

**TOWN OF BARNSTABLE**  
**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**  
**ANNUAL ACTION PLAN (JULY 1, 2018 – JUNE 30, 2019)**

**2018 DRAFT**



PREPARED BY: TOWN OF BARNSTABLE  
PLANNING & DEVELOPMENT DEPARTMENT (formerly the Growth  
Management Dept.)  
367 MAIN STREET, 3<sup>RD</sup> FLOOR  
HYANNIS, MA 02601

CONTACT PERSON: KATHLEEN GIROUARD, CDBG COORDINATOR  
508-862-4702

## Table of Contents

Executive Summary.....	3
AP-05 Executive Summary - 91.200(c), 91.220(b) .....	3
PR-05 Lead & Responsible Agencies - 91.200(b) .....	8
AP-10 Consultation - 91.100, 91.200(b), 91.215(l) .....	9
AP-12 Participation - 91.401, 91.105, 91.200(c) .....	24
Expected Resources .....	27
AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2) .....	27
Annual Goals and Objectives .....	29
AP-35 Projects - 91.420, 91.220(d) .....	31
AP-38 Project Summary .....	32
AP-50 Geographic Distribution - 91.420, 91.220(f) .....	36
AP-75 Barriers to affordable housing -91.420, 91.220(j) .....	37
AP-85 Other Actions - 91.420, 91.220(k) .....	38
Program Specific Requirements.....	41

# Executive Summary

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

### 1. Introduction

The Annual Action Plan outlines the activities which will be undertaken during the program year beginning July 1, 2018 and ending June 30, 2019 using federal funds granted to the Town of Barnstable (Town) by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant Program (CDBG).

Programs and activities described in this plan are to primarily benefit low and moderate-income residents of the Town of Barnstable by providing decent affordable housing, economic opportunities and a suitable living environment. HUD defines low and moderate income as those making 80% or less of the Area Median Income for Barnstable County.

This draft Action Plan was developed using estimates because HUD has not released the 2018 appropriations and they are not expected before plan is due. The entitlement estimate is based on the amount received last year rounded up and the carryover on the amount available as of 3/23/2018.

- Entitlement Amount: \$285,000
- Estimated Carryover Amount: \$300,000
- **Total: \$585,000**
- Estimated Program Income: \$218,000\*
- **Total with Estimated Program Income: \$803,000**

*\*The estimated program income is pending a sale of property acquired with CDBG funds and may or may not apply to the 2018 program year depending on when received.*

The Town is seeking public input on the draft plan and will make adjustments to reflect actual amounts when available and before submitting to HUD for approval. As indicated in HUD's CPD-18-01 notice, Contingency Provisions are included to explain how the plan will be adjusted to match its actual allocation amounts once known. Changes are not expected to trigger a substantial amendment. In the event a substantial amendment is triggered the Town will comply with the Citizen Participation Plan and allow an additional 30 days for public comments on the proposed changes.

## 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.*

Consistent with HUD's performance measurement system, projects and programs funded must be consistent with the Consolidated Plan goals and meet one of the three

**Objectives: Provide Decent Housing (DH), Create a Suitable Living Environments (SL), and Creating Economic Opportunities (EO); and**

One of three **Outcomes: Affordability, Availability/Accessibility, and Sustainability.**

The objectives and outcomes will result from specific programs and projects carried out during the program year.

**Contingency Provisions:** All amounts are unknown at this time therefore we are indicating a list of priorities based on the needs identified in the Consolidate Plan that may be addressed during the program year.

### **Activities that provide decent housing**

- May include Acquisition of property for purpose of creating or preserving affordable housing units; Rehab activities to preserve housing stock including but not limited to connection to Town sewer or remove lead hazards and the Career House Restoration project; Direct Homeowner Assistance – continuation of the Homebuyer Assistance Program; and any other eligible activity that creates or preserves affordable housing.

### **Creating economic opportunities**

- Continuation of the Micro-Enterprise Loan program; pending fund availability may include continuation of commercial façade improvement program with emphasis on sign and awning improvements, or other eligible activities

### **Suitable Living Environment (includes public improvements and service activities)**

#### **Public facilities, infrastructure, and other public improvements**

- Eligible activities may include acquisition or improvements to public facilities, infrastructure and other public improvement including but not limited to the Senior Center Generator project and ADA improvements in the NRSA and other eligible activities. **Provide Public Services**
- Allowed to allocate up to 15% of the yearly allocation for these activities but did not receive any funding proposals to address this goal. Pending availability, funds may be used for activities providing a service to low and moderate income persons or special needs populations provided it is new or quantifiable increase over the current level of service. **Planning and Administration** up to 20% of the entitlement amount and current year program income will be used for planning and administration activities. Carryover amounts may include funds committed to projects that haven't completed by year end but have demonstrated compliance with stated benchmarks in their agreements.

Funds used to address the above priorities will not constitute a substantial amendment. The maximum amount for planning and admin activities shall not exceed 20% of the entitlement and program income and public services will not exceed 15% of entitlement and prior year program income.

### 3. Evaluation of past performance

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

As of March 20, 2018 the following accomplishments have been made towards meeting the Consolidated Plan goals:

#### Housing Activities:

- Acquisition, clearance and infrastructure improvements to create 4 new affordable homes underway– Habitat for Humanity
- Direct Homeowner Assistance
- BHA Soft Second Mortgage Program – 3 public housing tenants moved into homeownership
- Hyannis Homebuyer Assistance Program – new program, met with about 75 potential homebuyers, received 8 applications of which 5 met the preliminary requirements. Of the 5, 3 are actively looking for a home.
- Rehab homeowner housing to create Accessory Affordable rental housing – 2 units
- BHA Housing Rehab – Career House Roof, 8 units, completed
- Additional improvements to replace siding, windows and doors in 2017, substantially complete.

#### Economic Opportunities:

- Assistance to businesses to improve their Commercial Façade or signage – 3 complete
- Micro-Enterprise Loan Program (MELP). Partnered with Coastal Community Capital to re-establish a program to help small businesses, with 5 or less employees including the owners, in the downtown Hyannis Neighborhood Revitalization Strategy Area (NRSA). Project underway.

#### Suitable Living Environment:

- Public Facility Improvements – Senior Center Generator pending status update, ADA improvements at 367 Main Street 1-2 currently on hold may move forward in 2018 or later
- Public Service – BID Clean Team provided job training to 16 low income persons in 2015 and 15 in 2016.
- Public Service – Senior Services Equipment project provided meals on wheels and community lunches to 423 seniors in 2015

HUD monitors performance by expenditures drawn from the bank by May 1st in each program year. Grantees are allowed to have a maximum of one and half times the yearly allocation amount in the bank at that time.

On May 2, 2018, when the test is conducted, the ratio in the bank was \_\_\_unadjusted and \_\_\_adjusted for program income which is more/less than 1.5 and not/ in compliance with expenditure requirements.

If the expenditure requirement is not met two years in a row, the amount over 1.5 times the allotment must be returned to HUD and is no longer available for activities. The requirement was not met last year so this year would result in the loss of funds if not met May 1, 2017. Current ratio is 1.73 as of 3/21/2018.

#### **4. Summary of Citizen Participation Process and consultation process**

*Summary from citizen participation section of plan.*

The Town's Citizen Participation Plan (CPP) was adopted 7/1/2016 as amended on 2/22/2017. A new draft was made available with this Action Plan to update the department name, leadership title and a few minor edits. Draft is available on the Town website at [www.townofbarnstable.us/CDBG](http://www.townofbarnstable.us/CDBG) and in the PDD office. A legal notice was in the Barnstable Patriot on 3/30/2018 and a Press Release was issued 4/2/2018 to notify residents and interested parties the draft was available and we are accepting comments through May 7, 2018.

A summary of the process follows.

To encourage participation, residents and other interested parties are invited to attend public meetings at least twice a year. Once while preparing the Consolidated Plan or Annual Action Plan and once when reporting accomplishments in the Consolidated Annual Performance Evaluation Report (CAPER). The draft Plans and CAPER are posted for public review and written comments are encouraged for an additional thirty (30) days for the plans and fifteen (15) days for the performance report before submitting to the U.S. Department of Housing and Urban Development (HUD) for approval. Substantial amendments to approved plans require public notice and thirty (30) days to submit written comments.

During the development of Five Year Consolidated Plan the Town consults with local service providers (public and private) to obtain opinions on housing and community development needs of special needs households in Barnstable. These households include elderly/frail elderly, persons with HIV/AIDS, substance abusers, persons with mental or physical disabilities and homeless persons.

In addition to consultations done to set priorities for the Consolidated Plan the Town consults with agencies annually in the preparation of the Action Plan. These consultations occurred between January 2017 – March 2017 and included agencies serving low and moderate income persons and special need populations. Agencies providing housing, services, jobs, and health care serving low and moderate income persons and special needs populations were consulted. See list in consultation process section below.

On February 20, 2018, provided a CDBG update at the Barnstable Housing Committee meeting and invited members to participate in the process by submitting comments, encouraging non-profits, the Barnstable Housing Authority and other eligible applicants to submit letters of interest, and to attend the CDBG public meeting. Comments received in the meeting suggested that affordable housing be placed as the highest priority for CDBG funds and continue prioritizing homebuyer assistance program.

The Citizen Participation process is further defined in the Citizen Participation Plan (CPP) and section AP12 Participation in this document summarizes the process during the development of this 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 Public Meeting was held March 7, 2018. 1 attendee and 2 staff members were present at the meeting. A summary of the meeting is attached hereto in the Citizen Participation Comments section. In general the public comments on priorities were consistent with the consolidated plan priorities.

Summary of comments received at public meeting:

Housing is a priority, including the need to provide assistance for first, last and security for renters to secure housing, car, insurance and other non-utility payments, and the for legal assistance to represent tenants in court.

Responses: Housing is a high priority for this program and this plan has allocated the majority of funds to housing activities. Income payments paid to individuals or families for basic services such as food, shelter, utilities, or clothing are generally ineligible under this program. However such payments can be considered if the income payments do not exceed 3 consecutive months, are paid directly to providers on behalf of the individual or family, provided as a loan, and cannot exceed the public service cap. We did not receive any proposals for this activity but may be considered if funds are available.

Comments received during the public comment period will be summarized here or attached to the posted draft.

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

Comments are generally accepted unless inappropriate, not relating to the CDBG program, or not eligible under program guidelines. The main reasons eligible projects or programs suggested are not included in the plan: lack of resources to support, eligible entities unwilling or unable to undertake, or there are other resources available in the community to address those needs.

If any comments are not accepted they will be added here with reasons after May 7, 2018 which is the last day of the public comment period.

## **7. Summary**

Comments are generally accepted unless inappropriate, not relating to the CDBG program, or not eligible under program guidelines. The main reasons eligible projects or programs suggested are not included in the plan: lack of resources to support, eligible entities unwilling or unable to undertake, or there are other resources available in the community to address those needs.

**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
Lead Agency	BARNSTABLE	
CDBG Administrator		Planning & Development Department
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative**

The Town of Barnstable is a participating jurisdiction in the Barnstable HOME County Consortium program. The County is responsible for submitting the Consolidated Plans, Annual Action Plans, Substantial Amendments, and the Assessment of Fair Housing (AFH) to HUD for the Consortium. The Town of Barnstable is responsible for preparing the Consolidated Plan, Annual Action Plan, Substantial Amendments sections for the Town of Barnstable that are submitted through the County. The Town is also responsible for preparing and submitting the Consolidated Annual Performance Evaluation Reports (CAPER) directly to HUD.

**Consolidated Plan Public Contact Information**

- Kathleen Girouard, Community & Economic Development Coordinator, 508-862-4678, Email: [kathleen.girouard@town.barnstable.ma.us](mailto:kathleen.girouard@town.barnstable.ma.us)
- Elizabeth Jenkins, Director, 508-862-4678, Email: [Elizabeth.jenkins@town.barnstable.ma.us](mailto:Elizabeth.jenkins@town.barnstable.ma.us)
- Mark S. Ells, Town Manager, 508-862-4610, Email: [Mark.Ells@town.barnstable.ma.us](mailto:Mark.Ells@town.barnstable.ma.us)



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

### **1. Introduction**

The Goal of the consultation process in the preparation of the Consolidated Plan was to strengthen the partnerships and linkages among all levels of government, the private sector, and other concerned stakeholders. To achieve these goals the Town of Barnstable implemented the following strategies/activities.

The Town of Barnstable consulted with several different organizations in the preparation of the Consolidated Plan including those that provide assisted housing, health services, and social and fair housing services (including those focusing on services to children, elderly, and persons with disabilities, with HIV/AIDS and their families, and veterans). State, local, non-profit private agencies and adjacent governments participated in the development. The process included formal and informal meetings, surveys, and discussions to gather input on needs and priorities included in the plan. This consultation provided an understanding of the housing and community development needs of Barnstable, especially the needs of its low income citizens.

The Consultation process for the Annual Action Plan included inviting public housing and service agencies to attend the public meeting on March 7, 2018. Those that cannot make it are encouraged to submit comments. The agencies are also provided notice when the draft is available and encouraged to comment during the public comment period. Direct consultations are also used to identify needs and priorities and began December 2017.

### **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)).**

In addition to public meetings the Town consults directly with public housing providers and service agencies. Methods of outreach included meetings, phone calls, and email correspondence. Facilitated discussions on housing and community development needs, housing assistance and services for homeless persons, especially chronically homeless individuals and families, families with children, veterans and unaccompanied youth, and persons who were recently homeless but now live in permanent housing; and potation programs and projects to address those needs.

### **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.**

There is one Continuum of Care for Cape Cod and the Islands that includes the Town of Barnstable. The Town is represented on the Policy Board of the CoC, currently by the Assistant Town Manager and the Superintendent of Schools. Other members on the policy board include Housing Assistance Corporation, Duffy Health Care, Independence House, Elder Services, Cape Cod Council of Churches and the Regional Network to Address Homelessness. The Town consults with these agencies in the preparation of the Consolidated Plan. Policy Board members may change at times but representation for the Town and consultation with those agencies remains constant.

**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 Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) amended the McKinney-Vento Homeless Assistance Act, including major revisions to what is now titled the Emergency Solutions Grant (ESG) program. The ESG program assists homeless households at risk of homelessness by providing the services necessary to help them quickly regain stable housing after experiencing a housing crisis and/or homelessness.

Currently, the Commonwealth of Massachusetts Department of Housing and Community Development (DHCD) is awarded ESG funds for use in Massachusetts. Neither the Town nor the County receives these funds directly from DHCD. Funds are provided for shelter support, rapid rehousing, and homeless prevention. ESG funds are offered through a competitive request for proposal (RFP) on an annual basis. Public notices are issued giving the Towns on Cape Cod and Barnstable County opportunities to comment. DHCD recently awarded Housing Assistance Corporation (HAC) rapid rehousing funds. HAC is located in Barnstable and serves the Cape Cod region.

Requests for programs that fill in gaps in ESG services that meet CDBG requirements may be considered for use of CDBG funds.

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

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Barnstable Housing Authority (BHA)
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds. Direct consultations by meeting, phone and email.
2	<b>Agency/Group/Organization</b>	HOUSING ASSISTANCE CORPORATION (HAC)
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and email.

3	<b>Agency/Group/Organization</b>	Habitat for Humanity of Cape Cod
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and email.
4	<b>Agency/Group/Organization</b>	Duffy Health Center Inc
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
5	<b>Agency/Group/Organization</b>	Cape & Islands Community Development, Inc. dba Coastal Community Capital
	<b>Agency/Group/Organization Type</b>	Regional organization Community Lenders Community Development Financial Institution
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and email.
6	<b>Agency/Group/Organization</b>	Department of Transitional Assistance
	<b>Agency/Group/Organization Type</b>	Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds. Attended public meeting March 7, 2018.
7	<b>Agency/Group/Organization</b>	REGIONAL NETWORK TO ADDRESS HOMELESSNESS
	<b>Agency/Group/Organization Type</b>	Services-homeless Other government - County Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and email.
8	<b>Agency/Group/Organization</b>	AIDS Support Group of Cape Cod
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Veterans Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and email.
9	<b>Agency/Group/Organization</b>	Cape Head Injured Persons' Housing & Education Group, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
10	<b>Agency/Group/Organization</b>	Child and Family Services
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
11	<b>Agency/Group/Organization</b>	Hyannis Main Street Business Improvement District (BID)
	<b>Agency/Group/Organization Type</b>	Business and Civic Leaders Business Improvement District
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
12	<b>Agency/Group/Organization</b>	NAMI Cape Cod & Islands
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
13	<b>Agency/Group/Organization</b>	Barnstable Disability Commission
	<b>Agency/Group/Organization Type</b>	Other government - Local Civic Leaders Voluntary advisory committee to Town Council
	<b>What section of the Plan was addressed by Consultation?</b>	Housing, services and public improvements

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
14	<b>Agency/Group/Organization</b>	Barnstable Economic Development Commission
	<b>Agency/Group/Organization Type</b>	Other government - Local Voluntary advisory committee to Town Council
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
15	<b>Agency/Group/Organization</b>	Barnstable Housing Committee (BHC)
	<b>Agency/Group/Organization Type</b>	Other government - Local Voluntary advisory committee to Town Council
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds. Direct consultations by meeting.
16	<b>Agency/Group/Organization</b>	Barnstable County Human Rights Commission
	<b>Agency/Group/Organization Type</b>	Other government - County



	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
17	<b>Agency/Group/Organization</b>	Cape Organization for Rights of Disabled (CORD)
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
18	<b>Agency/Group/Organization</b>	Community Action Committee of Cape Cod and the Islands, Inc.
	<b>Agency/Group/Organization Type</b>	Regional organization Private Non-Profit
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.

19	<b>Agency/Group/Organization</b>	Cape Cod Community College
	<b>Agency/Group/Organization Type</b>	Services-Employment Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
20	<b>Agency/Group/Organization</b>	SALVATION ARMY CORPS
	<b>Agency/Group/Organization Type</b>	Regional organization Services
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
21	<b>Agency/Group/Organization</b>	Cape Cod Council of Churches, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-homeless Consortium of Churches

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
22	<b>Agency/Group/Organization</b>	Barnstable Veterans Services
	<b>Agency/Group/Organization Type</b>	Other government - Local Services - Veterans
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Veterans Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
23	<b>Agency/Group/Organization</b>	American Red Cross
	<b>Agency/Group/Organization Type</b>	Services - Victims Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.

24	<b>Agency/Group/Organization</b>	Town of Yarmouth
	<b>Agency/Group/Organization Type</b>	Other government - Local Adjacent Community
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
25	<b>Agency/Group/Organization</b>	Cape Cod Literacy Council
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
26	<b>Agency/Group/Organization</b>	Mass Housing Partnership
	<b>Agency/Group/Organization Type</b>	Other government - State State Non-Profit
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
27	<b>Agency/Group/Organization</b>	Luke Vincent Powers Foundation
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
28	<b>Agency/Group/Organization</b>	Crystal Gardens Childrens Center, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
29	<b>Agency/Group/Organization</b>	Independence House
	<b>Agency/Group/Organization Type</b>	Housing Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
30	<b>Agency/Group/Organization</b>	Department of Public Works-Barnstable
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and email.

31	<b>Agency/Group/Organization</b>	DEPT OF DEVELOPMENTAL SERVICES
	<b>Agency/Group/Organization Type</b>	Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds.
32	<b>Agency/Group/Organization</b>	Barnstable Senior Center
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided notices of public meeting, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and email.

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

Efforts continue to expand the types of agencies and engage the community in the process.

**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	Regional Network to Address Homelessness on Cape Cod & Islands,	
Housing Needs Assessment & Housing Production Plan	Town of Barnstable, Planning & Development	Goals to increase the number of affordable housing options.

**Table 3 - Other local / regional / federal planning efforts**

**Narrative**

Efforts to enhance coordination with private industry, businesses, developers and social service agencies included outreach through the Hyannis Area Chamber of Commerce, the Cape Cod Chamber of Commerce, and the Hyannis Main Street Business Improvement District. CDBG meeting announcements, availability of funds, document availability, and public comment periods are sent to these agencies which they then distribute to their members through email newsletters, website updates, and other postings.

**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**

Attended Housing Committee Meeting February 20, 2018 to obtain comments on priorities for the Action Plan. Committee suggested that affordable housing should be the highest priority and to continue the homebuyer assistance program. Five members and 2 staff persons present at the meeting that is also televised on local cable channel 18.

Public meeting held March 7, 2018 to gather input on the priorities for the Draft Action Plan. There were 1 attendee plus 2 staff members. Housing was again mentioned as a high priority and a summary of comments are provided in the executive summary above. The sign in sheet is attached hereto in Public Participation Section and comments are consistent with the consolidated plan goals.

Invited the public and other interested parties to comment on the draft Action Plan and Citizen Participation Plan for a period not less than 30 days. Notice published in the Barnstable Patriot on **March 30, 2018** and Press Release issued **April 2, 2018**. Documents available by **April 5, 2018** and accepting public comments through **May 7, 2018**. Press release is also direct emailed to CDBG distribution list.

As mentioned above, press releases and direct invitations used to encourage participation of local and regional institutions, the Continuum of Care, and other organizations including businesses, developers, non-profit organizations, philanthropic organizations, community and faith based organizations, low and moderate income residents, special needs populations in the development of the plan. Notices are posted in English, Spanish, and Portuguese and the Town website is capable of translating materials into about 100 different languages to help encourage participation of non-English speaking residents. Meeting places and documents are available in accessible locations and reasonable accommodations are available for persons with disabilities to participate in the process. Notices are also sent to public housing agencies to post to encourage public housing residents to participate in the process.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	March 7, 2018	In executive summary section above	In executive summary section above	



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	Press Release	Non-targeted/broad community	Issued 2/6/2018. Sent to media, posted on Town Website, Facebook, Town weekly newsletters, and CapeCod.com.			
3	Internet Outreach	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Portuguese and Spanish</p> <p>Persons with disabilities</p> <p>Residents of Public and Assisted Housing</p> <p>Non Profit and other agencies</p>	<p>Direct email 2/6/2018 to area non-profit, business, and other community organizations that provide goods or services to low income and special needs populations.</p>			

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	Newspaper Ad	Non-targeted/broad community	Document availability and public comment period published in Barnstable Patriot March 30, 2018.			
5	Press Release	Non-targeted/broad community	Notice of document availability and public comment period released 4/02/2018			

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

All amounts provided in this draft are estimates and subject to actual amounts received or carried over when the program year is over. Sections referring to dollar amounts will be updated when amounts are known.

The amount of the actual award is equal to/ less than/ greater than the estimate provided in the draft. The carryover over is still an estimate until all activity through June 30, 2018 is processed. Income from property transfers and other repayments are typically not predictable and can't reasonably be included here. We are however expecting a property transfer repayment when 120 Yarmouth Road is sold. The expected repayment is estimated up to \$218,000. The date received will determine whether or not it is 2017 or 2018 program income.

#### 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	285,000	218,000	257,681	760,681	0	

Table 5 - 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**

Matching requirements for CDBG programs are included in program descriptions and may include a minimum dollar amount or percentage of funds or the maximum award is capped to ensure funds are leveraged with other sources. The Commercial Façade Improvement program requires a \$1 to \$1 match of private funds. The Senior Center Generator project is leveraged by the Town Capital Improvement Budget in the amount of \$225,006. The Town of Barnstable Homebuyer Assistance Program is capped at \$75,000 with a maximum purchase price of \$325,000 and estimates about \$250,000 of private funds going into the program. The homebuyers are required to invest a minimum of 1.5% of the purchase price out of their own funds. Affordable Housing projects are typically leveraged with other public or private sources.

**Community Preservation Act (CPA) funds:** Funds for affordable housing, historic preservation, and open space projects expect a minimum of \$384,000 each for the 2018 program year.

**Lombard Fund:** Trust funds available to assist very low income Town of Barnstable residents with housing/living expenses. Funds are typically used for rent or mortgage payments and utilities such as heating or electric bills. Estimate about \$100,000 to be available in the 2018 program year.

In addition to other funding resources available to help with consolidated plan goals, applicants are asked to demonstrate how CDBG funds requested will be leveraged with other funds.

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

The Town of Barnstable has received a Technical Assistance grant from Mass Housing Partnership to do a structural analysis of a former elementary school to determine its suitability for re-use, possibly for housing.

**Discussion**

Carryover amount is an estimate and subject to the actual amount remaining after processing activities through year end (6/30/2018).

## 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	Decent Housing	2015	2020	Affordable Housing		Affordable Housing	CDBG: \$176,051	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 8 Households Assisted Rental units rehabilitated: 8 Household Housing Unit Direct Financial Assistance to Homebuyers: 2 Households Assisted
2	Expand Economic Opportunities	2015	2020	Non-Housing Community Development	Downtown Hyannis NRSA	Expand Economic Opportunities Neighborhood Stabilization	CDBG: \$184,000	Facade treatment/business building rehabilitation: 1 Business Jobs created/retained: 3 Jobs Businesses assisted: 2 Businesses Assisted
3	Suitable Living Environment	2015	2020	Non-Housing Community Development		Non-Housing Community Development Public Facilities & Improvements Public Services	CDBG: \$40,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

**Table 6 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Decent Housing
	<b>Goal Description</b>	<p>May include Acquisition of property for purpose of creating or preserving affordable housing units; Rehab activities to preserve housing stock including but not limited to connection to Town sewer and the Career House Restoration project; Direct Homeowner Assistance – continuation of the Homebuyer Assistance Program including rehab to remove lead hazards; and any other eligible activity that creates or preserves affordable housing.</p> <p>Dollar amount provided is using estimated 2018 allocation and carryover. This amount expected to increase if we receive income from sale of 120 Yarmouth Road.</p>
2	<b>Goal Name</b>	Expand Economic Opportunities
	<b>Goal Description</b>	<p>Continuation of the Micro-Enterprise Loan program; pending fund availability may include continuation of commercial façade improvement program focusing on sign and awning improvements, or other eligible activities that create jobs for low and moderate income persons or assist businesses in the NRSA.</p> <p>Dollar amount estimated based on 2018 allocation and carryover amount. This amount may increase if we receive income from 120 Yarmouth Road sale.</p>
3	<b>Goal Name</b>	Suitable Living Environment
	<b>Goal Description</b>	<p><b>Public facilities, infrastructure, and other public improvements</b></p> <ul style="list-style-type: none"> <li>Eligible activities may include acquisition or improvements to public facilities, infrastructure and other public improvement including but not limited to the Senior Center Generator project and ADA improvements in the NRSA and other eligible activities.</li> </ul> <p><b>Provide Public Services</b></p> <ul style="list-style-type: none"> <li>Allowed to allocate up to 15% of the yearly allocation for these activities but did not receive any funding proposals to address this goal. Pending availability, funds may be used for activities providing a service to low and moderate income persons or special needs populations provided it is new or quantifiable increase over the current level of service.</li> </ul>

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

Projects are consistent with the goals and objectives in the Consolidated Plan. The funding amounts used are for planning purposes and will be adjusted with the actual amounts are known. As indicated in the Executive Summary of this document funds will be used to address the following priorities:

- To create or preserve affordable housing options
- To support economic opportunities
- Improve public facilities, infrastructure, and other public improvements including but not limited to the Senior Center Generator project, ADA improvements in the NRSA, and other eligible projects and programs.
- Provide Public Services (may allocate up to 15% of the entitlement amount plus prior year program income pending the requested amounts.) Did not receive any requests for funding so initial budget is zero.
- Planning and administration (will receive up to 20% of entitlement amount and current year program income).

#	Project Name
1	Planning and Administration
2	Affordable Housing
3	Commercial Revitalization
4	Public Facilities, Infrastructure and other Public Improvements
5	Public Service Activities

**Table 7 – Project Information**

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

Allocation priorities are based on Consolidated Plan goals, consultations, public input, and fund requests while preparing this plan. Obstacles include lack of funding to address all the needs and lack of requests to address some of the needs identified.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Planning and Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$57,000
	<b>Description</b>	Planning and administrative activities directly related to the CDBG program. Includes preparation of the Action Plan, Consolidated Annual Performance Evaluation Reports (CAPER), environmental reviews, and monitoring and documenting compliance with regulations.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Planning and Development Department, 367 Main Street, 3rd Floor, Hyannis, MA 02601
	<b>Planned Activities</b>	Preparing the Action Plan, Consolidated Annual Performance Evaluation Report, Environmental reviews, monitoring activities, documenting compliance with regulations, and any other eligible related activity.
2	<b>Project Name</b>	Affordable Housing
	<b>Target Area</b>	Downtown Hyannis NRSA
	<b>Goals Supported</b>	Decent Housing
	<b>Needs Addressed</b>	Affordable Housing Public Facilities & Improvements
	<b>Funding</b>	CDBG: \$279,000
	<b>Description</b>	Projects that create or preserve affordable housing units in the Town of Barnstable. May include acquisition of property for use as affordable housing; rehab or preservation of existing properties; rehab to connect to Town sewer; home owner rehab; rental rehab; direct financial assistance to buy down the price of the home and rehab to remove related lead hazards; and other eligible activities that create or preserve affordable housing units.



	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	8 very low income and 2 low income
	<b>Location Description</b>	Career House, Hyannis, MA 02601 Hyannis, MA 02601
	<b>Planned Activities</b>	Continue Homebuyer Assistance Program including removal of lead hazards Career House Restoration project <i>The dollar amount available is expecting to increase when we receive proceeds from sale of property purchased with CDBG funds.</i>
<b>3</b>	<b>Project Name</b>	Commercial Revitalization
	<b>Target Area</b>	Downtown Hyannis NRSA
	<b>Goals Supported</b>	Expand Economic Opportunities
	<b>Needs Addressed</b>	Expand Economic Opportunities Neighborhood Stabilization
	<b>Funding</b>	CDBG: <b>\$209,000</b>
	<b>Description</b>	Projects that increase economic opportunities in the downtown Hyannis Neighborhood Revitalization Strategy Area (NRSA). May include continuation of the Micro-Enterprise Loan Program (MELP), and pending fund availability the commercial facade improvement program (CFIP) with a focus of sign and awnings in the approved program area. The program cap for CFIP may be reduced to less than \$2,000 per address or sign and awning improvements.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2 Micro-Enterprise Businesses assisted
	<b>Location Description</b>	Downtown Hyannis NRSA for the Micro-Enterprise Loan Program. Pending fund availability, funds may be provided for sign/awning improvements in the area defined under the facade improvement program.

	<b>Planned Activities</b>	<ul style="list-style-type: none"> <li>Continuation of the Micro-Enterprise Loan Program</li> <li>Potential for facade improvements in the designated program area, the amount available per address may be reduced to less than \$2,000 for sign and awning improvements only.</li> </ul> <p>Amount expected to increase when proceeds from sale of CDBG funded property is returned.</p>
4	<b>Project Name</b>	Public Facilities, Infrastructure and other Public Improvements
	<b>Target Area</b>	Downtown Hyannis NRSA
	<b>Goals Supported</b>	Suitable Living Environment
	<b>Needs Addressed</b>	Public Facilities & Improvements
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	Public facilities, infrastructure, and other public improvements that benefit low and moderate income persons and special needs populations. May include acquisition, rehab or acquisition and rehab and includes projects that improve access. Priority for Senior Center Generator project and potential to include program to reduce burden for low income homeowners as a result of needed improvements to water lines in Hyannis. Public buildings used solely for governmental purposes are limited to ADA Access Improvements only.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	About 1,500 seniors use the Senior Center per year
	<b>Location Description</b>	Senior Center Generator Project located at 825 Falmouth Road, Hyannis, MA 02601. Other projects may occur Town wide provided the facility or infrastructure can meet income requirements. Priority may be given to public improvements that address goals in the downtown Hyannis NRSA.
<b>Planned Activities</b>	Senior Center Generator Project.  Potential infrastructure improvements not limited to water line improvements in Hyannis and/or program to reduce the burden for low income households as a result of water line improvements and ADA access improvements pending fund availability.	

<b>5</b>	<b>Project Name</b>	Public Service Activities
	<b>Target Area</b>	Downtown Hyannis NRSA
	<b>Goals Supported</b>	Suitable Living Environment
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	\$0
	<b>Description</b>	Provision of services to low and moderate income persons and special needs populations with or without a housing benefit. Services must be new or quantifiable increase in the level of service. Income payments such as payments to individual or families which are used to provide basic services such as food, shelter (including payment of rent or mortgage and/or utilities) or clothing are generally ineligible*. *May qualify if income payments do not exceed 3 consecutive months and are paid directly to provider on behalf of individual or family or if provided as a loan.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Town of Barnstable
	<b>Planned Activities</b>	No proposals recieved for public service activities so none are planned. If funds are available future requests may be considered on a first come first serve basis unless otherwise stated in a Notice of Fund Availabilty (NOFA).

## **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**

CDBG funds for the 2018 program year may be used for Town wide initiatives and for projects focused on revitalizing the Downtown Hyannis NRSA. The NRSA was approved April 2016 for the period 7/1/2015 – 6/30/2020. The area is located downtown Hyannis and includes the following census block groups: Census tract 125.02 block groups 2, 3, and 4; tract 126.02 block groups 2, 3, and 4; and census tract 153 block groups 2 and 3. Please see NRSA Area Map in the Consolidated Plan. The Consolidated Plan has been amended to include the approved NRSA area.

As indicated above, the proposed NRSA/Target Area populations have the highest poverty levels, the lowest income levels, and the highest minority concentrations. Assistance is expected to be directed to this area.

The purpose of the NRSA is to stimulate reinvestment, revitalize and stabilize neighborhoods, and provide economic opportunities for low and moderate income households. An NRSA designation allows relief from certain regulatory requirements making it easier to implement programs that foster economic empowerment for low and moderate income persons.

Although spending may be focused in the NRSA areas, eligible projects outside these areas will be considered.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Downtown Hyannis NRSA	

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Input from residents, business owners, local financial institutions, non-profit organizations, and community groups, census data, HUD's upper quartile analysis was used to develop the NRSA strategy area. The data included throughout this document and the in the Housing Needs Analysis supports the need to stabilize this area.

NRSA was approved by HUD as of 7/1/2016 - 6/30/2020.

### **Discussion**

Planned projects include but not limited to continuation of the Micro-Enterprise Loan Program, possible water line infrastructure and ADA access improvements. There is a potential to continue Commercial Façade Improvement Program (CFIP) with focus on sign and awning improvements in the designated program area. The program cap for the CFIP may be reduced to less than \$2,000 per address.

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

### **Introduction**

The Barnstable County HOME Consortium Consolidated Plan and Annual Action Plans include barriers for the entire region in which the Town of Barnstable is a participating jurisdiction. The Town is afflicted by the same barriers as indicated in the Consolidated Plan and summarized here.

Insufficient resources, federal housing policy, land use policies, limited waste water infrastructure, and neighborhood and community resistance to 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**

The Town of Barnstable proposes the following strategies to address some of these barriers over the next five years.

Insufficient Resources: Limited local funding sources are available for affordable housing.

- Affordable housing is identified as a high priority for the CDBG program. CDBG Funds are allocated to projects that create or preserve affordable housing units in the Town.
- At least 10% of Community Preservation Act funds are dedicated to community housing for the creation or support of affordable housing.

Housing Policies: Updated the Housing Needs Assessment December 2014 and the Housing Production Plan November 2016.

Land Use Policies:

- Town adopted an Inclusionary Housing Zoning Ordinance requires a 10% affordable housing contribution for projects triggering compliance.
- Town adopted Accessory Affordable Apartment Ordinance allows for the development of affordable, deed restricted accessory rental units.

Limited waste water infrastructure: The Water Resources Advisory Committee working closing with the Cape Cod Commission, regional planning agency, is developing and implementing the Town's portion of the Section 208 Area wide Water Quality Management Plan update which includes recommended strategies, regulatory reforms, a process and set of tools for the Town to reduce or eliminate excess nitrogen.

Neighborhood and community resistance to development:

- The Town applied for and was awarded a Commonwealth Community Compact grant to expand community participation for the housing production plan development and affordable housing development.

During the preparation of the 2016 Housing Production Plan, the Town invited residents and members of the community to participate in 2 community outreach sessions and a community workshop to discuss the goals and strategies of the plan before finalizing for submission.

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

### **Introduction**

Below is a list of other planned actions to carry out the strategies outlined in the Consolidated Plan.

### **Actions planned to address obstacles to meeting underserved needs**

The reduction of federal, state, and local resources is the greatest obstacle towards addressing underserved needs. The decline in funding has resulted in staff cuts and reduced hours of staff administering the programs that address the needs. The Town continues to focus on priorities and strengthen partnerships with other agencies to leverage these funds when possible.

### **Actions planned to foster and maintain affordable housing**

Affordable Housing has been identified as one of the highest needs in the community. A large percentage of CDBG funds are allocated to activities that create or preserve affordable housing units. The Town also has other resources dedicated to affordable housing initiatives such as the Community Preservation Act funds and the Affordable Housing Trust Fund. The Town has adopted zoning and other policy changes to promote affordable housing activities such as the Inclusionary Zoning Ordinance, Accessory Affordable Apartment and Private-Initiated Affordable Housing Development (PIAHD) ordinances and the Growth Incentive Zone (GIZ). These changes have allowed for increased density and the inclusion of affordable housing development. The Planning & Development Dept. (formerly the Growth Management Dept.) hired a consultant to update the Housing Needs Assessment and the Housing Production Plan which were completed in December 2014 and November 2016 respectively. The Town continues to evaluate town owned land with respect to the feasibility of developing affordable housing. The Planning & Development Dept. continues to provide assistance to developers and residents interested in pursuing affordable housing opportunities.

### **Actions planned to reduce lead-based paint hazards**

- Potential projects are reviewed to determine Lead Paint compliance levels.
- Awarded projects are required and documented to comply with Lead Paint regulations.
- Potential lead based paint hazards have been identified in the Consolidated Plan.
- Lead hazard reduction activities may be funded with CDBG funds.
- The Accessory Affordable Apartment (AAAP) program allowed a higher maximum amount of assistance to homeowners to comply with Lead Paint hazards when triggered.
- Home owner rehab programs evaluate for lead compliance and CDBG funds may be made available for lead hazard reduction activities.
- The Town and recipients are required to use a Certified Lead Paint Inspector to identify hazards and ensure compliance with relevant Massachusetts state and federal regulations.
- Grant recipients are required to comply with lead paint regulations.
- The Town's Homebuyer Assistance Program (HAP) was modified to provide additional assistance to address lead hazards.

## **Actions planned to reduce the number of poverty-level families**

As mentioned above, the Town collaborates with the Barnstable County HOME program, the Regional Network to Address Homelessness, and the Barnstable Housing Authority to develop programs to aide in efforts to reduce poverty level households. Although funding resources are limited to meet all the needs, as partners the town benefits from the Home Consortium's commitment to prioritize extremely low income households; the dedication of the housing authorities for public housing opportunities which allows the town to prioritize low and moderate income persons and thereby collectively contributing to reduce the number of poverty level families. The Town established a Neighborhood Revitalization Strategy Area (NRSA) in an effort to provide concentrated assistance to the census block groups in Hyannis with the highest number of households with very low incomes.

## **Actions planned to develop institutional structure**

The Downtown Hyannis Neighborhood Revitalization Strategy Area (NRSA) was established to target the use of CDBG funds in a more comprehensive strategy towards revitalizing an area determined economically disadvantaged. As indicated above, the goal of the NRSA is to:

Support economic empowerment through a more flexible CDBG funding process to increase economic opportunity, stabilize neighborhoods, and sustain revitalization.

Activities planned:

- Stabilizing existing residential neighborhoods by promoting home ownership and providing other direct assistance to homeowners;
- Providing incentives for a broader range of housing types for all lifestyles, ages and incomes through infill development and adaptive building reuse;
- Providing direct business assistance to create and/or retain year round jobs through micro-enterprise lending and a façade improvement program.
- Providing services that create economic opportunities or a homeownership in the area.

This cohesive approach is expected to stabilize neighborhoods, encourage reinvestment downtown and surrounding neighborhoods, and have greater visible impact in the community.

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

- Outreach efforts continue to engage agencies and form partnerships to carryout programs
- Continue use of social media and the website to further public outreach
- Strengthen partnerships with agencies serving low and moderate income persons and special needs populations
- Changed the CDBG application process to make initial inquiries for funding less labor intensive for applicants by changing the 1st step to a simple Letter of Interest (LOI) request. Instructions posted on the Town website on what to include in a 1 page LOI that can be mailed, delivered, or emailed. This step minimizes the amount of time an interested agency needs to invest to determine if project is eligible. We hope this process will encourage more applications and creativity in program development

- The Barnstable Housing Authority (BHA) works with local service providers to run programs and select participants for publicly (BHA) owned properties.
- BHA partnered with the Seniors Helping Seniors group to add a Senior Bullying Program
- The Town is providing financial assistance through the CDBG program to make improvements to housing units owned and operated by the housing authority

## **Discussion**



# Program Specific Requirements

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

### Introduction

The Town of Barnstable is a Community Development Block Grant (CDBG) entitlement community and can use CDBG funds for activities that benefit low and moderate income persons within the community; that work to prevent or eliminate the occurrence of slums and blight; and that are considered urgent because existing conditions pose a serious and immediate threat to the health or welfare of the community. A minimum overall benefit of 70% of the funds must be used to benefit low and moderate income persons. Funds are utilized by the Town to provide decent affordable housing, create economic opportunities and suitable living environments.

### Community Development Block Grant Program (CDBG)

#### Reference 24 CFR 91.220(I)(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	218,000
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
<b>Total Program Income:</b>	<b>218,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	10,000
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.	70.00%

### Discussion

We have been notified that a CDBG funded property is up for sale and there is a potential an amount up to \$218,000 may be returned to the Town when the sale goes through. These funds have not yet been received. Identifying as potential income and will update when and if the funds are received. Potentially could be 2017 income depending on when received.