

Consolidated Annual Performance and Evaluation Report

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This report covers 7/1/2021 - 6/30/2022, the 2nd year of the 2020-2025 Consolidated Plan. Priority needs identified for each year of the Con Plan and AAP's included creating/ preserving affordable housing, economic opportunities, public facilities, public services, and urgent need. Priorities to meet national objectives are: Decent Housing, Suitable Living Environments, and Economic Opportunities and 1 of 3 outcomes: Availability/Accessibility, Affordability, and Sustainability. Funds were provided for projects delivering the following outcomes in the 2022 AAP:

Affordable Housing: Activities that create/preserve affordable housing, provide homebuyer financial assistance, remove blight, support homeowner rehab, and other eligible activities for LMI persons.

Economic Opportunities: Activities that create or retain jobs/economic opportunities for LMI persons; provide technical assistance to business owners; assist small businesses to establish/stabilize/expand their microenterprise; assist owners with façade improvement; etc.

Creating Suitable Living Environments:

- **Facilities/infrastructure/other improvements:** activities that benefit LMI/special needs populations by expanding public access or increasing availability to services, removing architectural barriers, helping qualifying households participate in the Sewer Connection Loan Program (SCLP), etc.;
- **Public services:** 15% cap for social services assisting LMI and special needs populations with or without a housing benefit. May prioritize activities to recover from COVID 19, activities that serve limited clientele populations, and efforts to improve living conditions in the NRSA;
- **NRSA/Target Area:** Eligible activities that stabilize neighborhoods, including creating/retaining affordable housing, jobs, public facilities/infrastructure, and other improvements for LMI and special needs populations.

Response to Support Infectious Disease or Other Urgent Needs: Expectations to use CDBG funds to address preparation, prevention, and response to the COVID-19 pandemic. Although activities are expected to meet the objectives above, the Town added urgent need as a high priority. HUD limits funding to address urgent need, slums and blight, or historic preservation to: subtracting 20% from the award and multiplying that balance by 70%. The balance between 20% less than the award and the 70% figure can address urgent needs, slums/blight or historic preservation activities.

Planning and Administration: 20% cap on Entitlement funding used for planning and administration activities and grant management.

Urgent Needs, Slum and Blight, and Historic Preservation: activities collectively capped at 30% of the award for a 1, 3 or 5-year period certified by the Town.

Pre-award costs: May be incurred for eligible activities provided necessary for timely performance, compliance met with related requirements, and the CPP has been completed.

Funds were provided for activities delivering the following results in PY21:

- The COVID-19 Emergency Small Business Grant Program provided funding for seven income-eligible business owners, many of which were located in the NRSA, to continue operations after experiencing a loss due to COVID-19. Three other businesses have funding committed and the activity is slated for completion in PY22.
- The Winter CSO program served 419 homeless persons in PY21. There were 13,099 total interventions, resulting in improved public safety and access to social services for those in need and who are homeless in the NRSA.
- The Youth Scholarship program serviced 43 LMI youth through financial aid scholarships, allowing children to participate in a variety of Recreation programs that would be otherwise be unavailable to them. Of children served, three lived in the NRSA.
- The Barnstable Housing Authority rehabilitated one vacant housing unit to be the future home to an LMI tenant. The unit was in disrepair and offline before receiving assistance through the Town of Barnstable's CDBG program.
- The Duffy Health Center extended their In From the Streets program into PY22 after successfully serving 133 homeless individuals in PY21 who sought shelter and relief from the COVID-19 pandemic. These funds were reprogrammed from their 2020 Basic Needs Program.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if

applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

The Town of Barnstable worked closely with subrecipients to meet goal outcomes, however there were challenges due to a lack of eligible applicants, difficulty moving applications forward and securing the necessary supporting documentation, community unfamiliarity with the CDBG program and its requirements, lengthy environmental reviews, and difficulty spending entire grant awards (staffing issues and lack of registrations). Table 1 summarizes categories, outcomes/objectives, goal outcome indicators, units of measure, actual outcomes/outputs, and percentage complete for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Decent Housing	Affordable Housing	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5	0	0.00%	5	0	0.00%
Decent Housing	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	5	2	40.00%	5	1	20.00%
Decent Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0	0.00%	0	0	0.00%
Decent Housing	Affordable Housing	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	0	0.00%	0	0	0.00%
Decent Housing	Affordable Housing	CDBG: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0	0.00%	0	0	0.00%
Economic Opportunities	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	25	0	0.00%	10	0	0.00%
Economic Opportunities	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	25	0	0.00%	10	0	0.00%
Suitable Living Environment	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20	0	0.00%	20	0	0.00%

Suitable Living Environment	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	8	0	0.00%	8	0	0.00%
Suitable Living Environment	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20	2626	13,130.00%	20	452	2,260.00%
Suitable Living Environment	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	10	0	0.00%	0	0	0.00%
Suitable Living Environment	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0	0.00%	0	0	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

CR-05 information is based on numbers from the PR-23 Accomplishments Report and beneficiary data entered into IDIS during the program year. The Town complies with the following expenditure requirements per CDBG requirements:

- Public service expenditures being less than 15% of the yearly allocation;
- The waived public service cap requirement for CDBG-CV activities; and
- Planning and administrative costs being less than 20% of yearly allocation both in obligation and expenditure.

CDBG funds addressed the following Consolidated Plan priorities during PY21: affordable housing, creating suitable living environments (public facility, infrastructure, and public improvements, public services, and "other" priorities for vulnerable populations), and response to support infectious disease or other urgent needs. For the third year, public service activities exceeded goal expectations due to the large number of homeless individuals serviced through the Winter Community Service Officer (CSO) program in the Downtown NRSA. Unfortunately due to staffing issues, the Winter CSO program was unable to spend their full award amount. The Youth Scholarship program also continued to serve an important need for LMI families, although they were not able to meet their beneficiary goals or funding targets for this program year. Affordable housing activities included the use of \$40,100 in CDBG funds for a one-unit rehabilitation for the Barnstable Housing Authority (BHA). The unit was previously vacant and uninhabitable. Due to the success of that activity, the Town is working with the BHA on future projects in PY22. There was \$184,000 committed for economic activities through the microenterprise loan program in IDIS; only \$4,459 was spent in PY19 and nothing was spent in PY20 or PY21 due to administrative barriers. The Town has reprogrammed the funding for other projects in PY22, as stated in the remediation plan and the pertinent AAPs. Other priorities identified as a high need but were unable to be funded this year include public facilities and infrastructure improvements. Interested parties were unable to provide necessary documents early enough in the program year, environmental reviews extended longer than anticipated, and there was a general lack of applications for projects. The town is working with multiple potential subrecipients on new facilities/infrastructure projects in PY22.

The Town allocated the majority of the funds between July 1, 2021, and June 30, 2022, to public services and public services assisting with COVID-19 recovery and revitalization. Public service expenditures included \$58,385.55 (PY21) and \$209,442.21 (CV1 and CV3). A summary of CDBG-CV public service activities to date is below. Each have a goal outcome indicator of “Public service activities other than Low/Moderate Income Housing Benefit.” The Town is continuing to work with Duffy Health Center on their *In From the Streets* program for homeless individuals affected by COVID-19 – an extension of their prior program that involved reprogramming funds from their Basic Needs Program (meals and

shower services). The Town is collaborating with Hyannis Main Street to close out the COVID-19 Small Business Emergency Grant program. Seven income-eligible small business owners have been assisted through this program to date, with three pending approval in PY22.

CARES Act Activity Name	Matrix Code Description	Activity Status	National Objective	Funded	Drawn	Balance	Number Persons Assisted	Number of Households	FTE Jobs Created Retained	Actual Units
COVID 19 Grab&Go Nutrition Program for Older Adults	Senior Services	Completed	LMC	\$45,000	\$45,000	\$0.00	270			
CV Planning and Admin 2020	General Program Administration	Open		\$136,451.80	\$32,626.69	\$103,825.11				
COVID 19 Basic Needs Program REPROGRAMMED	Operating Costs of Homeless/AIDS Patients Programs	Completed	LMC	\$41,115.52	\$41,115.52	\$0.00	133			
COVID 19 Emergency Child Care Services	Child Care Services	Completed	URG	\$20,500	\$20,500	\$0.00				259
COVID-19 EMERGENCY SMALL BUSINESS GRANT PROGRAM	Micro-Enterprise Assistance	Open	LMC	\$100,000	\$70,000	\$30,000.00	7			
COVID-19 In from the Streets Program #2	Operating Costs of Homeless/AIDS Patients Programs	Open	LMC	\$42,000	\$200.00	\$41,800.00	1			

Table 1.1 - Accomplishments Not Associated With a Strategic Plan Goal

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	32
Black or African American	6
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	38
Hispanic	12
Not Hispanic	26

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Demographic information is collected for HUD reporting purposes only. American Community Survey (ACS) 2020 estimates confirm that 86.4 percent of Barnstable’s population is White, 5.7 percent is African American, .3 percent is American Indian and Alaska Native, .7 percent is Asian, .2 percent is Native Hawaiian and other Pacific Islander, 1.6 percent is some other race, and 5.1 percent is two or more races. Almost 6 percent (5.4 percent) of the population is Hispanic/Latino. Compared to 2019, the percentage of those that are White decreased, while those that are Native Hawaiian and other Pacific Islander, some other race, and two or more races increased. Because Barnstable’s population is majorly White, CDBG programs and funding often assist White households, as reflected in the data. Town staff work hard to assist households of all backgrounds and utilize CDBG funding to the benefit of all.

The highest concentration of minority and low-income populations remains in Downtown Hyannis. The Town targets assistance in the Downtown Hyannis NRSA, to those most in need (Block Groups 125.02 - 2,3,4; 126.02 - 2,3,4; and 153 - 2,3). The NRSA is more diverse than the total population because affordable housing, public services, and other resources are concentrated there. Programs to support the NRSA include the Winter CSO program, new and expanded service access for the homeless, programs for LMI children, and facilities improvements/accessibility improvements.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$550,880	\$115,626.10

Table 3 - Resources Made Available

Narrative

The Town's resources included the 2021 entitlement award of \$316,233, program income earned throughout the year from the Microenterprise Loan Program, CARES Act funding. The Town has not been able to spend the \$184,000 in outstanding funds available for the Microenterprise Loan Program since 2019. Town submitted a remediation plan to HUD to modify the program and reallocate the funds to new activities in PY22. A potential PY21 activity planned to use these funds but were unable to complete the ERR process with enough time to complete construction by 6/30/22. They have resubmitted an application and are moving forward with the project in PY22. Town staff continue to work with new and seasoned partners to spend available funds, including incoming program income payments. The Town is working with public and private partners to extend internet in the NRSA to meet CDBG-CV (CARES) timely expenditure requirements by the 2023 deadline.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Downtown Hyannis NRSA	55	55	Funds are targeted (but not always exclusively distributed) in the NRSA to benefit those most in need of services, including facilities and infrastructure improvements, public services, and affordable housing activities.

Table 4 – Identify the geographic distribution and location of investments

Narrative

All CDBG funds are distributed within the Town of Barnstable, with expenditures prioritized in the Downtown Hyannis Neighborhood Revitalization Strategy Area (NRSA). The NRSA was reapproved in mid-April 2016 and is eligible through program year 2025. Approximately half of available funding was spent in the NRSA throughout PY21 based on the BHA's recent housing rehab, the Winter CSO program, and beneficiary data from the Youth Scholarship program.

The Youth Scholarship program is through the Hyannis Youth and Community Center in the NRSA;

financial assistance for programs was given to eligible families, many of which were offered within the NRSA. Three participating families also lived in the NRSA. The Winter CSO program is offered through the Barnstable Police Department and occurs along Main Street (in the NRSA). CDBG financial assistance supports officers who promote public safety and aid the homeless and other at-risk populations in seeking access to help and services. The Barnstable Housing Authority completed a rehabilitation of one of their properties in the NRSA with CDBG funds, bringing a vacant unit back online after several years and helping a household who was previously in an unsuitable living situation.

The NRSA is in the Downtown Hyannis and includes Main Street, North Street, and South Street from the west end rotary to the Yarmouth line and up Barnstable Road. A map of the area and a detailed description is in the Consolidated Plan on the Town's website: www.townofbarnstable.us/cdbg. Actual NRSA expenditures aligned with estimates and provided direct assistance to income-eligible renters, the homeless, LMI youth, and other vulnerable populations throughout PY21.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly-owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Matching requirements for programs are included in the Notices of Fund Availability (NOFA) and in the notices of program documentation. Matching requirements are also stated during the Annual Action Plan public meeting, in the CDBG application, and by staff throughout the process. Subrecipients are required to prove use of leveraged funds in their quarterly progress reports and invoice submissions. Applications are reviewed with a checklist that gives priority to those that leverage funds for their projects. Lastly, approved subrecipients are asked to provide evidence of leveraging in the progress reports and during the monitoring process. No publicly owned land or property located in the jurisdiction was used to address leveraging needs identified in the plan. A summary of 2021 matching requirements for programs is below.

- Rental rehab projects are leveraged with other funds against the costs of developing the property that offers affordable housing for persons with incomes less than 60% AMI.
- Typically housing projects are limited to \$25,000 - \$50,000 per unit. The Homebuyer Assistance Program (PY19) was an exception made based on the gap between high housing costs and the income limits for eligible participants.
- Public service agencies are encouraged to leverage other funding sources since the amount available for these activities is limited to 15% of the yearly allocation. **Please note the cap was waived for CV-Public Services.* Agencies seeking CDBG-CV funds were encouraged to leverage additional funds.

Other resources that address community development goals include Community Preservation Act (CPA) set-asides for housing and historic preservation. From July 1, 2021, through June 30, 2022, roughly \$1 million was set aside for housing and \$2 million for historic preservation. Community Housing expenditures included:

- \$1,500,000 from Community Housing, \$1,000,000 Undesignated, and a total of \$2,500,000 to the Barnstable Affordable Housing Trust. The Barnstable Affordable Housing Trust requested another \$2,500,000 (\$1,061,332 from the Housing reserve and \$1,438,668 from the FY22 budget reserve) for funding their action plan. The Trust has awarded funds for the following projects:
- \$300,000 to Housing Assistance Corporation for a temporary emergency rental assistance program.
- A \$90,000 loan to the Cape and Islands Veterans Outreach Center for the creation of 5 single room occupancy (SRO) units for homeless veterans at 1341 Route 134, Dennis, MA.
- \$1.4 Million dollars to Standard Holdings, LLC from CPA Funds held by the Trust to create ten (10) affordable rental units, which units will be affordable in perpetuity to households earning 50% or below the area median income (AMI).

- In FY21, the CPA awarded \$300,000 to CapeBuilt Development for the creation of two community housing units (2021-003), and in FY20 the CPA awarded \$400,000 to Mid-Point Apartments for the creation of four affordable units.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	48	1
Number of Special-Needs households to be provided affordable housing units	0	0
Total	48	1

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	20	0
Number of households supported through The Production of New Units	28	0
Number of households supported through Rehab of Existing Units	0	1
Number of households supported through Acquisition of Existing Units	0	0
Total	48	1

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The Town aligns accomplishments with Consolidated Plan goals and pursues activities that further those goals. One-year goals were entered using information from Barnstable County HOME Consortium’s AAP.

Problems encountered with meeting goals included lack of knowledgeable partners and staff capacity to administer complex housing programs. The Barnstable Housing Authority has proved to be a great partner in achieving goals related to increasing the number of non-homeless households to be provided affordable housing units and the number of households supported through rehab of existing units. The Town will continue to partner with them to achieve Con Plan goals over the upcoming years. The Town will also seek out opportunities to work with the Town’s new Housing Coordinator to pursue opportunities for income—eligible residents.

**Please note the Town of Barnstable's HOME Accomplishments report produced no data. Actual figures were manually entered based on activities completed throughout PY21.*

Discuss how these outcomes will impact future annual action plans.

Continuation of the Homebuyer Assistance program is currently being contemplated by the Affordable Housing Growth and Development Trust Fund. The Trust Board and staff are also looking into participating in the ONE Mortgage program through the Massachusetts Housing Partnership. CDBG funds are being discussed as leverage. The Town is open to opportunities to collaborate with the Barnstable County HOME Consortium to achieve yearly goals, particularly goals they have had difficulty meeting i.e., acquisition, production, and rental assistance. The HOME ARP Allocation Program is expected to provide such opportunities in coming years.

These outcomes will encourage more creative solutions to addressing community needs via CDBG going forward. This may include issuing calls for collaboration in upcoming NOFAs and public meetings. Future annual action plans will focus on meeting realistic goals while improving the existing housing inventory. As the Town recovers from COVID-19, changes may be made to address needs. All programs and projects will be monitored to identify progress and challenges towards completion. Public notice will be provided for any substantial changes to expected outcomes.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	1	0
Low-income	0	0
Moderate-income	0	0
Total	1	0

Table 7 – Number of Households Served

Narrative

HOME activities are reported by the Barnstable County HOME Consortium, administered by Barnstable County Human Services. Throughout PY21, CDBG provided rehabilitation assistance for a vacant, one-unit property in disrepair; it was owned by the Barnstable Housing Authority. The Town seeks to work on similar projects for those considered LMI throughout PY22. The Town is also open to opportunities to collaborate with the Barnstable County HOME Consortium in any way possible, particularly regarding the use of HOME ARP Allocation Program funds.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

Homeless outreach is a priority for the Town of Barnstable. The Barnstable Police Department (BPD) has a Community Impact Unit (CIU) with dedicated community service officers who patrol the Downtown Hyannis Neighborhood Revitalization Strategy Area (NRSA). The Winter CSO Program works in conjunction with the CIU to promote public safety and improve access to services and support for homeless individuals. That program began in 2015 and has continued in PY21. Other initiatives include coordination with agencies serving homeless populations through, but not limited to, the following:

- Weekly meetings with the Street Outreach Team to identify and provide services to the most vulnerable homeless persons. The Outreach Team includes CIU, the AIDS Support Group of Cape Cod, the Housing Assistance Corporation (HAC), Vinfen, Cape Cod Healthcare, and Duffy Health Center.
- Monthly meetings with the Regional Barnstable Crisis Intervention Team (CCIT) to identify and provide services to individuals in the community suffering mental illness, substance abuse, or both. The CCIT includes Barnstable CIU, Yarmouth PD, Sandwich PD, Barnstable District Court Presiding Justice, Probation, Hyannis Fire Dept, Vinfen, DMH, Cape Cod Healthcare Behavioral Health Unit, Bay Cove Emergency Services, NAMI of CC & Islands, Duffy Health Center, the AIDS Support Group of Cape Cod, HAC, etc.;
- Monthly meetings with the Town Manager and Chief of Police on homelessness issues. Programs eligible for CDBG funding will be considered when applications are submitted going forward.

In addition to the CIU, the Town's Planning and Development Department (PDD) consults with the Cape and Islands Regional Network to Address Homelessness, the Barnstable County Department of Human Services, the Barnstable County HOME Program Manager, and other agencies and individuals serving the homeless to assess the needs for the CDBG program. Barnstable has a representative member on the Barnstable County HOME Consortium Advisory Council that advocates for homelessness prevention. Barnstable is also home to several providers acting as Coordinated Entry System (CES) community access points to match people experiencing homelessness to appropriate permanent housing placement.

The PDD forwards notices of public meetings, comment periods, and availability of funds to the Regional Network to Address Homelessness and contributing agencies, encouraging them to participate in the program. Data, studies, and needs assessments produced at the local, county, and state level are used when determining projects for CDBG funding.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Town of Barnstable relies on the Cape and Islands Regional Network to Address Homelessness, the Barnstable County Department of Human Services, and other agencies with expertise in addressing these needs. Agencies are notified of funding opportunities and invited to meetings to identify needs and strategies to address them. The Town works with applicants interested in using CDBG funds to prevent and end homelessness. The Town provides technical assistance, helps create viable projects, and prioritizes projects helping the homeless and other special needs populations.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Homelessness continues to be a priority for the CDBG program. Applications for homeless assistance will be considered and prioritized throughout PY22. The Town relies on the Regional Network to Address Homelessness and agencies with advanced expertise to provide prevention services and assistance to the homeless, chronically homeless, and those at-risk. The Town has several agencies that offer assistance and are CES access points, many operating in Downtown Hyannis. Duffy Health Care (a recipient of PY21 funding) and AIDS support Group of Cape Cod provide healthcare services and referrals; Housing Assistance Corporation (HAC) offers outreach and prevention services and operates housing and shelter sites in Town. Catholic Services oversees the NOAH Shelter (St. Joseph's Homeless Shelter). CHAMP Homes and Homeless Not Helpless provide additional housing opportunities. The Barnstable Housing Authority prioritizes homeless and at-risk households for their units, per state regulations. The Community Impact Unit (CIU) coordinates with these organizations to reach the most vulnerable populations and ensure access to critical services and care. Throughout PY20 and 2021, the Town has worked with Duffy Health Center on their In From the Streets Programs, providing overnight motel stays to homeless households at risk of COVID-19; some of those clients were recently discharged from systems of care or had been receiving assistance previously.

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

Several agencies in the Town facilitate access to housing and shortening the period for those experiencing homelessness. Housing Assistance Corporation in Hyannis provides financial assistance including Rent and Mortgage Assistance, RAFT (Residential Assistance for Families in Transition), ERAP (Emergency Rental Assistance Program), and ERMA (Emergency Rental and Mortgage Assistance). Homeless not Helpless, CHAMP Homes, Duffy Health Center, the Barnstable Housing Authority, and other

local providers are available to assist those transitioning from homelessness into stable, independent living conditions via housing provision, subsidies, or referrals. The Town also works with regional and state partners in various capacities to facilitate access to permanent housing and independent living. These partners include hospitals, schools, correctional facilities, the Barnstable County Department of Human Services, the Homeless Prevention Council, the Cape and Islands Veterans Outreach Center, and Elder Services of Cape Cod and the Islands.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Barnstable Housing Authority (BHA) manages public housing units for the Town of Barnstable. They are notified and consulted to identify public housing needs during the program year, discussing feasible options for CDBG funding. The BHA is on the CDBG distribution list and receive all NOFA's and Notices of Public Meetings (NOPMs). They are strong partners, demonstrating the ability to meet expenditure, national objective, and other related federal requirements. PY21 CDBG funds were awarded to rehabilitate a vacant BHA housing unit that was previously unlivable. The project was completed, and documentation submitted before close of the program year in June 2021.

In addition to providing financial assistance for BHA programs/projects, the Town provides assistance to conduct environmental reviews, including for Capital Fund Improvements, when possible. CDBG has also provided direct assistance to move public housing tenants through the Homebuyer Assistance Program, although the future of that program is pending. The Town will continue to notify the BHA of updates and work closely with them where possible in PY22 and future program years.

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

Notifications of document availability, public meetings, public comment periods and funding availability (NOFAs) are sent annually to the BHA to circulate among residents and post. The Town continues to use CDBG to make affordable homeownership and rental opportunities possible and available for BHA tenants. Previous programs such as the BHA Soft Second Mortgage, 705 Self Sufficiency programs, and the Homebuyer Assistance Program successfully moved public housing tenants into homeownership.

Actions taken to provide assistance to troubled PHAs

The BHA is not designated as troubled. If their status changes, the Town will work with them to improve.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

Adopted policies to encourage affordable housing include:

- The Accessory Affordable Apartment ordinance provides single-family homeowners the opportunity to create an affordable accessory unit for households at or below 80% of the area median income (AMI). This program had been funded through the CDBG program in the past to rehab existing units and uses Community Preservation Act (CPA) funds to assist homeowners in creating new accessory apartments. The Town is exploring additional incentives for participation in this program.
- The Town has an Accessory Dwelling Unit ordinance to increase dwelling units available for year-round rental opportunities (12 month minimum lease term).
- The Town's Inclusionary Zoning ordinance requires 10% of residential housing production units to be affordable to households at or below 80% of AMI. Zoning ordinance for specific housing developments have required more.
- The Town adopted a policy for considering and making recommendations on Local Initiative Program requests under MGL Chapter 40B to make that process more accessible and understandable for the public and potential applicants.
- CPA funds are used to create and preserve affordable housing units. In FY21, the CPA awarded \$300,000 to CapeBuilt Development for the creation of two community housing units.
- The Town's Downtown Growth Incentive Zone in Hyannis allows for multi-family by right and other housing opportunities within a walkable urban setting.
- The Town has an Affordable Housing Trust to administer the provisions of Section 55C of Chapter 44 of the General Laws. The Trust is awarded funds from the Community Preservation Act for local affordable housing initiatives. The Trust accepts applications for predevelopment assistance and affordable housing preservation on a rolling basis. It has conducted extensive marketing and outreach in connection with its current Notice of Funding Availability to attract new affordable housing investment to the Town.
- The Town has an approved Housing Development Incentive Program, which allows the Town to award Tax Increment Exemption Agreements to residential housing projects in the Growth Incentive Zone.
- Barnstable's Local Comprehensive Plan, Housing Needs Assessment, and Housing Production Plan contain proactive goals and strategies to meet the state-mandated 10% threshold for affordability. The Town is currently updating their Housing Production Plan and their Local Comprehensive Plan.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Serving extremely low and very low-income populations remains a challenge due to the discrepancy between funding needs and the amount available. Funds will continue to be provided to the Barnstable Housing Authority (BHA) to assist LMI and special needs populations, the Housing Assistance Corporation to serve elderly/LMI/vulnerable tenants, and other partners in the community to overcome obstacles. Partners are chosen based on metrics including cost benefit per person, community impact, and experience with meeting national objective requirements.

Notices of Funding Availability (NOFA), notices of public meetings, and notices of comment periods are sent to local, state, and regional organizations that work with and support those experiencing the greatest need, particularly in the NRSA. The Town works with the HOME program to provide alternative funding for housing-related projects where applicable. The Community Preservation Committee continues to commit funds for affordable housing. Lastly, the Town encourages and prioritizes new partnerships with organizations that leverage additional funding to achieve their goals for a greater impact.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Projects involving acquisition, construction, rehab, or demolition are evaluated for lead paint hazards and adherence to the Lead Paint Safety Rule. All proposed activities are reviewed to determine lead-safe applicability and compliance with lead regulations. Properties built before 1978 are reviewed to determine whether lead hazards are present and potential impact of the proposed activities. Program guidelines and written agreements with recipients require proper notification and the use of certified inspectors and contractors to ensure lead hazards are appropriately screened for, contained, and properly disposed of. One project was subject to a lead inspection in PY21 – 16 General Patton Drive. The project was built before 1978, and the Barnstable Housing Authority provided a signed Lead Inspection Report and completed a Lead-Safe Housing Rule Applicability Form with their project application. The BHA enforces lead regulations per federal and state requirements, ensuring all properties are lead-free before seeking CDBG funding for rehab.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Poverty-level families are encouraged to participate in CDBG-funded program. The Town collaborates with organizations that actively work to reduce the number of poverty-level families and prioritizes projects that serve this population. Housing and public service activities assist extremely low-income families, similar to 125% of the poverty level. The two limits differ by household size – the poverty level is slightly lower for households of 3 or less and slightly higher than 30% AMI (extremely low income) for larger families.

The CDBG program tracks eligibility by 30%, 50%, and 80% of the Area Median Income (AMI), as required by HUD. Non-CDBG funds may also be used to assist families at 125% of the poverty level. In PY21, a housing rehab project benefitted one extremely low-income household and public service activities served over 400 extremely low-income persons. Successful programs such as the Youth

Program Scholarship program continued throughout PY21 to bridge the poverty gap. These programs will be prioritized in the application process, particularly those that assist poverty-level families in overcoming challenges posed by COVID-19.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The CDBG program is administered through the Planning and Development Department (PDD). All plans and projects require review and approval from the Planning and Development Director and the Town Manager, with additional approval from the Town Attorney and Town Treasurer. The Town Manager is the designated signer for the CDBG program. Planning and Development staff participate in trainings to remain current with regulations and procedures. The Department solicits local non-profits and other housing and community development agencies with a high degree of expertise in providing housing and community services for LMI persons. Town staff maintain open dialogue with these local agencies and have a comprehensive feedback loop, often cross-advertising opportunities for funding and programs for LMI and special needs populations. The Town participates in a coordinated effort with Barnstable County and the Town of Yarmouth (Entitlement Grantee) when submitting Five-Year Consolidated Plans and Annual Action Plans as one under the Barnstable County HOME Consortium.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The Planning and Development Department conducts outreach to local and regional public/private stakeholders each year to encourage participation in the CDBG program. These organizations receive a Notice of Funding Availability (NOFA), notices of public hearings and comment periods, and are on the CDBG distribution lists. Staff interact with these organizations during monitoring and discuss best practices. Technical assistance is provided for all who seek it, and all information is available on the Town website and via paper copies in Town Hall. The Town staff also participate in formal and informal conversations with housing and social services through a variety of planning efforts beyond CDBG.

Outreach efforts have successfully attracted a variety of agencies to public meetings, including those that serve LMI and special needs populations (non-homeless and homeless). These housing and service agencies participate in efforts related to the Consolidated Plan and Annual Action Plans, including but not limited to surveys, providing written comments and data, and participating in focus groups.

The Town will continue to ensure there is increased participation from residents, agencies, housing authority tenants, limited clientele populations, and other relevant groups by upholding transparency and ongoing communication. Added effort will be made to reach LMI and special needs residents, including ESL, disabled, elderly/frail elderly, and those with restricted access to technology.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The Town continues to implement the following to overcome any impediments to Fair Housing Choice:

- The Town's Inclusionary Zoning Ordinance requires a 10% affordable housing contribution for new development over ten units. The ordinance continues to create mixed-income development opportunities and furthers housing choice for LMI households. The Town is currently undertaking a study to examine the ordinance and make recommendations to update it. This study was initiated after zoning amendments passed allowing a new housing development and requiring an increase in the number of affordable units provided on site.
- The Accessory Affordable Apartment Ordinance allows for the development of affordable accessory units with income and rent restrictions throughout Town. The Town, with its Housing Committee, is currently exploring options to incentive participation in the Accessory Affordable Apartment Program, including potential tax incentives.
- The Town pursues proactive zoning that furthers fair housing and access to fair housing, i.e., the Downtown Growth Incentive Zone in Hyannis (NRSA). This project allows for greater residential development, reduces costly restrictive zoning, and increase diversity of housing choice by allowing for multi-family by-right and other affordable housing opportunities. A draft of this housing-supportive zoning has been completed and has received a unanimous affirmative recommendation from the Planning Board.
- CDBG program information is translated into Spanish and Portuguese. Information is posted online, where it can be translated into over 130 languages. Interested parties can notify the Planning and Development Department in advance to arrange translators for scheduled meetings.
- In-person CDBG meetings are only held in venues that meet ADA accessibility requirements. Interested parties can notify the Planning and Development Department in advance to arrange additional accessibility accommodations for scheduled meetings.
- Permitted affordable housing projects are required to have an approved Affirmative Fair Housing Marketing Plan and Tenant Selection Plan.
- The BHA, a strong CBDG partner, enforces fair housing choice in their policies and procedures.
- The Town is a member of the regional Human Rights Commission who promotes equal opportunity, prevents discrimination, investigates and mediates complaints, and provides human rights information.
- The Town continues to prioritize local resources to increase and improve affordable, fair housing opportunities. The Town also pursues opportunities to proactively plan for affordable housing, The Local Comprehensive Plan and HPP contain goals and strategies to meet the state's affordability threshold while enforcing fair housing practices and tenant selection; both are being updated in 2022.
- Town Council and the PDD prioritize looking at municipally owned land for affordable housing. The Affordable Housing Growth and Development Trust Fund Board conducts reviews of suitable parcels for potential request for proposals for affordable housing.
- The CPA and Affordable Housing Trust funds are used to create and preserve affordable housing units that enforce fair housing standards each year.

CR-40 - Monitoring 91.220 and 91.230

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

CDBG recipients must submit quarterly progress reports for July – September; October – December; January – March; and April – July, along with year-end (close out) reports. Quarterly reports are accompanied by invoices and supporting beneficiary and financial information that is reviewed by staff for completeness before issuance of payment. No payments are made unless reports are up to date and accurate.

The Town's Planning & Development Department monitors compliance with regulations yearly, ensuring timely expenditure of funds. Monitoring activities typically includes on-site and office reviews, although monitoring of open activities in PY21 was remote. The expenditure requirement was not met in the 2021 program year, but the Town is working with a consulting team to ensure the timely expenditure of remaining balances throughout PY22.

Rental housing activities are monitored yearly to ensure affordability terms are being met. Projects are secured with mortgages, promissory notes, lead information, and/or deed restrictions to ensure long-term compliance. All necessary backup documentation is submitted for residents, and income calculations are performed to confirm adherence to LMI thresholds.

Minority and Women Business outreach requirements are included in CDBG agreements and the Town's Minority and Women Business Plan is available on the Town website: https://www.townofbarnstable.us/Departments/purchasing/Resources_and_Links/Minority-and-Woman-Owned-Business-Plan.pdf. Reporting is done on HUD form 2516 annually for the period ending on September 30 as required.

Section 3 and Davis Bacon compliance are included in written agreements and encouraged when compliance is not triggered. All public facility, construction, and rehabilitation projects are monitored during the program year for compliance. If Davis Bacon is triggered, on-site interviews are conducted with workers, and payroll sheets and wage rates sheet are reviewed for compliance with Davis Bacon prevailing wages. Unfortunately, there are no businesses listed on the Section 3 Business Registry for Barnstable Town, MA, MSA metropolitan area, or the neighboring counties. Eligible businesses are encouraged to register with HUD at: <https://portalapps.hud.gov/Sec3BusReg/BRegistry/RegisterBusiness>. There are Section 3 businesses listed in Massachusetts outside of Barnstable county. The Town submits HUD's Section 3 Form 60002 annually, as required as part of the CAPER. Th Town also submits HUD's Semi Annual Davis Bacon Reports as required.

Public notices are posted in three languages (Spanish, Portuguese, and English) with the ability to convert website content into 103 different languages. Announcements include the availability of

interpreters upon advance request. Public notices notify the public of handicap accessibility at each meeting and include that reasonable accommodations are available upon advance request.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The following efforts were made to provide citizens with reasonable notice and an opportunity to comment on this performance report:

- Press release to announce the notice of document availability, public meeting notice, and comment period issued.
- Notice of document availability and comment period posted in the local newspaper.
- Notice document availability, public meeting notice and comment period, and draft CAPER posted on the Planning and Development website.
- Notice document availability, public meeting notice, and comment period sent to the CDBG distribution list and the Town's e-newsletter.
- Paper copies of the draft CAPER were available in the Planning and Development Department.
- Translated (Spanish and Portuguese) versions of the notice document availability, public meeting notice, and comment period posted available upon request.
- Public meeting held by remote participation per Governor Baker's legislation to extend certain emergency measures in place via executive orders (the State of Emergency to help stop the spread of the Coronavirus). The virtual meeting was held via Zoom with a call-in option for those without computer access on at am EST.
- Notice posted with Town Clerks office.
- Written comments accepted through 8/31/22.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The Town of Barnstable has not changed its program objective's and continues to advance the outcomes and objectives stated in the Annual Action Plan (AAP) and Consolidated Plan to the fullest extent possible. Applications are collectively evaluated to ensure a balance between meeting objectives and ability to move forward quickly. Funds may be reallocated to other activities if projects don't show adequate progress towards completion by the end of Quarter 2 (December) or during monitoring.

A substantial amendment (if triggered) is issued if there are significant changes in funding or priorities throughout the program year. There were two substantial amendments to the 2019 and 2021 AAP in PY 2021. The 2021 substantial amendment (November 2021) issued the following changes: changing priorities for CV-3 funds to focus on COVID-19 recovery and revitalization; addressing the reprogramming of CV funds for motel stays for one activity; CV budget adjustments based on new priorities; and a release of outstanding planning and administration 2020 entitlement funds to other activities.

The Town of Barnstable enforces timely expenditure of funds, the submission of quarterly progress reports, and the submission of appropriate invoices and backup documentation for subrecipients each year, per CDBG requirements. This ensures applicants align with AAP and Con Plan objectives through their programs.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No, the BEDI grant program is no longer active per the HUD exchange.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

N/A

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	N/A	N/A	N/A
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.	1 activity				
Technical assistance to help Section 3 business concerns understand and bid on contracts.	1 activity				
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	1 activity				

Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

There were no PY21 activities administered by the Town of Barnstable triggering Section 3 compliance. Section 3 information was distributed, and consultation provided, to all construction and rehabilitation projects even if compliance was not required. This included a Section 3 Business Concern Certification Form for interested parties. All necessary Section 3 language was/is included in subrecipient agreements signed with the Town of Barnstable, in construction contracts, and in all necessary bidding documents. The Town completed a Section 3 Business Registry search via the Section 3 Opportunity Portal in PY21 to confirm there are no certified contactors on Cape Cod.