

**YEAR 35 CDBG ACTION PLAN
CITY OF FITCHBURG
REVISED – additional Entitlement funding (6/5/09)
REVISED – (10/18/12), (7/19/12), (6/6/12), (12/4/09)
AMENDMENT #2 – March 10, 2014, AMENDMENT #1 – July 5, 2011**

PUBLIC FACILITIES AND IMPROVEMENTS

Fitchburg Senior Center Capital Improvement Program **\$ 60,000**

Summary: Project funds will be used to make capital improvements based on a facility needs assessment currently underway. CDBG funds will be used as a match to apply for the Mass. Historical Commission Priority Projects Grant Program. The Fitchburg Senior Center is located at 14 Wallace Avenue.

Performance Measurement: SL-3. The goal of this project is the preservation of a historic structure by insulating the roof to the Drill Hall and repairing the brick masonry. The benefit of this project is the continued use of this facility by veterans, elders and the general public. It is estimated that 500 people will benefit from this project.

Elm Street Sidewalk Project **\$ 47,000**

Summary: Project funds will be used to replace deteriorated sidewalks up to 500 linear feet, and re-set or install granite curbing in the Elm Street/Lowe Passway neighborhood (priority #1). Improvements will comply with ADA standards.

Performance Measurement: SL-3. The goal of this project is an improved sidewalk system in the Elm Street/Lowe Passway neighborhood. The benefit to users is a safe and accessible path of travel along this route and prevention of storm water damage due to inadequate curb reveal. Approximately 500 l.f. of sidewalk will be replaced. It is estimated that 2,028 residents from the neighborhood will benefit from this project.

Revised City Hall Accessible Bathroom Design **\$ 5,000**

Summary: Project funds will be used to develop schematic design and cost estimate to convert the first floor bathroom, adjacent to the building's front foyer, into an accessible bathroom for public use. Improvements will comply with ADA standards. Fitchburg City Hall is located at 718 Main Street.

Performance Measurement: SL-1. The goal of this project is to provide an accessible first floor bathroom for public use. The benefit to users is that they won't need to go to the second floor and the facility will be universally accessible. It is estimated that up to 100 people will benefit from this project.

Revised Main and Water Streets Parking and Streetscape Design Project **\$ 10,000**

Summary: Project funds will be used for design and implementation of streetscape improvements along Main and Water Streets, the city's gateway corridors. Improvements may include sidewalks, plantings, fencing and various traffic measures. Additional funds were transferred into this account. (Refer to the Amendment section of the Plan.)

Performance Measurement: SL-3. The goal of this project is to improve the appearance and the pedestrian friendliness of the Main and Water Street corridors into the city. The benefit is the elimination/prevention of slums and blight in the downtown area. It is estimated that 40,000 people will benefit from this project.

North Nashua River Access Project **\$120,000**

Summary: Project funds will be used to leverage \$265,000 in state dollars to create access to the Nashua River, by relocating a portion of the flood wall along the south edge of the Riverfront Park to the rear of the park, creating a terrace at the river's edge, changing the existing slope to the water's edge, incorporating granite blocks in an amphitheatre arrangement and making other miscellaneous in-stream improvements to the Nashua River and an expansion of the usable park area.

Performance Measurement: EO-3. The goal of this project is to provide access to the North Nashua River. The benefit is the creation of educational and recreational opportunities which promote economic growth in the central city. It is estimated that 39,100 residents will benefit from this project.

Park and Playground Improvements **\$85,000**

Summary: Project funds will be used to develop plans and specifications for improvements to lower Howarth Park, improvements to Parkhill Park Babe Ruth League fields and adjacent drainage; and initial design for improvements at First and Railroad Park. An initial set-aside of up to \$50,000 is anticipated for Parkhill Park, with the balance of funds to be utilized for the design of the remaining parks. Improvements will comply with ADA standards.

Performance Measurement: SL-3. The goal of this project is 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 up to 24,252 residents will benefit from this project.

TOTAL PUBLIC FACILITIES AND IMPROVEMENTS **\$327,000.00**

PUBLIC SERVICES

Drug Enforcement and Strategic Foot Patrol / Family Service Advocate

\$95,000

Summary: Project funds will be used to provide for overtime expenses related to drug investigations in CDBG eligible areas, and provide supplemental foot patrols in neighborhoods identified as hot spots for narcotics dealing and other illegal activity. Project funds will also be used to pay for a part-time Civilian Advocate position at 32hrs./week to assist residents who are involved in domestic abuse complaints, screen for high risk cases, and provide in-house training to police officers. (Note: this represents two combined applications)

Performance Measurement: SL-3. The goal of the Drug Enforcement Project is to reduce drug distribution in CDBG neighborhoods. The benefit of this project will result in safer neighborhoods. It is estimated that 23,871 people will benefit from this project. (\$70,000)

Performance Measurement: SL-1. The goal of the Family Services Advocate Program is to provide for the safety of victims of domestic violence. The benefit of this project will result in fewer cases of domestic violence and increased education on this issue. It is estimated that 400 (duplicated count) Fitchburg residents will benefit from this project.(\$25,000)

Project Learn, After-School Program and Teen Center

\$ 20,000

Summary: Project funds will be used to pay for partial salaries of the Program Director and Program Instructor and administrative costs associated with the after-school program for Fitchburg youth ages 8-18. The program helps students with homework, learning and leisure activities; offers parent/adult involvement; collaborates with schools and other youth organizations, and offers program incentives. Approximately 90 Fitchburg youth will be served at 365 Lindell Street in Leominster. (Site of the former Julie Country Day School.)

Performance Measurement: SL-1. The goal of this project is to provide a safe place for students to gather after school. The benefit to program participants is the development of life skills that can be incorporated into daily life. Approximately 90 Fitchburg youth will benefit from this project.

Building Leadership and Inspiring Self-Sufficiency Project

\$ 63,000

Summary: Project funds will be used to support five staff positions and administrative costs at the Center. Additional funds will be used to pay for information and referral services to the Elm Street neighborhood in conjunction with the Elm Street Congregational Church Afterschool Program.

Agency services include after school youth program, information and referral, food pantry, bi-lingual and bi-cultural services to Latino residents, ESOL & GED classes, and neighborhood task forces to help identify needs of Cleghorn residents. The office is located at 2-18 Fairmount Street.

Performance Measurement: SL-1. The goal of this project is the provision of a one-stop social service program to residents in the Cleghorn neighborhood and citywide Latino information and referral services. In addition, information and referral services will be provided to the Elm Street neighborhood. The benefit of this project is individual skill-building in English proficiency, academics, social connections, family support groups, neighborhood needs assessment, and easier access to resources. It is estimated that approximately 9,000 people (duplicated count) will benefit from this project.

MIHN Shelter Project

\$12,000

Summary: Project funds will be used for a portion of the Network Director's salary and administrative costs. The shelter and day program relocated to 196 Mechanic Street in Leominster (St. Cecilia's building). Approximately 18-20 homeless families will be provided shelter, meals and case management services during the program year. It is estimated that 71% of the families will come from Fitchburg. Fourteen congregations from Fitchburg, Leominster and Lunenburg serve as host congregations at the shelter.

Performance Measurement: SL-1. The goal of this project is the provision of shelter services to people who are without permanent housing. The benefit is the provision of a safe environment which offers families the time and assistance needed to secure permanent housing and provides case management services in the areas of employment, day care, health, budgeting, education and parenting skills. It is estimated that 18-20 homeless families will benefit from this project.

Fitchburg Foreclosure Defense Project

\$10,000

Summary: Project funds will be used to pay a portion of staff salaries to provide legal assistance to low-moderate income households in Fitchburg. Legal strategies will be employed to help reduce the number of foreclosures and post-foreclosure evictions. The program will operate from the 76 Summer Street office.

Performance Measurement: DH-1. The goal of this project is to reduce the number of foreclosures and post-foreclosure evictions in Fitchburg. The benefit of this project is financial stability of homeowners, tenant security and neighborhood stabilization. It is estimated that 20 Fitchburg households will be served.

TOTAL PUBLIC SERVICES

\$200,000.00

ECONOMIC DEVELOPMENT

Micro-Enterprise/Business Assistance

\$15,000

Summary: Project will fund staff salaries for outreach activities and technical assistance to small businesses and help leverage micro-loan program (up to \$50,000) for low-moderate income individuals.

Performance Measurement: EO-3. The goal of this program is to assist entrepreneurs in the start-up of small businesses in Fitchburg and assist existing businesses in the creation and retention of jobs. The benefit of this project is an increase in economic development. An estimated 90 Fitchburg residents and 40 businesses will be served, 30 jobs will be created and/or retained, 5 businesses will expand into neglected neighborhoods, 3 loans with a value of at least \$100,000 will be secured and 10 business plans will be developed. CDC will be relocating to 470 Main Street.

TOTAL ECONOMIC DEVELOPMENT

\$15,000.00

REHABILITATION AND PRESERVATION

Board of Health Code Enforcement

\$ 95,079

Summary: Project will continue to improve housing stock by a comprehensive enforcement of the State's Sanitary Code. Funds will be used to pay for 1 inspector position with salary and benefits, and a portion of the salaries for the Director, Principal Clerk, and part-time Secretary.

Performance Measurement: DH-1. The goal of this project is to inspect housing units in the CDBG Strategy area and ensure compliance with State Sanitary Code. The benefit of this project is the continued availability and accessibility of quality housing stock. It is estimated that 1,500 housing units will be inspected.

Fire Dept. Code Enforcement

\$ 18,000

Summary: Project funds will be used to pay for overtime expenses (approx. 10hrs. a week) related to fire code inspections in the CDBG strategy area. The project will allow for additional inspections of residential, commercial and industrial buildings as required by state law.

Performance Measurement: DH-1. The goal of this project is to enforce code violations and clean up blighted areas of the city. The benefit of this project is a clean, safe and healthy environment for City residents. It is estimated that 300 units will be inspected.

Elder Home Repair Program

\$ 65,000

Summary: Project will fund staff and program costs for home repairs and modifications to low income elderly Fitchburg households. Improvements include installation of handrails/grab bars, screen/window/door/floor repairs, minor roof repairs, and hot water tank replacement. The program will be administered by the Montachusett Opportunity Council, Inc. at its 66 Day Street office.

Performance Measurement: DH-1. The goal of this project is to help elders remain in their own home for as long as possible by providing affordable home repairs. The benefit of this project to elders is improved safety, accessibility and better living conditions. It is estimated that 20 Fitchburg homes will benefit from this project.

Sign and Façade Improvement Program

\$ 50,000

Summary: Project funds will be used to provide matching grants and loans to owners of commercial properties interested in façade and/or signage/awning projects. Activities must be located within Fitchburg's designated Slums and Blight area. Architectural costs are included. This program is administered by the Community Development Office. It is estimated that 4 businesses will be assisted.

Performance Measurement: EO-3. The goal of this project is the revitalization of Fitchburg's business district and restoration of its historic character. The benefit of this project is the elimination of blight conditions. It is estimated that one façade activity and 4 signage/awning activities will be accomplished.

Housing Rehab and HOOP Program

\$235,442.95

Summary: Project will be used to supplement funding for the City's various housing programs for homeownership and rental units. This program is administered by the Community Development Office.

Performance Measurement: DH-2. The goal of this project is to provide safe and affordable housing to Fitchburg's residents. The benefit is an improved and affordable housing stock. It is estimated that 23 units will be assisted, combined with anticipated revolving loan, for a total of 3 homeowner units and 20 rental units.

TOTAL REHABILITATION AND PRESERVATION

\$463,521.95

PLANNING AND ADMINISTRATION

CDBG Administration and Planning

\$265,000

Summary: Project funds will provide for 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.

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

\$265,000.00

TOTAL RECOMMENDED YEAR 35 CDBG PROGRAM

\$1,270,521.95

TOTAL ANTICIPATED FUNDING

\$ 1,270,521.95

Anticipated Year 35 Entitlement

\$ 1,129,793.98

Anticipated CDBG Program Income as of 6/30/09

\$ 54,987.90

Reprogrammed Amount

\$ 85,740.07

Revised Additional Funding (funds were reprogrammed in Year 36)
(based on \$1,167,868 Entitlement Amount as of 6/5/09)

\$ 38,074.02

OTHER PROGRAM INCOME

*Potential CDBG Program Income from 7/1/09 to 6/30/2010	\$ 4,945.39
*Anticipated CDBG Housing Revolving Loan Fund Balance as of 6/30/09	\$ 66,000.00
*Potential CDBG Housing Revolving Loan Fund Income from 7/1/09 to 6/30/2010	\$ 195,000.00
*Anticipated CDBG Business Revolving Loan Fund Balance as of 6/30/09	\$ 118,000.00
*Potential CDBG Business Revolving Loan Fund Income from 7/1/09 to 6/30/2010	\$ 21,000.00

Amendment #2 March 10, 2014:

1. Transferred unspent funds from Yr. 35 Putnam Place Accessibility Project in the amount of \$3,030.06 to newly created Year 39 Parks Project. Funds will be used as a match to Our Common Backyards Grant Program under the Executive Office of Energy and Environmental Affairs.

Amendment #1 July 5, 2011:

1. Revised Year 35 Main and Water Streets Parking and Streetscape Design Project – Transferred \$11,882 from Year 36 Entitlement funds that was not yet designated and \$30,000 from Business Loan Pool Revolving Loan Fund into this account. Additional funding will be used for design and streetscape improvements along the city's Gateway corridors.

Revised October 18, 2012:

1. Transferred unspent funds from Year 35 City Hall Accessible Bathroom Project to newly created Year 35 Putnam Place Accessibility Improvement Project in the amount of \$7,694.40.

Revised July 19, 2012:

1. Transferred unspent funds from the Business Loan Pool RLF to the Year 35 Main and Water Streets Parking and Streetscape Design Project in the amount of \$95,000.

Revised June 6, 2012:

1. Transferred unspent funds from Year 37 Broad Street sidewalk project to Year 35 City Hall Bathroom project in the amount of \$4,028.78. Funds will be used to hire a plumber.

Revised December 4, 2009:

1. Transferred unspent funds from Year 32 Streetscape Project to Year 35 Elm Street Sidewalk Project in the amount of \$7,445.89. Funds will be used to supplement existing budget.

FITCHBURG-LEOMINSTER CONSORTIUM HOME PROPOSED ACTION PLAN

Anticipated Year 35 HOME Formula Grant

Anticipated HOME Consortium funding for Year 35 Program	\$ 679,221.00
Estimated HOME Program Match (State 25%)	\$ 152,825.00

Use of Funds

Performance Measurement

HOME Program Administration (10%)	(N/A)	\$ 67,922.00
CHDO Set Aside (15%)	(DH-2)	\$ 101,883.00
Homeowner Assistance (75%)	(DH-2)	\$ 509,416.00

HOME Program Income

*Anticipated HOME Program Income as of 6/30/09	\$ 171,500.00
*Potential HOME Program Income from 7/1/09 to 6/30/2010	\$ 150,000.00

The complete Consolidated Plan, compiled for a five year period beginning Year 31 through Year 35 and the proposed Year 35 Action Plan for CDBG and HOME may be reviewed in the Community Development Office, 718 Main Street, Fitchburg, MA. 01420, Monday through Friday between the hours of 8:30a.m. and 4:30p.m.

Public comments on the proposed Year 35 Action Plan will be accepted for thirty days from the date of this notice. Send written comments to the Community Development Office, 718 Main Street, Fitchburg, MA. 01420. A public hearing on the proposed Action Plan will be held on Thursday, April 23, 2009 at 5:00p.m. in the Second Floor Conference Room, 718 Main Street, City Hall, Fitchburg, MA. 01420. For further information please contact Mary McCaffrey at the Community Development Office at (978) 345-1018. TTY (for hearing impaired) (978) 345-9567.