

**YEAR 43 CDBG ACTION PLAN
CITY OF FITCHBURG**

AMENDMENT #1 – May 9, 2018

PUBLIC FACILITIES AND IMPROVEMENTS

<u>Sidewalk Accessibility Improvements</u>	<u>City of Fitchburg Disability Commission</u>	\$ 5,110.00
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This amount plus available prior balance 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 to ADA standards.

Performance Measurement: SL-1. The goal of this project is to improve accessibility at two key locations in the city by removing architectural barriers. The benefit of this project is an increase in opportunities for every individual to safely access public transportation and housing, schools, recreation, government and businesses by making pedestrian walkways universally accessible. It is estimated that 500 people will be served by this project.

<u>Parks and Playground Improvements</u>	<u>Community Development Department</u>	\$ 71,540.00
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Project funds will be used to supplement funding available for the DPW to improve the soccer fields at Coolidge Park. Approximately 65,000 square yards of fields will be upgraded by regrading, loam and hydroseed. Work will be performed by the DPW and will be ADA compliant. Also fund design and construction by DPW of new fencings, barriers and natural barriers for Coolidge Park. Planning Board recommends fence not be used for billboards/large posters and also that a few openings for walkways be left open. DPW to perform prep work for Fitchburg Dog Park.

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.

<u>Crocker Field Grandstand Roof Restoration Phase IV</u>	<u>City of Fitchburg School Department</u>	\$ 25,550.00
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Project funds will be used to fund Phase IV, painting the steel roof trusses and columns in order to prevent further erosion of roof supports. It will extend the life of the grandstand and restore the appearance of the steel. Funding provided by CDBG will be matched equally by the School Department.

Performance Measurement: SL-3. The goal of this project is to improve the recreational and athletic opportunities and amenities available to the populations served by Fitchburg Public Schools. The benefit of this project is the preservation of a National Register structure. It is estimated that 5,114

Streetscape Improvements **Community Development** **\$ 51,100.00**

Project funds will be used to design, install or replace sidewalks, curb-cuts, fencing, lighting, plantings or other streetscape or accessibility improvements along City Gateways, North of Main or other strategic locations. Complete streets plans to determine locations. Also to be used as match under MassWorks complete Streets Program. Will cover sidewalks on sections of Allen Place and sections of Clarendon Street.

Performance Measurement: SL-3. The goal of this project is the removal of deteriorated sidewalks at the project locations. The benefit of this project is the installation of new accessible sidewalks, which will improve safety, accessibility and aesthetics of city neighborhoods. It is estimated that 5,131 people will be served by this project

TOTAL PUBLIC FACILITIES & IMPROVEMENTS (4) **\$153,300.00**

PUBLIC SERVICES

Street Homeless **Our Father's House** **\$ 19,418.00**
Intervention Program

Summary: Project funds will be used to pay staff salary for a 20 hour per week Street Outreach Worker solely dedicated to the homeless within the City of Fitchburg. It is estimated that 60 unduplicated homeless individuals living in uninhabitable places will be engaged, eventually moving to the OFH Shelter or permanent housing. Connections to health and social services, mental health and addiction services will be offered along with food, clothing blankets and human contact. Will work with Fitchburg PD and FD.

Performance Measurement: SL-1. The goal of this project is to provide outreach services by means of a dedicated worker in Fitchburg to collaborate with City of Fitchburg Police & Fire in engaging homeless individuals living in uninhabitable places, eventually moving them to Our Father's House shelter or permanent housing. It is estimated that 30 individuals in Fitchburg will be served

Building Leadership & Inspiring Self-Sufficiency **\$44,968.00**

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**\$8,176.00**

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**\$52,122.00**

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**\$15,330.00**

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, Longsjø, 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.

MIHN Family Housing/Self Sufficiency Program**\$8,176.00**

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

MIHN will screen at least 250 referrals during the year and will meet the goal of serving 30 Fitchburg residents (unduplicated count). 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 partially support the salary of the Operations Manager.

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.

TOTAL PUBLIC SERVICES

\$148,190.00

ECONOMIC DEVELOPMENT

Small Business Technical Assistance Program

\$20,440.00

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.

CDBG Business Loan Pool

Fitchburg Comm Development Dept.

\$76,650.00

Summary: Program funds will provide financing for new and existing small businesses to start-up and expand their operations in Fitchburg and will allow grant incentives for building owners in the Main Street commercial district to encourage accessibility improvements such as elevators or lifts. It is estimated that 4-8 businesses (unduplicated count) will be served; 3-6 full time equivalent jobs will be created and 1-2 units will be made handicapped accessible. Funding for Loan Guarantee Program may be set aside from this pool subject to feasibility determination.

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 4 – 8 businesses will be served, 3 – 6 full time equivalent jobs will be created/retained, and 2 businesses will be made handicapped accessible.

TOTAL ECONOMIC DEVELOPMENT (2)

\$97,090.00

HOUSING

<u>Choose Fitchburg</u>	<u>Fitchburg Comm Development Dept.</u>	\$30,000.00
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Summary: Program funds will provide financing for a Down Payment Assistance Pilot Program called “Choose Fitchburg” with the goal of enticing new homebuyers to Fitchburg. Eligible homebuyers must earn under 80% of area median income, be prequalified for a first mortgage, and have ½ of the required down payment saved for purchase. The benefit of this program is affordable homeownership. It is estimated that 4 homeowners will be served

Performance Measurement: DH-2. The goal of this project is to assist eligible homeowners to purchase a home in Fitchburg by means of down payment assistance and closing costs. The benefit of this project is the increase of homeownership opportunities for low to moderate income families. It is estimated that 4 homeowners will be served.

<u>TOTAL HOUSING</u>	(1)	\$30,000.00
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REHABILITATION AND PRESERVATION

<u>Board of Health Code Enforcement</u>	\$153,300
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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.

<u>TOTAL REHABILITATION AND PRESERVATION (1)</u>	\$153,300.00
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CLEARANCE ACTIVITIES

<u>Demolition</u>	\$240,391.00
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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.

<u>TOTAL CLEARANCE ACTIVITY (1)</u>	\$235,073.00
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PLANNING AND ADMINISTRATION

CDBG Administration

\$178,850.00

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

\$178,850.00

YEAR 43 ESTIMATED FUNDING

Estimated Year 43 Entitlement	\$ 875,000. **
ESTIMATED PROGRAM INCOME FROM PRIOR YEARS (BOH and Building Code Enforcement Fees Collected)	\$ 9,857.
REPROGRAMMED AMOUNT(unused funds in previous years)	\$ 65,216.
ESTIMATED TOTAL FUNDS AVAILABLE FOR NEW PROGRAMS AS OF 6/30/17	\$ 950,073.

AMENDMENT #1 May 10, 2018 –

1. Transfer unspent funds from Year 41 Homeowner Rehabilitation Program to Year 43 Pilot Down Payment Assistance Program for homeowners “Choose Fitchburg”.

CDBG Housing Revolving Loan Funds:

Anticipated Program Income July 1, 2016 – June 30, 2017	\$ 88,000.
Anticipated Fund Balance as of June 30, 2017	\$ 10,000.
Potential Program Income from July 1, 2017 – June 30, 2018	\$ 72,000.

CDBG Business Revolving Loan Funds:

Anticipated Program Income July 1, 2016 – June 30, 2017	\$ 15,187.
Anticipated Fund Balance as of June 30, 2017	\$ 15,000.
Potential Program Income July 1, 2017 – June 30, 2018	\$ 11,296.

Other Program Income (BOH/Bldg Dept Code Enforcement Fees)

Anticipated Program Income July 1, 2016 – June 30, 2017	\$ 29,870.
Potential Program Income July 1, 2017 – June 30, 2018	\$ 1,500.