

**TOWN OF BARNSTABLE**  
**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**  
**ANNUAL ACTION PLAN (JULY 1, 2017 – JUNE 30, 2018)**

**DRAFT**



PREPARED BY: TOWN OF BARNSTABLE  
GROWTH MANAGEMENT DEPARTMENT  
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*Please note: Sections in red subject to change.*

# 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, 2017 and ending June 30, 2018 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.

This draft Action Plan was developed using estimates because HUD has not released the 2017 appropriations and they are not expected before plan is due. The entitlement estimate is based on level funding from last year and the carryover on the amount available **March 31, 2017**.

Entitlement Amount:	\$274,374*
Estimated Carryover Amount:	\$250,000
<b>Total:</b>	<b>\$524,347</b>
Estimated Program Income:	\$0
<b>Total with Estimated Program Income:</b>	<b>\$524,347</b>

The Town is seeking public input on the draft plan and will make adjustments to reflect actual amounts when available. As indicated in HUD's CPD-16-18 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.

#### Contingency Provisions:

All amounts are unknown at this time we are indicating a list of priorities that may be addressed during the program year.

- 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, Water Line Improvements or programs to reduce the

burden of water line improvements to low income home owners and ADA improvements in the NRSA.

- Provide Public Services (may allocate up to 15% of entitlement amount plus prior year program income pending the requested amounts. If eligible requests are less than 15% the funds will be reallocated to one or more of the other priorities)
- Planning and Administration (will receive 20% of entitlement amount and current year program income plus any carryover funds)

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.

If the amount of funds available exceeds the amounts estimated increases may be made to eligible activities that address the priorities listed above. Reductions will be made to reflect actual amount available if amount is less than expected. 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.

As indicated in the Consolidated Plan the priorities identified are decent housing, economic opportunities and a suitable living environment. Outcomes proposed:

#### Decent Housing Activity Outcomes:

- Increase affordable housing opportunities
- Rehab to preserve existing housing stock
- Public facility, infrastructure or other public improvements supporting affordable housing units
- Public Services with a housing benefit

#### Economic Opportunity Outcomes:

- Activities to increase economic opportunities including but not limited to continuing the Commercial Façade Improvement Program in designated program area and
- Micro-Enterprise Loan Program in the Neighborhood Revitalization Strategy Area (NRSA).

#### Suitable Living Environment Outcomes:

- Public facility, infrastructure, and other public improvements including but not limited to the ADA Access improvements and the Senior Center Generator project
- Support Public Service activities that benefit low income and special needs populations with and without a housing benefit.

Objectives for the upcoming program year are consistent with the consolidated plan goals and include activities that create or preserve affordable housing units, provide economic opportunities, public facility, infrastructure and other public improvements, and provide public services to low income residents and special needs populations.

### 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 April 3, 2017, the following accomplishments have been made towards meeting the Consolidated Plan goals:

- Partnered with Habitat for Humanity to acquire land, clear and make infrastructure improvements in support of developing **four (4) new affordable housing units underway**
- Provided Direct Homeowner Assistance to income eligible public housing tenants to buy their first home through the Barnstable Housing Authority (BHA) Soft Second Mortgage Program – **1 complete 1 underway**
- Rehabbed homeowner housing to create Accessory Affordable Rental housing – **2 units**
- Provided assistance to BHA to replace the roof at Career House that provides **affordable housing for 8 low income persons - underway**
- Provided assistance to businesses to improve their Commercial Façade or signage – **1 complete 2 underway**
- Public Facility Improvements – **1-2 carry over to 2017**
- Public Service – BID Clean Team provided job training to **16** low income persons in 2016 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, 2017, 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 **in/not in** compliance with expenditure requirements.

*As of April 3, 2017 the draw ratio is 1.93 adjusted for program income which means the Town needs to draw a minimum of \$119,068 by May 2, 2017.*

*Delays in program expenditures and unexpected program income lead to non-compliance. Recipient agreements include expenditure requirements but unexpected circumstances or failures to meet the stated benchmarks have led to extension requests.*

If the Town does not meet the expenditure deadline two years in a row the amount over 1.5 times the allotment must be returned to HUD and is no longer available to the Town. We will continue to monitor and will report on the actual test date.

#### **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 is available on the Town website at [www.townofbarnstable.us/CDBG](http://www.townofbarnstable.us/CDBG). A new draft was posted on 2/22/2017 to update leadership names, no substantial changes made. 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.

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 1, 2017. Six attendees and 3 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.

On Friday March 3, 2017, CDBG Coordinator received email comment from the Hyannis Main Street Business Improvement District, administrator of the BID Clean Team project asking for continued assistance. Copy attached hereto.

The Continuum of Care (CoC)/Regional Network to Address Homelessness (Network) emailed comments on February 27, 2017 concerned the Town's participation on the policy board has recently been inactive. The CoC/Network suggested appointing an employee to the Board to stay informed of issues being discussed and to better understand the link between the homelessness issues faced by the Town and the CoC/Network. The Town's designated seat on the Board is held by the Assistant Town Manager. The vacancy was recently filled but has not taken office yet. The suggestion has been passed on.

Another request from the Network was that it would be helpful for the Town to identify programs or services in which CDBG funds can be used for public service programs including examples of what has been funded in the past. The Town posts a Guidebook for Applicants on the Town Website at [www.townofbarnstable.us/CDBG](http://www.townofbarnstable.us/CDBG) complete with a summary of eligible activities and links to HUD resources. In response to this request the Town added a link on the Town website to a more detailed excerpt on eligible and ineligible public service activities from HUD. All previously funded programs are included in the Consolidated Annual Performance Evaluation Reports (CAPER's) which are also posted on the Town website. The Network and interested applicants are encouraged to contact the CDBG Coordinator for assistance.

Comments received by May 12, 2017 will be included in Attachment 1 – Citizen Participation Comments and summarized here as space allows.

## **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.

## **7. Summary**

Consistent with the consolidated plan goals and public outreach, activities that create or preserve affordable housing, economic opportunities, public facilities, infrastructure and other public improvements, improvements to the NRSA area and provide public services for low income residents and special needs populations continue to be the highest priorities.

**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		GROWTH MANAGEMENT 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) to HUD.

**Consolidated Plan Public Contact Information**

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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**

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

The 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 March 1, 2017. Those that can't make it are encouraged to submit comments. Direct consultations are also used to identify needs and priorities and began January 2017.

See also Section 5 above for summary of public comments from the Continuum of Care (CoC)/ Regional Network to Address Homelessness (Network) to enhance coordination that was received as part of the consultation process.

**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.**

In addition to invitations 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 not live in permanent housing; and potential programs and projects to address those needs.

See also Section 5 above for summary of public comments from the Continuum of Care (CoC)/ Regional Network to Address Homelessness (Network) to enhance coordination that was received as part of the consultation process.

**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.

The Town CDBG program currently funds the BID Clean Team program to provide job training and opportunities for Baybridge clients several of which are homeless or previously homeless. Future requests for programs that fill in gaps in ESG services may be considered in the future.

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

1	<b>Agency/Group/Organization</b>	Barnstable Housing Authority
	<b>Agency/Group/Organization Type</b>	Public Housing Authority (PHA)
	<b>What section of the Plan was addressed by Consultation?</b>	Public and other Housing 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 documents and comment periods, and available funds. Direct consultations by phone and email. Attended public meeting 3/1/2017.
2	<b>Agency/Group/Organization</b>	Housing Assistance Corporation - 2/13/2017, consult meeting and attended public meeting 3/1/17
	<b>Agency/Group/Organization Type</b>	Regional Housing Organization providing housing and homeless services
	<b>What section of the Plan was addressed by Consultation?</b>	Housing and homeless 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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds. Direct consultations by meeting, phone and email. Attended public meeting 3/1/2017.
3	<b>Agency/Group/Organization</b>	Duffy Health Care Center
	<b>Agency/Group/Organization Type</b>	Regional Health and Homeless Services
	<b>What section of the Plan was addressed by Consultation?</b>	Public services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds. Direct consultations by meeting, phone and email. Attended public meeting 3/1/2017.
4	<b>Agency/Group/Organization</b>	Hyannis Main Street Business Improvement District (BID)

	<b>Agency/Group/Organization Type</b>	Business and civic leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic development and homeless
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds. Attended public meeting 3/1/2017.
5	<b>Agency/Group/Organization</b>	Continuum of Care/ Regional Network to Address Homelessness
	<b>Agency/Group/Organization Type</b>	Regional
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless 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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds. Direct consultations by phone and email. Attended public meeting 3/1/2017.
6	<b>Agency/Group/Organization</b>	AIDS support Group of Cape Cod
	<b>Agency/Group/Organization Type</b>	Regional services
	<b>What section of the Plan was addressed by Consultation?</b>	Services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.

	<b>improved coordination?</b>	
7	<b>Agency/Group/Organization</b>	Cape Cod Challenger
	<b>Agency/Group/Organization Type</b>	Services for disabled
	<b>What section of the Plan was addressed by Consultation?</b>	Public services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
8	<b>Agency/Group/Organization</b>	CHIPs House
	<b>Agency/Group/Organization Type</b>	Housing and services for disabled
	<b>What section of the Plan was addressed by Consultation?</b>	Housing and services for disabled
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
9	<b>Agency/Group/Organization</b>	Child and Family Services
	<b>Agency/Group/Organization Type</b>	Services
	<b>What section of the Plan was addressed by Consultation?</b>	Housing and services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.

	<b>improved coordination?</b>	
10	<b>Agency/Group/Organization</b>	National Alliance on Mental Illness (NAMI) of Cape Cod
	<b>Agency/Group/Organization Type</b>	Services
	<b>What section of the Plan was addressed by Consultation?</b>	Housing and Services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
11	<b>Agency/Group/Organization</b>	Barnstable Disability Commission
	<b>Agency/Group/Organization Type</b>	Volunteer advisory group to Town Council
	<b>What section of the Plan was addressed by Consultation?</b>	Services and public facility, infrastructure and other 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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
12	<b>Agency/Group/Organization</b>	Barnstable Economic Development Commission
	<b>Agency/Group/Organization Type</b>	Volunteer advisory group 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</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.

	<b>improved coordination?</b>	
13	<b>Agency/Group/Organization</b>	Barnstable Housing Committee
	<b>Agency/Group/Organization Type</b>	Volunteer advisory group to Town Council
	<b>What section of the Plan was addressed by Consultation?</b>	Housing, homelessness and services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
14	<b>Agency/Group/Organization</b>	Barnstable Human Rights Commission
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
15	<b>Agency/Group/Organization</b>	Cape Cod Commission
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.

	<b>improved coordination?</b>	
16	<b>Agency/Group/Organization</b>	Cape Cod Child Development
	<b>Agency/Group/Organization Type</b>	Services – Child Welfare Agency
	<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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
17	<b>Agency/Group/Organization</b>	Cape Organization for Rights of the Disabled (CORD)
	<b>Agency/Group/Organization Type</b>	Regional services
	<b>What section of the Plan was addressed by Consultation?</b>	Housing and 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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
18	<b>Agency/Group/Organization</b>	Community Action Committee of Cape Cod (CACCI)
	<b>Agency/Group/Organization Type</b>	Regional services
	<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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.

	<b>improved coordination?</b>	
19	<b>Agency/Group/Organization</b>	Cape Cod Community College (CCCC's)
	<b>Agency/Group/Organization Type</b>	Education
	<b>What section of the Plan was addressed by Consultation?</b>	Services - education
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
20	<b>Agency/Group/Organization</b>	Salvation Army
	<b>Agency/Group/Organization Type</b>	Regional services
	<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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
21	<b>Agency/Group/Organization</b>	Cape Cod Council of Churches
	<b>Agency/Group/Organization Type</b>	Services
	<b>What section of the Plan was addressed by Consultation?</b>	Services - homeless
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.

	<b>improved coordination?</b>	
22	<b>Agency/Group/Organization</b>	Town of Barnstable Department of Veteran's Services
	<b>Agency/Group/Organization Type</b>	Government
	<b>What section of the Plan was addressed by Consultation?</b>	Services - Veterans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
23	<b>Agency/Group/Organization</b>	American Red Cross of Massachusetts
	<b>Agency/Group/Organization Type</b>	Services
	<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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
24	<b>Agency/Group/Organization</b>	Town of Yarmouth
	<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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.

	<b>improved coordination?</b>	
25	<b>Agency/Group/Organization</b>	Cape Cod Literacy Council
	<b>Agency/Group/Organization Type</b>	Services
	<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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
26	<b>Agency/Group/Organization</b>	Mass Housing Partnership
	<b>Agency/Group/Organization Type</b>	Other Governmental - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
27	<b>Agency/Group/Organization</b>	Luke Vincent Powers Foundation
	<b>Agency/Group/Organization Type</b>	
	<b>What section of the Plan was addressed by Consultation?</b>	
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.

	<b>improved coordination?</b>	
28	<b>Agency/Group/Organization</b>	Crystal Gardens Children Center
	<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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
29	<b>Agency/Group/Organization</b>	Independence House
	<b>Agency/Group/Organization Type</b>	Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing and 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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
30	<b>Agency/Group/Organization</b>	Town of Barnstable Department of Public Works
	<b>Agency/Group/Organization Type</b>	Other Government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Community development – public facilities, infrastructure and other public improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for</b>	Agency was provided notices of public meeting, available drafts and comment periods and available funds. Direct consultations.

	<b>improved coordination?</b>	
31	<b>Agency/Group/Organization</b>	Cape and Islands Department 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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds.
32	<b>Agency/Group/Organization</b>	Town of Barnstable Senior Center
	<b>Agency/Group/Organization Type</b>	Other Government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing and 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>	Agency was provided notices of public meeting, available drafts and comment periods and available funds. Direct Consultations.

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

**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 and Housing Production Plan	Town of Barnstable, Growth Management Department	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**

Public meeting held March 1, 2017 to gather input on the priorities for the Draft Action Plan. There were six (6) attendees plus three (3) staff members. As mentioned in the executive summary of this plan the comments and handout are attached hereto in Public Participation Section and are consistent with the consolidated plan goals.

To broaden citizen participation meeting notices were posted as follows:

- 2/14/2017: Town website, Town Buildings, Press Release issued and emailed to CDBG distribution list.
- 2/14/17: Barnstable County Human Services Newsletter
- 2/15/17: Announced on WQRC 99.9 radio station.
- 2/16/17: Town of Barnstable Facebook and Twitter pages
- 2/17/17: Town of Barnstable Town Manager Weekly Newsletter
- 2/19/17: Hyannis.com
- 2/21/17: Hyannis Chamber of Commerce E-Newsletter.
- 2/24/17: Town of Barnstable Town Manager Weekly Newsletter
- 2/27/17: Hyannis Area Chamber of Commerce Newsletter
- 4/5/17: Document Availability and Public Comment period Notice released, posted on Town website, Twitter account
- 4/6/17: Document Availability and Public Comment period Notice posted on Town Facebook account
- 4/7/17: Document Availability and Public Comment period Notice posted in Town Newsletter
- 4/7/17: Document Availability and Public Comment period Notice posted in Barnstable Patriot Newspaper
- 4/11/17: Posted Draft Action Plan on Town website
- 4/11/17: Emailed Notice of Document Availability and Public Comment Period to CDBG distribution list.

Invited the public and other interested parties to comment on the draft Action Plan for a period not less than 30 days. Notice published in the Barnstable Patriot on **April 7, 2017** and Press Release issued **April 5, 2017**. Documents available on **April 12, 2017** and accepting public comments through **May 12, 2017**.

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)
	Public Meeting	Non-Targeted, broad community	6 Attendees plus 3 Staff members	Attached hereto	N/A	
	Newspaper Ad	Non-Targeted, broad community	Barnstable Patriot	N/A	N/A	
	Internet Outreach	Minorities, Non-English speaking, Persons with Disabilities, and Residents of Public Housing	See public meeting attendance and comments received	Attached hereto	N/A	
	Other: Radio and local Cable Television	Non-Targeted	See above	N/A	N/A	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

HUD has not announced the allocation amounts for the 2017 program year. Amounts used in this plan are estimates and subject to change when amounts are known. For planning purposes estimating level funding based on last year’s appropriation amount. Funds shall be used to address priorities set forth in this plan and not expected to trigger a substantial amendment. The Town will adhere to the process identified in the Citizens Participation Plan before adopting any such changes.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$274,347	Program Income: \$	Prior Year Resources: \$250,000	Total: \$524,347		

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

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 BHA Soft Second Mortgage program is typically capped between \$30,000 and \$50,000 while the average cost to

purchase a home currently is about \$345,700 according to Zillow. 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 \$405,000 each for the 2017 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 2017 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.

## **Discussion**

## 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
	Decent Housing	2015	2020	Affordable Housing		Affordable Housing	CDBG: \$150,000	<ul style="list-style-type: none"> <li>• Activities for low/mod income housing benefit: # Households Assisted</li> <li>• Direct Homeowner Assistance: 1</li> <li>• Public facilities, infrastructure, other public improvements in support of housing</li> </ul>
	Economic Opportunities	2015	2020	Economic Opportunities	Downtown Hyannis NRSA	Expand Economic Opportunities	CDBG: \$150,000	<ul style="list-style-type: none"> <li>• Facade treatment/ business building:</li> <li>• Number of Businesses assisted:</li> <li>• Micro-Enterprise Loan Program in NRSA:</li> <li>• Public Service activities other than low/mod housing benefit:</li> </ul>
	Suitable Living Environment	2015	2020	Non-Housing Community Development	Downtown Hyannis NRSA	Non-Housing Community Development Public Facilities, Infrastructure & other Public Improvements Public Services Neighborhood Stabilization	CDBG: \$163,800	<ul style="list-style-type: none"> <li>• Public facility, infrastructure or other public improvements other than housing benefit:</li> <li>• Senior Center Generator project</li> <li>• Potential water line improvements in Hyannis and/or program to reduce burden to low income homeowners as a result of the water line improvements.</li> <li>• Public service activities other than housing benefit:</li> </ul>

**Table 6 - Goals Summary**

**Goal Descriptions**

**Decent Housing:** Projects that create, preserve, or improve housing units for low and moderate income persons. Activities may include acquisition of property or existing units; acquisition and rehab; rehabilitation; assistance to buy down the purchase price; direct homeowner assistance; and any other eligible undertakings that create or preserve affordable housing units.

**Economic Opportunities:** Projects that create, stabilize, or preserve economic opportunities, including jobs, for low and moderate income persons or special needs populations. May include but not limited to continuation of the Commercial Façade Improvement Loan program, returning the Micro-Enterprise Loan program, and other eligible activities to assist eligible business owners create or preserve jobs for income eligible persons or special needs populations.

**Suitable Living Environment:** Programs and projects that create a suitable living environment for low and moderate income persons and special needs populations. May include improvements to public facilities, infrastructure, and other public improvements and public services that benefit low and moderate income persons and special needs populations. Planned facility/infrastructure improvements include but are not limited to the Senior Center Generator project and possible water line improvements and/or program to reduce the burden to low income homeowners as a result of the much needed water line improvements and ADA access improvements in the NRSA.

**Table 7 – Goal Descriptions**

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

### Introduction

#	Project Name
1	CDBG Planning and Administration
2	Affordable Housing
3	Commercial Revitalization
4	Public Facility/ Infrastructure/ Public Improvements
5	Public Services

**Table 8 – 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. The amount of requests received for Public Service activities was almost double the amount expected to be available and no applications were received to implement a home owner rehab program.

## AP-38 Project Summary

### Project Summary Information

<b>CDBG Planning and Administration:</b>	
<b>Goals Supported:</b>	Decent Housing Expand Economic Opportunities Suitable Living Environment
<b>Needs Addressed:</b>	Decent Housing, Support Economic Opportunities and create a Suitable Living Environment.
<b>Funding:</b>	<b>\$60,000 Estimate. Amount shall not exceed 20% of the allocated amount and program income received during the program year.</b>
<b>Description:</b>	Planning and administrative activities directly related to the CDBG grant. Includes preparing the Action Plan and Consolidated Annual Performance Evaluation Reports, environmental reviews, monitoring and documenting compliance with grant regulations.
<b>Target Date:</b>	6/30/2018
<b>Estimate the number of types of families that will benefit from proposed activities</b>	N/A
<b>Location Description</b>	Growth Management Department, 367 Main Street, 3 <sup>rd</sup> Floor, Hyannis, MA 02601
<b>Planned Activities:</b>	Preparation of the Annual Action Plan, Consolidated Annual Performance Evaluations (CAPER), monitoring, documenting compliance with grant regulations and any other eligible activities directly related to the CDBG program.
<b>Affordable Housing</b>	
<b>Goals Supported:</b>	Decent Housing Suitable Living Environment
<b>Needs Addressed:</b>	Decent housing and suitable living environment
<b>Funding:</b>	<b>\$150,000 estimate or approximately 30% of total available</b>
<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 eligible properties to the Town Sewer, home owner rehab, direct financial assistance to buy down the price of a home or Soft Second Mortgage program, and other eligible activities that create or preserve affordable housing units.
<b>Target Date:</b>	6/30/2018
<b>Estimate the number of types of families that will benefit from proposed activities:</b>	

<b>Location Description:</b>	Available Town wide but priority may be given to projects that address the Downtown Hyannis NRSA goals.
<b>Planned Activities:</b>	Rehab including but not limited to continuing the Sewer Connection Loan program. Potential continuation of the BHA Soft Second Mortgage program pending compliance with current year obligations.
<b>Commercial Revitalization</b>	
<b>Goals Supported:</b>	Economic Opportunities
<b>Needs Addressed:</b>	Commercial Revitalization, NRSA and Economic Opportunities
<b>Funding:</b>	\$150,000 estimate or approximately 30% of total available
<b>Description:</b>	Projects that create or preserve economic opportunities for low and moderate income persons or address the goals in the Downtown Hyannis Revitalization Strategy Area (NRSA). Includes assistance to eligible business owners to establish, stabilize or expand their micro-enterprise business or to make façade or sign improvements in the designated program area.
<b>Target Date:</b>	6/30/2018
<b>Estimate the number of types of families that will benefit from proposed activities</b>	4 Businesses assisted
<b>Location Description:</b>	Commercial Façade Improvement and Sign Program limited to the Downtown Hyannis NRSA with frontage on the streets identified in the program description which is located on the Town website: <a href="http://www.townofbarnstable.us/CDBG">www.townofbarnstable.us/CDBG</a> . Micro-Enterprise Loan program focused within the boundaries of the Downtown Hyannis NRSA.
<b>Planned Activities:</b>	Continuation of the Commercial Façade Improvement program which may focus on signage improvements within the designated program area. Implementing a Micro-Enterprise Loan program within the downtown Hyannis NRSA. Any other eligible activity that addresses goals in the NRSA or provides economic opportunities for low/mod income and special needs populations.
<b>Public Facilities, Infrastructure and other Public Improvements</b>	
<b>Goals Supported:</b>	Decent Housing Suitable Living Environment
<b>Needs Addressed:</b>	Public facilities, infrastructure and other public improvements
<b>Funding:</b>	\$115,000 or approximately 25% of the amount available
<b>Description:</b>	Public facility, infrastructure and other public improvements that benefit low and moderate income persons or special needs populations. May include acquisition, rehab or acquisition and rehab and includes projects to improve access. Priority for Senior Center Generator project and potential to include a program to reduce the burden for low income homeowners as a result of needed improvements to the water lines in Hyannis. Public Buildings used solely for governmental purposes are limited to ADA Access improvements only.

<b>Target Date:</b>	June 30, 2018
<b>Estimate the number of types of families that will benefit from proposed activities</b>	XX low income and/or special needs populations.
<b>Location Description:</b>	Senior Center Generator Project located at 825 Falmouth Road, Hyannis, MA 02601 Town wide provided the facility or infrastructure can meet income requirements. Priority may be given to public improvements that address the goals of 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.
<b>Public Services</b>	
<b>Goals Supported:</b>	Decent Housing Suitable Living Environment
<b>Needs Addressed:</b>	Decent housing, economic opportunities and a suitable living environment.
<b>Funding:</b>	\$55,000 Estimate. Amount shall not exceed 15% of the allocation and prior year program income.
<b>Description:</b>	Activities that provide a service to low and moderate income persons or special needs populations with or without a housing benefit. Services must be new or quantifiable increase in the level of an existing service but does not prohibit continuing service currently funded by the CDBG program.  Income Payments, such as payments to an individual or family which are used to provide basic services such as food, shelter (including payment for rent, 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>	6/30/2018
<b>Estimate the number of types of families that will benefit from proposed activities:</b>	XX low and moderate income residents and XX special needs populations
<b>Location Description:</b>	Services must benefit Town of Barnstable residents and be located within the Town of Barnstable. Priority may be given to services addressing the goals of the downtown Hyannis NRSA.
<b>Planned Activities:</b>	Received funding requests in excess, about 40%, over the amount expected to be available. Proposals are being reviewed for eligibility and consideration. Awards cannot be made until the actual amount is known.

## 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 2017 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

Target Area	Percentage of Funds
Downtown Hyannis NRSA	

Table 9 - 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

**Estimate about 30% - 45% of the total available for projects limited to the NRSA area.** Planned projects include but not limited to Commercial Façade Improvement Program, Micro-Enterprise Loan Program, possible water line infrastructure and ADA access improvements.

## AP-75 Barriers to Affordable Housing – 91.220(j)

*(Please note: This AP-75 Section is required for HUD compliance and has been completed in the federal online system but does not download to the word document used for public participation. We have manually added the section back into the draft provided to meet the public participation requirements.)*

### 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 (*the Town of Barnstable as the Grantee*) 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.

## **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 Growth Management Department 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 Growth Management Department 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 (AAP) program allows 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 uses 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.

## **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.

## **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	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5. The amount of income from float-funded activities	\$0
Total Program Income	\$0

#### Other CDBG Requirements

1. The amount of urgent need activities

#### Discussion

# ATTACHMENT 1 – CITIZEN PARTICIPATION COMMENTS

# CDBG Public Meeting

March 1, 2017, CDBG Action Plan Mtg, Growth Management Conference Room, 3pm, 367 Main Street, Hyannis, MA  
02601

## SIGN-IN SHEET

NAME & AFFILIATION	ADDRESS	PHONE	EMAIL
Cindy Dooley Hy. Main St. BID	Main St., Hyannis	508-775-9436	Cindy@HyannisMainStreet.com
Walter Phinney HAC		508-344-9301	wphinney@hacencapcod.org
Shawna D. Stewart HAC	460 W. Main St.	508-280-6087	Shawna@hacencapcod.org
David Quinn HAC	4	508-280-8465	dquinn@hacencapcod.org
Lori Finton Barnstable Housing Authority	140 South Street, Hyannis	508-711-1222	lori-finton@bns.barnstable.ma.us
Ardan Cadreia TOB	367 Main St Hyannis		
Hilmi Kuzulson	DUTTY HEALTH CENTER 99 MAIN ST., HYANNIS	508-771-7517 ext 101	hnelson@dutyhealthcenter.org
Elizabeth Jenkins Director, Growth Mgt Dept	TOB 367 Main St Hyannis	508-862-4678	



# Town of Barnstable

## Growth Management Department

### COMMUNITY DEVELOPMENT



[www.town.barnstable.ma.us/growthmanagement](http://www.town.barnstable.ma.us/growthmanagement)

Elizabeth Jenkins  
Interim Director

#### Community Development Block Grant (CDBG) Public Meeting

A public meeting was held on March 1, 2017, 3pm in the Growth Management Conference Room, 367 Main Street, Hyannis, MA 02601 to gather input on the priorities for the Community Development Block Grant (CDBG) program Annual Action Plan.

Attendees: Cindy Dooley, Hyannis Main Street Business Improvement District (BID), Walter Phinney, Housing Assistance Corporation (HAC), Sanford Horvitz, HAC, David Quinn, HAC, Lorri Finton, Barnstable Housing Authority, and Heidi Nelson, Duffy Health Care Center.

Staff Present: Elizabeth Jenkins, Interim Director Growth Management Dept., Kathleen Girouard, CDBG Coordinator, and Arden Cadrin, Housing Coordinator.

Meeting started at 3:02pm. Kathleen Girouard provided a brief overview of the CDBG program and summary of the five year consolidated plans including handout attached hereto. The meeting was then open for attendee comments on what they thought the priorities should be for the upcoming program year.

#### Summary of Priorities mentioned:

##### Housing:

- Rehab to preserve home owner housing and help people stay in their homes in the form of a Housing Repair Program
- Direct Homeowner Assistance to increase home owner opportunities for low income households by continuing the BHA Soft Second Mortgage Program
- Public Services with a Housing Benefit to assist Project Prevention a program that offers income payments to prevent households from losing their housing
- Direct Homeowner Assistance such as a Down Payment Assistance program

##### Economic Opportunities:

- Assistance to small business owners to establish, stabilize or expand their micro-enterprise business within the Neighborhood Revitalization Strategy Area (NRSA).
- Assistance to businesses located in the Commercial Façade Improvement Program Area to make façade and sign improvements.

##### Suitable Living Environment:

- Public Facility, Infrastructure Improvements for Senior Center Generator Project
- Public Facility, Infrastructure and other Public Improvements including but not limited to ADA Accessibility improvements
- Public Service without housing benefit to continue the BID Clean Team program that provides job training to Baybridge clients
- Public Services with or without housing benefit to provide Case Management for homeless persons

##### Neighborhood Stabilization Strategy Area (NRSA):

- Micro-Enterprise Loan Program and
- Continuation of the Commercial Façade Improvement Program

##### Planning Administration of the CDBG program – 20%

Kathleen then explained the next steps in the process including the issuance of Notice of Fund availability; posting the draft Action Plan and 30 day Public Comment Period; amending the draft with actual amount before submitting to HUD for approval; and thanked attendees for their participation in the process.