

Executive Summary

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

1. Introduction

The City of Fitchburg Annual Action 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 receives CDBG and HOME funding directly from HUD. The HOME program is a 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.

Fitchburg is located in North Central Worcester County, Massachusetts. According to the 2018 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: 14.9%, All People: 17.9%. The demographic profile of the City is: One race 95.9%; white: 80.6%; Black or African American: 4.9%; Asian: 6.3%; Two or more races: 4.1%; American Indian and Alaskan native: 0.4%; Some other race: 7.5%.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic 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, rehabilitation and preservation.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Fitchburg 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, progress has been made in several areas, including economic development, public facilities and housing. The City has successfully leveraged 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

Summary from citizen participation section of plan.

Year 46 commenced with the mailing of CDBG applications to approximately 100 organizations and groups. In addition, the availability of Year 46 CDBG applications was advertised in local print media and radio, posted in the City of Fitchburg Clerk's Office and posted on the City webpage as well as social media. The City of Fitchburg further encouraged citizen participation by inviting municipal departments, local social service agencies, local housing authority, special needs providers, homeless outreach, and citizens to a public providers' meeting to discuss the community development and housing needs of the community. This meeting was advertised by publishing in the local newspaper and radio, as well as the City of Fitchburg website and posting in City Hall. The meeting was held on November 20, 2019 and was well attended. All comments were reviewed, accepted and were instrumental in guiding the formation of the Year 46 Action Plan. On December 18, 2019, the City held an optional Office Hours for Application Technical Assistance, as well as by appointment. On January 23, 2020 a public hearing was held to allow Year 46 applicants to speak to the merits of their applications. Comments were also welcomed that addressed community development and housing needs in Fitchburg and all comments were accepted. The Finance Committee also held a meeting on March 10, 2020, again open to the public, for comment on the proposed CDBG projects. All comments were accepted. The proposed Year 46 Action Plan including anticipated funding, program income and fund balance for HOME and CDBG was published in the local newspaper, posted by City Clerk, and posted on City website with a thirty (30) day comment period. No comments were received. The complete Consolidated Plan, as well as the proposed Year 46 Action Plan for CDBG and HOME was available for public review on the Community Development Department website. A public hearing on the Action Plan was held virtually (due to restrictions related to COVID-19) on April 29, 2020. No comments were received. All proposed plans contained the following clause: "The City of Fitchburg has adopted a contingency plan regarding allocation amounts. In the event

that CDBG Year 46 funding levels are increased, the authority to allocate the excess funds to any CDBG activity will rest with the Mayor." More specific information on the public comments can be found in the Consultation and Citizenship Participation sections of the Action Plan as well as in attachments to the Action Plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The City of Fitchburg received important input regarding the needs of the City as a result of meetings and emails, telephone calls, and meeting with residents. More specific information on the public comments can be found in the Consultation and Citizenship Participation sections of the Action Plan as well as in attachments to the Action Plan.

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

The City of Fitchburg accepted all comments.

7. Summary

The Fitchburg City Council approved the Year 46 Action Plan which set forth the goals, outcomes and funding structure outlined within the Action Plan itself. 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.

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

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

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

Agency Role		Name	Department/Agency
CDBG Administrator		FITCHBURG	Community Development Department
HOME Administrator		FITCHBURG	Community Development Department

Table 1 – Responsible Agencies

Narrative

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 a 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.

Consolidated Plan Public Contact Information

The contact person for Fitchburg is Cindy Dalton, Community Development Coordinator, Community Development Department, 166 Boulder Drive, Suite 102, Fitchburg, MA 01420.

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

1. Introduction

The City of Fitchburg CDBG program developed the Year 46 Action Plan with input from a variety of local agencies, organizations and community members.

In 2016, the 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, radio, and television media; public hearings; consultation with other provider groups; and a posting of the draft Plan on the city's web page.

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 Fitchburg CDBG program enhances the coordination between public and assisted housing providers and private and governmental health, mental health and service agencies in a variety of ways, including 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. The City of Fitchburg hosts an annual Resource Fair which brings together over 60 agencies including public and assisted housing providers and mental health and social services agencies, allowing for interaction between the various entities and these relationships are fostered throughout the year. The City of Fitchburg has ongoing conversations with a variety of organizations, including housing, mental health, and social service agencies, and public schools to understand their respective resources efforts and increase collaboration. This informal coalition continues to communicate and share resources. City staff also participates in the Worcester County Consortium of Care and the North

Central Massachusetts Community Reinvestment Act coalition, both of which both of which are dedicated to increasing coordination of services throughout the Fitchburg-Leominster area. Community Development staff participate in the Community Health Network Area 9 (CHNA9) and Joint Coalition on Health, both of which provide a means for various public and private health mental health, housing and other social service agencies to interact and collaborate. Our Father's House maintains several sober living homes in Fitchburg, and the Montachusett Interfaith Hospitality Network maintains the only shelter for families experiencing homelessness in the region. The City actively supports the mission of both of these agencies.

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.

Various public services agencies, housing authorities and city officials in the Consortium participate in 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. These meetings 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 supported the NewVue Communities, Inc. Leighton Street Program Worcester County COC application; which provides for continued funding for permanent housing to men and women in recovery, and provided HOME funding to renovate the property two years ago.
3. The City of Fitchburg supported the L.U.K Crisis Center Young Adult Rapid Rehousing Program Worcester County COC application. The program will provide rental assistance and supportive services to young adults who are homeless.
4. The City of Fitchburg funds a Homeless Street Outreach program operated by Our Father's House, dedicated solely to outreach and services only in Fitchburg as well as a family shelter operated by Montachusett Interfaith Hospitality Network. Both organizations are active participates in the local Continuum of Care. Our Father's House also supports one-time rental assistance to qualified individuals to help place them into permanent housing.

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

The jurisdiction does not directly receive ESG funds and does not administer HMIS. The Worcester County Continuum of Care receives ESG funds. 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 that it has a HMIS Policies and Procedures Manual.

The City is supportive of agencies that apply for funding through the COC. City employees attend COC meetings, held in Worcester, as schedules permit. Local agencies who are active with COC also report back to the City in various meetings so as to keep the City updated regarding new programs.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	YWCA /Domestic Violence Services
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. 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	SMOC
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for people served in Fitchburg housing and SRO. Input to be incorporated into annual planning/allocation process.
3	Agency/Group/Organization	North Star Family Services, Inc.
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for Fitchburg residents served. Input to be incorporated into annual planning/allocation. Also presented information and answered questions at public hearing. Awarded CDBG funds to operate shelter and provide case management to homeless families
4	Agency/Group/Organization	Fitchburg Veterans Services Office
	Agency/Group/Organization Type	Services-homeless Other government - Local
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Requested annual data for Fitchburg residents served. Input to be incorporated into annual planning/allocation.
5	Agency/Group/Organization	City of Fitchburg - departments
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Non-housing community development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Survey sent to 24 city departments and divisions to request information on plan. Departments included Fire, Police, Health, Building, Recreation, DPW, etc. Several Departments spoke at public hearing. Input to be incorporated into annual planning/allocation process. Face to face discussions with many City departments occur on an ongoing basis to better develop coordination of strategies. Input to be incorporated into annual planning/allocation.

6	Agency/Group/Organization	Community Health Connections
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Questionnaire was sent to agency and ongoing meetings held to determine needs of population served (medical, dental & behavioral health services to homeless & non-homeless individuals & families. Homeless outreach program. Input to be incorporated into annual planning/allocation.
7	Agency/Group/Organization	LUK Crisis Center
	Agency/Group/Organization Type	Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. 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.
8	Agency/Group/Organization	City of Fitchburg residents
	Agency/Group/Organization Type	Residents
	What section of the Plan was addressed by Consultation?	Non-housing community development

	Briefly describe how the Agency/Group/Organization was consulted. 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 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	State of Massachusetts Department of Mental Health
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. 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	Housing Services-Children Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. 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	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. 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	Our Father's House, Inc.
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Sent questionnaire to agency, also had several meetings. Input to be incorporated into annual planning/allocation process. Also presented information at public hearing. Agency was given CDBG funding to institute new Street Homeless Intervention program in Fitchburg.
13	Agency/Group/Organization	Massachusetts Department of Public Health
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with HIV/AIDS Services-Health

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Data collected from state website on alcohol & drug addiction and AIDS and related diseases. Input to be incorporated into annual planning/allocation process. In addition, Mass Department of Public Health was consulted regarding the application for the Lead Paint grant. The Montachusett Public Health Network, the locally funded DPH Public Health District Incentive Grant, which is comprised of 11 area towns, is available for consultation and collaboration. In addition CLPP (Children's Lead Paint Prevention Program), also funded by DPH, partners with our lead paint program. MOC, Inc. in Fitchburg serves as the local representative for CLPP and is an active partner in the Montachusett Lead Paint Program.
14	Agency/Group/Organization	WORK, INC
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Economic Development Non-housing community development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Questionnaire sent to agency, which serves young adults by providing paid internship and occupational skills credentials. Input to be incorporated into annual planning /allocation process.
15	Agency/Group/Organization	My Turn, Inc.
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Questionnaire sent to agency, which serves young adults by providing paid internship and occupational skills credentials. Input to be incorporated into annual planning /allocation process.
16	Agency/Group/Organization	Fitchburg Leominster Housing Authority
	Agency/Group/Organization Type	Housing PHA Services - Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Electronic request for information and telephone consultation for information to be included in plan. Input to be incorporated into annual planning.
17	Agency/Group/Organization	Joint Coalition on Health of North Central Mass.
	Agency/Group/Organization Type	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 Regional organization Advocacy Group

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Information obtained on JCOH Community Health Needs Assessment in North Central Massachusetts. Attendance at monthly meetings allows for improved knowledge of resources and ability to coordinate with other organizations. Input to be incorporated into annual planning.
18	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
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence as well as meeting to request input on plan. As subrecipients of CDBG funding and partner of City in other programs, communication is ongoing. Input to be incorporated into annual planning.
19	Agency/Group/Organization	BOYS AND GIRLS CLUB
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with group related to program that services young adults with STEM, employment info, after school programs and care.
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Identify any Agency Types not consulted and provide rationale for not consulting

Efforts were made to consult with all available agencies that could provide pertinent information.

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 Continuum of Care	The City of Fitchburg recognizes the Continuum of Care as influencing the strategies devoted to addressing homelessness in the north Worcester County region. Several of our subrecipients, as well as City staff, actively participate in the Continuum of Care meetings and provide input on effective strategies that will assist the City of Fitchburg in addressing the issue of homelessness.

Table 3 – Other local / regional / federal planning efforts

Narrative

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

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

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	Mailing and Emailing of CDBG Applications with Public Comment Form	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	Approximately 100 organizations and individuals representing a cross section of interests within the City and surrounding towns received the CDBG application package and public comment form. It was also published in the newspaper in English and Spanish and posted with City Clerk and on City webpage. In addition, the application process was discussed on local radio and featured in the Monthly Departmental Newsletter.	23 CDBG funding requests were received, most applicants incorporated public support within their application.	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 Meeting	<p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p>	<p>Providers meeting, outreach was by CDBG mailing list of 100 ; Legal Notice published in paper in English & Spanish; posted on City webpage and posted with City Clerk. Meeting was also advertised on local radio and posters announcing meeting were placed throughout the City. 12 people attended.</p>		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)
3	Public Hearing	Non-targeted/broad community	All CDBG applicants were invited; posted on City webpage and with City Clerk. Notice in newspaper. 22 people attended	The public hearing before the Planning Board allowed for CDBG applicants to speak and for citizens to offer their opinion as to what programs would best serve the residents of Fitchburg. Comments recognized the need for services to assist the homeless and to provide programs for young people within the City.	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 Meeting	<p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p>	Finance committee, posted on City webpage and posted with City Clerk. 8 people attended.	City Council provided input around the activities; in general, they are supportive of the projects proposed, but would fund the public services at a higher level, if the cap was not a factor.	All comments were accepted.	
5	Newspaper Ad	<p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	Year 46 anticipated Housing Revolving Loan Funds, both HOME and CDBG, are listed on the Annual Action plan which is published in the local newspaper, on the City and Department website and is posted by the City Clerk.	No comments were received.	N/A	

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-English Speaking - Specify other language: Spanish	The second public hearing was held on April 29, 2020 virtually, due to the COVID-19 restrictions. 3 people attended.	No comments were received.	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The activities proposed in the Year 46 Annual Action Plan will be primarily funded by CDBG and HOME allocations and by program income received from those programs. Federal funds will leverage additional resources. The anticipated resources that will be available for activities in the City of Fitchburg over the next 5 years are listed in the table below. The City of Fitchburg 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. Housing rehabilitation projects that are funded by the Fitchburg-Leominster HOME Consortium and located in Leominster are managed by the City of Fitchburg.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	996,073	700	395,110	1,391,883	112,432	Program income reflects potential Board of Health inspection fines in a CDBG area. Anticipated RLF of \$294,999 is included as Prior Year Resources. This will be used to augment strategic rehab of affordable rental units and HIP.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	510,465	72,000	0	582,465	0	Program Income reflects potential loan repayments and 1 -2 payoffs of loans

Table 2 - 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 funds leveraged resources for the following activities:

\$2,276,800 million in a Congressional earmark will supplement the Year 42 CDBG Twin Cities Rail Trail project and \$140,000 in funding from the State Executive Office of Energy and Environmental Affairs for the acquisition of an abandoned rail banked line to create a multi-use trail from Fitchburg to Leominster. The Executive Office of Energy and Environmental Affairs is also providing at least \$2,241,688 in funding for the design and engineering of the trail. MASSDOT is providing at least \$11,640,000 for the construction of the trail. Design piece has been submitted several

times, still in process.

\$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. The final award was \$3,628,987.00. Approximately 4000 lf of roadway was improved with this funding. Improvements included roadway and intersection realignment including the installation of a mini round-about, new asphalt street pavement, new concrete sidewalks, improved pedestrian crossings, new signage and pavement markings, street trees and plantings, water infrastructure improvements, and the relocation of a section of overhead utilities underground. CDBG allocated funds for Year 45 may support or be used as a match for other funding under Complete Streets and provide design and match for the next round of MassWorks Public Infrastructure grant program. Complete Streets Funding will allow for improvements in the Upper Common area, including curb cuts, crosswalks, signage, rectangular rapid flashing beacons, sidewalks and pavement markings.

We anticipate HOME match with state MRVP vouchers which provide direct rental assistance. State Get the Lead out funds may also potentially be used as match.

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

Sidewalk Accessibility Improvements: The City of Fitchburg will be bringing City sidewalks into compliance with ADA requirements and will be adding/improving crosswalks and removing curbs that obstruct universal access along several City street. Planned work includes sidewalk and wall work at Allen Place and sidewalk work on Clarendon and Middle Street, replace substandard ADA ramps and crosswalk at mid-block crossing on Newton Place and, at Parkhill Park, installation of a crosswalk, and extend the existing sidewalk along Memorial Middle School on Causeway Street..

Parks & Playgrounds Improvements Project funds would be used to remove a broken up section of paved path, install a new pathway, a crosswalk, and extend the existing sidewalk along Memorial Middle School on Causeway Street. This new connection will create a safer, unbroken pathway for residents of the Cleghorn neighborhood.

Streetscapes Improvements: Project funds will be used to design, install or replace sidewalks, curb-cuts, fencing, lighting, plantings or other streetscape, infrastructure, or accessibility improvements along City Gateways, North of Main or other strategic locations. Funds will support the large-scale Main Street/Boulder Drive project, as well as the next round of Complete Streets.

Discussion

The City of Fitchburg is constantly seeking ways to address the needs identified in the plan by leveraging resources and acquiring matching grants whenever possible.

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	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Public Facilities	CDBG: \$330,900	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 84500 Persons Assisted
2	Public Services	2016	2020	Non-Housing Community Development	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Public Services	CDBG: \$85,000	Public service activities other than Low/Moderate Income Housing Benefit: 18440 Persons Assisted Homelessness Prevention: 10 Persons Assisted
3	Emergency Shelter Program	2016	2020	Homeless	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Emergency Shelter	CDBG: \$38,000	Homeless Person Overnight Shelter: 85 Persons Assisted
4	Economic Development	2016	2020	Non-Housing Community Development	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Economic Development	CDBG: \$180,000	Businesses assisted: 75 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Clearance Activity	2016	2020	Non-Housing Community Development	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Clearance Activity	CDBG: \$160,018	Buildings Demolished: 4 Buildings
6	Rehabilitation and Preservation	2016	2020	Code Enforcement	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Rehab and Preservation	CDBG: \$99,270	Housing Code Enforcement/Foreclosed Property Care: 1000 Household Housing Unit
7	CDBG Administration	2016	2020	Homeless Non-Housing Community Development		CDBG Administration	CDBG: \$199,244	
8	Rehabilitation and/or Acquisition	2016	2020	Affordable Housing	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide	Rehab and/or Acquisition	CDBG: \$169,600 HOME: \$404,919	Homeowner Housing Rehabilitated: 11 Household Housing Unit
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: \$130,000	Rental units rehabilitated: 3 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	HOME Administration	2016	2020	Affordable Housing	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide		CDBG: \$0 HOME: \$127,639	
11	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	CDBG: \$0 HOME: \$50,000	Rental units constructed: 2 Household Housing Unit

Table 3 – Goals Summary

Goal Descriptions

1	Goal Name	Public Facilities Improvements
	Goal Description	The City has allocated CDBG funding to the following projects in this category for Year 46: Sidewalk Accessibility Improvements to bring City sidewalks into compliance with ADA requirements; Streetscapes Improvements along City Gateways, North of Main or other locations determined by Complete Streets Plan and to also serve as Match under MassWorks Complete Streets Program

2	Goal Name	Public Services
	Goal Description	The City of Fitchburg has allocated CDBG funds to provide for the following Public Services: YMCA Spartacus Program which offers services to at-risk youth between the ages of 13-18 who live in Fitchburg; Fitchburg Police Department Drug Enforcement and Patrol which provides for overtime expenses related to drug investigation activities in the CDBG Strategy Area and foot/motorcycle/bicycle patrols in the Main Street area; North Star Family Services Self-Sufficiency program which provides housing for homeless families; Community Legal Aid to provide legal services to low-income and elderly tenants facing eviction or loss of housing subsidy; and Our Father's House Street Homeless Intervention Program which is dedicated to outreach to homeless living in Fitchburg.
3	Goal Name	Emergency Shelter Program
	Goal Description	The City of Fitchburg has allocated CDBG funds to the North Star Family Services to provide emergency shelter for homeless families from Fitchburg and to Our Father's House Street Homeless Intervention Program which has the goal of engaging homeless individuals living in Fitchburg and eventually moving them into shelter.
4	Goal Name	Economic Development
	Goal Description	The City of Fitchburg has allocated funds to NewVue Communities for Small Business Technical Assistance for job retention/creation, business counseling, business plan development and leveraged loans to businesses in Fitchburg; the Downtown Coordinator position which will support small businesses and micro-enterprises through marketing and other support; the CDBG Business Loans & Grants to provide financing for new & existing small businesses in downtown Fitchburg to start-up and expand operations and provide grant incentives for accessibility improvements.
5	Goal Name	Clearance Activity
	Goal Description	The City of Fitchburg has allocated CDBG funds to Demolition 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.
6	Goal Name	Rehabilitation and Preservation
	Goal Description	The City of Fitchburg has allocated CDBG funds to Board of Health Code Enforcement to fund 100% of two existing BOH Inspector positions and 50% of one full-time Clerk position as part of a comprehensive strategy to arrest deterioration, including housing rehab and demolition in the CDBG strategy area.

7	Goal Name	CDBG Administration
	Goal Description	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 including grant writing and administration of grant projects which help leverage several million dollars in additional state and federal grants.
8	Goal Name	Rehabilitation and/or Acquisition
	Goal Description	The consortium will provide affordable homeownership opportunities which include owner-occupied units. Unit of Direct Financial Assistance is a duplicated count with homeowner household added. Has more than one goal outcome indicator.
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	HOME Administration
	Goal Description	The administration of HOME funds will provide affordable housing in the Consortium. Some units will have more than one funding source.
11	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 duplicated with Strategic Rehab of Affordable Rental Units. Habitat for Humanity has also been awarded grant funds to provide critical home repairs to eligible Fitchburg homeowners.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City of Fitchburg intends to fund the following activities with its Year 46 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
1	Streetscape Improvements
2	Our Father's House Homeless Intervention
3	YMCA Spartacus
4	FPD Drug Enforcement
5	NSFS Family Homeless Shelter
6	Community Legal Aid Homelessness Prevention
7	NewVue Small Business Technical Assistance
8	Downtown Mural Project
9	FSU Downtown Coordinator
10	BOH Code Enforcement
11	Habitat for Humanity Critical Home Repair
12	Demolition
13	CDBG Administration
14	Fitchburg Abolitionist Park
15	Horizon House Sprinkler System
16	Microenterprise Business Development
17	Acquisition/Development/Rehabilitation by Nonprofit providers
18	Housing Improvement Program Delivery
19	HOME administration
20	Rehab and/or Acquisition
21	Strategic Rehab of Affordable Rental Units

Table 4 – Project Information

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

AP-38 Project Summary
Project Summary Information

1	Project Name	Streetscape Improvements
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Facilities Improvements
	Needs Addressed	Public Facilities
	Funding	CDBG: \$290,900
	Description	Project funds will be used to design, install or replace sidewalks, curb-cuts, fencing, lighting, plantings or other streetscape, infrastructure, or accessibility improvements along City Gateways, North of Main or other strategic locations. Funds will support the large-scale Main Street/Boulder Drive project, as well as the next round of Complete Streets. Other planned work includes sidewalk and wall work at Allen Place and sidewalk work on Clarendon and Middle Street, replace substandard ADA ramps and crosswalk at mid-block crossing on Newton Place and, at Parkhill Park, installation of a crosswalk, and extend the existing sidewalk along Memorial Middle School on Causeway Street.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 41,000 people will benefit from this project.

	Location Description	Along City Gateways, North of Main or other strategic locations
	Planned Activities	Project funds will be used to design, install or replace sidewalks, curb-cuts, fencing, lighting, plantings or other streetscape, infrastructure, or accessibility improvements along City Gateways, North of Main or other strategic locations. Funds may support or be used as a match for other funding under the city's Complete Streets program or be used to apply and provide design or match for the next round of MassWorks Public Infrastructure grant program.
2	Project Name	Our Father's House Homeless Intervention
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Services Emergency Shelter Program
	Needs Addressed	Public Services Emergency Shelter
	Funding	CDBG: \$28,000
	Description	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. Connections to mental health, addiction, health, and social services will be offered along with food, clothing, blankets, and human contact. Will work with Fitchburg PD and FD. \$8,000 would be used to pay for a chronically homeless persons first month's rent only or one-time payment in order to enable individuals to acquire and live in permanent housing and off the streets.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 80 individuals will be served
	Location Description	City-Wide
	Planned Activities	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. Connections to mental health, addiction, health, and social services will be offered along with food, clothing, blankets, and human contact. Will work with Fitchburg PD and FD. \$8,000 would be used to pay for a chronically homeless persons first month's rent only or one-time payment in order to enable individuals to acquire and live in permanent housing and off the streets.
3	Project Name	YMCA Spartacus
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000

	Descrip tion	Program 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, community service, and outdoor activities. It is estimated that 50 youth will be served between September and June.
	Target Date	6/30/2021
	Estima te the numbe r and type of familie s that will benefit from the propos ed activiti es	It is estimated that 50 youth will be served
	Locatio n Descrip tion	YMCA is located at 55 Wallace Avenue in Fitchburg, MA
	Planne d Activiti es	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 between September and June.
4	Project Name	FPD Drug Enforcement
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide

	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$65,000
	Description	Program 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 targeted CDBG areas. Police activities include narcotics investigations, surveillance, undercover buys, search warrant services, and arrests. CDBG funds will be used by the Drug Suppression Unit to conduct thorough investigations on mid- to high-level dealers in the City of Fitchburg, particularly targeting the heroin and opioid market in designated CDBG areas.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 18,000 people will be served.
	Location Description	Neighborhoods in CDBG strategy area and targeted CDBG areas

	Planned Activities	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 targeted CDBG areas. Police activities include narcotics investigations, surveillance, undercover buys, search warrant services and arrests. CDBG funds will be used by the Drug Suppression Unit to conduct thorough investigations on mid to high level dealers in the City of Fitchburg, particularly targeting the heroin and opioid market in designated CDBG areas.
5	Project Name	NSFS Family Homeless Shelter
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Services Emergency Shelter Program
	Needs Addressed	Public Services Emergency Shelter
	Funding	CDBG: \$10,000
	Description	Program funds will provide emergency housing for homeless families in North Worcester County, including case management and follow up services. It is estimated NSFS will screen 200-250 referrals during the year, and expects to serve 20 Fitchburg families in the shelter and emergency services. The CDBG funds will be used to partially pay for the NSFS Operations Manager salary costs.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	The goal is to serve 15 Fitchburg families (unduplicated count) in the shelter and emergency services.
	Location Description	NSFS serves Fitchburg residents and is physically located at 758 main Street, Leominster, MA
	Planned Activities	Project funds will provide emergency housing for homeless families in North Worcester County, including case management and follow up services. It is estimated NSFS will screen at least 250 referrals during the year. The CDBG funds will be used to partially pay for the NSFS Operations Manager salary costs.
6	Project Name	Community Legal Aid Homelessness Prevention
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000

	Descrip tion	Program funds will be used to assist low-income and elderly tenants at risk of eviction or loss of housing subsidy, in order to help prevent homelessness. CLA will also take on cases related to housing that is in need of repair; CLA is able to assert legal claims that result in improvement to housing conditions, making the unit more livable for the tenant, and increases the quality of the City's housing stock. In 2018, in the Central Division of the Housing Court, 93.2% of tenants were underrepresented, compared to 33.4% of landlords. Funding will support part of a Staff Attorney and the Senior Supervising Attorney.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The goal is to serve 15 Fitchburg residents (unduplicated count)
	Location Description	Community Legal Aid is located at 76 Summer Street, Fitchburg
	Planned Activities	Program funds will be used to assist low-income and elderly tenants at risk of eviction or loss of housing subsidy, in order to help prevent homelessness. CLA will also take on cases related to housing that is in need of repair; CLA is able to assert legal claims that result in improvement to housing conditions, making the unit more livable for the tenant, and increases the quality of the City's housing stock. In 2018, in the Central Division of the Housing Court, 93.2% of tenants were underrepresented, compared to 33.4% of landlords. Funding will support part of a Staff Attorney and the Senior Supervising Attorney.

7	Project Name	NewVue Small Business Technical Assistance
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$25,000
	Description	Program funds will provide outreach and technical assistance to businesses, as well as help leverage loans for small businesses. It is estimated that 40 businesses will be served (unduplicated count), 60 jobs will be created/retained, and 3 loans with a value of \$75,000 total will be facilitated. Funds will be used to pay staff salary. NewVue has seen an increase in the need for intensive services for small business, and requests additional funds to meet this need for expanded support.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 40 businesses will be served (unduplicated count), 65 jobs will be created/retained, 43 businesses will be counseled, 4 loans with a value of \$100,000 total will be facilitated and 26 business plans developed.

	Location Description	Program will serve City businesses - NewVue is located at 470 Main Street, Fitchburg, MA
	Planned Activities	Project funds will provide outreach and technical assistance to businesses. This program leverages loans for small businesses. It is estimated that 40 businesses will be served (unduplicated count), 65 jobs will be created/retained, 43 businesses will be counseled, 4 loans with a value of \$100,000 total will be facilitated and 26 business plans developed.
8	Project Name	Downtown Mural Project
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Facilities Improvements
	Needs Addressed	Public Facilities
	Funding	CDBG: \$25,000
	Description	Program funds will be used to install 2-3 murals in the downtown area. The City will conduct an RFP process to solicit artists and designers interested in creating a mural for the downtown, and oversee the installation of said murals.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that CDBG strategy area of 1,500 Fitchburg individuals (unduplicated) will benefit from this project.
	Location Description	The entire City will be served but the principal benefit will accrue to the CDBG Strategy Area in which the proposed activities will take place.
	Planned Activities	Program funds will be used to install 1-3 murals in the downtown area. The City will conduct an RFP process to solicit artists and designers interested in creating a mural for the downtown, and oversee the installation of said murals.
9	Project Name	FSU Downtown Coordinator
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$35,000

	Descrip tion	Program funds will be used to support the salary of the Downtown Coordinator, who will assist in planning and coordinating Main Street projects and special events; assist in the development of a shared brand strategy for Downtown Fitchburg as both a college town and arts and culture destination. This position will spend significant time on supporting microenterprises in the downtown.
	Target Date	6/30/2021
	Estima te the numbe r and type of familie s that will benefit from the propos ed activiti es	It is estimated that 10 small businesses or micro-enterprises will be assisted.
	Locatio n Descrip tion	CDBG Strategy area, Fitchburg, MA
	Planne d Activiti es	Program funds will be used hire a Downtown Coordinator (1 FTE). This position will support small businesses and microenterprises; assist in planning and coordinating Main Street projects and special events; and assist in the development of a shared brand strategy for Downtown Fitchburg as both a college town and arts and culture destination.
1 0	Project Name	BOH Code Enforcement
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Support ed	Rehabilitation and Preservation

	Needs Addressed	Rehab and Preservation
	Funding	CDBG: \$99,270
	Description	Program funds will be used to pay 100% of one 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. It is estimated that 200 housing units and 900 dwellings will be inspected in the CDBG strategy area.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 1,000 housing units (duplicated count) will be inspected in the CDBG strategy area.
	Location Description	CDBG Strategy area, Fitchburg, MA
	Planned Activities	It is estimated that 1,000 housing units (duplicated count) will be inspected in the CDBG strategy area.

1 1	Project Name	Habitat for Humanity Critical Home Repair
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Rehabilitation and Preservation
	Needs Addressed	Rehab and Preservation
	Funding	CDBG: \$20,000
	Description	Program funds will be used to fund 4-6 critical repairs in Fitchburg, serving 10 households. Critical Home Repair is exterior or interior work to alleviate critical health, life, and safety issues or code violations for homeowners in need. Participants must own their own home and have a verifiable need that falls within scope and capabilities. The home must be a primary principal residence, current on mortgage, property taxes and insurance. Repairs must be necessary to function in the home and homeowners must partner with Habitat.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Program funds will be used to fund 4-6 critical repairs in Fitchburg serving 10 households

	Location Description	Qualified Homes in Fitchburg
	Planned Activities	Program funds will be used to fund 4-6 critical repairs in Fitchburg serving 10 households
1 2	Project Name	Demolition
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Clearance Activity
	Needs Addressed	Clearance Activity
	Funding	CDBG: \$160,018
	Description	Project funds will be used to remove abandoned structures which pose an imminent threat to public safety and which contribute to slums and blight. The entire City will be served but the principal benefit will accrue to the CDBG Strategy Area in which the proposed activities will take place. It is estimated that 4 buildings containing up to 12 units will be demolished. Consultants will be hired for specific expertise such as environmental assessment or engineering services.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that CDBG strategy area of 15,000 Fitchburg individuals (unduplicated) will benefit from this project.
	Location Description	The entire City will be served but the principal benefit will accrue to the CDBG Strategy Area in which the proposed activities will take place.
	Planned Activities	Project funds will be used to remove abandoned structures which pose an imminent threat to public safety and which contribute to slums and blight. The entire City will be served but the principal benefit will accrue to the CDBG Strategy Area in which the proposed activities will take place. It is estimated that 4 buildings containing up to 12 units will be demolished. Consultants will be hired for specific expertise such as environmental assessment or engineering services.
13	Project Name	CDBG Administration
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	CDBG Administration
	Needs Addressed	CDBG Administration
	Funding	CDBG: \$199,095

	Descrip tion	Project funds will 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 the cost of various activities such as the Consolidated Plan; Consolidated Annual Performance Report; Analysis of Impediments to Fair Housing; and other strategic plans and services. These funds enable the City to apply for, receive, and administer additional federal and state grants.
	Target Date	6/30/2021
	Estima te the numbe r and type of familie s that will benefit from the propos ed activiti es	
	Locatio n Descrip tion	
	Planne d Activiti es	
1 4	Project Name	Fitchburg Abolitionist Park
	Target Area	CDBGTarget Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Support ed	Public Facilities Improvements

	Needs Addressed	Public Facilities
	Funding	CDBG: \$5,000
	Description	Project funds will be used to prepare and develop the site for a park commemorating Fitchburg's participation in the Underground Railroad. This park, though located on land owned by Fitchburg State University, would be open to the public. Site preparation and development includes removal of tree stumps, resetting a granite wall, grading and hydro-seeding the lot, installing a stage, purchase and installation of signage, and landscaping.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 18,000 people will benefit from this project.
	Location Description	CDBG Strategy Area
	Planned Activities	Project funds will be used to prepare and develop the site for a park commemorating Fitchburg's participation in the Underground Railroad. This park, though located on land owned by Fitchburg State University, would be open to the public. Site preparation and development includes removal of tree stumps, resetting a granite wall, grading and hydro-seeding the lot, installing a stage, purchase and installation of signage, and landscaping.

1 5	Project Name	Horizon House Sprinkler System
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Public Facilities Improvements
	Needs Addressed	Public Facilities
	Funding	CDBG: \$10,000
	Description	Project funds will be used to purchase and install a sprinkler system at Horizon House, a group home for youth. This sprinkler system is required to comply with building and safety codes.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 70 youth will be served.
	Location Description	Horizon House is located at 53 Highland Ave. Fitchburg.

	Planned Activities	Project funds will be used to purchase and install a sprinkler system at Horizon House, a group home for youth. This sprinkler system is required to comply with building and safety codes.
16	Project Name	Microenterprise Business Development
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$120,000
	Description	Project funds will be used to support new and expanding microenterprises through loans and grants. Particular focus will be placed on businesses in need of one-time start-up costs, and preference will be given to retail.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 5 microenterprises will be served.

	Location Description	Qualifying Fitchburg businesses.
	Planned Activities	Project funds will be used to support new and expanding microenterprises through loans and grants. Particular focus will be placed on businesses in need of one-time start-up costs, and preference will be given to retail.
17	Project Name	Acquisition/Development/Rehabilitation by Nonprofit providers
	Target Area	CDBG Target 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: \$50,000
	Description	Development or substantial rehab of units by nonprofit providers. May or may not include acquisition.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	Rental units constructed: 2 income eligible households will benefit from housing units.
	Location Description	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Planned Activities	Development/Construction of 2 Rental units for income eligible households.
18	Project Name	Housing Improvement Program Delivery
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	Rehabilitation and/or Acquisition
	Needs Addressed	Rehab and/or Acquisition
	Funding	CDBG: \$60,000
	Description	Program Delivery Costs associated with the Housing Improvement Program

	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Homeowner housing rehabilitated: 11- owner occupied income eligible households will benefit; Housing rental units rehabilitated: 3 – income eligible tenant household will benefit. Units will be reported under Projects 20, 23 and 24.
	Location Description	CDBG target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Planned Activities	Homeowner housing rehabilitated: 11- owner occupied income eligible households will benefit; Housing rental units rehabilitated: 3 – income eligible tenant household will benefit. Units will be reported under Projects 20, 23 and 24.
19	Project Name	HOME administration
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Supported	HOME Administration
	Needs Addressed	HOME Administration
	Funding	HOME: \$127,546

	Descrip tion	HOME Administration
	Target Date	6/30/2021
	Estima te the numbe r and type of familie s that will benefit from the propos ed activiti es	The administration of HOME funding will provide affordable housing in the consortium. Some units will have more than one funding source. Housing rental units constructed: 2 income eligible tenant households will benefit; Homeowner Housing units rehabilitated: 11 income eligible owner occupied households will benefit; Housing Rental Units rehabilitated: 3 income eligible tenant households will benefit. Units will be reported under Projects 20, 23 and 24.
	Locatio n Descrip tion	
	Planne d Activiti es	Housing rental units constructed: 2 housing units; Homeowner Housing rehabilitated: 11 housing units; Housing Rental Units rehabilitated: 3 housing units
2 0	Project Name	Rehab and/or Acquisition
	Target Area	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Goals Support ed	Rehabilitation and/or Acquisition
	Needs Addres sed	Rehab and/or Acquisition

	Funding	CDBG: \$89,600 HOME: \$404,919
	Description	Rehabilitation of owner occupied housing with or without acquisition of the home.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Homeowner Housing rehabilitated: 11 household housing units.
	Location Description	CDBG Target Area, CDBG Strategy Area. housing Strategy Area, Citywide.
	Planned Activities	Homeowner Housing rehabilitated: 11 household housing units.
21	Project Name	Strategic Rehab of Affordable Rental Units
	Target Area	CDBG Target 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: \$130,000
	Description	Rehab of existing rental units
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	3 affordable rental units suitable for low income tenant households.
	Location Description	CDBG Target Area, CDBG Strategy Area, Housing Strategy Area, Citywide
	Planned Activities	The Consortium will prioritize the rehabilitation of 3 affordable rental units suitable for low income households. Has more than one goal outcome indicator.

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 2014 ACS data, 56.65% 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 was 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.

Public Facilities (\$330,900) - Six 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 parks.

Public Services (\$123,000) – Seven activities were selected for funding. The distribution of funds to public service activities address homelessness and homelessness prevention, neighborhood services, crime prevention, and needs of youth and minority populations.

Economic Development (\$180,000) – Three activities were selected for funding. One provides technical assistance to small businesses and/or microenterprises looking to locate or expand within the city. Financing for existing small business Job creation and job retention are reported with this activity. One activity acts as a small business liaison to help support microenterprises and small businesses reach new customers, coordinate marketing efforts during city events, and encourage the establishment of new businesses within the downtown. One provides grants and/or loans to new or expanding microenterprises.

Clearance/Demolition (\$160,018) – One activity was selected for funding. It is estimated that 4 buildings containing up to 12 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 (\$119,270) – Three activities were selected. Code enforcement which will help reduce/eliminate deteriorated and vacant structures in the CDBG Strategy Area via the Board of Health and Habitat for Humanity will perform Critical Home Repair to qualified homeowners in Fitchburg. The third activity supports the creation of public art, especially murals, in designated neighborhoods to address slum and blight, as well as encourage economic development.

Planning and Administration (\$199,244) – 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.

Geographic Distribution

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

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Proposed activities are targeted primarily in CDBG Strategy Area, a principally low-moderate income sector in the city, designated with the use of 2014 ACS data, which comprises several older city neighborhoods. These areas contain the highest concentrations of minority populations and of substandard multi-unit housing.

Discussion

Of the \$1,112,432 allocated in Year 46 CDBG funds, \$913,188 (not including Planning and Administration) 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

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. The very recent allocation announcement for the HOME Program is lower than anticipated by roughly 7% and the Consortium has adjusted our goals as a result of the decrease.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	14
Special-Needs	2
Total	16

Table 6 - 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	14
Acquisition of Existing Units	0
Total	16

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

In Year 46, the Consortium will provide additional HOME Program funding to our local CHDO for the conversion of the former Carter School in Leominster to 39 units of affordable housing. The Consortium is funding two of the rental units in this project. Fitchburg's homeowner rehabilitation program, funded with both HOME and CDBG, will assist 11 homeowners with full rehabilitation/strategic rehabilitation of their units. Of the 11 homeowners to be assisted, we anticipate at least two of these homeowner households will be elder households, qualifying as special needs population. The consortium also anticipates assisting three homeowners with rehabilitation of rental units in their owner occupied properties, providing assistance to income eligible tenant households as well.

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

Introduction

The North Central Massachusetts Housing Authority was the entity which manages the Housing Authorities for Leominster, Fitchburg, Lunenburg and Sterling, but management of the Fitchburg Housing Authority has since returned to Fitchburg directly with a new Executive Director, Douglas Bushman in Program year 2019. The Fitchburg Housing Authority is overseen by a five member Board of Commissioners. Four members are appointed by the Mayor and confirmed by the City Council and one member is appointed by the Governor of Massachusetts. One member must be a Housing Authority tenant.

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.
4. The Housing Authority plans to purchase a 22 unit facility in Fitchburg to be converted to Federal Public Housing utilizing the HUD Housing Replacement Program. The new units will be one and two bedroom family housing units.
5. The Fitchburg Leominster Housing Authority participates in a Commonwealth of Massachusetts Program to provide modernization technical and management assistance to 68 housing authorities located in Worcester county and four western Massachusetts counties.

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 down payment to purchase a home. In Fitchburg the Housing Authority is working with DHCD and our CAP agency, MOC, to create an ABLE Program that will assist participants with an Individual Development Account, similar to the Family Self Sufficiency Program.

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

This is not applicable to Fitchburg and Leominster.

Discussion

The City of Fitchburg 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. 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

Emergency shelter, transitional and permanent housing services are provided in the Consortium. The City of Fitchburg has received input at various public meetings regarding the additional need for these services and has responded to the needs of the community by working with various agencies to address this issue. For example, Our Father's House Shelter submitted a CDBG application in Year 43 and was awarded funding to start a new program dedicated solely to the homeless in Fitchburg. This Street Homeless Intervention Program provides an outreach worker who reaches out to the homeless in Fitchburg, connecting them with available health and social services. Mental health and addiction services are offered along with food, clothing, and blankets. Relationships have been built based upon this model and the outreach worker has become a trusted resource. The Outreach Worker works collaboratively and cooperatively with the Fitchburg Police and Fire Departments in addressing the homeless issue and this intra-City collaborative effort has resulted in a uniform approach that can only serve to better meet the needs of our homeless population. Due to the tremendous success of this program, the Street Homeless Intervention program was awarded funding in all years since, including upcoming Year 46.

The Consortium continues to collaborate with state and local agencies to better understand the needs of the homeless and those at risk of homelessness so that we can work together to meet those needs.

More information is detailed below regarding the goals and actions for reducing and ending homelessness.

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 46 CDBG funds to North Star Family Services (NSFS, formerly, MIHN), Our Father's House, and Community Legal Aid. NSFS 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 CDBG funding for Our Father's House, Inc. supports a Street Outreach Worker solely dedicated to the homeless within the City of Fitchburg. Community Legal Aid provides legal representation to low-income and elderly residents who are at risk or eviction or losing their housing subsidy; this is the first year that CDBG has funded this homelessness prevention program.

The City of Fitchburg intends to continue collaborating with the Worcester County Continuum of Care. The City of Fitchburg Community Development Department wrote a letter in support of the Central

Mass Housing Alliance's response to EOHHS's "Request for Responses for Establishing Local Consortiums to Provide Crisis Intervention Services To Those Facing Acute Housing Instability" and participates in the Consortium Network.

The City of Fitchburg Community Development Department assisted the Fitchburg Community Health Connector, a local federally-funded health center, in their search to relocate their ACTION (Accessible Comprehensive Treatment in Our Neighborhoods) program. ACTION cares for homeless, those at risk of homelessness, and publicly housed adults and children at locations throughout our communities. Supportive services include health insurance application assistance, referrals to additional programs and services, job search, meals and a food pantry. A mobile outreach van ensures that services are delivered to those most in need. The City supported the Community Health Connector's application for federal funding to build a new center to house ACTION and this building was completed in Year 43. When the program was forced to vacate their temporary quarters, the City of Fitchburg assisted by waiving the user fee for a downtown City park so that ACTION could continue to provide essential services pending the opening of their new building. The City will continue to support ACTION's efforts.

A staff member from the Community Development Department serves on the Consumer Advisory Board of ACTION. This Board, which also consists of unsheltered and formerly homeless persons strives to increase the capacity of ACTION to continue to reach out to homeless persons, assess their needs and find ways to meet those needs.

A staff member from the Community Development office, as well as staff from the Mayor's office, participate in the Annual Homeless Person's Breakfast held annually in December to remember those who died while homeless and recognize those still living on the streets. Along with a hot breakfast, warm clothing is available and gifts are provided. Most important is the fellowship this event generates. City staff sit and engage with the attendees, hear their stories and identify their needs. The City will continue attending this event and will participate in any other local initiatives that will enable them to reach out to homeless persons on an individual basis.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Fitchburg supports the following agencies which address the emergency shelter and transitional housing needs of homeless persons living within Fitchburg.

1. **L.U.K. Crisis Center**, located in Fitchburg, offers **emergency and transitional beds for youth**, providing 24/7 access to emergency shelter for youth under the age of 18 years old who are runaway, homeless or at risk of homelessness; **Maternity Group Home** available for pregnant and parenting youth, homeless or at risk of homelessness; and **Transitional Living Program** available for youth, male and female, age 16-21 homeless or at risk of homelessness.
2. **Our Father's House**, located in Fitchburg, offers emergency, transitional and permanent housing facilities to homeless men and women in recovery including: **OFH Shelter Lunenburg Street** – Emergency shelter for 20 men, transitional shelter for 8 women; **Transitions at Devens** –

Transitional housing for women and children; **Elizabeth House** – Transitional housing for women; and **West Street House** – sober house located in Leominster for up to 18 homeless men

3. **Montachusett Interfaith Hospitality Network** offers emergency shelter to families along with meals and case management which includes job search assistance and securing permanent housing. The City of Fitchburg has provided MIHN with CDBG funds to assist in their efforts. The CDBG funds will only be used to assist Fitchburg families.

The Worcester Continuum of Care hosts a weekly meeting regarding the Coordinated Entry Process. Local agencies are provided the opportunity to present cases to the group with specific needs and providers are able to assess what resources they may have to address those needs. This results in collaboration that is done in real time. Local Fitchburg providers have access to agencies who are willing to advocate for their clients and this has resulted in faster placements for homeless persons or those facing homelessness. This group consists of local area agencies, schools, police, and housing advocates coming together to share resources and updated information, much of which will address the emergency shelter and transitional needs of homeless persons. The Community Resource Fair arose out of this group and, due to its tremendous success, is now an annual event co-hosted by Mayor of Fitchburg. Community Development staff also attend other community resource fairs, with the goal of keeping all shelter and housing related resources updated. The Community Development Department will continue to update the ***Housing Related Emergency Resources*** handout which was developed by staff and is available in City offices for those in need.

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. **Montachusett Interfaith Hospitality Network** offers services to homeless families in securing permanent housing, employment and child care. They also provide follow up services to families after they have left the shelter, to make sure they are able to maintain permanent housing.
2. **AIDS CARE Services Supportive Housing Program** located in Fitchburg provides homeless prevention services to individuals living with HIV/AIDS and their family members.
3. **Veteran Hospice Homestead** located in Fitchburg offers transitional housing to veterans.
4. The **Fitchburg Veteran Services Office** provides referral services to veterans in need of housing and supportive services.
5. **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 as well as connecting homeless veterans to appropriate services.

6. **Our Father's House** operates separate shelters for men, women and families and provides services to secure permanent housing, including funding available to assist with security deposits and rent.

7. **Fitchburg Public Schools McKinney-Vento liaison** provides supportive services and referrals to homeless students and their families.

8. **ACTION Health Services** provides including behavioral health, medical and dental to the homeless as well publicly-housed individuals. Case management and skill training is offered to prevent homelessness.

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 MOC, which serves low-income and underserved families, and provides information and referral 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 Community Legal Aid, which provide legal representation to low-income and elderly individuals and families at risk of eviction or loss of housing subsidy.

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 in Fitchburg.

The following efforts are under way in the Consortium to address the needs of the homeless and those at risk of homelessness.

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. **NewVue Communities, Inc.** Leighton Street Program provides for continued 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 including those exiting foster care and other youth facilities.
4. The **Worcester County Sheriff's Office local Community Correction Center** in Fitchburg offers resource assistance to those on intensive probation, strengthening their ability to reenter society, hold a job and be housed.
5. **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..." This standard requires that an inpatient with mental health issues be provided with alternatives for support and clinical services upon discharge. By providing these supportive services it is believed that fewer patients will become homeless due to lack of services and oversight.
6. **Massachusetts Department of Transitional Assistance**, with an office in Fitchburg, offers emergency assistance and housing related information to those who are income eligible.
7. **L.U.K. Crisis Center**, located in Fitchburg, offers emergency and transitional beds for youth (plus scattered sites).
8. **Our Father's House** has shelter available for those being discharged from publically funded institutions and systems of care provided the individuals are sober.

Discussion

The Consortium recognizes the needs of the homeless and those facing homelessness. Through collaborative efforts involving local and regional social service agencies, schools and police the Cities of Fitchburg and Leominster have developed a network of providers that are accessible. While recognizing the ongoing need for more emergency shelter and affordable housing, the City of Fitchburg will continue to engage with our community partners to make up-to-date information available while we work together to alleviate homelessness.

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 downtown Fitchburg. It is expected that these facilities will continue to operate at their current locations. It may be feasible to examine any proposed expansions or new shelter locations serving the Consortium and recommend that they are located outside of downtown Fitchburg. This will ensure better access to services for all area residents and also allow for integration of these services throughout the region.

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 of 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 55 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. During the first part of 2020, the City has begun a comprehensive review of its Zoning policies and regulations. This work will continue in the 2020 Program year and we do anticipate making changes and improvements that will encourage further mixed income housing creation.

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 has revised its SmartGrowth District by increasing its size to capture the downtown and the adoption of an Arts Overlay District, which would allow artist live and work space in the area near Main Street corridor. The needs assessment of a former school for this purpose has been completed, and the project is moving forward. It is the City's intention to encourage additional housing development by increasing the size of the smartgrowth district.

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 Financing Authority.

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

Introduction

The City of Fitchburg continues to provide support for activities which support its priority needs as identified in the 2016-2020 five-year Consolidated Plan.

Funding of streetscapes and park improvements continue to be allocated and is consistent with the City's effort to improve public infrastructure and make public facility projects ADA compliant. 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 several agencies throughout the City. Technical assistance and grants to small businesses and enterprises reinforces the City's effort to create and/or retain jobs, boosting economic development and demolition of abandoned structures clears the City of slums and blight.

Actions planned to address obstacles to meeting underserved needs

The City will continue to be engaged and responsive to underserved needs and work with local community organizations in order to ensure that all residents are receiving services they need. The Community Resource Fair to be held in September is an example of the City bringing together a variety of service agencies and City Departments to interact with residents and make them aware of existing programs that may benefit them. Over 60 presenters attend including housing and shelter assistance; elder care; food resources; energy and fuel assistance; health and wellness; support groups; domestic violence information; substance abuse services; veterans services; disability services and homeless services. Bringing the agencies to the residents and enabling face to face interaction helps to make them more accessible and more likely to be used.

The Community Development Department holds a food drive with the Mayor's Office in December to collect canned goods throughout the City, in public buildings and schools. Donations are then given to a local food bank to distribute to needy residents.

Recognizing that positive community health outcomes have direct impact on all other aspects of community life, including education and job access, economic sustainability and growth and civic engagement, the Community Development Department participates in the local CHNA9 (Community Health Needs Area 9) Community Health Improvement Plan, a broad, action-oriented plan to build the health of the community based on the needs identified by Community Health Assessments conducted for the region. The four priority areas identified include Healthy Eating and Active Living; Healthy and Safe Relationships; Mental & Behavioral Health and Substance Abuse and Transportation and Access. The Community Development Department was awarded a \$500 prize for being recognized as an outstanding grant proposal in the area of Transportation. The City was awarded a \$2,000 grant to partner with the local Montachusett Area Transit bus company to provide companion brochures to the bus schedules in a variety of languages. The brochures allow many residents to overcome barriers to

access to transportation, which in turn will lead to an increased ability to access employment, social service and medical needs and shopping.

The Fitchburg Public Schools offer free school breakfast and lunch to all students throughout the school year. During the summer of 2018, the City of Fitchburg hosted several sites for the Child Nutrition Outreach Program with Project Bread. Partnering with the Fitchburg Schools Food Service Department, the program enhanced the current summer meals program by implementing a mobile food vehicle which can serve meals at nontraditional sites and isolated neighborhoods. Many children and teens are unable to participate in summer meals program due to lack of transportation. Currently, the Fitchburg summer meals program is offered in conjunction with the Parks and Recreation Department summer activity program held throughout Fitchburg parks (much CDBG funding has been utilized in Fitchburg to update many of our parks). The City supports this new initiative which will began in July 2018, and will continue in the summer of 2019 with at least 5 parks locations, plus the high school and public library, for summer meals.

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 through its Homeowner Rehab program. Through the new homebuyer downpayment program, the City works with eligible homebuyers and provides an opportunity to purchase an affordable home and ensure that it is quality housing by providing assistance with down payment funds 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.

Funding has been committed for a current consortium project – the Carter School, which will provide affordable housing in Leominster, a new 44 unit affordable rental development project in downtown Fitchburg and an affordable homebuyer opportunity in a long vacant property in Fitchburg .

Habitat for Humanity is a newly-funded CDBG Subrecipient that will perform Critical Home Repairs for eligible Fitchburg residents.

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. A previous 3-year Lead Hazard

Control Program concluded in Program Year 2018 as well.

Actions planned to reduce the number of poverty-level families

The Economic Development Director, who works out of the Community Development Department, will continue to work with local businesses to create and/or retain low- and moderate-income jobs in the City of Fitchburg and thereby reduce the number of persons below the poverty line. CDBG funding provided to NewVue Communities for the Small Business Technical Assistance Program will aid in the effort of assisting businesses to create/retain jobs, develop business plans and provide funds to leverage loans to small businesses in Fitchburg. Funds allocated to the CDBG Business Loan and Grants will provide grant incentives for building owners with prospective tenants in the Main Street commercial district. Many of these buildings contain upper level residential space as well.

A Downtown Coordinator was be hired through Year 45 CDBG funds, which helped, and will continue to help, support small businesses and micro-enterprises in Fitchburg's downtown area. The coordinator helps increase visibility of these businesses with marketing support, including during the City's various events.

Year 46 will also introduce a new Microenterprise Business Development program, which will support new and expanding microenterprises through loans and grants. The terms of the loans will be favorable and reduce the burden on microenterprises, especially those who are not supported by traditional commercial lending.

Actions planned to develop institutional structure

A cooperative infrastructure exists between the City of Fitchburg, its housing authority, various nonprofit 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.

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

Regular attendance at Community ReInvestment Act (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.

The City of Fitchburg annually facilitates the Community Resource Fair with a goal of connecting residents with local resources. Extensive effort is made to entice residents of public and private housing to attend and interact with various social service agencies. The Housing Authority also attends and is able to collect a wide variety of resources and contacts with social service agencies to use as referrals, and the City has proactively worked and continues to foster an ongoing relationship with the Fitchburg Housing Authority to better service its residents and provide quality housing.

The City also works very closely with our local Community Development Corporation, NewVue Communities. This agency services the region with homeownership education services, small business assistance services, financial literacy services, affordable rental housing and affordable housing development.

Discussion

Together with the other activities proposed elsewhere in the Consolidated Plan by 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. The efforts of the City to reach out to underserved populations will continue to occur in a variety of appropriate ways.

Program Specific Requirements

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

Introduction

The Consortium operates a CDBG and HOME funded Homeowner Rehabilitation Program, funds development of multifamily rental housing, and creation/substantial rehabilitation of homeownership units, or Down Payment Assistance with HOME and/or CDBG funds. Full descriptions of Programs and related policies are provided in the attachment section of this plan.

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%

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 use resale for properties assisted with its HOME funded 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:

The Consortium does not use resale for properties assisted with its HOME funded housing programs. 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 multifamily housing that is being rehabilitated with HOME funds.

