and moderate-income households will benefit from the proposed activities.
	Location Description	Montachusett Home Care Corporation, 680 Mechanic Street, Suite 120, Leominster, MA
	Planned Activities	The activities include providing assistance to elderly and disabled adults with bill paying and financial management, a critical support that enables clients to remain in their homes.
2	**Project Name**	MIHN Family Housing/Self Sufficiency Program
	Target Area	
	Goals Supported	Assist Homeless Individuals & Families
	Needs Addressed	Homeless Needs
	Funding	CDBG: $5,500

	Description	Program funds designed to provide shelter to homeless families on a temporary basis. Program also provides meals, daycare, comprehensive case management to help these families accomplish their goals of independent living. Educational program also enables homeless families to re-establish permanent housing and to maintain that housing long term.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	11 extremely low-, low- and moderate-income households will benefit from these proposed activities.
	Location Description	Montachusett Interfaith Hospitality Network, 758 Main Street, Leominster, MA
	Planned Activities	The activities include: • Full-time case management services to help families develop action plans to achieve housing goals and identify support needs. • Mentoring - Families transitioning to permanent housing have the opportunity to work with a trained mentor for 18 months to help the family sustain housing.
3	**Project Name**	Economic Development Coordinator
	Target Area	
	Goals Supported	Increase Employment Opportunities
	Needs Addressed	Economic Development
	Funding	CDBG: $91,235
	Description	Project to provide funding for 80 percent of the full-time Economic Development Coordinator salary with focus on Technical Support for businesses and funding for 20 percent of salary for the full-time Small Business coordinator with focus on new and existing small businesses networking and education.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	10 low-mod jobs will be created/retained
	Location Description	Citywide
	Planned Activities	• Provision of technical assistance for businesses • Maintain database of business contact information • Manage active STAs (Special Tax Assessment) Tax Incentive Financing (TIF) Agreements, which involve job creation and job retention. • Actively recruit new businesses to locate in the City • Develop programs and events focusing on networking and education. • Serve as liaison between the City and small businesses by offering assistance and resources for business plans, financing options, networking opportunities, and promotion.
4	**Project Name**	Rec Dept / Financial Assistance Summer Youth Program
	Target Area	
	Goals Supported	Provide Services for Youth
	Needs Addressed	Assistance for Youth
	Funding	CDBG: $2,500
	Description	Program designed to provide funding for 15 - 25, low-moderated income eligible youth between the ages of 2.9 - 15 yrs. old to participate in summer recreational programs where fees are charged with the Leominster Recreational Department
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	18 low- and moderate-income persons will benefit from the proposed activities
	Location Description	Recreational sites around Leominster, including Barrett Park (40 Barrett Parkway, Leominster, MA)

	Planned Activities	Low- and moderate-income youth will be able to participate in summer recreational programs that are run by the Leominster Recreation Department.
5	**Project Name**	SAC / Crossroads Youth / Summer Enrichment Programs
	Target Area	
	Goals Supported	Provide Services for Youth
	Needs Addressed	Assistance for Youth
	Funding	CDBG: $7,500
	Description	Programs funds designed to provide breakfast and/or lunch to low/moderate income children during the summer months and a youth development after-school program during the school year.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	6 low- and moderate-income youth will benefit from these activities
	Location Description	Spanish American Center, 112 Spruce Street, Leominster, MA
	Planned Activities	
6	**Project Name**	SAC / Referral & Advocacy Program (Outreach Worker)
	Target Area	
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $4,000
	Description	Program funds designed to assist Latino residents with information and translations for Health Care, Housing, Employment and Education. Referrals also provided when needed for mental health/substance abuse treatment and housing/food/ basic needs.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	32 low- and moderate-income people will benefit from the proposed activities

	Location Description	Spanish American Center, 112 Spruce Street, Leominster, MA
	Planned Activities	The planned activities include information, referral, and client advocacy. These services will link clients to needed social, educational, employment, housing, health care, food, legal services that arise in the lives of recent immigrants, indigenous and low-income people in the City of Leominster.
7	**Project Name**	Mayor's - State Pool Fee Assistance Program
	Target Area	
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $2,000
	Description	Project designed to provide funds to approx. 25 low/moderate income families with a "summer pass" to utilize local state pool during the summer months.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	30 low- and moderate-income households will benefit from these activities
	Location Description	Leominster State Pool, 111 Viscoloid Avenue, Leominster, MA
	Planned Activities	
8	**Project Name**	YWCA / Violence Prevention Education Program
	Target Area	
	Goals Supported	Provide Services for Youth
	Needs Addressed	Assistance for Youth
	Funding	CDBG: $3,000
	Description	Project funds designed to provide (1) staff person 6/hours/week for weekly workshops on violence prevention education to low/moderate income youths at locations such as Boys & Girls Club, High School and Spanish American Center. Workshops consist of Girls Circle, Safe Dates, Child Assault Prevention, etc.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	100 people will benefit from the proposed activities.
	Location Description	The sites for this activity will be: Leominster High School - 122 Granite Street, Leominster, MA Spanish American Center - 112 Spruce Street, Leominster, MA Allencrest Community Center - 138 Viscoloid Avenue, Leominster, MA Boys & Girls Club of Fitchburg & Leominster - 365 Lindell Avenue, Leominster, MA
	Planned Activities	The YWCA will provide violence prevention education programming for low- and moderate-income youth.
9	**Project Name**	Housing Rehab Construction
	Target Area	
	Goals Supported	Increase Affordable Housing Opportunities
	Needs Addressed	Affordable Housing
	Funding	CDBG: $150,892
	Description	Project to provide funding for Housing Rehabilitation to low/mod income eligible clientele and elderly.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	13 low- and moderate income households will benefit from these activities.
	Location Description	City-wide
	Planned Activities	Housing rehabilitation activities to bring substandard housing into compliance with State and Federal codes.
10	**Project Name**	HUD Section 108 Loan - DPW Sidewalks
	Target Area	Comb & Carriage Core Area
	Goals Supported	Improve Public Facilities & Infrastructure
	Needs Addressed	Public Facilities & Infrastructure
	Funding	CDBG: $10,000

	Description	Sidewalks and 108 loan payment
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	3,600 residents of the Comb & Carriage Core Area
	Location Description	Comb & Carriage Core Area
	Planned Activities	Approximately 8,000 linear feet of concrete sidewalks, curbs, handicapped curb cuts, and 80 street trees were installed in this historic factory neighborhood. This project is a Section 108 loan payment for the activity.
11	**Project Name**	Administration/Planning Salary & Expenses
	Target Area	
	Goals Supported	Provide Public Services Provide Services for Special Needs Populations Assist Homeless Individuals & Families Provide Services for Youth Assist the Elderly CDBG Planning & Administration
	Needs Addressed	CDBG Planning & Administration
	Funding	CDBG: $55,328
	Description	Funding to provide salary & expenses for (1) full-time IDIS Administrator, p/t secretary, CDBG stipend for clerk and CDBG Coordinator.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	40,759 persons (Leominster's population according to the 2010 U.S. Census)
	Location Description	25 West Street, City Hall, Leominster, MA
	Planned Activities	Management of the CDBG Program.
12	**Project Name**	Housing Rehab Salaries
	Target Area	
	Goals Supported	Increase Affordable Housing Opportunities

	Needs Addressed	Affordable Housing
	Funding	CDBG: $29,115
	Description	Project to provide funding for (1) part-time Housing Rehab Coordinator and (1) Rehab Secretary
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	13 low- and moderate-income households will benefit from the proposed activities.
	Location Description	City-wide
	Planned Activities	Manage housing rehabilitation projects to bring substandard housing into compliance with various State and Federal codes for low- and moderate-income households. The projects are supported by 0% deferred payment loans that are made available to low- and moderate-income eligible homeowners in Leominster.
13	**Project Name**	Code Enforcement Inspector
	Target Area	
	Goals Supported	Increase Affordable Housing Opportunities
	Needs Addressed	Affordable Housing
	Funding	CDBG: $82,978
	Description	Project to fund Salary & Expenses for (1) full time Code Enforcement Inspector/Office to conduct code inspections in the CDBG Core areas of the city.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	1000 households in the Core Area will benefit from these activities.
	Location Description	Core Area
	Planned Activities	The Code Enforcement Inspector will conduct housing code inspections and enforcement activities.
14	**Project Name**	Mayor's Summer Youth Program
	Target Area	

	Goals Supported	Provide Services for Youth
	Needs Addressed	Assistance for Youth
	Funding	CDBG: $13,500
	Description	Project designed to provide (6) low/moderate income eligible youths with summer employment and (1) Supervisor. Program provides general clean-up in the city's core areas.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	6 low- and moderate-income persons will benefit from the proposed activities.
	Location Description	Core Area
	Planned Activities	General clean-up of the Core Area. Six students and one supervisor are hired to work for eight weeks, 6 hours per day.
15	**Project Name**	Housing Rehab Expenses
	Target Area	
	Goals Supported	Increase Affordable Housing Opportunities
	Needs Addressed	Affordable Housing
	Funding	CDBG: $2,000
	Description	Project activity to fund expenses for Part-time Rehab Specialists to administer the program.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	13 low- and moderate-income households will benefit from the proposed activities
	Location Description	City-wide
	Planned Activities	Expenses related to the administration of the program.
16	**Project Name**	Beacon of Hope
	Target Area	
	Goals Supported	Provide Services for Special Needs Populations
	Needs Addressed	Public Services

	Funding	CDBG: $3,000
	Description	Project designed to provide 2 meals/48 weeks a year to an approx. (30) low/mod income people with developmental disabilities/mentally challenged adults who reside in the core area. Program also provides recreational and educational activities to help with building social skills
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	19 low- and moderate-income persons with developmental disabilities will benefit from the activities.
	Location Description	Beacon of Hope, 62 West Street, Leominster, MA
	Planned Activities	• Nutritious meals and social activities will be held for adults with developmental disabilities 2 times per week for 48 weeks • Recreational activities with a focus on social skills building and physical activity • Quarterly educational activities to include, but not limited to relationship building, health and wellness, safety and accessing the community. • Referrals to needed services such as housing, public assistance, and health insurance. • Assessment of additional community-based needs for people with developmental disabilities.
17	**Project Name**	LHA - Allencrest Learning Center
	Target Area	
	Goals Supported	Provide Services for Youth Meet the Needs of Public Housing
	Needs Addressed	Assistance for Youth
	Funding	CDBG: $3,500
	Description	Project designed to provide funding for a Coordinator to run a daily tutorial after-school program to approx. 35 low income students to improve scholastic performance. Program will take place at LHA /Allencrest Apts. which is a low income housing complex.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	16 low- and moderate income persons will benefit from the activities.
	Location Description	138 Viscoloid Avenue, Leominster, MA
	Planned Activities	The proposed activity is educational and includes tutoring in academic subjects, secondary education exploration and employment/career skills preparation.
18	**Project Name**	Mayor's Energy Assistance Program
	Target Area	
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $10,000
	Description	Project to provide funds for fuel and energy assistance ($300/per) for approx. 33 low-income families throughout the city.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	33 low- and moderate-income households will benefit from these activities.
	Location Description	This project is open to all Leominster residents.
	Planned Activities	This program will provide energy (heating) assistance to extremely-low, low- and moderate-income households during the late fall and winter months.
19	**Project Name**	YMCA Working on Wellness Program
	Target Area	
	Goals Supported	Provide Services for Youth
	Needs Addressed	Assistance for Youth
	Funding	CDBG: $2,000
	Description	An afterschool program which centers on nutrition and fitness knowledge
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	6 low- and moderate-income youth will benefit from this activity.
	Location Description	Allencrest Learning Center, 138 Viscoloid Avenue, Leominster, MA
	Planned Activities	The Working on Wellness program is an after-school program that is centered on nutrition and fitness knowledge. It provides comprehensive support for academics and socialization.
20	**Project Name**	Fire Department/ Smoke Detectors Save Lives
	Target Area	
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $2,000
	Description	Program for fifty smoke detectors for low income households
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	50 low- and moderate-income households
	Location Description	Core Area of Leominster
	Planned Activities	The Leominster Fire Department, Fire Prevention Division, will purchase and install 50 smoke detectors in conjunction with stove top suppression units received from a separate grant for low- and moderate-income households. The smoke detectors are intended for the most vulnerable homes.

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

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

The City of Leominster contains nine (9) U.S. Census Block Groups that contain at least 51% low- and moderate-income persons (see below):

Block Group# 709100-3 ~ Percentage of LMI Persons: 64.9%

Block Group# 709600-9 ~ Percentage of LMI Persons: 64.6%

Block Group# 709201-2 ~ Percentage of LMI Persons: 62.3%

Block Group# 709600-1 ~ Percentage of LMI Persons: 62.0%

Block Group# 709400-2 ~ Percentage of LMI Persons: 61.0%

Block Group# 709202-3 ~ Percentage of LMI Persons: 58.4%

Block Group# 709400-1 ~ Percentage of LMI Persons: 57.2%

Block Group# 709701-1 ~ Percentage of LMI Persons: 54.1%

Block Group# 709600-2 ~ Percentage of LMI Persons: 52.9%

The Core Area in the City of Leominster is generally located in the center of the City, stretching from along Route 2 southward through downtown and is made up of 8 of the 9 Block Groups that contain at least 51% low- and moderate-income persons. The ninth Block group (#709701-1) is located in the northern part of the City on the border with the City of Fitchburg with the Fitchburg Municipal Airport to the east. Located within this Block Group is a portion of Route 12, railroad tracks, residential single family housing and Riverside Village Apartments, an affordable apartment community with 312 total units (193 of which receive Section 8 assistance).

The City intends to direct 100% of its CDBG funds to activities that benefit low- and moderate-income persons, most of which reside in the Core Area. In Year 42, the CDBG program proposes to spend approximately 22% of its funds on activities in the Comb & Carriage Core Area. These activities include the payment for the Section 108 loan that covered the cost of past sidewalk improvements in this area and the Code Enforcement Inspector position.

Geographic Distribution

Target Area	Percentage of Funds

Target Area	Percentage of Funds
Comb & Carriage Core Area	22

Table 90 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

In the City of Leominster, the highest percentages of low- and moderate-income persons and minority populations are located in the Core Area of the City, which is formed by eight of the nine U.S. Census Block Groups in the City that contain at least 51% low- and moderate-income persons. Based on this information and since funding is the main obstacle to addressing underserved needs, the City intends to direct the majority of its CDBG funds to activities that benefit residents of the Core Area.

Discussion

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

Introduction

The City of Leominster takes a number of actions address the following challenges that are associated with the Consolidated Plan.

Actions planned to address obstacles to meeting underserved needs

One of the greatest obstacles to meeting underserved needs in the upcoming year is meeting the increased needs for program activities with leveled or decreased amounts of funding. To address obstacle, the City will work more efficiently, seek greater levels fo collaboration with other agencies and aggressively seek opportunities to leverage funds through the work of the City's Grants Administrator. In addition, if the City of Leominster becomes aware of an underserved need, the Mayor’s Office and the Office of Planning & Development will determine if there is way to meet the need within the existing municipal government or if an outside funding source to meet the need can be identified.

Actions planned to foster and maintain affordable housing

The City of Leominster places great emphasis on fostering and maintaining affordable housing for its residents, many of whom are renters and many of whom have low- and moderate-incomes. The actions planned during the next year by the City to foster and maintain such housing in case affordable housing units are lost from the assisted housing inventory involve rehabilitation and creation of affordable housing units in the City. As part of its CDBG Program, the City's Housing Rehabilitation Program will rehabilitate housing units for people with low- and moderate-incomes in an effort to keep people in affordable housing and prevent homelessness. In addition, the City will support the creation of new affordable housing units in former mill and school buildings by developers such as NewVue Communities and the LD Russo Corporation through its participation in the Fitchburg-Leominster HOME Consortium.

Actions planned to reduce lead-based paint hazards

The actions planned by the City of Leominster to reduce lead-based paint hazards are threefold and are implemented in concert with the strategy outlined in Section SP-65 of this Consolidated Plan. As part of its CDBG and HOME Housing Rehabilitation programs, the City will continue to evaluate and reduce lead-based paint hazards in the City’s housing stock. If lead-based paint hazards are found during the rehabilitation of housing units, the hazard is removed. In addition, the City's CDBG Program provides funding for a Code Enforcement Inspector, who conducts code inspections and lead paint determinations in renter-occupied and owner-occupied housing units in the low- and moderate-income areas of the City. The lead paint determinations result in dwelling units being deleaded. Finally, the new housing units that are created with support from the Consortium's HOME Program do not contain lead-based paint hazards. Together, these actions reduce the lead-based paint hazards in the City of Leominster.

Actions planned to reduce the number of poverty-level families

The actions planned to reduce the number of poverty-level families are part of a coordinated effort also described in Section SP-70 of this Consolidated Plan to create/retain jobs, improve the local economy and maintain affordable housing opportunities. The Economic Development Coordinator and the Business Development Coordinator, which are both funded by the CDBG Program, will continue to work with local businesses to create and/or retain low- and moderate-income jobs in the City of Leominster. To further support local businesses, the Business Development Coordinator also develops and coordinates many programs and events that focus on networking and education and serves as the liaison to new and existing small businesses offering assistance and resources for business plans, financing options, networking opportunities and promotion. In addition, the CDBG Programs supports the Spanish American Center's Referral and Advocacy Project's caseworker, who assists low- and moderate-income people in completing applications for jobs and housing. Finally, the City rehabilitates affordable housing units through its CDBG Housing Rehabilitation Program and supports the creation of affordable housing units through its participation in the Fitchburg-Leominster HOME Consortium.

Actions planned to develop institutional structure

The actions to address the gaps and weaknesses in the City of Leominster's institutional structure that were identified in Section SP-40 of this Consolidated Plan are twofold. A gap that was identified was the need to supplement the City's present level of funding with additional funding opportunities. In response to this identified weakness, the City of Leominster hired a full-time Grants Administrator to research and apply for available grant opportunities at both state and federal levels. The Grants Administrator will target grants related to economic development, abandoned/foreclosed housing, open space and recreation topics that the CDBG Program would have difficulty managing due to its current staffing levels. In addition, the Mayor and City Hall Department heads will meet regularly to discuss the challenges and opportunities of present and upcoming projects in the City to share insights and maintain the institutional structure that has developed to best serve the needs of the City’s residents and businesses.

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

The actions planned to enhance coordination in the implementation of the Consolidated Plan between public and private housing and social service agencies all involve communication. As staffing levels allow, the City of Leominster will attend meetings of and/or consult with the Worcester County Continuum of Care, the Leominster Housing Authority, the Leominster Development Corporation, NewVue Communities and other public and private housing providers to enhance coordination with respect to implementing the housing portions of the Consolidated Plan. The City will also attend meetings of and/or consult with private and governmental health, mental health, and public service agencies like those that receive CDBG Public Services funding to improve coordination in the implementation of the portions of the Consolidated Plan that relate to services for low- and moderate-

income people in the City. In addition, the City will work with the the State of Massachusetts, the City of Fitchburg and other units of general local government to implement the portion of the Consolidated Plan related to many projects, especially those benefiting from leveraged resources and projects funded through the HOME Program. Finally, the City's Economic Development Coordinator and Business Development Coordinator will enhance coordination with private industry, businesses, developers, and social service agencies through their work on the regional level with the North Central Massachusetts Career Center and the Workforce Investment Board and on the local level with Leominster businesses that are just starting out or are established and create or retain low/mod jobs based on Special Tax Assessment (STA) or Tax Incentive Financing (TIF) Agreements.

Discussion

Program Specific Requirements

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

Introduction

The following sections address the City of Leominster's actions, programs and policies to meet program specific requirements for the CDBG program.

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

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

The three-year consecutive period includes: 40,41,42 used to determine that at least 70% of CDBG funds have been used to benefit persons of low- and moderate-income. Year 42 is the final year of the three-year period in which 100% of available funds will be used for activities that either directly benefit persons of low- and moderate-income and/or benefit residents in low-mod income areas.

Attachments

Citizen Participation Comments

Citizen Participation Comments – Items in this pdf:

1. CDBG Contacts – Public Services agencies, local places of worship and municipal departments

2. December 9, 2015 – Public Hearing Legal Notice in Sentinel & Enterprise Newspaper and Minutes from Public Hearing

3. December 30, 2015 – Public Hearing Legal Notice in Sentinel & Enterprise Newspaper and Agenda, Sign-In Sheet & Minutes from Public Hearing

4. Legal Notice for Request for Proposals (due January 6, 2016)

5. Application form for Year 42 Project Proposals (due January 6, 2016)

6. January 20, 2016 - Public Hearing Sign-In Sheet & Minutes from Public Hearing

7. January 29, 2016 – Public Hearing Legal Notice in Sentinel & Enterprise Newspaper and Agenda, Sign-In Sheet & Minutes from Public Hearing

8. January 30, 2016 – Article about public hearing in Sentinel & Enterprise Newspaper

9. May 9, 2016 – Public Hearing Legal Notice in Sentinel & Enterprise Newspaper and Agenda, Sign-In Sheet & Minutes from Public Hearing

10. Legal ads as they appeared in the Sentinel & Enterprise

11. Monitoring Form

Non-Profit Agencies Contacts & Email Addresses

Donata Martin	dmartin@bgcfl.org
Elizabeth Updike	EUpdike@mhcc-1.org
Gina Moretti-MacConnell	gmm@ywcacentralmass.org
Jon Hogue Lindsey Carpenter	jhogue.mihn@verizon.net lcarpenter@ywcacentralmass.org
Lory Santoro	lsantoro@ywcacentralmass.org
Margaret St. Laurent	margaret@leominsterha.com
Mickey Guzman, Spanish American Center	mickeyg100354@yahoo.com
Neddy Latimer, Spanish American Center	neddy_latimer@spanishamericancenter.org
Susan O'Brien Tabitha Cardona	swobrien42@gmail.com mihn@verizon.net
Vicki Briggs	vicki@beaconofhopema.org

Municipal Department Contacts & Email Addresses

Ann Cramer, Health Department	acramer@leominster-ma.gov
Brian Keating , MRPC	bkeating@mrpc.org
Charlie Coggins, Emergency Management	ccoggins@leominster-ma.gov
Chris Knuth, Health Department	cknuth@leominster-ma.gov
Dean Mazzarella, Mayor Ellen Racine, Office of Planning & Development	dmazzarella@leominster-ma.gov eracine@leominster-ma.gov
Frank Similia, Office of Planning & Development John HUME, MRPC Judith Sumner, Recreation Department	fsimilia@leominster-ma.gov jhume@mrpc.org jsumner@leominster-ma.gov
Kristen Camire, Office of Planning & Development	kcamire@leominster-ma.gov
Kristen Kelly, Office of Planning & Development	kkelly@leominster-ma.gov
Laurane Brooks, Council on Aging/ Senior Citizens Center	lbrooks@leominster-ma.gov
Lisa Marrone, Office of Planning & Development Melissa Tasca, Office of Planning & Development	lmarrone@leominster-ma.gov mtasca@leominster-ma.gov
Peter Proulx, Housing Authority Ray Racine, Department of Public Works Susan Shelton, Public Library	Peter@leominsterha.com rracine@dpw.leominster-ma.gov sshelton@cwmars.org
Wendy Wiiks, Mayor's Office	wwiiks@leominster-ma.gov

Local Places of Worship & Organizations that Assist the Homeless

Organization	Street Address	Email
Christian Congregation in North America	206 Mechanic Street, Leominster, MA 01453	ccnawebmaster@gmail.com
Congregation Agudat Achim	268 Washington St., Leominster, MA 01453	Shalom@Agudat-Achim.org
First Baptist Church	23 West Street, Leominster, MA 01453	larslarson@pobox.com
First Church in Leominster Unitarian Universalist	15 West Street Leominster, MA 01453 978-537-0310	revsusanuu1@verizon.net
Ginny's Helping Hand	52 Mechanic St, Leominster, MA 01453	No email address on website, but there is a website contact page
Holy Family of Nazareth	750 Union Street, Leominster, MA 01453	churchonhill@aol.com
Leominster Church Of Christ	592 West Street, Leominster, MA 01453	info@leominsterchurchofchrist.org
Leominster Seventh-day Adventist Church	445 Union Street, Leominster, MA 01453	No email address on website
Leominster United Methodist Church	77 Hall Street, Leominster, MA	No email address on website, but there is a website contact page
NewLife Church	834 Main St Leominster, MA 01453	Pastor@newlifema.com
Our Lady of the Lake	1400 Main Street, Leominster, MA 01453	Information@ourladylake.org
Pilgrim Congregational Church	26 West Street, Leominster, MA 01453	pilgrimchurch1743@comcast.net
Spanish Seventh Day Adventist Church	41 Cross Street, Leominster, MA 01453	pastor@leominsterspanishsda.org
St. Anna's Church	199 Lancaster Street, Leominster, MA 01453	fdfraini@email.msmary.edu
St. Cecilia's Church	180 Mechanic Street, Leominster, MA 01453	frbob.stc@verizon.net
St. Leo's Roman Catholic Church	128 Main Street, Leominster, MA 01453	No email address on website
St. Mark's Episcopal Church	60 West Street, Leominster, MA 01453	webmaster@stmarksleominster.org

PUBLIC HEARING

CITY OF LEOMINSTER
Community Development Block Grant Program (CDBG)

A public hearing will be held to discuss the Leominster CDBG Program in City Hall, T.A. Conference Room, Second Floor, 25 West Street from 9:00 to 10:30 a.m. on Wednesday, December 9, 2015. The hearing will include a discussion of the community development needs of low/moderate income persons/households in the CDBG core area. The focus will be projects/activities that impact the core area.

Any organization submitting an application for CDBG funds is advised to send a representative to this public hearing.

Questions regarding this public hearing may be addressed to the Office of Planning and Development, 25 West Street, Leominster, MA 01453 Attn: Ms. Kristen Kelly, Director of Planning and Development, 978-534-7525 ext. 256

The City of Leominster is an equal opportunity employer and will not discriminate against any employee or applicant for employment because of race, color, sex, national origin, religion, handicap, or in recruitment or recruitment advertising.

AUDIENCIA PUBLICA

CIUDAD DE LEOMINSTER
PLAN CONSOLIDADO DE LA CONCESIÓN

La ciudad de Leominster está preparando su plan Anual de Publicacion para Grant el departamento de Estados Unidos del desarrollo de cubierta y urbano. Este plan consolidado asistirá a la ciudad en la determinación de su cubierta y el desarrollo de la comunidad necesita por este ejercicio económico.

El propósito de esta audiencia es obtener las opiniones de los ciudadanos de Leominster en la cubierta y las necesidades del desarrollo de la comunidad, incluyendo el desarrollo de la comunidad de la no-cubierta de la prioridad necesitan. La audiencia tratará las necesidades de la cubierta y del desarrollo de la comunidad, desarrollo de actividades propuestas, incluyendo el bloque Grant del desarrollo de la comunidad; y para repasar funcionamiento del programa.

La audiencia será llevada a cabo en la ciudad pasillo, T.A. Sala de conferencias, segundo piso, calle del oeste 25 de 9:00 a 10:30 mañana. El Jueves Diciembre 9, 2015. Las preguntas con respecto a esta audiencia pública pueden ser dirección a la oficina del planeamiento y del desarrollo, 25 calle del oeste, Leominster, MA 01453 Attn: coordinador auxiliar del planeamiento Director/CDBG, Kristen Kelly, 978-534-7525 ext #256

La ciudad de Leominster es patrón de la oportunidad igual y no discriminará contra ningún empleado o aspirante para el empleo debido a la raza, color, sexo, origen nacional, religión, desventaja, o en el reclutamiento o la publicidad del reclutamiento.

OFFICE OF PLANNING & DEVELOPMENT
City of Leominster, Massachusetts

CITY HALL – 25 WEST STREET
LEOMINSTER, MASSACHUSETTS 01453

http://www.leominster-ma.gov
TELEPHONE (978) 534-7525
FAX (978) 537-8112

MINUTES
CDBG
Housing and Community Needs Public Hearing
December 9, 2015
9:30 AM
HELD IN THE T.A. CONFERENCE ROOM AT CITY HALL

MEMBERS PRESENT	***ORGANIZATION***	***CONTACT PHONE #***
Susan O'Brien	Spanish American Center	978-844-3117
Karen Riley-McNary	YWCA Central Massachusetts	508-767-2505
Jon Hogue	Montachusett Interfaith Hospitality	978-466-1704
Lydia Henshaw and Liza Updike	Montachusett Home Care	978-537-7411
Margaret St. Laurent	Allencrest	978-537-5300
Benjamin Gold	Allencrest	978-537-5300
Raymond Racine	DPW	978-534-7590 x518
David Smith	DPW	978-534-7590 x502

Ellen Racine
Office of Planning & Development
Opened the meeting

First Speaker
Jon Hogue
Montachusett Interfaith Hospitality Network
Spoke about their new building in Leominster. Currently, they are helping 5 families. They are launching a capitol campaign to assist in the repairs to their new building

Second Speaker
Lydia Henshaw and Elizabeth Updike
Montachusett Home Care Money Management Program
Introduced Liza Updike. The Money Management Program assists elderly and disabled adults in paying their bills, utilities and rent as well as budgeting, and organizational skills. They have employees as well

as volunteers that assist with the program. Currently, their clientele represents 20% of Leominster citizens with 15 citizens on a wait list

Third Speaker
Margaret St. Laurent and Ben Gold
Leominster Housing Authority - Allencrest
Runs an after school learning program. In that program, 90% of the children earned As and Bs

Fourth Speaker
Karen Riley-McNary
YWCA
Spoke of programs related to dating violence, relationship violence, emotional abuse, bullying, how to communicate with adult authoritative figures
The Boys & Girls Club work with the young kids teaching them to see the signs of changing behavior that could lead to violence
486 total students with 30% of them from the core area

Fifth Speaker
Susan O'Brien
Spanish American Center
Spoke about the needed Assistance with helping with jobs, medical assistance and food
Educates teens in moving towards making good decisions
Works with teens year round with a program called Career Launch

Sixth Speaker
Ray Racine and Dave Smith
Leominster DPW
Spoke about the 2500' of granite curbing in the core area
Work needs to be done in Wells Court with tree removal and regrading
Evergreen Cemetery is in need of an architectural design and funding for an handicap ramp

HOMELESS, SPECIAL NEEDS, HOUSING & COMMUNITY DEVELOPMENT NEEDS
PUBLIC HEARING FOR THE 5-YEAR CONSOLIDATED PLAN

CITY OF LEOMINSTER, MA

The City of Leominster Community Development Block Grant Program is preparing to hold a Public Hearing in accordance with the United States Department of Housing and Community Development (HUD) requirements for public comment/participation related to the 5-Year Consolidated Plan.

As the City of Leominster prepares its portion of the 5-Year Fitchburg-Leominster Consortium Consolidated Plan for 2016-2020 that will be submitted to HUD, a public hearing has been scheduled for Wednesday, December 30, 2015, from 10:00 a.m. to 11:00 a.m. in Room 10, in the Leominster City Hall, which is located at 25 West Street, Leominster, MA 01453. The focus of the hearing will be to discuss the homeless, special needs, housing and community development needs in the City of Leominster over the next 5 years (2016-2020).

Public comments and feedback are welcome and should be submitted to the Office of Planning and Development City Hall, 25 West Street Leominster Massachusetts 01453, and will be used when preparing the Fitchburg-Leominster Consortium Consolidated Plan for 2016-2020.

Public Hearing

Homeless, Special Needs Populations, Housing and Community Development Needs in the City of Leominster, MA, for 2016-2020

December 30, 2015 ~ 10:00-11:00 a.m.

Location: T.A. Conference Room, Leominster City Hall
25 West Street, Leominster, MA 01453

Agenda

1. Call to order

2. Public comments on the following topics:

   a. Needs of the homeless in Leominster in 2016-2020

   b. Needs of people with special needs in Leominster in 2016-2020

   c. Needs related to housing in Leominster in 2016-2020

   d. Needs related to community development in Leominster in 2016-2020

3. General comments

There will be more opportunities to offer input on the Consolidated Plan. You may:

- Send an email with your input to Amy Petrone, AICP, Planning Consultant at leomconplan@gmail.com.
- Fill out a survey related to these needs. A link to the survey can be found on the City of Leominster's website at http://www.leominster-ma.gov under City News.
- Attend the next Consolidated Plan public hearing at the end of January.

If you have any questions about this public hearing or the development of the Consolidated Plan, please contact the Office of Planning and Development at 978-534-7525 or send an email to leomconplan@gmail.com.

4. Adjournment

Public Hearing ~ Sign-In Sheet

Homeless, Special Needs Populations, Housing and Community Development Needs
in the City of Leominster, MA, for 2016-2020

December 30, 2015 ~ 10:00-11:00 a.m.

Name	Organization	Contact Email/Telephone
Mickey Guzman	SAC - Leominster	mickeyg100354@yahoo.com 978-534-3145 x114
John Bulger	1st Baptist church Food + Clothes Pantry	johnbulger@yahoo.com
Raymond Cox		raymond2cox2010@hotmail.com
Peter Proulx	Leominster/Fitchburg HA.	peter@leominster-ma.com
Ben Gold	" "	ben@leominster-ma.com
Donald Martin	Boys & Girls Club	dmartin@bgcfl.org
Karen Riley-McNany	YWCA Central MA Domestic Violence Services	krileymcnany@ywcacentralmass.org
Chris Knuth	Leom. BOH	cknuth@leominster-ma.gov

OFFICE OF PLANNING & DEVELOPMENT
City of Leominster, Massachusetts

CITY HALL – 25 WEST STREET
LEOMINSTER, MASSACHUSETTS 01453

http://www.leominster-ma.gov
TELEPHONE (978) 534-7525
FAX (978) 537-8112

Minutes from the Homeless, Special Needs Populations, Housing and Community Development Needs Public Hearing on December 30, 2015 ~ 10:00 a.m.
Location: T.A. Conference Room on the Second Floor of City Hall, 25 West Street, Leominster, MA 01453

MEMBERS PRESENT	***ORGANIZATION***	***CONTACT PHONE #***
Mickey Guzman	Spanish American Center – Leominster	Mickeyg100354@yahoo.com, 978-534-3145 x114
John Bulger	First Baptist Church in Leominster – Food & Clothes Pantry	johnpbulger@yahoo.com
Raymond Cox	First Baptist Church in Leominster – Food & Clothes Pantry	Raymondcox2010@hotmail.com
Peter Proulx	Leominster/Fitchburg Housing Authority	peter@leominsterha.com
Ben Gold	Leominster/Fitchburg Housing Authority	ben@leominsterha.com
Donata Martin	Boys & Girls Club	dmartin@bgcfl.org
Karen Riley-McNary	YWCA Central MA Domestic Violence Services	krileymcnary@ywcacentralmass.org
Chris Knuth	Leominster Board of Health	cknuth@leominster-ma.gov

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The public hearing opened at 10:00 a.m. The following topics were raised during the public hearing:

Mickey Guzman of the Spanish American Center shared the following information: The Spanish American Center continues to assist homeless people and will provide soup kitchen suppers in conjunction with Ginny's Food Pantry on two evenings a week for the next couple of months.

John Bulger and Raymond Cox shared the following information: the First Baptist Church assists people who are homeless by providing them with food & clothing and sometimes paying for the people to stay 1-2 nights somewhere locally. Sometimes the volunteers feel they aren't qualified to assist the homeless. Sometimes, the homeless people just need a place to take a shower.

Peter Proulx of the Leominster & Fitchburg Housing Authorities sees a need for family housing and for landlords who are interested in working with the Housing Authorities to provide affordable rental housing.

Karen Riley-McNary of the Domestic Violence Services Programs of the YWCA of Central Massachusetts sees needs for emergency shelter beds and for integrated transitional housing, possibly

based on the Family Justice Center model, that could be available to people for a couple of years.

No one knows where the homeless families who are currently staying at the Days Inn will go once the hotel stops housing the homeless.

The homeless and people in need of housing have challenges in filling out the forms and paperwork needed to qualify for housing assistance.

Donata Martin of the Boys & Girls Club provides after-school care for children who are living in Motel 6 and the Days Inn so they don't have to play in the halls after school. The Boys & Girls Club also provides dinners on Tuesday nights. There is a need for helping these children and their families with mental health and behavioral issues.

There is a need to connect homeless people with jobs. The jobs could be available, but the homeless people may not be able to 1) arrange for transportation to & from them, 2) arrange for daycare for their children, and/or 3) eliminate any language barriers that prevent them from being hired.

There is a need for transitional housing with supportive services and case management.

Good examples of transitional housing programs may be found on the west coast in California and Oregon.

There is a need to expand and/or alter the public transportation routes so that people can get to and from work at various times of the day & night.

Chris Knuth of the Leominster Board of Health sees a need to address possible code violations when homeless families are housed in hotels/motels.

HOME Program funding is expected to be significantly reduced in the coming years. Funding for the CDBG Program is not expected to increase in the near future.

The public hearing closed at 11:00 a.m.

REQUEST FOR PROPOSALS

The Leominster Community Development Block Grant Program is now accepting proposals for the Year 42 Community Development Block Grant Funds of $410,000. Proposals should be submitted to the Community Development Block Grant Office, City Hall, 25 West Street, Leominster, Massachusetts. The deadline for submitting proposals is 4:00 p.m., Wednesday, January 6, 2016. Proposal forms are available at the Office of Planning and Development. Each proposal submitted must explain how it impacts the CDBG Core Area. Core Area maps are available in the Planning and Development Office. The proposal must also meet one of the three following criteria:

1. Benefit low/moderate income families.
2. Eliminate blight or deterioration; or
3. Meet other community development needs having a particular urgency/emergency nature.

Anyone having questions regarding eligibility or needing assistance in formulating proposals should contact Kristen Kelly, Director of Planning and Development (978) 534-7525 ext. 256.

PETICION DE PROPUESTAS
PEDIDO OFERTAS

El programa de Grant del bloque del desarrollo de la comunidad de Leominster está aceptando las ofertas para la asignación de aproximadamente quinientos diez mil dólares ($514.000) en los (42) fondos de Grant del bloque del desarrollo de la comunidad del año. Las ofertas se deben someter a la oficina de Grant del bloque del desarrollo de la comunidad, ciudad pasillo, 25 calle del oeste, Leominster, Massachusetts. El plazo para someter ofertas es 4:00 P.M., Miercoles 6 de enero de 2016. Las formas de oferta están disponibles en la oficina del planeamiento y del desarrollo. Cada oferta sometida debe resolver uno de los tres criterios de siguiente:

1. Familias de la renta de la ventaja low/moderate.
2. Elimine el destrozo o la deterioración; o
3. Resuelven otras necesidades del desarrollo de la comunidad que tienen una naturaleza particular de urgency/emergency.

Personas que tienen preguntas con respecto a elegibilidad o que necesitan ayuda en formular ofertas deben entrar en contacto con a sastre de Kristen Kelly, Director of Planning & Development
(978) 534-7526 ext #256.

OFFICE OF PLANNING AND DEVELOPMENT
City of Leominster, Massachusetts
CITY HALL – 25 WEST STREET
LEOMINSTER, MASSACHUSETTS 01453
www@leominster-ma.gov

Kristen Kelly
PLANNING DIRECTOR
kkelly@leominster-ma.gov

Ellen Racine
CDBG administrator

PLANNING TELEPHONE (978) 534-7525 FACSIMILE (978) 537-8111
CDBG TELEPHONE (978) 534-7526 FACSIMILE (978) 534-7575

Community Development Block Grant Program Proposal Form **Year 42 (July 1, 2016- ,June 30, 2017) Project**

CDBG FUNDS REQUESTED: _____

Name of Organization/Applicant: _____

Contact Person: _____

Address: _____

Telephone: _____ Fax: _____ Email Address: _____

PROJECT PROPOSAL INFORMATION:

Title of Proposed Project: _____

Description of Project: Please provide an overview of the project proposal in the **space provided below**. (For more detailed information, please attach additional pages as needed):

Total persons proposed to be served in Year 42: _____

PROJECT BUDGET (Please list the specific expenses and the total amount requested in the space below):

How does your proposed project assist people in the Leominster HUD CORE AREA:

AGENCY INFORMATION (Please answer the following questions in the space below):

What is the total agency budget? _____

What are your other funding sources? _____

_____

EXPLAIN HOW PROJECT PERFORMANCE WILL BE MEASURED:

a) Describe the type of service units to be delivered. For example, education, shelter, translation, inspections, loans, etc.

b) Quantify the number of service units to be provided by the proposed project.

c) Describe the outcome or impact the activity will have on the population to be served.

***PROPOSALS MUST BE SUBMITTED BY*:** **4:00 P.M., Wednesday, January 6, 2016**
(1 Original – no additional copies are necessary)

Please be certain to complete this form in its entirety. Form will be reviewed by the **CDBG Funding Committee Members to determine which proposals will be funded in the upcoming year.**

YR42 PRESENTATION MEETING ATTENDANCE SHEET January 20, 2016 9:30-11:00

NAME	AGENCY	PROGRAM
✓ Susan O'Brien	Spanish American Ctr	Grant Writer Crossroads
✓ Mickey Guzmán	Spanish American Center	Information, Referral + Advocacy
✓ Lang Santiago	YWCA Central Mass	Violence Prevention Program
✓ Jill Connell	YMCA of Central MA	Working on Wellness
✓ Jon Hogue	MIHN	Family Shelters
✓ Margaret St Laurent	Allencrest - Leominster Housing	Allencrest Learning Center
✓ Vicki Bigras	Bread of Hope	Community Based Supports
✓ Judith Sumner	Leominster Recreation	Summer Youth Programs
✓ Liza Lepdike	MHCC	Money Mgmt Program
✓ Wendy Wicks	Fire Department	Smoke detectors

OFFICE OF PLANNING & DEVELOPMENT
City of Leominster, Massachusetts

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TELEPHONE (978) 534-7525
FAX (978) 537-8112

MINUTES
CDBG
Public Service Presentations Public Hearing
January 20, 2016
9:30 AM
HELD IN THE T.A. CONFERENCE ROOM AT CITY HALL

MEMBERS PRESENT	***ORGANIZATION***	***PROGRAM***
Mickey Guzman	Spanish American Center	Referral and Advocacy
Lory Santoro	YWCA Central Massachusetts	Violence Prevention
Susan O'Brien	Spanish American Center	Crossroads
Margaret St. Laurent	Leominster Housing Authority	Allencrest Learning Center
Jill Connell	YMCA	Working on Wellness
Vicki Briggs	Beacon of Hope	Community Based Sports
Liza Updike	Montachusett Home Care	Money Management
Jon Hogue	Montachusett Interfaith Hospitality Network	Homeless Family Housing
Wendy Wilks	Leominster Fire Department	Smoke Detectors Save Lives
Judith Sumner	Leominster Recreation Department	Summer Youth Program

First Speaker
Susan O'Brien
Representing Spanish American Center Crossroads Program

- Started a Career Launch Program. The child chooses their curriculum and visits small businesses to learn about careers available to them.
- Assists youths to find a career path, live independently and feel satisfied through their work
- Young youths who participate in the summer programs are identified as high risk and in need of year round support services, both for school performance and home life
- Provides a summer nutrition and enrichment program for low-income local children (serving close to 1000 at 16 locations during a six-week summer period)
- Five sites are located in the "Core" area
- Spend time with the children's parents assisting with the communication with their child/ren

Second Speaker
Mickey Guzman
Representing Spanish American Center – Referral & Advocacy Program

- SAC serves as the liason with the community
- Principal service needs are: housing, employment, education, health care
- Provide assistance with translation working with community members from roughly 20 different Spanish speaking countries
- 90% are from the "Core" area
- Remain their partner until their needs are met

Third Speaker
Wendy Wiiks
Representing Leominster Fire Department -- Smoke Detectors Save Lives

- Currently targeting the "Core" area to install 50 smoke detectors
- Will install 115 stove-top suppression units
- Smoke detectors will be installed in elderly homes that are low/moderate income
- There will be an education component that will accompany each installation

Fourth Speaker
Lory Santoro
Representing YWCA Central Massachusetts – Violence Prevention

- Does workshops in LHS teaching kids about sexual assault, conflict resolution, consent and dating violence. At the end of the workshops, they create posters and post them around the school
- Educating the community on domestic violence
- Provide violence prevention education to approximately 100 low/moderate income youths
- Workshops addressing bullying, dating violence, healthy relationships, personal safety
- Focus on building the personal capacity of youth to resisting violence by developing social, emotional and behavioral skills that promote safety and healthy relationships
- Focus on conflict resolution, anger management, establishing boundaries and other life skills

Fifth Speaker
Jill Connell
Representing YMCA – Working on Wellness

- Program to promote healthy eating
- Once a week will work with kids and adults to work out and get nutritional information
- Provides comprehensive support for academics and socialization

Sixth Speaker
Jon Hogue
Representing Montachusett Interfaith Hospitality Network – Homeless Family Housing

- The goal is to keep the family intact (both parents and child/ren)
- Provide evening meals and overnight watch
- MIHN houses 5 families at a time
- Families have access to three nutritious meals a day
- Provide referral services to access community resources to address their needs
- MIHN has a full-time case manager for educational needs such as: parenting, finances, budgeting, finding their own place.
- Provides assistance with resumes and interviews
- The transition is 2-4 months

Seventh Speaker
Margaret St-Laurent
Representing Leominster Housing Authority – Allencrest Community Center

- Provide direct scholastic assistance to elementary, middle school and high school students that live at the Allencrest Apartment Complex and surrounding neighborhoods
- All activities are centered on improving academic performance
- Provides assistance for 12 off-site students
- Provides tutoring, homework assistance, project supplies, learning materials, computers, printers and internet access
- Works with 1/3 of the Leominster community; 2/3 of the community are within Allencrest itself as extremely low income
- On average the Learning Center works with 38-50 students on an ongoing basis

Eighth Speaker
Vicki Briggs
Representing Beacon of Hope Community Based Support

- Community-based support for people with developmental disabilities
- Provide social activities and nutritious meals to adults with developmental disabilities 2x per week
- Quarterly educational activities focus on social and relationship skills, safety and accessing the community, health and wellness
- Referrals to needed services such as housing, public assistance and health insurance

Ninth Speaker
Liza Updike
Representing Montachusett Home Care Corporation Money Management Program

- Program addresses the issue of elders and younger disabled adults who may be at risk of losing their independence and their home
- Assists with paying bills, utilities, rent or mortgage
- Help the elder/disabled population in leading independent, meaningful and dignified lives in their own home and community
- Services include the Bill Payer and Representative Payee. Both designed to ensure that monthly bills are paid and appropriate financial decisions are made
- Once enrolled, the commitments stands until the elder is no longer able to live within the community
- Targets low and moderate income individuals who do not have family or close friends to help them manage their finances

Tenth Speaker
Judith Sumner
Representing Leominster Recreation Department Summer Youth Program

- 6-week program for kids ages 2.5-15 years of age
- Program runs 9-3 Monday thru Friday with extended day options
- Currently receive roughly 20,000 requests for financial assistance
- The program enrolls 300 kids a day
- The program will provide funding for 25-35 low/moderate income eligible youths between the ages of 2.5-15

HOMELESS, SPECIAL NEEDS, HOUSING & COMMUNITY DEVELOPMENT NEEDS
PUBLIC HEARING FOR THE 5-YEAR CONSOLIDATED PLAN

CITY OF LEOMINSTER, MA

The City of Leominster Community Development Block Grant Program is preparing to hold a Public Hearing in accordance with the United States Department of Housing and Community Development (HUD) requirements for public comment/participation related to the 5-Year Consolidated Plan.

As the City of Leominster prepares its portion of the 5-Year Fitchburg-Leominster Consortium Consolidated Plan for 2016-2020 that will be submitted to HUD, a public hearing has been scheduled for Friday, January 29, 2016 from 10:30 a.m. to 11:30 a.m. in Room 10, in the Leominster City Hall, which is located at 25 West Street, Leominster, MA 01453. The focus of the hearing will be to discuss the homeless, special needs, housing and community development needs in the City of Leominster over the next 5 years (2016-2020).

Public comments and feedback are welcome and should be submitted to the Office of Planning and Development City Hall, 25 West Street Leominster Massachusetts 01453, and will be used when preparing the Fitchburg-Leominster Consortium Consolidated Plan for 2016-2020.

Public Hearing

Homeless, Special Needs Populations, Housing and Community Development Needs
in the City of Leominster, MA, for 2016-2020

January 29, 2016 ~ 10:30-11:30 a.m.

Location: T.A. Conference Room, Leominster City Hall
25 West Street, Leominster, MA 01453

Agenda

1. Call to order

2. Public comments on the following topics:

   a. Needs of the homeless in Leominster in 2016-2020

   b. Needs of people with special needs in Leominster in 2016-2020

   c. Needs related to housing in Leominster in 2016-2020

   d. Needs related to community development in Leominster in 2016-2020

3. General comments

There will be more opportunities to offer input on the Consolidated Plan. You may:

- Send an email with your input to Amy Petrone, AICP, Planning Consultant at leomconplan@gmail.com.
- Fill out a survey related to these needs. A link to the survey can be found on the City of Leominster's website at http://www.leominster-ma.gov under City News by January 31, 2016.

If you have any questions about this public hearing or the development of the Consolidated Plan, please contact the Office of Planning and Development at 978-534-7525 or send an email to leomconplan@gmail.com.

4. Adjournment

Public Hearing – Sign-In Sheet

Homeless, Special Needs Populations, Housing and Community Development Needs in the City of Leominster, MA, for 2016-2020

January 29, 2016 – 10:30-11:30 a.m.

Name	Organization	Contact Email/Telephone
Susan Chalifoux Zeglis	Ginny's Helping Hand	SueChalifoux@verizon.net
BRIAN CALNAN	CATHOLIC CHARITIES 196 Mechanic Street	BCALNAN@CCWORC.ORG
Sarah Cruz	N/A	Sarah1019@msn.com
Lili Rivera	N/A	heresweb@gmail.com
Jonathan Ebersoh	Pilgrim Congregational Church	j.a.ebersohn@gmail
JOHN CICCOLINI	REC COMMISSION	JOHNC0119@HOTMAIL.COM
DOUG COMPTON	REC COMMISSION	
Donny Chapman	Rec com	978-534-6857
Bev Hager	Community Care Help Brighteness Center	978-537-6607
Lisa Corbett	VETERAN HOMESTEAD	978-353-0234 lisa@veteranhomestead.org
RAYMOND RAINE	LEOM PUBLIC WORKS	978 534 7598
John Rosberry	Leominster Public Works	978-534-7590
Kevin	Our Father's House	
Raymond Coy	First Baptist Church	978-560-4941

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City of Leominster, Massachusetts

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Minutes from the Homeless, Special Needs Populations, Housing and Community Development Needs Public Hearing on January 29, 2016 ~ 10:30 a.m.
Location: T.A. Conference Room on the Second Floor of City Hall, 25 West Street, Leominster, MA 01453

MEMBERS PRESENT	***ORGANIZATION***	***CONTACT EMAIL/PHONE #***
Susan Chalifoux Zephir	Ginny's Helping Hand	suechalifoux@verizon.net
Brian Calnan	Catholic Charities	bcalnan@ccwork.org
Sarah Cruz	n/a	Sarah1010@msn.com
Wil Rivera	n/a	hereswebe@gmail.com
Jonathan Elsensohn	Pilgrim Congregational Church	j.a.elsensohn@gmail.com
John Ciccolini	Leominster Recreation Commission	Johncolla@hotmail.com
Doug Cormier	Leominster Recreation Commission	n/a
Junior LaPointe	Leominster Recreation Department	n/a
Lionel Charpentier	Leominster Recreation Commission	978-534-6857
Brad Hager	Community Café & Help for Homeless Children	978-537-6607
Lisa Corbett	Veteran Homestead	978-353-0234 and lisa@veteranhomestead.org
Raymond Racine	Leominster Public Works	978-534-7590
John Roseberry	Leominster Public Works	978-534-7590
Kevin MacLean	Our Father's House	n/a
Raymond Cox	First Baptist Church in Leominster	978-660-4941

The public hearing opened at 10:30 a.m. The following comments were made from the public:

Susan Chalifoux Zephir of Ginny's Helping Hand, Inc., which runs a food pantry and serves homeless people, offered the following input:

- Major needs in Leominster are affordable housing, transitional housing, job training, and managed housing.
- Is there a way to consolidate services for the homeless?

- Perhaps the Church of Nazareth building could be used for affordable housing in coordination with the City.

Brian Calnan of Catholic Charities, 196 Mechanic Street: People are in need of food, clothing and affordable housing.

Sara Cruz & Wil Rivera, homeless couple: They have used services at Ginny's Helping Hand, Inc., and are working as home/office cleaners. They don't make enough money to afford first month's rent, last month's rent and a security deposit that are often required to rent an apartment. They are living out of their car now. They tried to get shelter at Our Father's House, but he was turned away because of his past criminal record and she didn't want to be there without him.

Jonathan Elsensohn of Pilgrim Congregational Church: No comments at this time.

John Ciccolini of the Recreation Commission: The Commission is working to enhance Ward 2, where there is a need for a walk-thru park (passive recreation) and a community center. There are lots of young families and elderly in the neighborhood around the Third Street Playground. The Leominster Director of Recreation Judith Sumner is working with A.T. Leonard & Associates and Leominster Grants Manager Wendy Wiiks on the development of a proposal for French Hill Park (also referred to as Ouimet Park) located between Spruce, Third, Mechanic and Laurel Streets that may include a community center and passive/active open space.

Brad Hager, parishioner from St. Mark's Church: To assist the more than 200 kids who are living in hotels in Leominster, 45-50 volunteers met with the Boys & Girls Club of Fitchburg and Leominster to learn how to put on a dinner on Tuesday nights. St. Mark's Church pays First Student to provide a bus to get the kids to the Boys & Girls Club for the Community Cafe. Four teams of volunteers work together on this effort. The numbers of people who come to the meals are going down and the hotels could close by the end of February. St. Mark's Church is also working with Help for Homeless Children, a non-profit organization, to help homeless children and the City may need to learn new ways to serve homeless children and adults. The Church also sees adults who don't know how to fill out job applications.

Kevin MacLean from Our Father's House, which houses homeless families, manages transitional housing and assists people in obtaining funding to pay for first & last month's rent, shared the following information:

- Massachusetts is a "Right to Shelter" state and Governor Baker is looking at the HomeBASE program as a way to assist homeless families.
- The Days Inn in Leominster is expected to close and rehabilitation work is expected to begin there in March 2016.
- People should aim to not end homelessness, but instead to manage it.
- There is a great need for continued case management.

Ray Racine, Leominster DPW: There are approximately 200 miles of streets and 400 miles of roads in the City of Leominster. The City is working to improve and maintain its streets in accordance with the Massachusetts' Complete Streets initiative, which aims to enhance various aspects of the City's streets

including sidewalks, striping, signage, crosswalk lighting and ADA compliance.

Lisa Corbett of the Veterans Homestead offers short-term and long-term housing for veterans. The Homestead sees needs of veterans ranging from opioid addiction/substance abuse to fair housing.

Other topics that were discussed included:

- The boundaries of Leominster's Core Area were determined by HUD and perhaps HUD should revisit its boundaries to determine if they should be changed to reflect the City's latest population figures.
- Pilgrim Congregational Church is interested in learning if there is funding to assist convicted sex offenders.
- Examples of places in the country that do a good job of assisting homeless people are Our Father's House and Seattle, WA.
- Ginny's Helping Hand and the Spanish American Center are running a soup kitchen on Wednesdays and Thursdays.

The hearing adjourned at 11:30 a.m.

Stories of hardship at Leominster forum on homeless

By Cliff Clark, cclark@sentinelandenterprise.com
Sentinel & Enterprise
Updated:2016-01-30 04:56:02.995467

LEOMINSTER -- Will Rivera's voice cracked with emotion Friday as he described his and his fiance's current sleeping quarters -- their car.

Rivera said although both have incomes, they can't scrape together enough money for a deposit to rent an apartment.

"We're stuck in a hard place right now. It's heartbreaking to see her sleeping in the backseat," Rivera said.

Rivera was among about a half-dozen people who spoke at a public hearing held at City Hall on Friday to meet the requirements of a federal program that provides grants to address pressing housing and community needs.

"This is a huge problem and we need to do something about it," said Sue Chalifoux Zephir about the homelessness situation in the city.

The city's planning department is gathering information from the public to develop a five-year plan required by the U.S. Department of Housing and Urban Development so it can continue to receive annual funding from the Community Development Block Grant program and the HOME Investment Partnerships program, according to Ellen Racine, who administers the programs for the city.

Zephir, who is the director of Ginny's Helping Hands and Food Pantry and an at-large city councilor, said the city "desperately needs" affordable housing, job training and substance-abuse treatment.

She, like several of the other people that spoke during the hearing, including Catholic Charities Area Administrator Brian Calnan and St. Mark's Episcopal Church's Brad Hager, were also concerned about what will happen to the families who are currently using local hotels as housing when the program that placed them is phased out by Gov. Charlie Baker.

Racine didn't address those specific issues but explained that CDBG funds are used to rehabilitate housing for residents and that additional local money becomes available after homes are sold that have been rehabbed using CDBG funds.

Federal funding has been shrinking over the last several years, said Racine, and the local money generated from rehabbed homes fluctuates from year to year because it is impossible to predict when a rehabbed property will change hands.

Kevin MacLean, the street outreach coordinator for Our Father's House Inc. in Fitchburg, said during the hearing that ending homelessness is practically impossible, but "we're just going to manage it better."

Recreation Commission member John Ciccolini was at the hearing to offer what the commission believes are community needs in Ward 2.

He said efforts are being made to provide "passive" recreational opportunities for the residents, but what he described as "active" recreation is needed.

Ciccolini said the city needs a community center to provide recreational activities for children and teenagers "to give them a place to go," which he said, could help "settle the elderly" in Ward 2 who might have some fear of leaving their homes.

The input from the hearings -- an earlier hearing was held at the end of December -- will be compiled into the five-year plan and submitted to HUD.

Amy Petrone, a contracted consultant who is preparing the study, said additional comments would be accepted through Sunday.

She suggested emailing her at leomconplan@gmail.com or completing a survey that can be found on the city's website.

Follow Cliff Clark on Twitter @cliffcclark.

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LEOMINSTER CONSOLDIATED PLAN
PROPOSED YEAR 42 CDBG ACTION PLAN

Administration $55,327.96
Code Enforcement $82,977.75
Economic Development $91,234.54
Housing Rehabilitation $117,008.00
108 Loan $10,000.00
Public Service Funding $62,000.00
Total $418,548.00

Public Service Projects:
Beacon of Hope $3,000.00
Recreation Department Summer Program $2,500.00
Mayor's Office - Energy Assistance $10,000.00
Mayor's Summer Youth Program $13,500.00
Mayor's Office State Pool Fee $2,000.00
Montachusett Home Care Financial Program $3,500.00
Montachusett Interfaith Hospitality Network $5,500.00
Spanish American Center Summer Program $7,500.00
Spanish American Center Outreach Worker $4,000.00
Allencrest Learning Center $3,500.00
YWCA/Battered Women's Resources $3,000.00
YMCA/Working on Wellness $2,000.00
Leominster Fire Department Smoke Detector Program $2,000.00

TOTAL.....$62,000.00

The complete Consolidated Plan, compiled for a five year period beginning Year 42 through Year 46 and the proposed Year 42 Action Plan for Community Development Block Grant (CDBG) may be reviewed at the Office of Planning and Development, 25 West Street, Leominster, MA. 01453. Monday through Friday between the hours of 8:30a.m. and 4:00p.m.

Public comments on the proposed Year 42 Action Plan will be accepted for thirty days from the date of this notice, or up through May 9, 2016, whichever is later. Send written comments to the Office of Planning and Development, 25 West Street, Leominster, MA. 01453

A public hearing on the proposed Action Plan will be held on Monday, May 9, 2016 from 10:00a.m. to 11:00a.m. in Room 10, second floor of City Hall, 25 West St. Leominster, MA. 01453.

For further information please contact Kristen Kelly at the Office of Planning and Development at (978) 534-7525 ext. 256.

Public Hearing

2016-2020 Consolidated Plan & Annual Action Plan
for the City of Leominster, MA

Monday, May 9, 2016 ~ 10:00-11:00 a.m.

Location: T.A. Conference Room, Leominster City Hall
25 West Street, Leominster, MA 01453

Agenda

1. Call to order
2. Public comments on the following topics:
   a. Leominster's Proposed Consolidated Plan and Statement of CDBG Activities
   b. The City's Housing and Community Development Needs and its performance in implementing the CDBG Program;
   c. The City Displacement Minimization and Assistance Plan.
3. General comments
4. Adjournment

Public Hearing ~ Sign-In Sheet

2016-2020 Consolidated Plan & Annual Action Plan
for the City of Leominster, MA

May 9, 2016 ~ 10:00-11:00 a.m.

Name	Organization	Contact Email/Telephone
Peter Niall	City of Leominster Building comm	
Kristen Kelly	City of Leominster Planning Dept	kkelly@leominster-ma.gov
Ellen Racine	City of Leominster Planning	eracine@leominster-ma.gov
Amy Petrie	consultant	

Public Hearing

2016-2020 Consolidated Plan & Annual Action Plan
for the City of Leominster, MA

Monday, May 9, 2016 ~ 10:00-11:00 a.m.

Location: T.A. Conference Room, Leominster City Hall
25 West Street, Leominster, MA 01453

Minutes

The public hearing was called to order at 10:00 a.m.

No members of the public attended the hearing. In addition to the Consolidated Plan consultant, representatives from the Office of Planning and Development and the Building Department were present.

The hearing adjourned at 11:00 a.m.

PUBLIC HEARING
CITY OF LEOMINSTER
Community Development Block Grant Program (CDBG)
Year 42

A public hearing will be held to discuss the Leominster CDBG Program in City Hall, T.A. Conference Room, Second Floor, 25 West Street from 9:00 to 10:30 a.m. on Wednesday, December 9, 2015. The hearing will include a discussion of the community development needs of low/moderate income persons/households in the CDBG core area. The focus will be projects/activities that impact the core area.

Any organization submitting an application for CDBG funds is advised to send a representative to this public hearing.

Questions regarding this public hearing may be addressed to the Office of Planning and Development, 25 West Street, Leominster, MA 978-534-7525.

The City of Leominster is an equal opportunity employer and will not discriminate against any employee or applicant for employment because of race, color, sex national origin, religion, handicap, or in recruitment or recruitment advertising.

AUDIENCIA PUBLICA
CIUDAD DE LEOMINSTER
PLAN CONSOLIDADO DE LA CONCESIÓN

La ciudad de Leominster está preparando su plan Anual de Publicación para Grant el departamento de Estados Unidos del desarrollo de cubierta y urbano. Este plan consolidado asistirá a la ciudad en la determinación de su cubierta y el desarrollo de la comunidad necesita por este ejercicio económico.

El propósito de esta audiencia es obtener las opiniones de los ciudadanos de Leominster en la cubierta y las necesidades del desarrollo de la comunidad, incluyendo el desarrollo de la comunidad de la no-cubierta de la prioridad necesitar. La audiencia tratará las necesidades de la cubierta y del desarrollo de la comunidad, desarrollo de actividades propuestas, incluyendo el bloque Grant de desarrollo de la comunidad y para repasar funcionamiento del programa.

La audiencia será llevada a cabo en la ciudad pasillo, T.A. Sala de conferencias, segundo piso, 25 West Street, de 9:00 a 10:30 mañana, el Jueves Diciembre 9, 2015. Las preguntas con respecto a esta audiencia pública pueden ser dirección a la oficina del planeamiento y del desarrollo 25 West Street, Leominster, MA, 978-534-7525.

La ciudad de Leominster es patrón de la oportunidad igual y no discriminará contra ningún empleado o aspirante para el empleo debido a la raza, color, sexo, origen nacional, religión, desventaja, o en el reclutamiento o la publicidad del reclutamiento.

November 20, 27, 2015

REQUEST FOR PROPOSALS

The Leominster Community Development Block Grant Program is now accepting proposals for the Year 42 Community Developmens Block Grant. Proposals should be submitted to the Community Development Block Grant Office, City Hall, 25 West Street, Leominster, Massachusetts. The deadline for submitting proposals is 4:00 p.m., Wednesday, January 6, 2016. Proposal forms are available at the Office of Planning and Development. Each proposal submitted must explain how it impacts the CDBG Core Area. Core Area maps are available in the Planning and Development Office. The proposal must also meet one of the three following criteria:

1. Benefit low/moderate income families.
2. Eliminate blight or deterioration; or
3. Meet other community development needs having a particular urgency/emergency nature.

Anyone having questions regarding eligibility or needing assistance in formulating proposals should contact the Office of Planning and Development (978) 534-7525.

PETICION DE PROPUESTAS PEDIDO OFERTAS

El programa de Grant del bloque del desarrollo de la comunidad de Leominster está aceptando las ofertas para El Grant del bloque del desarrollo de la comunidad del año. Las ofertas se deben someter a la oficina de Grant del bloque del desarrollo de la comunidad, ciudad pasillo, 25 West Street, Leominster, Massachusetts. El plazo para someter ofertas es 4:00 P.M., Miércoles 6 de enero de 2016. Las formas de oferta están disponibles en la oficina del planeamiento y del desarrollo. Cada oferta somatida debe resolver uno de los tres criterios de siguiente

1. Familias de la renta de la ventaja low/moderate.
2. Elimina el destroze o la deterioración; o
3. Resuelven otras necesidades del desarrollo de la comunidad que tienen una naturaleza particular de urgency/emergency.

Personas que tienen preguntas con respecto a elegibilidad o que necesitan ayuda en formular ofertas deben entrar en contacto con a sastre de Office of Planning & Development (978) 534-7525.

November 20, 27, 2015

LEOMINSTER CONSOLDIATED PLAN
PROPOSED YEAR 42 CDBG ACTION PLAN

Administration $55,377.96
Code Enforcement: $62 977 75
Economic Development: $91,234.54
Housing Rehabilitation: $117,038.00
108 Loan: $10,000 00
Public Service Funding: $82,000.00
Total: $418,549.00

Public Service Projects:
Beacon of Hope: $3,000.00
Recreation Department Summer Program: $2,500.00
Mayor's Office - Energy Assistance: $10,000.00
Mayor's Summer Youth Program: $13,500.00
Mayor's Office State Pool Fee: $2,000.00
Massachusett Home Care Financial Program: $3,500.00
Massachusett Interfaith Hospitality Networks: $5,500.00
Spanish American Center Summer Program: $7,500.00
Spanish American Center Outreach Worker: $4,000.00
Allencrest Learning Center: $3,500.00
YWCA/Battered Women's Resources: $3,000.00
YMCA/Working on Wellness: $2,000.00
Leominster Fire Department Smoke Detector Program: $2,000.00
TOTAL: $82,000.00

The complete Consolidated Plan, compiled for a five year period beginning Year 42 through Year 46 and the proposed Year 42 Action Plan for Community Development Block Grant (CDBG) may be reviewed at the Office of Planning and Development, 25 West Street, Leominster, MA 01453, Monday through Friday between the hours of 8:30a.m. and 4:00p.m. Public comments on the proposed Year 42 Action Plan will be accepted for thirty days from the date of this notice, or up through May 9, 2016, whichever is later. Send written comments to the Office of Planning and Development, 25 West Street, Leominster, MA 01453. A public hearing on the proposed Action Plan will be held on Monday, May 9, 2016 from 10:00a.m. to 11:00a.m. in Room 10, second floor of City Hall, 25 West St., Leominster, MA 01453. For further information please contact Kristen Kelly at the Office of Planning and Development at (978) 534-7525 ext. 253.

April 5, 2016

LEGAL NOTICE
CITY OF LEOMINSTER
PUBLIC STATEMENT

In accordance with the Drug-Free Workplace Act of 1988, (Pub. L. 100-690, Title V, Subtitle D); the City of Leominster hereby notifies its Community Development Block Grant employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in City Hall. Any employee violating this Act will be disciplined in accordance with the City of Leominster personnel policies.

January 29, 2015

LEGAL NOTICE
CITY OF LEOMINSTER
PUBLIC STATEMENT

In accordance with the Drug-Free Workplace Act of 1988, (Pub. L. 100-690, Title V, Subtitle D); the City of Leominster hereby notifies its Community Development Block Grant employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in City Hall. Any employee violating this Act will be disciplined in accordance with the City of Leominster personnel policies.

February 5, 2016

Public Notice

Homeless, Special Needs, Housing & Community Development Needs
Public Hearing for the 5-Year Consolidated Plan
City of Leominster, MA

The City of Leominster Community Development Block Grant Program is preparing to hold a Public Hearing in accordance with the United States Department of Housing and Community Development (HUD) requirements for public comment/participation related to the 5-Year Consolidated Plan. As the City of Leominster prepares its portion of the 5-Year Fitchburg-Leominster Consortium Consolidated Plan for 2016-2020 that will be submitted to HUD, a public hearing has been scheduled for Wednesday, December 30, 2015, from 11:00 a.m. to 11:00 a.m. in Room 10, in the Leominster City Hall, which is located at 25 West Street, Leominster, MA 01453. The focus of the hearing will be to discuss the homeless, special needs, housing and community development needs in the City of Leominster over the next 5 years (2016-2020). Public comments and feedback are welcome and should be submitted to the Office of Planning and Development, City Hall, 25 West Street, Leominster, MA 01453, and will be used when preparing the Fitchburg-Leominster Consortium Consolidated Plan for 2016-2020.

December 14, 21, 2015

Public Notice

PRISE

Public Notice

Homeless, Special Needs, Housing & Community Development Needs
Public Hearing for the 5-Year Consolidated Plan
City of Leominster, MA

The City of Leominster Community Development Block Grant Program is preparing to hold a Public Hearing in accordance with the United States Department of Housing and Community Development (HUD) requirements for public comment/participation related to the 5-Year Consolidated Plan. As the City of Leominster prepares its portion of the 5-Year Fitchburg-Leominster Consortium Consolidated Plan for 2016-2020 that will be submitted to HUD, a public hearing has been scheduled for Friday, January 29, 2016 from 10:30 a.m. to 11:30 a.m. in Room 10, in the Leominster City Hall, which is located at 25 West Street, Leominster, MA 01453. The focus of the hearing will be to discuss the homeless, special needs, housing and community development needs in the City of Leominster over the next 5 years (2016-2020). Public comments and feedback are welcome and should be submitted to the Office of Planning and Development, City Hall, 25 West Street, Leominster, MA 01453, and will be used when preparing the Fitchburg-Leominster Consortium Consolidated Plan for 2016-2020.

January 14, 21, 2016

Public Notice | **Public Notice**

PUBLIC HEARING
CITY OF LEOMINSTER
Community Development Block Grant Program (CDBG)

A public hearing will be held on January 20, 2016 to hear the funding proposals of all agencies that are applying for Leominster Community Development Block Grant funds for Year 42 (July 1, 2016 to June 30, 2017). The Hearing will take place at City Hall, T.A. Conference Room, Second Floor, 25 West Street from 9:30 to 11:00 a.m. on Wednesday, January 20, 2016. Questions regarding this public hearing may be addressed to the Office of Planning and Development, 25 West Street, Leominster, MA 01453 Attn: Kristen Kelly, Director of Planning and Development, 978-534-7525 ext. 256. The City of Leominster is an equal opportunity employer and will not discriminate against any employee or applicant for employment because of race, color, sex, national origin, religion, handicap, or in recruitment or recruitment advertising

AUDIENCIA PÚBLICA
CIUDAD DE LEOMINSTER
PLAN CONSOLIDADO DE LA CONCESIÓN

Se celebrará una audiencia pública para escuchar las propuestas de financiación de todos los organismos que solicitan fondos de Leominster comunidad desarrollo Block Grant año La audiencia se llevará a cabo en el Ayuntamiento, sala de conferencias T.A., segundo piso, 25 West Street de 9:30 a 11:00 en miércoles, 20 de enero de 2016. Preguntas acerca de esta audiencia pública pueden dirigirse a la Oficina de planificación y desarrollo, 25 West Street, Leominster, MA 01453 Attn: Kristen Kelly, Director de planificación y desarrollo, 978-534-7525 ext. 256. La ciudad de Leominster es un empleador de igualdad de oportunidades y no discrimina ningún empleado o solicitante de empleo debido a su raza, color, sexo, origen nacional, religión, minusvalía, o en la contratación o publicidad de reclutamiento.

January 3, 2016
January 13, 2016

LEGAL NOTICE

COMMUNITY DEVELOPMENT BLOCK GRANT

NOTICE OF INTENT TO REQUEST

RELEASE OF GRANT FUNDS:

CITY OF LEOMINSTER, CITY HALL, 25 WEST STREET,

LEOMINSTER, MA 01453

978-534-7525

Notice Issued: May 16, 2016 Grant Number: B-10-MC-0013

TO ALL INTERESTED AGENCIES, GROUPS AND PERSONS:

On or about May 31, 2016, the City of Leominster will request the United States Department of Housing and Urban Development to release Federal funds under Title 1 of the Housing and Community Development Act of 1974 (PL93-383), for the following projects:

1. Rehabilitation and Preservation…… $117,007.75
2. Code Enforcement…….. $82,977.75
3. Public Services…….. $62,000.00
4. Public Facilities……$10,000.00
5. General Administration Costs…… $55,327.96
6. Economic Development…… $91,234.54

Public comments on finding: All interested agencies, groups or persons disagreeing with these decisions are invited to submit written comments for consideration by: May 31, 2016 to the Planning & Development Office, City Hall, Leominster; prior to its taking any administrative action of requesting release of funds on the date listed immediately above. Release of grant funds: The City of Leominster will undertake the projects described above with Block Grant Funds with the U. S. Department of Housing and Urban Development Act of 1974. The City of Leominster is certifying to HUD that the City of Leominster and Mayor Dean J. Mazzarella in his official capacity consent to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to environmental reviews, decision making, and action; and these responsibilities have been satisfied. The legal effect of the certification is that upon its approval, the city of Leominster may use the Block Grant Funds, and HUD will have satisfied its responsibilities under the National Environmental Act of 1969 and other environmental responsibilities listed in 24 CFR, Part 58. HUD will accept an objection to its approval of the release of funds and acceptance of this certification only if it is on one of the following bases: a) that the certification was not, in fact, executed by the Chief Executive Officer or other officer of the City of Leominster; b) that the City of Leominster environmental review record for the projects indicated omission of a required decision finding, or step applicable to the projects in the environmental review

process; or c) another Federal agency has submitted written comments pursuant to Section 309 of the Clean Air Act of Section 102 (c) of NEPA.

Objectives must be prepared and submitted in accordance with the required procedure (24CFR, Part 58), and may be addressed to HUD, 10 Causeway Street, Boston MA, 02222-1092. Objectives to the release of funds on the basis other than these stated above will not be considered by HUD. No objection received after fifteen days from the date of request for funds listed above will be considered by HUD.

Dean J. Mazzarella, Mayor
25 West Street – City Hall
Leominster, MA 01453
May 13, 2016

CITY OF LEOMINSTER
FINAL STATEMENT OF COMMUNITY DEVELOPMENT YEAR 42
OBJECTIVES AND PROJECTED USE OF FUNDS FY2017

I. GOAL
To improve the physical and economic viability of older urban areas in the City of Leominster which are principally populated by low and moderate income persons such that in the aggregate a minimum of 70% of CDBG funds will be used for activities directly benefitting such persons.

II. OBJECTIVES
1. To improve the quality and supply of housing for low/moderate income families living in substandard dwelling units.
2. Reduce energy consumption.
3. Administer the Community Development Block Grant Program without direct or indirect cost to the City.

III. PROJECTED USE OF FUNDS:

1. Administration..... $55,327.96
(Salaries of Planning & Development staff and related expenses)
2. Code Enforcement..... $82,977.75
(Salary of one Code Enforcement Inspector to enforce state codes and related expenses)
3. Economic Development Coordinator..... $91,234.54
(Provides economic technical assistance to companies to create/retain jobs for low and moderate income citizens throughout the community)
4. Housing Rehabilitation..... $117,007.75
(Salary of one Housing Rehab Specialist and expenses to rehab approx. 13 housing units for low/moderate income persons throughout the City)
5. Beacon of Hope – Respite Services..... $3,000.00
6. Recreation Department – Summer Program..... $2,500.00
7. Mayor's Office – Energy Assistance Program..... $10,000.00
8. Mayor's Office – Summer Youth Program..... $13,500.00
9. Mayor's Office – State Pool Fee Assistance..... $2,000.00
10. Montachusett Home Care Financial Program..... $3,500.00
11. Montachusett Interfaith Hospitality Network..... $5,500.00
12. Spanish American Center Crossroads Program..... $7,500.00
13. Spanish American Center Comm. Outreach Worker.... $4,000.00
14. Allencrest Learning Center..... $3,500.00
15. YWCA – Battered Women's Resources..... $3,000.00
16. YMCA – Working on Wellness..... $2,000.00
17. Leominster Fire Dept. Smoke Detector Program..... $2,000.00
18. Public Facilities $10,000.00
(Section 108 Loan Payment for past sidewalk project)

IV. EXPENDITURE OF FUNDS: YEAR 42 (July 1, 2016 – June 30, 2017)

1. Rehabilitation and Preservation..... $117,007.75
2. Code Enforcement..... $82,977.75
3. Public Services..... $62,000.00
4. Public Facilities.....$10,000.00
5. General Administration Costs..... $55,327.96
6. Economic Development..... $91,234.54

All funds expended during the program year will be successfully used to further implement the Community Development objectives as identified in the final statement. The expenditure of these funds will give primary benefit to low and moderate income residents in the City of Leominster.

A copy of the "Final Statement" is located for citizen's review at the Office of Planning & Development, 25 West Street, Leominster MA 01453. For further information please contact Kristen Kelly at the Office of Planning & Development at (978) 534-7525 ext. 256.

Community Services Monitoring Guide – City of Leominster, Massachusetts
Fiscal Year 2015-2016 – Entitlement Year 41

Date of Inspection: _____ Inspected By: _____ Time: _____

Person(s) involved in inspection:_____

Agency Name: _____ Contract Dates: 7/1/2015 - 6/30/2016

Program Name: _____

Program Management

1) Is there adequate employment/volunteer policy on file? _____

2) Were any positions solicited? _____ How advertised? _____

3) Is there evidence of outreach efforts to encourage minorities to apply (ie: policy followed, including bilingual advertising)

_____

4) Are resumes kept on file? _____

5) How are clients solicited to use the program (ie: agency or program brochure) _____

6) Is there evidence of outreach efforts to reach minorities and low to moderate income beneficiaries (ie: bilingual outreach) _____

7) Do all advertisements, notifications, publications, signs, brochures and other promotional or informational material identify the program as being funded in part by the City of Leominster, Office of Planning and Development, U.S. Department of Housing & Urban Development? _____

8) Do publications contain an Equal Opportunity policy on file? _____

9) Is there adequate purchasing policy on file? _____

10) Are price quotations kept on file? _____

11) Is the program accessible to persons with disabilities? _____

12) Are monthly reports being submitted on time? _____

13) Are the monthly reports complete? _____

Program Progress

14) From the monthly reports, is the percentage of low/moderate income Leominster residents served a minimum of 51%? _____

15) Does the agency maintain a daily log of clients served? _____

16) Select one monthly report and verify totals: Month _____ Verify yes or no (circle)

17) Is income data on file (E.G. Participant Background Data Sheet)
_____

18) Total persons/households proposed to be served _____ Served to date _____

Financial Record Keeping

19) Invoices executed properly? _____
Is there adequate supporting documentation that justifies the eligible expenses? _____
Are CDBG funds accounted separately? _____

20) Do balances agree? _____ Monitor's balance $ _____
Client balance $ _____

21) Are time sheets on file? _____ Are bank statements on file? _____

23) When will funding be exhausted? _____

24) Federal Single Audit Act / A-133. Verify that all sub-recipients, who receive over $500,000 Federal funds be audited in accordance with OMB Circular A-133? _____

Comments

_____

_____

_____

_____

Time frame allotted to complete

inadequacies:_____

Follow-up monitoring required: _____ Conducted _____

Have all inadequacies been resolved _____

Comments

_____

_____

_____

_____

Grantee Unique Appendices

Grantee Unique Appendices

1. Newspaper articles related to activities in the Consolidated Plan
2. Needs Survey for the 2016-2010 Consolidated Plan
3. Citizen Participation Plan

telegram.com
WORCESTER, MASSACHUSETTS

Print Page

By Paula J. Owen TELEGRAM & GAZETTE STAFF

July 01, 2014 9:42PM

Breaking bread: Volunteers in Leominster offer struggling families respite from hotel life

PHOTO/ T&G STAFF/CHRISTINE PETERSON

Volunteers at the Boys & Girls Club in Leominster begin filling plates to serve to local families in transition. From left are Terri Whitney, Brad Hager, Donna Tyler-Monroe and Terry Downing.

LEOMINSTER — On Tuesday nights at the Boys & Girls Club in Leominster, Community Café volunteer Brad C. Hager said, there is no separation between the volunteers providing the meal and the homeless families who are bused there to enjoy it.

"You read so much negative about the families living in hotels, but here, they're with us," Mr. Hager said. The prayer volunteers start off each meal with "We're all one here."

Mr. Hager is one of around 50 volunteers from St. Mark's Episcopal Church in Leominster who have provided more than 650 meals on Tuesday nights since May 13 for homeless families living at the Motel 6, Days Inn and Orchard Street shelter in Leominster — moved there by the state because there is not enough shelter space for the families.

On Tuesday night, the group served spaghetti and meatballs, bread and green beans. Past meals included barbecued hamburgers and hot dogs, chicken piccata, macaroni and cheese with hot dogs and shepherd's pie.

"They get food stamps, but they only have a small refrigerator at the hotel and no oven or stove," Mr. Hager said. "Everything they eat has to be pre-made or microwavable."

The group said that when they heard in January about the 120 children living in hotels in the city, they wanted to help. That number has risen to 190, St. Mark's Rev. James O. Craig III said.

"It really came about when we first heard about the families in January," Rev. Craig said. "At that time, 123 kids in the (Leominster) school system were living in hotels. People felt an urgency that we had to do something. We couldn't find anyone around who has a handle on this situation."

St. Mark's contacted Leominster Public Schools Superintendent James Jolicoeur and Donata Martin, executive director of the Boys & Girls Club of North Central Massachusetts, who joined with the church to get families out of the hotels for a restaurant-style meal and a place for the children to play once a week.

Older kids from the Boys & Girls Club and Leominster High School also volunteer at the meals, as well as volunteers from other area churches, and once a month the board of directors from the club put on the meal. Area restaurants donate food.

All volunteers agree to a criminal record check, Rev. Craig said.

Volunteer Terry L. Downing Sr., from St. Mark's, said the group serves an average of 85 meals each Tuesday and delivers (or gives to the families to take back to their rooms) another 25 to 40 meals.

"Instead of bringing meals to them, we give them a break from the hotels," Mr. Downing said. "It seems to be growing every week."

Leominster High School junior Rafaela O. Lopes started a United Way Youth Venture Team called We Make a Difference, which holds quarterly birthday parties at the meals for the kids who have had birthdays. The 11-member team also plays with children outside after the meals.

"The kids here, all they want to do is go outside and run," Rev. Craig said. "We meet with state and local officials to go over the situation. It is unbelievable they have no place to go. We all feel a sense of urgency to help. We celebrate when a family has found an apartment, but that is only one or two families. The rest don't have anything."

Other area churches donate soap, laundry bags with detergent, toiletries, other personal items, and diapers, he said. Donations can be dropped off at the club on Lindell Avenue on Tuesday evenings for families to take back to the hotels, he said.

Gina A. Wironen, administrator for Leominster Public Schools parent information center, is often the first contact the families have when they move to a Leominster hotel.

"We make sure they have the appropriate placement to receive any services they need," Ms. Wironen said. "We are the first contact for a lot of the families."

The center provides the children with school supplies, backpacks, books, winter coats and other needed items, she said, and connects them with community resources that they need.

Alexyss D. Velez, a 16-year-old from Methuen whom the state moved to a Leominster hotel with her mother in October, said she attends the meals to get away from the hotel.

She learned of the Leominster schools' Summer Youth Employment program at the Community Café and starts her first job working with children this week.

"My mom is really struggling," she said; her mother became disabled after a car accident. "It will be good to help her with money and stuff. She can't work, so me getting a job helps more.

"We take what people give us and appreciate what people are doing here," she added. "In Methuen, there are not a lot of people who help the homeless. In Leominster, there are a lot of people who help a lot."

For more information or to volunteer, call (978) 537-3560.

Contact Paula Owen at powen@telegram.com. Follow her on Twitter @PaulaOwenTG

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http://www.telegram.com/article/20140701/NEWS/307019554

Print Page

Leominster gives kids a place to go

By Anna Burgess, aburgess @sentinelandenterprise.com
Sentinel & Enterprise
Updated:2016-05-01 08:41:42.948

LEOMINSTER -- With local volunteers hard at work, a playground began to take shape Saturday in the middle of a quiet residential neighborhood.

Surrounded by three acres of open space, the new, community-built Louis Charpentier Playground will give Leominster families a clean, easily accessible place to play.

It's part of a vision for the future of the city, said Mayor Dean Mazzarella.

"Our whole thing is to get a park, a playground, within a mile of everyone in Leominster," he said. "We're trying to get kids to be more physically active, but if there's no place to go, it's hard to be active."

This community-built playground is a big step in the right direction, he said.

Paid for with a grant from the state Parkland Acquisitions and Renovations for Communities Program, Louis Charpentier Playground is part of a larger project to create a 3.2-acre recreational space behind St. Cecilia Church in the French Hill neighborhood. The city purchased a vacant building at 160 Mechanic St., and will soon tear it down and plant grass and trees, and connect the property with the playground with landscaping, benches and more plantings.

"Finally, a kid will have space to throw a frisbee or a football," said Mazzarella. "We haven't had that in so long."

The $365,000 state grant was authorized to build the playground and purchase the 160 Mechanic St. building, said Leominster Grant Administrator Wendy Wiiks. The city contributed the remaining $158 needed.

Wiiks, Mazzarella, city workers and resident volunteers spent their Saturday constructing the playground, under the direction of Leominster Maintenance Supervisor J.R. LaPointe.

"This is my fourth community build, and the 15th playground I've built," LaPointe said, "so I have the process down."

The playground structures include slides, ladders, monkey bars, a cargo net, tunnels, spinners and a climbing tower.

There are separate sections for children ages 2-5 and ages 5-12, and the entire playground will have a poured rubber surface.

"It's meant to be very stimulating and interactive," said Mazzarella.

City resident Ernie Charpentier, who said he "came by to lend a hand," was happy to see his father's park get such an upgrade.

Louis Charpentier, whose hand-carved holiday displays gave him the nickname "Mr. Christmas," died last year at age 104.

Ernie Charpentier helped construct the "tot lot" previously in that space, and said, "this (playground) is going to be so much bigger and nicer."

Mazzarella was especially excited about residents helping to build their own playground.

"Everybody is a stakeholder," he said. "If everybody contributes, the power of community is unstoppable."

Follow Anna Burgess on Twitter and Tout @AnnaBurgess18.

Close Window Send To Printer

THE CITY OF
LEOMINSTER
MASSACHUSETTS

Leominster News

Nomination Papers For School Committee At Large

January 15, 2016

Nomination papers are now available in the City Clerks Office for the special municipal election for School Committee At Large,.

City of Leominster Holiday Hours

December 23, 2015

City Offices will be closing at Noon on Thursday, December 24th and at Noon on Thursday, December 31st. Happy Holidays to all.

Community Developement Block Grant Survey

December 16, 2015

Please click on READ MORE for access to this Important Survey on the City of Leominster Community Development Block Grant Program.

Read More »

Leominster Marketplace

2016-2020 Consolidated Plan Needs Survey for Leominster, MA

The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development needs. Since 1974, CDBG funding has been the means through which the City of Leominster has been able to provide funding for public services, housing rehabilitation, economic opportunities and public facilities to benefit low- and moderate-income persons and families that would otherwise be unable to obtain such support.

We hope that you will take the time to participate in this 5-topic survey on Accessibility, Public Services, Affordable Housing Development/Programs, Economic Development and Public Infrastructure, which is designed to help identify the needs of these families and inform where the City will target its funding priorities in the FY 2016-2020 Consolidated Plan, the City's 5-Year CDBG funding plan. Thank you for your time.

Considering that resources are limited, please indicate below how you would prioritize the following community development activities:

1. Accessibility

	No Opinion	Low Priority	Medium Priority	High Priority
Access to curb cuts and sidewalks	☐	☐	☐	☐
Access to parks and open space	☐	☐	☐	☐
Access to public buildings	☐	☐	☐	☐
Increased affordable, accessible housing	☐	☐	☐	☐
Day programs or supportive services	☐	☐	☐	☐
Employment assistance	☐	☐	☐	☐
Housing modifications for accessibility	☐	☐	☐	☐
Transportation	☐	☐	☐	☐

2. Public Services

	No Opinion	Low Priority	Medium Priority	High Priority

Children's services (child care, after-school care, etc.)	○	○	○	○
Elder services (adult day center, assistance in obtaining entitlements and social services)	○	○	○	○
Family services (domestic violence assistance, parent education)	○	○	○	○
Health/Mental Health services	○	○	○	○
Homelessness services	○	○	○	○
Job training & placement services	○	○	○	○
Services for neglected/abused children services	○	○	○	○
Services for people with disabilities (employment/training, day centers)	○	○	○	○
Substance abuse services	○	○	○	○
Veterans services	○	○	○	○
Youth services (after-school activities, mentoring, etc.)	○	○	○	○

3. Affordable Housing Development / Programs

	No Opinion	Low Priority	Medium Priority	High Priority
Create affordable ownership housing	○	○	○	○
Create affordable rental housing	○	○	○	○
Create affordable housing with supportive services	○	○	○	○

Create affordable senior housing	○	○	○	○
Increase efforts to prevent homelessness	○	○	○	○
Provide housing rehabilitation (correction of code violations, hazard abatement, accessibility improvements, etc.)	○	○	○	○
Provide homeownership programs (e.g., downpayment assistance)	○	○	○	○
Provide housing discrimination education	○	○	○	○
Provide rent subsidies (e.g., monthly rent, security deposit)	○	○	○	○

4. Economic Development

	No Opinion	Low Priority	Medium Priority	High Priority
Physical improvements to encourage businesses/job growth (neighborhood revitalization, building accessibility, energy efficiency, etc.)	○	○	○	○
Small business loan assistance	○	○	○	○
Technical assistance to businesses (financial	○	○	○	○

management, strategic planning, etc.)				
Job training	○	○	○	○

5. Public Infrastructure

	No Opinion	Low Priority	Medium Priority	High Priority
Street lighting improvements	○	○	○	○
Parks and open space improvements	○	○	○	○
Provide assistance to senior center facilities	○	○	○	○
Sidewalk improvements	○	○	○	○
Street tree plantings	○	○	○	○
Water & sewer improvements	○	○	○	○

6. Please use this space to provide any comments you would like to share.

Thank you for participating in this survey. For more information about the Consolidated Plan Update process, please send an email to leomconplan@gmail.com or call the Leominster Office of Planning & Development at 978-534-7525.

Done

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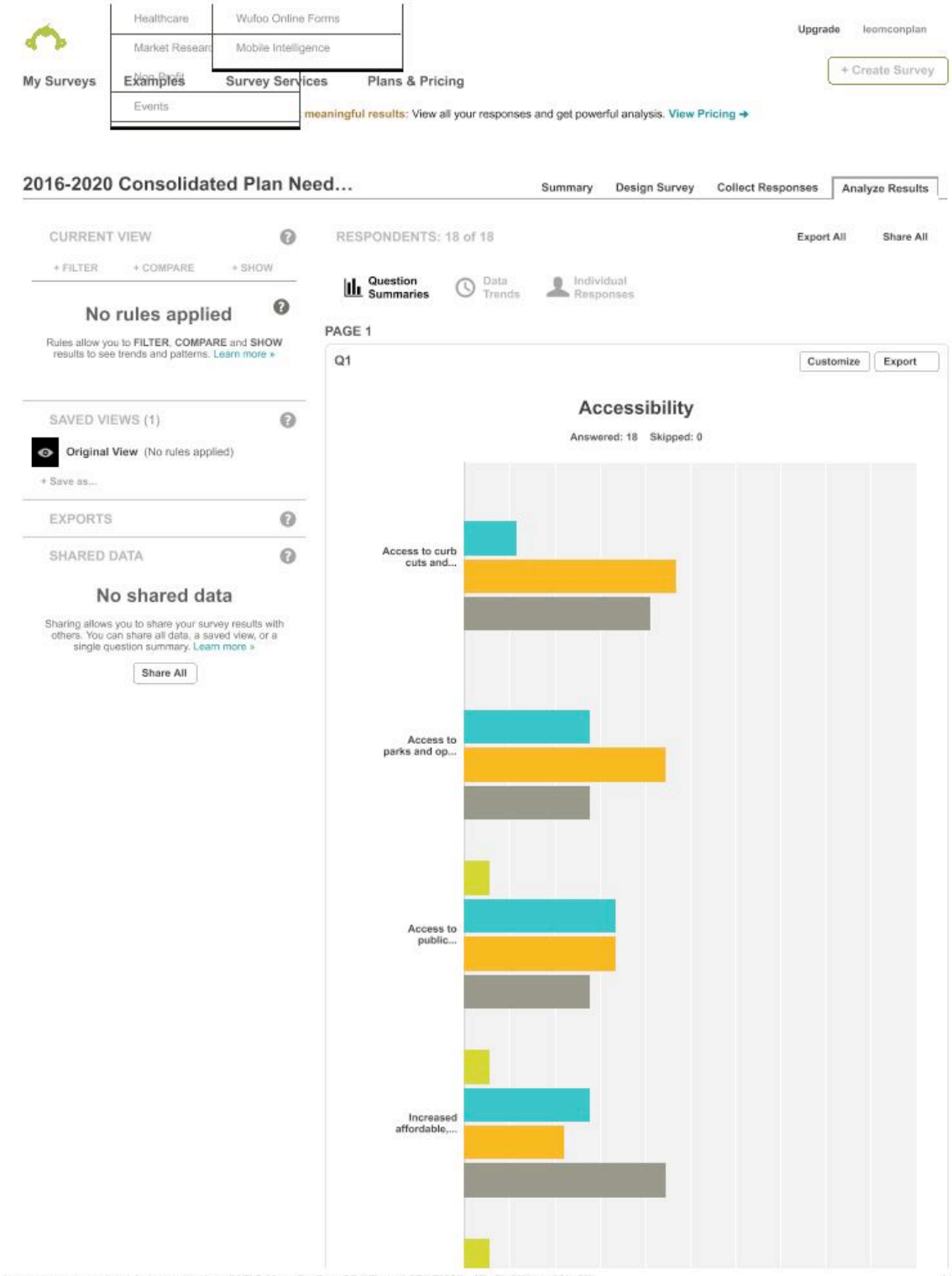
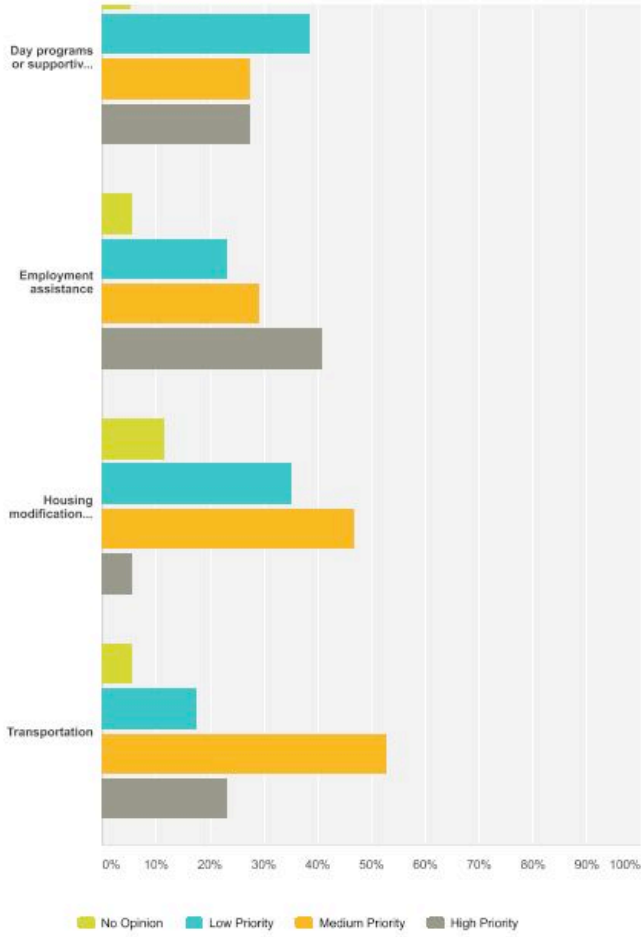

Healthcare
Wufoo Online Forms
Market Research
Mobile Intelligence
Non-Profit
Events
My Surveys
Examples
Survey Services
Plans & Pricing
Upgrade
leomconplan
+ Create Survey
meaningful results: View all your responses and get powerful analysis. View Pricing →
2016-2020 Consolidated Plan Need...
Summary
Design Survey
Collect Responses
Analyze Results
CURRENT VIEW
+ FILTER
+ COMPARE
+ SHOW
No rules applied
Rules allow you to FILTER, COMPARE and SHOW results to see trends and patterns. Learn more »
SAVED VIEWS (1)
Original View (No rules applied)
+ Save as...
EXPORTS
SHARED DATA
No shared data
Sharing allows you to share your survey results with others. You can share all data, a saved view, or a single question summary. Learn more »
Share All
RESPONDENTS: 18 of 18
Export All
Share All
Question Summaries
Data Trends
Individual Responses
PAGE 1
Q1
Customize
Export
Accessibility
Answered: 18 Skipped: 0
Access to curb cuts and...
Access to parks and op...
Access to public...
Increased affordable,...



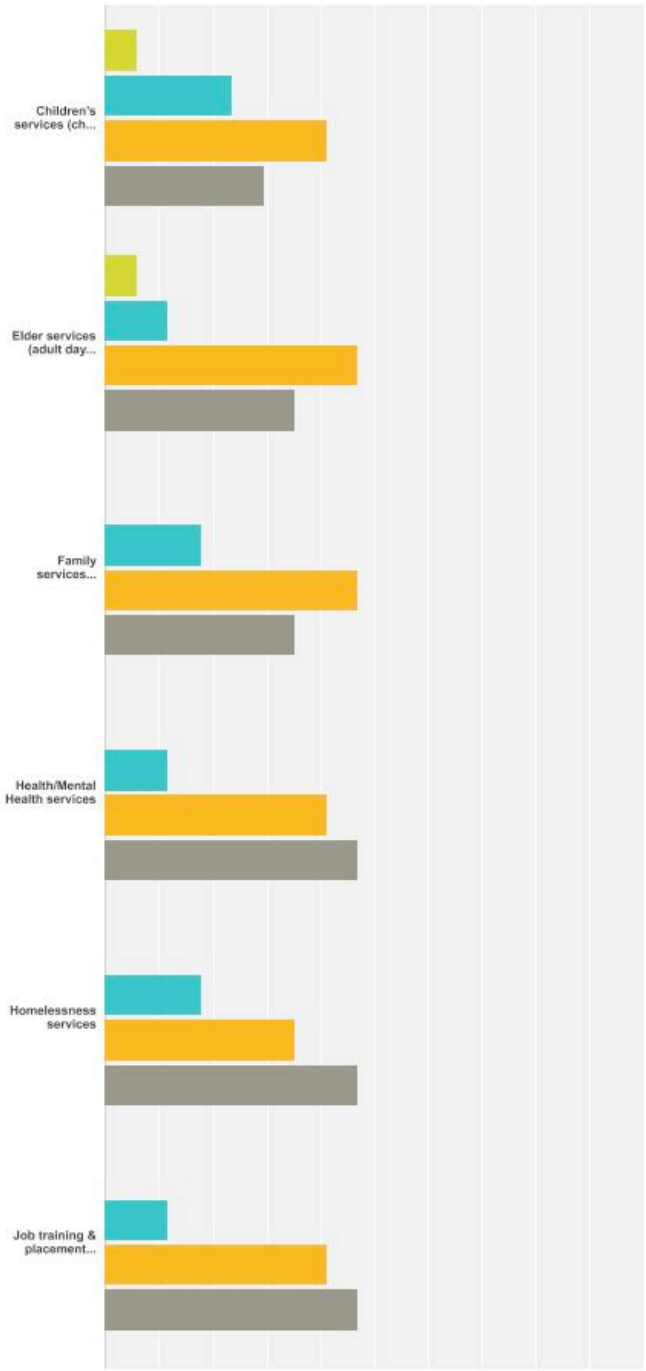
	No Opinion	Low Priority	Medium Priority	High Priority	Total Respondents
Access to curb cuts and sidewalks	0.00% 0	11.76% 2	47.06% 8	41.18% 7	17
Access to parks and open space	0.00% 0	27.78% 5	44.44% 8	27.78% 5	18
Access to public buildings	5.56% 1	33.33% 6	33.33% 6	27.78% 5	18
Increased affordable, accessible housing	5.56% 1	27.78% 5	22.22% 4	44.44% 8	18
Day programs or supportive services	5.56% 1	38.89% 7	27.78% 5	27.78% 5	18
Employment assistance	5.88% 1	23.53% 4	29.41% 5	41.18% 7	17
Housing modifications for accessibility	11.76% 2	35.29% 6	47.06% 8	5.88% 1	17
Transportation	5.88% 1	17.65% 3	52.94% 9	23.53% 4	17

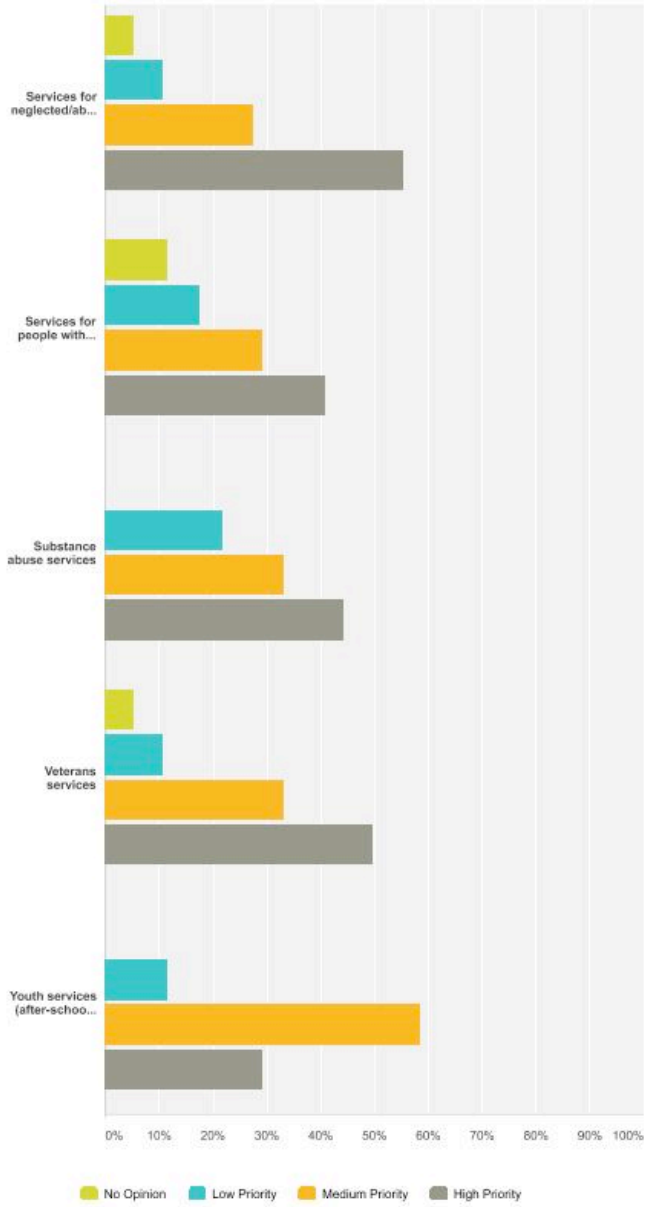
Q2

Customize Export

Public Services

Answered: 18 Skipped: 0





	No Opinion	Low Priority	Medium Priority	High Priority	Total
Children's services (child care, after-school care, etc.)	5.88% 1	23.53% 4	41.18% 7	29.41% 5	17
Elder services (adult day center, assistance in obtaining entitlements and social services)	5.88% 1	11.76% 2	47.06% 8	35.29% 6	17
Family services (domestic violence assistance, parent education)	0.00% 0	17.65% 3	47.06% 8	35.29% 6	17

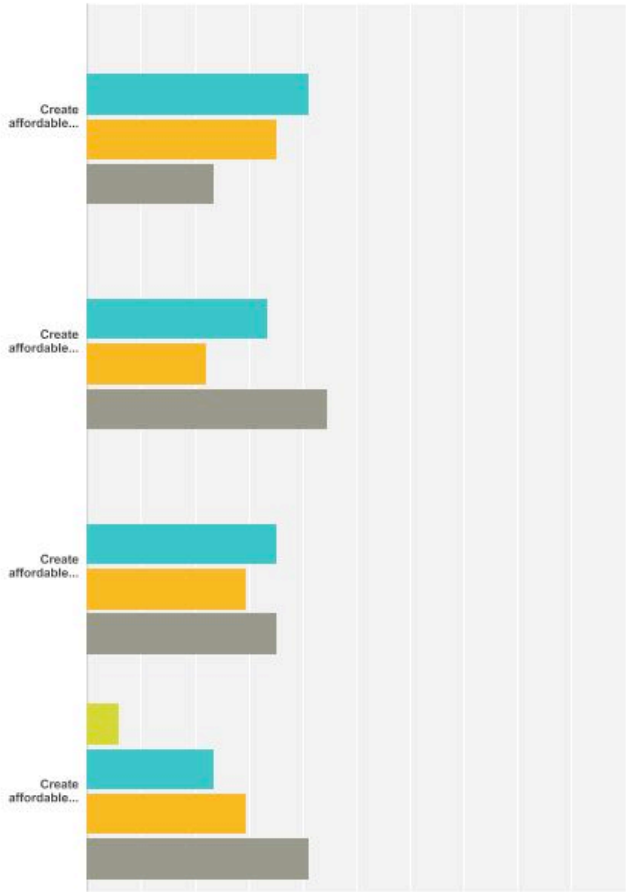
Health/Mental Health services	0.00% 0	11.76% 2	41.18% 7	47.06% 8	17
Homelessness services	0.00% 0	17.65% 3	35.29% 6	47.06% 8	17
Job training & placement services	0.00% 0	11.76% 2	41.18% 7	47.06% 8	17
Services for neglected/abused children services	5.56% 1	11.11% 2	27.78% 5	55.56% 10	18
Services for people with disabilities (employment/training, day centers)	11.76% 2	17.65% 3	29.41% 5	41.18% 7	17
Substance abuse services	0.00% 0	22.22% 4	33.33% 6	44.44% 8	18
Veterans services	5.56% 1	11.11% 2	33.33% 6	50.00% 9	18
Youth services (after-school activities, mentoring, etc.)	0.00% 0	11.76% 2	58.82% 10	29.41% 5	17

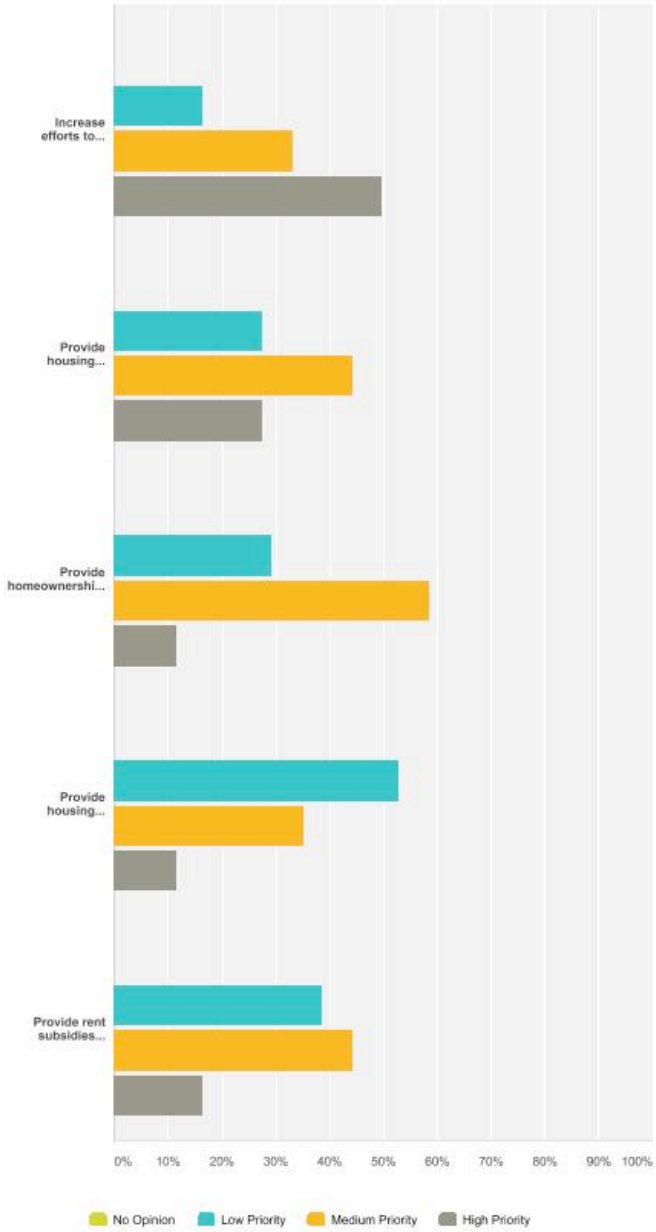
Q3

Customize Export

Affordable Housing Development / Programs

Answered: 18 Skipped: 0





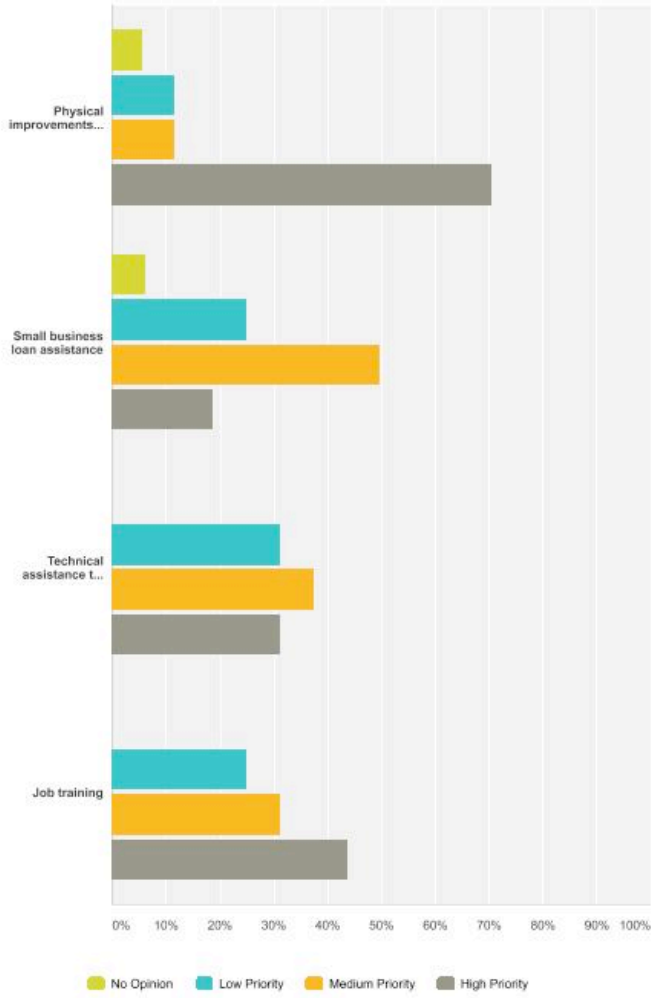
	No Opinion	Low Priority	Medium Priority	High Priority	Total
Create affordable ownership housing	0.00% 0	41.18% 7	35.29% 6	23.53% 4	17
Create affordable rental housing	0.00% 0	33.33% 6	22.22% 4	44.44% 8	18
Create affordable housing with supportive services	0.00% 0	35.29% 6	29.41% 5	35.29% 6	17

Create affordable senior housing	5.88% 1	23.53% 4	29.41% 5	41.18% 7	17
Increase efforts to prevent homelessness	0.00% 0	16.67% 3	33.33% 6	50.00% 9	18
Provide housing rehabilitation (correction of code violations, hazard abatement, accessibility improvements, etc.)	0.00% 0	27.78% 5	44.44% 8	27.78% 5	18
Provide homeownership programs (e.g., downpayment assistance)	0.00% 0	29.41% 5	58.82% 10	11.76% 2	17
Provide housing discrimination education	0.00% 0	52.94% 9	35.29% 6	11.76% 2	17
Provide rent subsidies (e.g., monthly rent, security deposit)	0.00% 0	38.89% 7	44.44% 8	16.67% 3	18

Q4 Customize Export

Economic Development

Answered: 17 Skipped: 1



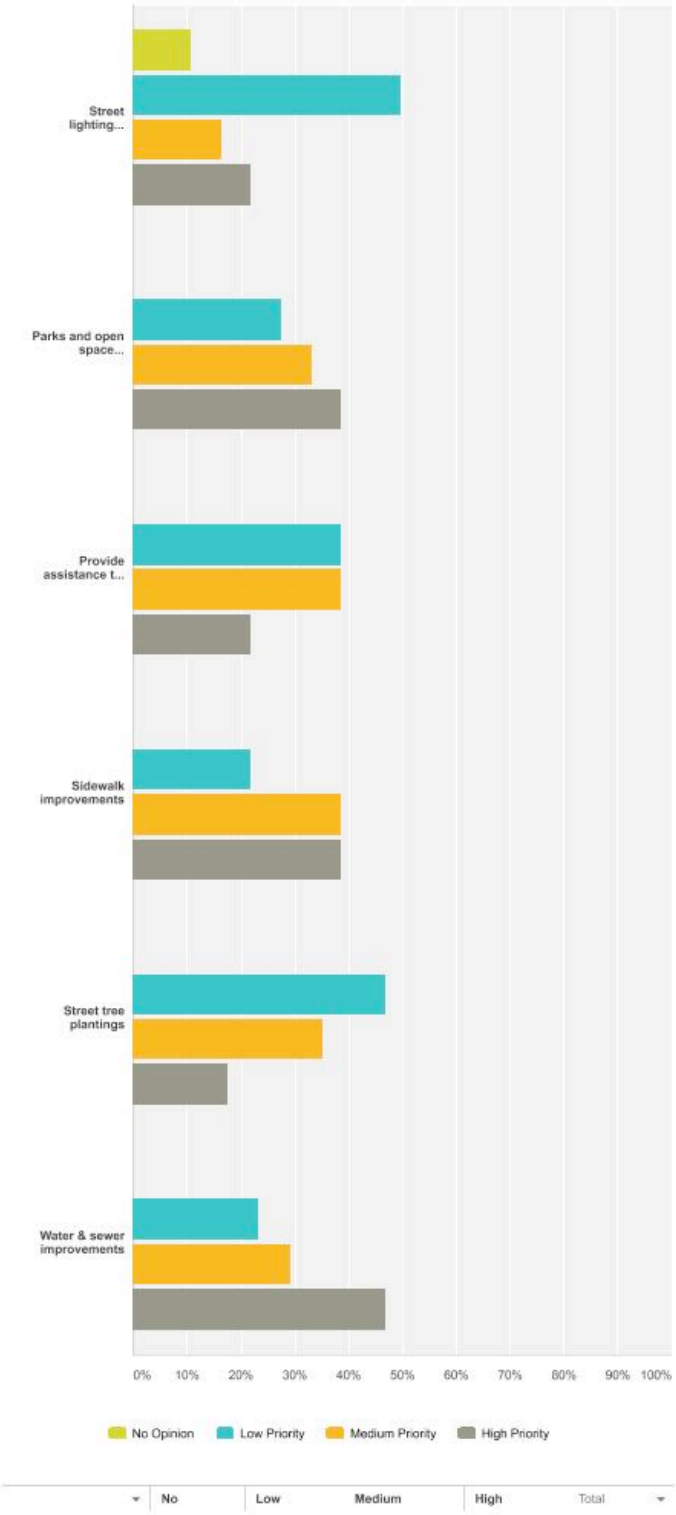
	No Opinion	Low Priority	Medium Priority	High Priority	Total
Physical improvements to encourage businesses/job growth (neighborhood revitalization, building accessibility, energy efficiency, etc.)	5.88% 1	11.76% 2	11.76% 2	70.59% 12	17
Small business loan assistance	6.25% 1	25.00% 4	50.00% 8	18.75% 3	16
Technical assistance to businesses (financial management, strategic planning, etc.)	0.00% 0	31.25% 5	37.50% 6	31.25% 5	16
Job training	0.00% 0	25.00% 4	31.25% 5	43.75% 7	16

Q5

Customize Export

Public Infrastructure

Answered: 18 Skipped: 0


Street lighting...
Parks and open space...
Provide assistance t...
Sidewalk improvements
Street tree plantings
Water & sewer improvements
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%
No Opinion
Low Priority
Medium Priority
High Priority
No
Low
Medium
High
Total

	Opinion	Priority	Priority	Priority	
Street lighting improvements	11.11% 2	50.00% 9	16.67% 3	22.22% 4	18
Parks and open space improvements	0.00% 0	27.78% 5	33.33% 6	38.89% 7	18
Provide assistance to senior center facilities	0.00% 0	38.89% 7	38.89% 7	22.22% 4	18
Sidewalk improvements	0.00% 0	22.22% 4	38.89% 7	38.89% 7	18
Street tree plantings	0.00% 0	47.06% 8	35.29% 6	17.65% 3	17
Water & sewer improvements	0.00% 0	23.53% 4	29.41% 5	47.06% 8	17

Q6 Export

Please use this space to provide any comments you would like to share.

Answered: 4 Skipped: 14

Responses (4) Text Analysis My Categories

PRO FEATURE
Use text analysis to search and categorize responses; see frequently-used words and phrases. To use Text Analysis, upgrade to a GOLD or PLATINUM plan.

Upgrade Learn more »

Categorize as... Filter by Category Search responses

Showing 4 responses

Harvard St really needs a sidewalk to keep pedestrians safe on this heavily traveled, narrow road
5/4/2016 12:00 PM View respondent's answers

Please consider ways to increase usable sidewalks YEAR ROUND. Fewer and fewer people clear their walks of snow and ice, forcing us to walk (unsafely) in the road. Also, sidewalks should be repainted and made to be much more visible.
1/30/2016 12:01 PM View respondent's answers

It's difficult to assist an individual or family experiencing homelessness when there is little to no affordable housing options in these areas. Often times they have to move away from the area for employment and opportunity even though they prefer to stay here.
12/21/2015 11:32 AM View respondent's answers

love to see that Bike trail that's been talked about actually done. The High school should have a better fields and track. Not related but I think LHS should split and vocational and technical programs should expand in both space and programs offered, possibly remaining at LHS and we build a new LHS for the non-vocational and technical programs
12/18/2015 7:14 AM View respondent's answers

Community: Developers • Facebook • Twitter • LinkedIn • Our Blog • Google+ • YouTube
About Us: Management Team • Board of Directors • Integrations • Newsroom • Office Locations • Jobs • Sitemap • Help
Policies: Terms of Use • Privacy Policy • Anti-Spam Policy • Security Statement • Email Opt-In • Accessibility

Language: English • Español • Português • Deutsch • Nederlands • Français • Русский • Italiano • Dansk • Svenska • [illegible] • Türkçe • Norsk • Suomi

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CITY OF LEOMINSTER
CITIZEN PARTICIPATION PLAN
(91.220(b))

The following plan shall serve as a guide for the City of Leominster in our attempt to encourage citizen participation in all stages of the Consolidated Plan Process. Copies of this plan shall be kept on file at the Office of Planning & Development and made available to citizens for their review during regular office hours. This Plan includes the following:

Development of the Consolidated Plan

The City shall prepare and make available information to the public regarding the Consolidated Plan process including the process for submitting an intention to apply for or to support an application for HUD funded programs, comments on the overall housing and community development needs of the City and the process in which new program year proposals for the use of CDBG funds will be accepted and reviewed. This will include a public comment form for the Consolidated Plan, a simple application form for CDBG funds and a program summary that explains basic CDBG program eligibility regulations and provides an estimate of program funds to be made available.

The City shall maintain a list of lower income neighborhood organizations and contacts, minority organizations, previous program year applicants, elected officials and other interested parties for notification concerning this application process, as well as scheduled public hearings and other program information as needed. Paid local advertising in print media will be used to announce the availability of application forms and instructions.

The Leominster Office of Planning & Community Development is responsible for overseeing the development of the Consolidated Plan. The Plan documents the overall housing and community development needs of the City and serves as a consolidated application package for all HUD funded projects to address those needs. A final list of recommended CDBG projects submitted after review and approval of the Mayor, and City Council and the completed Plan will serve as the City's Proposed Consolidated Plan and Statement of CDBG Activities.

The City shall consider all comments received, either in writing or orally at public hearings, on the Proposed Plan and the Proposed Amendments to the Final Plan and will include these comments in the Final Consolidated Plan and Statement of CDBG Activities.

Proposed Consolidated Plan and Statement of CDBG Activities

Citizens shall be provided with reasonable and timely access to local meetings, information, and records relating to the City's proposed Plan and Statement of CDBG

CITY OF LEOMINSTER
CITIZEN PARTICIPATION PLAN
(91.220(b))

Activities. The proposed Plan and Statement of Activities shall be published in the local print media each year concurrent with a notice of the City's second public hearing soliciting citizen comments on the Plan and Proposed Statement. The proposed Plan and Statement will be published in such a manner so as to allow not less than thirty (30) day public comment period. Copies of the Proposed Plan and Statement of Activities as well as the Final Plan and Statement of CDBG Activities shall be kept on file during regular business hours for citizens to review at the Office of Planning & Community Development. All materials will be made available in the form accessible to persons with disabilities, upon request.

Public Hearings

The City shall hold no less than two (2) public hearings for the following purposes:

1. The Office of Planning & Community Development shall hold the first public hearing before proposals for the use of upcoming program year CDBG funds have been received and prior to the start of the local review process. This public hearing shall be held to:

- Provide information on the upcoming program year;
- Solicit comments on the proposed CDBG projects; and
- Solicit comments on the overall housing and community development needs of the City and on Leominster performance in implementing the CDBG program.

2. A second public hearing shall be held to solicit citizen comments on the following:

- Leominster's Proposed Consolidated Plan and Statement of CDBG Activities;
- The City's Housing and Community Development Needs and its performance in implementing the CDBG Program; and
- The City Displacement Minimization and Assistance Plan.

Notices of all public hearings shall be published through paid advertising in local media and posted at City Hall at least two weeks prior to the hearing / meeting dates. Hearings are to be held in a location that is easily accessible from and central to the City lower income neighborhood strategy area. Sites chosen for all public hearings shall include facilities for the access of persons with disabilities.

CITY OF LEOMINSTER
CITIZEN PARTICIPATION PLAN
(91.220(b))

Other Meetings

In addition to Public Hearings, meetings with the Leominster Housing Authority and other community providers will be held to identify and discuss the overall housing and community development needs of the City and other matters pertaining to the development of the Plan.

Amendments to Final Consolidated Plan and Statement of CDBG Activities

A proposed change in a Final Consolidated Plan activity shall be considered a substantial change and will require an amendment to the City's Final Consolidated Plan and Statement of CDBG Activities in the event that any one of the following criteria is applicable:

1. The proposed change would alter an activity's funding level by greater than 50%, or $10,000, whichever is greater;

2. A review of the proposed change indicates that it would substantially alter the purpose of activity, even if its intended beneficiaries do not change (i.e. change from a youth drop-out prevention program to a youth summer jobs program); or

3. A review of the proposed change reveals that it would substantially alter the intended beneficiaries of that activity. This would include, but not be limited to, the following:

- A substantial change in the location of an activity whose benefits are clearly area-specific; or
- A substantial change in age group, income level or other significant characteristics of population originally targeted for benefit by that activity.

Citizens shall be provided with reasonable and timely access to local meetings, information and records relating to the Final Consolidated Plan and Statement of CDBG Activities. A summary of any and all proposed Amendments to the Plan and Statement of Activities shall be published in such a manner so as to allow not less than thirty (30) day public comment period. Copies of the Proposed Plan and Statement of Activities as well as the Final Plan and Statement of CDBG Activities shall be kept on file during regular business hours for citizens to review at the Office of Planning & Community Development. All materials will be made available in the form accessible to persons with disabilities, upon request.

Performance Reports
Also referred to as the Consolidated Annual Performance & Evaluation Report (CAPER)

CITY OF LEOMINSTER
CITIZEN PARTICIPATION PLAN
(91.220(b))

The City shall on an annual basis, conduct a review of and complete a report on its compliance with the Final Consolidated Plan and Statement of CDBG activities.

Notice of the availability of the Performance Report for public review will be published in the local print media and posted at City Hall in such a manner as to allow not less than a fifteen (15) day public comment period. Copies of the Performance Report shall be kept on file during regular business hours for citizens to review at the Office of Planning & Community Development. All materials will be made available in a form accessible to persons with disabilities, upon request.

All comments received will be considered in the completion of the Final Performance Report. A summary of the comments or views will be attached to the Performance Report that is submitted to HUD.

Technical Assistance and Application for Funds

The City shall continue its policy of providing on-going planning and technical assistance to lower income neighborhoods and neighborhood organizations, including minority organizations, to assist in the identification of neighborhood needs and in efforts designed to address these needs. Such assistance shall include grant writing assistance in preparing proposals for the CDBG program on an as needed and as requested basis.

Written Complaints and Grievances

It shall be the policy of the City to respond in writing to all correspondence received which requests a response or which comes in the form of a complaint or grievance. Such response shall be in a timely manner not to exceed fifteen (15) working days, where practicable.

Grantee SF-424's and Certification(s)

MAYOR'S OFFICE

City of Leominster, Massachusetts

CITY HALL - 25 WEST STREET
LEOMINSTER, MASSACHUSETTS 01453
www.leominster-ma.gov

TELEPHONE (978) 534-7500 FACSIMILE (978) 534-0668

DEAN J. MAZZARELLA
Mayor
dmazzarella@leominster-ma.gov

May 1, 2016

Samantha Graves
CPD Representative
U.S. Department of Housing and Urban Development
10 Causeway Street, Room 535
Boston, MA 02222

Dear Ms. Graves:

I am pleased to submit the original, signed SF-424 and the original, signed Certifications for the City of Leominster's Year 42 Annual Action Plan to the U.S. Department of Housing and Urban Development. If you have any questions about this information, please contact Kristen Kelly, Leominster Planning Director, by telephone at 978-534-7575 or by email at kkelly@leominster-ma.gov.

Sincerely,

DEAN J. MAZZARELLA
Mayor

/enclosures

OMB Number: 4040-0004
Expiration Date: 8/31/2016

Application for Federal Assistance SF-424

*** 1. Type of Submission:**
- ○ Preapplication
- ◉ Application
- ○ Changed/Corrected Application

*** 2. Type of Application:**
- ◉ New
- ○ Continuation
- ○ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Leominster

* b. Employer/Taxpayer Identification Number (EIN/TIN): 04-6006004

* c. Organizational DUNS: 075364216

d. Address:

* Street1: 25 West Street

Street2:

* City: Leominster

County/Parish: Worcester County

* State: MA: Massachusetts

Province:

* Country: USA: UNITED STATES

* Zip / Postal Code: 01453

e. Organizational Unit:

Department Name: Off. of Planning & Development

Division Name: Community Development

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name: Kristen

Middle Name:

* Last Name: Kelly

Suffix:

Title: Planning Director

Organizational Affiliation:

* Telephone Number: 978-534-7525

Fax Number: 978-537-8115

* Email: kkelly@leominster-ma.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

Type of Applicant 3: Select Applicant Type

* Other (specify)

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

United States Department of Housing & Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant Entitlement

*** 12. Funding Opportunity Number:**

n/a

* Title:

n/a

13. Competition Identification Number:

n/a

Title:

n/a

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

Add Attachment | Delete Attachment | View Attachment

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

City of Leominster, Community Development Block Grant Program Year 42

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: 01-MA
* b. Program/Project: 01-MA

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

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/16
* b. End Date: 06/30/17

18. Estimated Funding ($):

* a. Federal	$418,548.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	$418,548.00

*** 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.
- (X) 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 (X) No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

[X] ** 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:	Dean
Middle Name:	J.
* Last Name:	Mazzarella
Suffix:	
* Title:	Mayor
* Telephone Number:	978-534-7500
Fax Number:	978-534-0658
* Email:	dmazzarella@leominster-ma.gov
* Signature of Authorized Representative:	
* Date Signed:	4-29-16

CERTIFICATIONS

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

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

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

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

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

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

Signature/Authorized Official

4-29-16
Date

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

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

2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2014, 2015, 2016 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

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

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

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

Excessive Force -- It has adopted and is enforcing:

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

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

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

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

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

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

Signature/Authorized Official

4·29·16
Date

Mayor
Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

> The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

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.

Appropriate Financial Assistance -- 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;

Signature/Authorized Official — Date: 4-29-16

Title: Mayor

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. 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.

Appendix - Alternate/Local Data Sources

N/a