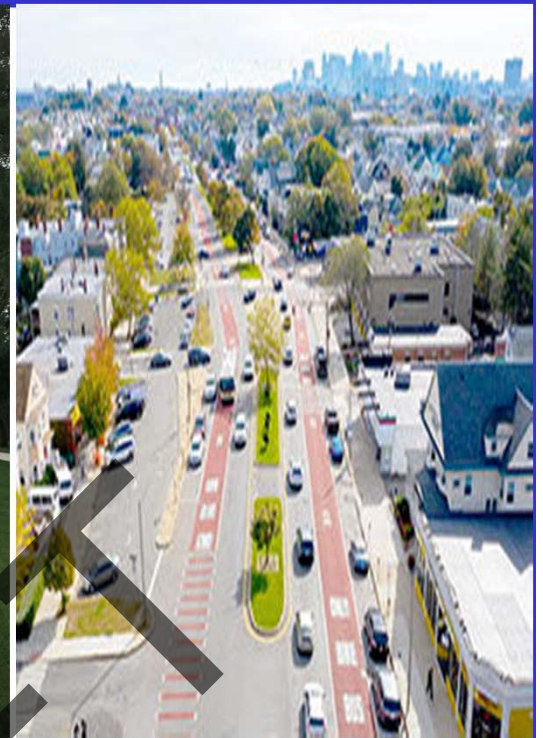


# C A P E R



JULY 1, 2019 –  
JUNE 30, 2020



Somerville  
Massachusetts

## **Consolidated Annual Performance and Evaluation Report**

**City of Somerville**  
**MAYOR JOSEPH A. CURTATONE**

MAYOR'S OFFICE OF STRATEGIC PLANNING  
AND COMMUNITY DEVELOPMENT  
George Proakis, Executive Director



# Program Year 2019-2020 CAPER

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## 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.

The 2019-2020 program year was the second reporting year of the 2018-2022 Consolidated Plan. The City of Somerville administered approximately \$3,247,206 in CPD funds:

- CDBG \$2,378,449
- HOME \$ 558,735
- ESG \$ 310,022

The following overarching goals adopted in the 2018-2022 Consolidated Plan guided the City in assigning the annual community priorities:

- Preserve and maintain existing affordable housing;
- Infrastructure and urban environment improvements
- Stabilize and revitalize diverse neighborhoods.
- Family stabilization and job readiness;
- Reduce and end homelessness

The table below represents by unit of measure (e.g. housing units, persons assisted, number of beds, etc.) and update of the Consolidated Plan's five year expected strategic goals and actual program year outcomes.

### **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)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed 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
Create and Preserve Affordable Housing	Affordable Housing Public Housing Homeless	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	40	8	20.00%	10	8	80.00%
Create and Preserve Affordable Housing	Affordable Housing Public Housing Homeless	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	0	1		0	0	
Create and Preserve Affordable Housing	Affordable Housing Public Housing Homeless	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	20	6	30.00%	5	7	140.00%
Create and Preserve Affordable Housing	Affordable Housing Public Housing Homeless	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	15	3	20.00%	3	3	100.00%

Family Stabilization and Workforce Readiness	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	15250	152.50%	1500	7725	515.00%
Family Stabilization and Workforce Readiness	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0			0	0	
Infrastructure and Urban Environment Improvements	Non-Housing Community Development Suitable Living Conditions	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	26340	263.40%	2100	7568	360.38%

Reducing and Ending Homelessness	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	ESG: \$ / Continuum of Care: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	60	6	10.00%			
Reducing and Ending Homelessness	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	ESG: \$ / Continuum of Care: \$	Homeless Person Overnight Shelter	Persons Assisted	190	81	42.63%	55	0	0.00%
Reducing and Ending Homelessness	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	ESG: \$ / Continuum of Care: \$	Homelessness Prevention	Persons Assisted	337	299	88.72%	40	0	0.00%
Stabilize and Revitalize Diverse Neighborhoods	Non-Housing Community Development Job Creation and Retention	CDBG: \$	Jobs created/retained	Jobs	35	1	2.86%			

Stabilize and Revitalize Diverse Neighborhoods	Non-Housing Community Development Job Creation and Retention	CDBG: \$	Businesses assisted	Businesses Assisted	50	47	94.00%	15	0	0.00%
Stabilize and Revitalize Diverse Neighborhoods	Non-Housing Community Development Job Creation and Retention	CDBG: \$	Buildings Demolished	Buildings	1	1	100.00%			

**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.**

In the second year of the 2018-2022 Consolidated Plan the City made significant progress on a number of the goals outlined as key priorities.

**Economic Development-** the City continued to unwind the commercial property improvement program and commenced the redesigned more flexible small business resiliency program that better fits the diverse and changing needs of the small business community. The city continued its partnership with the East Somerville and Union Square Main Streets organizations to provide capacity building and technical assistance to low income micro-enterprises in those neighborhoods. These organizations worked in tandem with the city to provide high level technical assistance to eligible micro-enterprises and refer them to the more targeted and specialized technical assistance coaches available under the small business resiliency program. The program also targeted eligible micro enterprises that are vulnerable to business interruptions resulting from ongoing GLX construction.

**Infrastructure and Urban Environment-** The city was able to begin, continue, or complete several initiatives under this goal. The city continued its tree planting program which aims to enhance environmental, and public health conditions in low to moderate income neighborhoods a total of 70 additional trees were planted. A number of playgrounds and recreational areas were added to the city's parks inventory through CDBG funding including the addition of newly renovated playing field facilities at the East Somerville and Capuano schools, a newly renovated

playground and tot lot at the Healey school facility, and ongoing and substantial construction was completed at Allen Street Playground and Prospect Hill Park, one of the city's oldest and most historic open spaces in the City. Allen Street and Prospect Hill will be completed with Grand Openings scheduled in program year 2020.

### **Goals Assessment Cont'd**

**Creating and Preserving Affordable Housing-** The city continued to invest a considerable amount of program funding to address it's most pressing need in the area of creating and preserving affordable housing. The city continued its investments in ongoing rehab projects related to the 100 Homes program and saw increased activity in the homeowner segment of its rehab program. Additional progress was not achieved as a result certain project delays resulting from the Covid 19 pandemic. **Public Services-** The majority of the public services carried out in the City of Somerville address the City's goal of providing family stabilization and job readiness programs. Through ongoing support of the City's network of community centers and other serve organizations, funds were used to provide for the basic needs of low-income residents. In program year 2018 over 8,000 income eligible persons were assisted by these programs. These programs cover a range of services including supervised affordable childcare and after-school help for low income children of working families; leadership and enrichment programming for future youth and adult community leaders; education and training to improve employment and housing opportunities; housing case management; food assistance; and health and wellness inclusionary programs.



## 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	HOME	ESG
White	4,457	3	0
Black or African American	3,058	0	0
Asian	565	1	0
American Indian or American Native	18	0	0
Native Hawaiian or Other Pacific Islander	8	0	0
<b>Total</b>	<b>8,106</b>	<b>4</b>	<b>0</b>
Hispanic	1,516	0	0
Not Hispanic	6,590	5	0

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

### Narrative

The City of Somerville identifies priority needs and offers services and programs to eligible individuals and households regardless of race or ethnicity the table on this page depicts counts for Fiscal Year 2018 by funding source. Entitlement funds were distributed among Somerville residents from extremely low income, low income and moderate income persons and households and high concentrations of minorities.

Most CDBG Public Service sub-recipients collect income and ethnicity information on their clients. However, the City utilized presumed benefit from some public service programs that serve elderly and disabled adults and are located in qualified census tracts. A In those special circumstances, the City, prior to funding, considers who the targeted beneficiaries are intended to be, the nature of the program and its location. This evaluation must result in a determination that at least 51% of the intended beneficiaries will be low and moderate income persons. Of the total persons served with CDBG Public Service funds, 43% reported themselves as low income and 53% as very low income. All the ESG clients served were very low income.

## 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	2,578,050	2,378,449
HOME	public - federal	424,368	558,735
ESG	public - federal	209,799	310,022
Continuum of Care	public - federal	0	
Other	public - federal	2,364,843	
Other	public - local	2,364,843	

**Table 3 - Resources Made Available**

### Narrative

The City of Somerville receives federal grants from the Department of Housing and Urban Development (HUD) for three formula grant programs each year: The Community Development Block Grant (CDBG) program, the HOME Investment Partnership Act (HOME) program, and the Emergency Solutions Grant (HESG) program. For the program beginning July 1, 2019 – June 30, 2020, Somerville received \$2,478,050, in CDBG funds, \$424,368 in HOME funds and \$209,799 in HESG funds. During the same time period the City of Somerville expended \$2,378,449 in CDBG funds, \$558,735 in HOME funds and \$310,022 in HESG funds. In addition to these three primary CPD program fund sources, the City also receives funds from other federal and local sources including \$567,857 from the third year of the 2017 Lead Abatement grant, \$1,579,451 from the Affordable Housing Trust, and \$1,396,986 in local Community Preservation Act funds. The amounts shown do not include reprogrammed prior year funds and funds awarded to activities in prior years that were not spent until the 2018-2019 program year. Delays in expending prior year's funds on larger construction projects may have resulted for numerous reasons.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	10	29	Target areas outside of the NRSA's
East Somerville	20	17	open space and recreation improvements and small business assistance
Hillside	10		
Inner Belt/Brick Bottom	20		

Union Square	20	11	predominantly micro-enterprise and small business assistance
Winter Hill	20	43	infrastructure improvements and rehab

**Table 4 – Identify the geographic distribution and location of investments**

## **Narrative**

In the 2019-2020 program year the city continued to focus on its target areas, where possible. The largest concentration of funds was spent in the central Broadway area mostly resulting from the traffic improvement work along the central Broadway corridor. The newly launched small business resiliency program saw a high level of activity from small business owners in the Union Square area as those businesses begin to prepare for and feel the impacts of the forthcoming green line, construction disruptions to due infrastructure improvements, and the new Union Square development. East Somerville was able to benefit from open space and recreation improvements with the completion of new playing field facilities that will added much needed recreational space for youth sports activities in one of the cities areas most densely populated with children. Additionally, tree planting, housing rehab, and public service programs continued to remain available to all income eligible residents citywide. The housing rehab program's heating system replacement loan also experienced increase interest from eligible seniors citywide as a result of targeted marketing efforts with the energy efficiency and sustainability division of the City.

The map below provides an illustration of the geographic breakout of activities for program year 2019-2020.

## 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.**

City activities funded with CDBG, HOME and ESG also receive financial assistance from other sources including other federal and state programs. CDBG and ESG funding recipients are required to demonstrate match as part of their request for funding proposal. In addition, almost every program in which CDBG funds are utilized includes additional leveraged funds. Parks projects have historically been matched by state PARC grants and local Community Preservation Awards, Housing projects are often matched with either CPA, Affordable Housing Trust Funds, tax credit funding, or other state and/or federal funds. The small business resiliency program also requires a participant match for any business participating in phase 2 of the program.

A detailed breakdown of match amounts by project category is provided in the proceeding charts.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	15,002,458
2. Match contributed during current Federal fiscal year	425,221
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	15,427,679
4. Match liability for current Federal fiscal year	98,005
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	15,329,674

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
375 Canal St. Unit 1011	07/09/2019	0	0	2,839	0	0	0	0
42C Craigie St.	08/29/2019	0	0	422,382	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

#### HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property –</b> Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	<b>Total</b>	<b>Minority Property Owners</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

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## 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	95	0
Number of Non-Homeless households to be provided affordable housing units	36	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>131</b>	<b>0</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	16	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	13	15
Number of households supported through Acquisition of Existing Units	10	0
<b>Total</b>	<b>39</b>	<b>15</b>

Table 12 – Number of Households Supported

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

The 2019-2020 program year saw robust activity in the traditional homeowner segment of the rehab program. During the program year, a total of 10 rehab projects were completed through the homeowner program the remaining rehab projects were completed in partnership with the Somerville Community Corporation as part of the 100 Homes program. The latter half of the 2019-2020 saw a marked decrease in overall construction activity as the impacts of the Covid-19 caused widespread program delays and disruptions coupled with a brief construction moratorium in the spring related to



the pandemic. On-going projects were delayed as the construction moratorium and inspection delays halted or slowed down the completion of projects.

Similarly, although there were no rental assistance activities expended during the fiscal year; it is anticipated that going forward the city will experience a surge in demand for all rental assistance programs as the economic and job loss impacts of the Covid 19 pandemic continue to linger or become exacerbated.

#### **Discuss how these outcomes will impact future annual action plans.**

As mentioned above, through the first 3 quarters of the 2019-2020 program year the City was continuing to make significant progress on its housing goals through the 100 Homes program and was seeing an increase in demand in the homeowner segment of its housing rehab program. That progress was brought abruptly to a stop in the fourth quarter of the program year as the city had to quickly shift to address the immediate needs of the Covid-19 crisis.

Going forward the City hopes to regain the momentum and traction it had prior to the onset of the pandemic. The city hopes to move forward with projects that were delayed, most notably the rehab of 16 units at 355 Broadway, a 100 Homes property that was acquired and being rehabbed in partnership with SCC. Additionally, the city is also anticipating an unprecedented demand for rental assistance programs resulting from the economic fallout of the pandemic. This surge is expected to require a multi-faceted approach and the city has already begun implementing programming through the CARES Act CV funding and will supplement these with its traditional programs if and when needed. The city will also utilize other available state and federal funding as it becomes available to serve the widest of residents in need.

**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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	0
Low-income	1	0
Moderate-income	13	5
<b>Total</b>	<b>14</b>	<b>5</b>

**Table 13 – Number of Households Served**

#### **Narrative Information**

Fifteen properties were assisted during this FY. Twelve properties received assistance to make necessary repairs for safe, affordable housing, and three households received assistance with closing cost assistance.

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## **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**

The City of Somerville and the Continuum of Care in partnership with the Somerville Police Department have performed outreach to reach out to and engage the homeless population. Any resident who needs shelter, or who knows a person who is homeless and needs assistance can call 311 to be connected with homeless services. Outreach teams regularly visit areas which are often out of the way in search of the homeless. The teams build rapport with the homeless and try to engage them in services. Once trust is established, unsheltered persons may be ready to accept assistance and linkage to other services. Also, the Youth Harbor teams have been instrumental in reaching out to young adults experiencing homelessness in the community. They have worked in the schools and community and continue to work throughout the summer to identify and make contact with students, process referrals and field questions. Staff have addressed the unique challenges these high school students face and have helped them find some peace and stability in their lives while trying to locate and hold on to hope for the future and keep pushing forward.

The Continuum of Care worked closely with Federal, State and local agencies to develop the CoC's Coordinated Entry model which includes a strong outreach and assessment component to sheltered and unsheltered homeless individuals and households with children. The Continuum of Care along with local homeless service providers practice the housing first strategies which include proactive outreach and engagement efforts, low barrier housing entry policies, rapid and efficient entry into permanent housing, voluntary supportive services and a focus on housing stability.

Homeless services for the City of Somerville are delivered via a community-based network of organizations the work together to assist homeless families and individuals move toward self-sufficiency. The homeless count conducted the latter part of January 2018 was conducted with countless volunteers in shelters and transitional housing programs throughout the City. Several agencies assisted in the coordination of conducting the 2018 point-in-time count. Through the CoC, teams reach out to unsheltered homeless persons on the street to assess their needs and direct them to appropriate care and resources.

The City of Somerville and the COC agencies facilitate policy and planning to prevent and end homelessness via engaged members and strong committees addressing housing, health, coordinated entry, Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act and employment/income. Homeless prevention objectives included supported efforts to continue the CoC system for homeless through the provision of emergency shelters, transitional housing and permanent supportive housing services including housing for the chronically homeless and providing community

and supportive services for low and moderate income persons and those with special needs

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Several agencies within the CoC receive funds from HUD, Department of Public Health, Housing and Shelter Alliance, Department of Children and Families, Veterans Administration, local foundations and private donations which provide emergency and transitional housing services. According to the 2019 point-in-time count, there were a total of 154 persons in emergency shelter and 20 unsheltered persons in Somerville. Persons receiving emergency and/or transitional housing services were assessed and connected to the appropriate temporary housing component while the permanent housing component was identified. While victims of domestic violence and youth may benefit from transitional housing resources, the majority of homeless persons are better served by permanent housing. The type of permanent housing depends on the assessment score of each household. Households with low barriers will be placed in a Rapid Re-Housing program while households with persons with disabilities or that meet the chronically homeless definition will be placed in permanent supportive housing.

Developing housing for homeless individuals is one of the most challenging aspects of affordable housing development. Many chronically homeless individuals need physical and mental health services, in addition to housing, which makes it extremely difficult for local providers to offer housing to homeless persons with the assurance that they will receive needed services in a timely and sufficient manner.

The City of Somerville was the recipient of ESG funds. The City issued an annual RFP to all homeless prevention and rapid re-housing providers, emergency and transitional housing providers. Approximately 38% of the ESG funds were awarded to programs designed to prevent homelessness and address rapid re-housing literally homeless person and to assist persons struggling to maintain their housing. Approximately 55% of the ESG funds were awarded to programs providing street outreach, shelter operations and essential services expenses. The City is committed to assuring that the community facilities for the homeless provide decent, safe and sanitary residence. Because of the transient nature of shelter operations, these facilities incur significant wear and tear. It is important that the physical condition of these facilities remain high to provide good living conditions for the residents and maintain a standard of quality acceptable to surrounding properties and the community. If a goal is to keep the shelters open and beds filled, the 3 shelters receiving ESG funds did a great job. The abolishing of homelessness in Somerville has not been achieved because of the cost of housing. Incomes for the people in question continue to lag. Rents have increased, vacancy rate is extremely low for affordable rental units and other expenses like child care, energy, transportation, health insurance and food continue to increase.

The City of Somerville is committed to working with housing and service providers to provide housing related resources needed to provide emergency and transitional housing for homeless persons.

**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**

The City and the CoC process and identify people who are homeless and most in need of permanent supportive housing services. Persons assisted include the chronically homeless, families with children, veterans and unaccompanied youth among other categories. The City and its partners continue to make progress in meeting its goals of reducing and ending homelessness.

The City has utilized ESG funds to address the urgent needs of the homeless and near homeless. The need for emergency and transitional housing is met using short-term shelters, scattered-site transitional housing units and dormitory-style transitional housing and Rental Assistance. Programs offer access to a broad range of other services including case management, employment assistance, life skills, health care, child care and transportation.

The incorporation of the Housing First Model seeks to improve and simplify local housing and service system making them easy to navigate, while targeting resources quickly and efficiently to the chronically homeless. An immediate connection to permanent supportive housing can ensure that the majority of homeless individuals remain housed, even among clients with severe substance abuse and mental health conditions. However, there is a lack of subsidized and affordable rental units in the area. Very few clients are able to afford to lease in market rent units. However, social service agencies have forged meaningful collaborations with local landlords to identify innovative strategies for housing the chronically homeless. Additionally, awarded providers must work closely with mainstream service providers (such as Social Service Administration, US Dept. of Veterans' Affairs, etc.) to enable clients to qualify for and increase their support system and improve their chances to overcome homelessness.

Along with housing, the veterans will have access to mental health counseling, employment and healthcare referrals, life skills training, homeless services and recovery services to help them as they transition back into the community.

Multiple agencies, private and public, offer homeless prevention services to include rental assistance, fair housing services, utility assistance and budgeting skills. Other private and public agencies offer counseling and advocacy services to assist individuals and families who are homeless or at risk of homelessness. For example, Passages Case Management works with clients to enhance economic stability, family safety & stability, health care and civil rights. In addition, a Public Services funded 24 Hour Information & Referral Service Center connects at-risk residents with accurate, up to date social service contact information to enable them to advocate for themselves. Funding for these services come from a combination of Federal, State, local and private sources.

**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**

A variety of efforts were undertaken by the City and the CoC agencies to prevent homelessness. A combination of mainstream preventive services offered by different provider organizations have been adopted including emergency fuel assistance and food and meals programs, as well as, emergency rental assistance, financial assistance, utility assistance, housing relocation and stabilization services, counseling/advocacy and legal assistance. Each service was sought to help families in their home by offering services and support during times of financial and legal difficulty. ESG funds were used to provide short and medium term rental assistance to those at-risk of becoming homeless as well as literally homeless. Clients were offered follow-up case management services consisting of but not limited to, creating and maintaining an accurate budget, assistance increasing income (e.g. applying for public benefits), connecting to community resources (e.g. food pantries and clothing programs), and other referrals driven by the needs and goals of the clients. For the clients receiving funds for arrearages, case management was geared toward budgeting, increasing income, payment plans (if funding amount did not cover the full arrearage amount) and other factors surrounding rental payments to prevent future housing instability. Prevention assistance was in very high demand. Fifteen households who received funds through this program continue to be stable in their units. Transition into independent living for the clients who received prevention assistance has been successful.

CDBG Public Service funds have helped community providers and residents access services, information, prevention and referral through the 24 Hour Information and Referral Hotline by providing accurate contact information on mainstream services and how to access them; Volunteer Coordination Program has provided trained volunteers at the shelters who have provided companionship, interaction with families and utilize the shelter's playroom to organize fund and educational activities for the children residing in the shelters; Domestic Violence staff have provided safety net planning and resources for DV victims, as well as assistance, in court proceedings; Immigrant Social Services have been provided by bilingual counselors for non-English speakers seeking services to assess their housing, health and education needs; Coordinated Entry has provided a whole host of qualitative services and system management for the entire CoC and provided outreach, case management and housing search assistance to approximately 84 homeless/at-risk people across the CoC. Public Service funding for ESOL Classes and workshops focused on understanding housing policies has helped individuals and families obtain and retain housing and avoid becoming homeless. Public Service funding has provided aftercare and follow-up services for low-income residents transitioning from system care.

Local service providers have provided education, employment and financial literacy by managing programs providing employment training and educational programs to promote financial stability and self-sufficiency.

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

### **Actions taken to address the needs of public housing**

The Somerville Housing Authority's 5 Year Plan states the following strategy they will employ to address Housing Needs.

"The SHA will continue to review waitlist data and priorities to assure, to the maximum extent possible, the housing of eligible area applicants. SHA will continue to process emergency applications in conformance with approved policies. SHA will continue to participate in City of Somerville and area agency forums designed to inform area residents of affordable housing opportunities. SHA has recently completed a waitlist update to remove outdated applicants and allow focus on remaining applicants."

Waiting lists for all forms of public housing are very long. In addition, the Somerville Housing Authority is part of the Centralized Section 8 Waiting List. The list contains 1495 Somerville applicants and annual turnover is around 50 vouchers per year, meaning it would take close to 30 years to get through the list. There are currently no new Section 8 vouchers available.

Based on this data, the need for affordable rental housing in Somerville is overwhelming.

The City of Somerville will continue to rely on the Somerville Housing Authority to be the major provider of subsidized housing through public housing and vouchers. Most of the households on the SHA waiting lists cannot afford a rental unit on the private market and are therefore waiting for a subsidized unit to solve their housing needs. To that end, the priority of the City of Somerville to increase the number of subsidized affordable units, particularly rental units, is a main focus of this plan. To that end, the City is working closely with the Somerville Housing Authority on and its selected developer to implement the reconstruction of Clarendon Hill, a 216 unit state assisted public housing development. Under its proposal, all 216 units would be replaced and additional middle income workforce housing and market rate units would also be included in the project. The city will also be supporting the project through local funds and will explore the opportunity to use its HUD funding sources as part of its financing package.

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

With respect to management, each SHA building has a tenant association that assists in planning for the development's unique needs. SHA's Resident Services team has hosted many events to establish and maintain strong functioning associations. SHA also provides a share of operating funds and 25% of funds raised from laundry machine use to the tenant associations for their use as they see fit.

The City's Inclusionary Housing Program creates affordable rental and homeownership units via a minimum 12.5% requirement for properties building more than 6 units of new housing (and in larger



projects above 8 and 17 units respectively, 17.5 and 20%). The Housing Division will continue to actively market these units via the SHA to encourage eligible residents to apply.

The City is actively encouraging increased homeownership among public housing residents as well. Given the high cost of ownership housing in Somerville, most public housing residents can only afford ownership units through the City's Inclusionary Housing Program. The SHA also offers a Homeownership Program that allows families with Section 8 vouchers to use their vouchers to help pay the mortgage on a home they buy and the SHA subsidizes the mortgage for 15 years after the purchase. Families who participate in their Family Self-sufficiency (FSS) program (which helps to prepare residents for owning their own home) have the first priority for homeownership slots. For state public housing, SHA was recently approved for a grant that is similar to their FSS Program called MASS LEAP where an account is created for tenants and funds are deposited when there are increases in rent based on increased earned income.

In addition, the Somerville Community Corporation, Somerville's CHDO, offers First-Time Homebuyer Education classes and Financial Literacy classes to help Somerville residents start saving for their goals. In addition, the City will continue to offer First-Time Homebuyer Assistance to income-eligible homebuyers purchasing property in Somerville, making homeownership more accessible.

### **Actions taken to provide assistance to troubled PHAs**

Fortunately, the SHA is not on HUD's list of troubled public housing authorities and is a solid partner in strategizing to provide the community with quality safe and affordable housing.

## **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)**

Specific actions were taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing include providing adequate land for a variety of housing types through review by Zoning and land use updates, working to eliminate obsolete and prescriptive building code requirement, continuing to educate the public on the need for affordable housing and promoting a diversity of affordable housing programs , continuing to streamline the permitting and coordinating with local, state and federal agencies in implementing programs that support affordable housing. The City is supportive of the development of affordable housing and staff is available to meet with affordable housing developers to discuss options to expand affordable housing opportunities and strategies for extremely low, very low, low and moderate income households, and provide additional supportive services and homeless assistance throughout the community.

In addition the City convenes meetings of interested citizens, community organizers, low-income neighborhood residents and others including affordable housing advocates, social service agencies, and homelessness housing advocates to allow citizens an opportunity to present their views on community needs. Information is disseminated using various print media outlets. The enforcement of both linkage fees and the Inclusionary Housing Ordinance help off-set the cost of affordable housing for low income workers and mitigate some of the need for increased affordable housing due to employment growth. Affordable housing developers are offered assistance to include financial incentives in the form of low interest loans, technical assistance to secure tax credits and pre-development assistance during the pre-construction phase.

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

The City continues to educate the public on the need for affordable housing and promotes a variety of affordable housing programs. The City holds public meetings to inform citizens of housing programs. The City takes actions to eliminate identified gaps and to strengthen and coordinate the delivery system such as streamlining the permitting process, coordinating social services with housing treatment areas and participating on committees involved in housing and social service delivery.

In addition to City operated and sub-recipient programs and activities, many local non-profits agencies help address obstacles in meeting underserved needs. These local non-profits also address the priorities in the Consolidated Plan and receive funding through public sources, private foundations, donations and fundraising. The main goal of all services is to help individuals gain self-sufficiency.

Greater Boston Legal Services provides free legal assistance to low-income families to help them secure some of their basic necessities of life

Various immigrant social services increase access and remove barriers to health education and social services through direct service, advocacy, leadership and community development.

Special Olympics provides a variety of Olympic-type sports for all children and adults with intellectual disabilities giving them opportunities to develop physical fitness, demonstrate courage, experience joy and participate in sharing of gifts, skills and friendship with the community.

The City's Constituent Services allows residents to dial one number to make service requests and obtain valuable information about services. Calls are tracked and trends identified to better allocate resources.

The City's Family Outreach Program assists residents with family issue problems or who lack information about resources, benefits, services or programs available for low and moderate income residents.

### Obstacles

One of primary obstacles in meeting the underserved needs is lack of affordable housing stock in the City. An additional obstacle is lack of funding. By applying for additional funding, the City can combine CDBG funding with the lead program to provide more assistance to low income families with children under the age of six at high risk of lead poisoning. Other funding has enabled the city to help qualified applicants address safety hazards in the home.

In program year 2019-2020, many of the cities social service agencies and programs experienced interrupted, delayed, or modified programming due to the Covid 19 pandemic and the associated public health risks it poses.

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

The city has a HUD Lead Hazard Abatement grant, which it uses to provide forgivable loans to homeowners for all work necessary to bring the unit into full lead abatement compliance. The City has reached out to homeowners and landlords, including Section 8 landlords, to encourage use of the program. The City's lead program is a critical priority for the City because census data indicates that over 90% of the homes in Somerville were built before 1978.

The City of Somerville is in full compliance with Federal Title 1012/1013 regulations, Section J, which requires that lead based paint be addressed in all properties receiving Federal Funds for housing rehabilitation. Safe work practices and all requirements under Title 1012/1013 have been fully integrated into existing housing rehabilitation programs, which are funded primarily with CDBG and

HOME grants. A fully implemented plan for addressing lead based paint hazards has been in effect in the City since 2001. Somerville has continued to support and expand the Housing Rehabilitation and Lead Abatement programs, which rehabilitates the existing housing stock while often placing rent restrictions on apartments in multi-family homes. This is especially important in Somerville, where the majority of all units are in two or three family homes. In July 2017, the city was awarded a new \$1.7M Lead Hazard Reduction Grant from HUD. The city continues to actively use these funds in conjunction with rehab efforts ongoing as part of the 100 Homes program.

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

The City collaborates with local social service agencies to continue efforts to reduce the number of families and individuals living in poverty. Staff focused primarily on supporting programs that raised household incomes and stabilize housing situations. Eliminating poverty is a clear concern of the City. Efforts are constantly underway to improve the quality of life and economic conditions for families, for example:

Public Service programs to assist those emerging from poverty. These include family stabilization services and information and referral including affordable child care, teen job readiness program, etc.

The City works with community development groups to support their efforts to train and uplift people in poverty and invest in economic development programs. The City partners with area agencies on economic development programs for low income neighborhoods. Using CDBG funds, the City has provided for small business assistance and has nurtured microenterprise development.

In 2016, local businesses were assisted and are thriving, 98 low income youth received employment/leadership training, over 2,500 income eligible children/families received nutritious food via the food bank, over 250 non-English speakers participated in ESOL classes to increase economic capacity for their families, over 150 person received housing counseling to remain permanently housed and assistance and hope was provided to many Somerville area residents. Additionally through public participation, citizens had opportunities in meetings throughout the year to offer suggestions on ways to reduce poverty.

Strategies to reduce poverty and maximize income include access to employment and non-employment cash benefits through provider staff training in SSI/SSDI, Outreach, Access and Recovery (SOAR) to assist clients applying for SSI and encouraging referrals to the One Stop and to Mass Rehab. Providers also work closely with the Somerville Community Corporation's First Source Jobs Program which connects job seekers with local employers and provides soft skills training, leadership development and one-on-one coaching (job search through post-placement). Strategies to access mainstream benefits for poverty level families through HUD funded projects include review of HMIS data on client income and benefits to analyze whether clients are getting all possible benefits. Staff assist with food stamp,

Medicaid and other applications and Cambridge Somerville Legal Services assist with appeals of denials. HMIS data quality monitoring and analysis is another part of the actions to reduce the number of poverty level families.

Since the fourth quarter of program year 2019-2020 the city has been working diligently to reprogram existing CPD funds and activate the multiple rounds of CARES CV funding to support its highest risk residents in the critical areas of rental assistance, food security, job retention, and other critical social services and public health needs areas during the Covid 19 crisis.

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

In the five year strategy, the City described the institutional structure, including private industry, non-profit organizations, and public institutions through which it will carry out the affordable and supportive housing strategy. The City assessed strengths and gaps in the delivery system and set forth a plan for improvement. The City aims to eliminate identified gaps and strengthen and integrate the delivery system by pursuing other funding sources for affordable housing as they become available.

The City developed and maintained strong supportive relationships with elected officials at all levels of government. Fiscal responsibility was maintained while developing strategic partnerships with housing advocates, private and nonprofit organizations, business and community groups and residents to exercise leadership in responding to the future of Somerville's housing and community development needs.

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

Housing and social service providers collaborate regularly through participation in the CoC's monthly meetings and its various subcommittee meetings. A City housing division staff member serves as the CoC Lead and is able to serve as a liaison between the City and housing and social service agencies. These meetings also include representatives from agencies serving a broader group of residents at the poverty level, such as Community Action Agency of Somerville, RESPOND, Cambridge and Somerville Legal Services, and others who provide non-housing services such as employment training, mental health counseling, veteran's services, elder services, financial literacy, immigration services and health services.

The CoC also maintains an inventory of housing, as well as, social service providers and includes details such as the subpopulation served as well as the services provided. Several social service agencies have offices located in public housing and attend general meetings of the housing authority to identify

problems in advance and have the opportunity to help resolve a crisis immediately. Please see the Public Housing section of the Consolidated Plan for more information regarding the consultation and coordination with the local Public Housing Association, as well as information about the encouragement of public housing residents to become more involved in management of the properties and information about becoming future homeowners.

Developers of housing projects coordinate with the City, the SAHTF Somerville Affordable Housing Trust Fund and typically the Massachusetts Department of Housing and Community Development regarding the provision of state resources to City-supported projects, such as Massachusetts Affordable Housing Trust Funds, State HOME funds, LIHTC and other state housing funding resources. This includes participating in general discussions and consultations on overall housing goals at both the local and state level, as well as discussion with DHCD staff on specific housing development projects that are seeking multiple funding sources. In addition, the City and the Somerville-Arlington CoC coordinate with the State on ESG activities to ensure the best use of prevention and rapid rehousing resources. The CoC's development of the Coordinated Entry vulnerability tool, which assists in identifying risk factors, will help with strategies to reduce and end homelessness by bringing together providers through a coordinated referral process to utilize ESG prevention and rapid rehousing funds, state Home based rapid rehousing funds to divert imminently homeless families, as well as Emergency Food and Shelter Program funds through FEMA to assist with rent, mortgage and utility assistance.

The City also consults with MAPC on city planning efforts and also participates in regional efforts such as Inner Core planning meetings, a middle income housing study and the Metro Mayor's meetings. Also, in recent years the city has commissioned or supported multiple working groups, including the Union Square Civic Advisory Committee and the Sustainable Neighborhoods Working Group, that include a diverse membership from these different areas to coordinate planning efforts around housing and services within the city. The City also does outreach to these entities in planning for different neighborhoods through Somerville by Design.

The City created strategic partnerships to enhance the availability of resources and leverage services provided to low and moderate income residents and neighborhoods.

### **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 City of Somerville's Housing Division submitted an Assessment of Fair Housing report (AFH) to the Housing and Urban Development Agency (HUD) on October 6, 2017 based on the Affirmatively Furthering Fair Housing (AFFH) Rule created in 2015; HUD accepted the 166 page report without conditions in November, 2017.

The AFH report replaced the previously used Analysis of Impediments (AI) to Fair Housing document. The assessment is designed to help participants identify the fair housing barriers that exist in their

communities, what the contributing factors to these barriers are, and what participants can do to address them. Based on the report, the Housing Division and the Fair Housing Commission identified and are taking action to address fair housing issues in the community.

Based on extensive community engagement efforts summarized in the AFH, Somerville identified goals and actions it seeks to fulfill in six fair housing-related subject areas: Segregation and Integration, Disparities in Access to Opportunity, Disproportionate Housing Needs, Publicly Supported Housing, Disability and Access Issues, and Fair Housing Enforcement, Outreach Capacity and Resources.

Actions taken by the City and the Fair Housing Commission to meet the goals identified in the AFH report include increasing awareness and education of Fair Housing law and rights through targeted outreach at community events, holding a workshop with the Massachusetts Commission Against Discrimination regarding submission of discrimination complaints, exploring regional collaborations with the Suffolk University Housing Discrimination Testing Program and educating participants of First Time Home Buyer classes on Fair Housing Law through attendance at monthly meetings. Moreover, the city has positioned itself to meet its goals by reallocating staff resources to revise the job description for a vacant program specialist position, to focus it specifically on fair housing and related issues. That individual, hired in February 2018, serve as a liaison to the Fair Housing Commission among other duties.

These actions are part of a broader set of goals and actions the City seeks to accomplish in the short and long term. Finally, factors that contribute to selected fair housing issues have been designated as being of the highest priority, including ones that limit or deny fair housing choice or access to opportunity, or negatively impact fair housing or civil rights compliance. In the 2017 AFH report, in the area of Fair Housing Enforcement, Outreach Capacity and Resources, factor(s) with the highest priority were: lack of education of fair housing laws, tenant/landlord rights, outreach and enforcement.

## **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**

The City worked closely with all its sub-recipients in order to ensure that the goals and objectives of the HUD programs were adhered to and National Objectives were being met. The Mayor's Office of Strategic Planning was responsible for both the financial and program monitoring of sub-recipient activities to provide assurances that the sub-recipients administered federal awarded funds in compliance with federal requirements, ensured that required audits were performed and sub-recipients took prompt corrective action on any audit finding and evaluated the impact of sub-recipient activities to comply with applicable federal regulations. OSPCD staff monitored CDBG Public Service and ESG contracts for compliance, financial management systems, timeliness and programmatic activity. Staff was committed to providing accurate unduplicated demographic information in IDIS to comply with HUD reporting requirements. Client demographics entered in HMIS for ESG participants was reviewed for data quality.

CDBG projects were assigned to a project manager who was responsible for the negotiation and execution of a contract to implement project activities. All contracts fully addressed all HUD, state and local requirement and included a detail project scope. The project manager, in conjunction with the compliance officer, is also responsible for contract compliance and project management representing the City as grantee. Ongoing technical assistance was provided throughout the contract period.

Sub-recipients entered into detailed agreements with the City to ensure all federal, state and local regulations and criteria were being adhered to and met. Monthly and/or quarterly desk audits of reports and supporting documentation from sub-recipients allowed the City to monitor progress each sub-recipient was making toward its year-end goal(s). On-site monitoring was conducted by OSPCD to further ensure that overall goals and objectives were being met, timelines were met and required records were maintained to demonstrate compliance with applicable regulations. City staff watched for potential of fraud, waste, mismanagement and/or other opportunities for potential abuse. Contract provisions were in place that provided for the suspension of funds, termination of the contract and disallowance of reimbursement requests during the program year based on performance deficiencies. City staff worked with sub-recipients to correct identified deficiencies through discussion and/or technical assistance, prior to imposing any sanctions.

The City also conducted on-site monitoring of federally funded construction projects to ensure compliance with Davis- Bacon wage laws and other local, state and federal requirements. Housing



activities were also monitored with the assistance of Housing Inspectors and staff, and where appropriate, with the City's Building Inspectors. This allowed for multiple levels of oversight of various local, state and federal requirements.

#### **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.**

As outlined in both the Five Year Consolidated Plan and the One Year Action Plan, the City of Somerville follows a public participation plan designed to solicit citizen input, while at the same time helping to inform the public of resources, emerging needs, and restrictions and limitations of available resources. Besides the public hearings held during the program year, the City had broad discussions of the One Year Action Plan process within open committee meetings and City Council meetings.

The city held a public meeting to present draft the draft Caper report on January 14th 2021. A public comment period was made available through the close of business January 28th, 2021. The draft presentation was also made available for viewing online at the city's website. Advertisements and material presented are included in the appendix.

## **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 City of Somerville has not changed the objectives in its CDBG program and continues to strategically use CDBG funds to maximize leverage for infrastructure and public facility improvements, housing development and homeownership, public services, commercial revitalization, and planning and administrative activities. Somerville went through an extensive planning process where it identified a number of goals and objectives in the five year plan that were intended to guide the programs and activities undertaken to aid and serve the low to moderate income residents of the community. In this the third year, the city continuously assesses and reviews its policies, procedures and programs in order to improve on the effective and efficient delivery of its grant programs. There is continued need for CDBG funds to fulfill objectives in all the above categories hence no changes are recommended based on Somerville's experiences.

The City pursued all potential resources indicated in the Consolidated Plan by working with developers, non-profits and other government agencies to leverage a variety of funds for affordable housing projects and programs, opportunities for low and moderate income people to become homeowners, assistance to homeless persons, public service programs, job training and education, community development activities directed toward revitalizing neighborhoods and economic development.

While the city intends to continue with the objectives that were defined in the 2018-2022 Consolidate Plan going forward; the city did file a substantial amendment to the program year 2019 annual action plan in order to reprogram available funding for Covid 19 related relief activities. In addition, the amendment also enabled the city to accept the multiple rounds of CV funding provided through the CARES Act. Reprogrammed existing funds were mainly used to support the first round of a small business relief program aimed at supporting micro-enterprises and small businesses shut down or struggling from the impacts of Covid 19.

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

No

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

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## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

As part of the process of administering the HOME programs and activities, the City carries out housing quality standards re-inspections of HOME assisted rental units to determine compliance with housing codes and other applicable regulations. The schedule for inspections is:

1. Every year for Tenant Based Rental assisted units and rental properties containing 25 or more HOME assisted units,
1. Every other year for properties containing from 5 to 24 HOME assisted units, and
1. Every third year for properties containing 4 or fewer HOME assisted units.

In program year 2019-2020, a HUD waiver was issued on April 10th, 2020 suspending the need for HQS inspections for the remainder of calendar year 2020 through 12/31/2020. The table show the number of units inspected through the time of the waiver issuance in April.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

In accordance with the regulations of the HOME Program and in furtherance of the City of Somerville's commitment to non-discrimination and equal housing opportunity, the Office of Strategic Planning and Community Development has established the following policies to affirmatively market units in rental and homebuyer projects containing five (5) or more HOME-assisted housing units (the "Covered Units").

It is the Affirmative Marketing Policy of OSPCD to assure that individuals who normally might not apply for available housing units without special outreach be informed of available units, be encouraged to apply, and have an equal opportunity to rent or own the available housing units being offered.

The Policy covers the following areas:

1. Methods for the Division to use to inform the public, potential tenants and potential owners about federal fair housing laws and affirmative marketing policies and procedures

1. Requirements and practices each Beneficiary of a HOME-funded housing project with Covered Units must follow in order to carry out the Division's Policy.
1. Procedures to be used by Beneficiaries to inform and solicit applications from persons in the housing market area who are not likely to apply for housing without special outreach
1. Records that will be kept describing actions taken by the Division and Beneficiaries to affirmatively market Covered Units and records to assess the results of these actions
1. Description of how the Division shall assess the success of affirmative marketing actions and what corrective actions shall be taken

The City's CHDO and other developers commit to doing affirmative outreach in marketing all HOME-Assisted units. Homeowners participating in the Housing Rehabilitation program with properties containing five or more Home-Assisted rental units are required to affirmatively market these vacant units. In addition, the City's Lead Paint Hazard Program has implemented an affirmative marketing policy when vacant units receive lead abatement work.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

In program year 2019-2020 a total of \$12,322 was expended in program income. The entire amount of program income was expended on the 18-20 multi-family rehab project. The project created two affordable units for two households (one 2 person and one 3 person household). The two households were both in the low to median income range. Additional demographic information available in IDIS.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The City of Somerville is continuously seeking aggressive and innovative approaches to combat the extreme housing affordability challenge facing its residents. In addition to the traditional programs described in the preceding segments the city also continues to implement other separate initiatives including

- Enforcing the City's linkage fee charged to developers building commercial development in the City. The full amount of the linkage fee goes into the City's Affordable Housing Trust Fund.
- Encouraging the City's CHDO to build/provide more rental housing units; launched a

creative partnership with the CHDO on the 100 Homes Program to purchase existing housing and provide affordable rental units through deed restrictions.

- Providing affordable housing to homebuyers at 80% and 110% AMI and rental housing to tenants at 50% and 80% AMI through the application of the City's inclusionary housing ordinance.
- Leveraging the resources of the Community Preservation Committee to achieve joint goals in conjunction with the Somerville Affordable Housing Trust (e.g. 100 Homes)
- Focusing on family-sized housing development, either through new construction or acquisition/rehab efforts.
- Exploring activities and possibly expanding eligibility of Inclusionary rental and homeownership units to assist middle-income households with obtaining housing in Somerville.
- Advancing several initiatives proposed by the Sustainable Neighborhoods Working Group including topics such as the transfer fee, revisions to the condo conversion ordinance, and creating a community land trust have been introduced or passed at either the local or state legislature.

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Name	Total Number Units in the Building / Activity	Required Frequency In Years 1 to 4 = 2nd 5 to 24 = 2nd 25+ = 2nd	# HOME Units	# Units Requiring Inspection 7-1-2019 to 6-30-2020	# Units Inspected July to Dec 2019	# Units Inspected Jan to June 2020	Statement of Habitability Received	Equal Housing Opportunity	Problems Found? If yes, are they resolved?	Percent Inspected
July		0	0		0		✓	✓		
August		0	0		0					
September		0	0		0					
October		0	0		0					
75 Cross Street October	8	2	8		0					
VOA Somerville Veterans October	23 *	2	7	7	7					100.00%
Mystic Waterworks Apts. October	25	1	15		0					
November		0	0		0					
December		0	0		0					
110 Walnut Street December	12	2	6	6	6					100.00%
Kent Street December	40	1	40		0					
33 Bow Street December	18	2	11	11	8					72.73%
Linden Street December	42	1	11		0					
CASCAP Somerville Place December	8	2	5		0					
CAPEN COURT December	95	1	64		0					
St. Polycarp Phase 3 December	31	1	11	11	6					54.55%
18-20 Illinois Avenue August	2	3	2		0					
January		0	0			0				
Richdale Inc/Walnut St Ctr- Jackson Rd Group Home January	5	3	1	1		0				
VNA Lowell Street January	97	1	73			0				
February		0	0			0				
March		0	0			0				
St. Polycarp Phase 2 March	29	1	11	11		0				
April		0	0			0				
Mary's Trust April	8	2	6			0				
VNA Conwell Capen April	97	1	31			0				
Clarendon Hill Towers April	501	1	11			0				
May		0	0			0				
Union Square Apts. May	35	1	11	11		0				
June		0	0			0				
109 Gilman Street June	6	2	5	5		0				
St. Polycarp Phase 1 June	24	2	11	11		0				
Next Step Housing (CDBG)	6	n/a	0			0				
TOTALS			340	74	27	0				36.49%

9 Activities require/d inspections  
74 HOME Units in these Activities  
27 Units were inspected  
36% Inspected

\* VOA Veterans Somerville has 7 HOMEunits, 4 1-BR and 3 2-BR units (top floor) and 16 group home room-units, some with two beds. Total number of beds in the group home is 22. Property is considered to have 29 "units" but in actuality there are only 23 units/bedrooms.

## HQS Inspections through 4-10-2020

## CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

### 1. Recipient Information—All Recipients Complete

CAPER

37

**Basic Grant Information**

Recipient Name	SOMERVILLE
Organizational DUNS Number	076621572
EIN/TIN Number	046001414
Identify the Field Office	BOSTON
Identify CoC(s) in which the recipient or sub recipient(s) will provide ESG assistance	Massachusetts Balance of State CoC

**ESG Contact Name**

Prefix	0
First Name	Alan
Middle Name	0
Last Name	Inacio
Suffix	0
Title	Director of Finance and Administration

**ESG Contact Address**

Street Address 1	93 Highland Avenue
Street Address 2	0
City	Somerville
State	MA
ZIP Code	-
Phone Number	6176256600
Extension	2539
Fax Number	0
Email Address	ainacio@somervillema.gov

**ESG Secondary Contact**

Prefix	Ms
First Name	Elizabeth
Last Name	Twomey
Suffix	0
Title	Compliance Officer
Phone Number	6176256600
Extension	2527
Email Address	etwomey@somervillema.gov

**2. Reporting Period—All Recipients Complete**

Program Year Start Date	07/01/2019
Program Year End Date	06/30/2020



### 3a. Sub recipient Form – Complete one form for each subrecipient

**Subrecipient or Contractor Name:** SOMERVILLE HOMELESS COALITION

**City:** Somerville

**State:** MA

**Zip Code:** 02144, 0006

**DUNS Number:** 847408804

**Is sub recipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 0

**Subrecipient or Contractor Name:** CATHOLIC CHARITIES

**City:** Boston

**State:** MA

**Zip Code:** 02210, 1276

**DUNS Number:** 108851049

**Is sub recipient a victim services provider:** N

**Subrecipient Organization Type:** Faith-Based Organization

**ESG Subgrant or Contract Award Amount:** 0

**Subrecipient or Contractor Name:** RESPOND INC

**City:** SOMERVILLE

**State:** MA

**Zip Code:** 02143,

**DUNS Number:** 121625057

**Is sub recipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 0

## CR-65 - Persons Assisted

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 16 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 17 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 18 – Shelter Information

DRAFT

#### 4d. Street Outreach

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 19 – Household Information for Street Outreach

#### 4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 20 – Household Information for Persons Served with ESG

#### 5. Gender—Complete for All Activities

	Total
Male	0
Female	0
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 21 – Gender Information

## 6. Age—Complete for All Activities

	Total
Under 18	0
18-24	0
25 and over	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 22 – Age Information

## 7. Special Populations Served—Complete for All Activities

Number of Persons in Households				
Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans	0	0	0	0
Victims of Domestic Violence	0	0	0	0
Elderly	0	0	0	0
HIV/AIDS	0	0	0	0
Chronically Homeless	0	0	0	0
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	0	0	0	0
Chronic Substance Abuse	0	0	0	0
Other Disability	0	0	0	0
Total (Unduplicated if possible)	0	0	0	0

Table 23 – Special Population Served

## CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

### 10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	30,000
Total Number of bed-nights provided	27,500
Capacity Utilization	91.67%

Table 24 – Shelter Capacity

### 11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

CoC member engage in consultation to provide an update on the development of performance measures, as well as, other HUD required activities. The CoC works to ensure that all homeless projects, including funded with ESG, are consistent with the vision, principles and recommendations of the Committee to End Homelessness and the Homeless Management Information System operation standards on reporting and program evaluation through HMIS. The data and evaluation working group of the CoC continues to discuss performance outcomes that identify and improve the local homeless system and develop and monitor outcomes and performance of all programs on progress in reducing homelessness. The performance goal of safe and affordable housing has three indicators: Decrease housing burden, reduce number of people entering homelessness and achievement of quick and stable housing.

The ESG program is designed to be the first step in a continuum of assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. Eligible activities under the grant included: Emergency Shelter and Essential Services, Homelessness Prevention, Rapid Re-Housing, HMIS reporting and Administration. The ESG program has achieved its goals and objectives. Funds have been expended. Transition into independent living for some clients has been successful. Clients have been offered follow-up case management services consisting of but not limited to, creating and maintaining accurate budgets, assistance increasing income (e.g. applying for public benefits), connecting to community resources (e.g. food pantries and clothing programs) and other referral driven by the needs and goals of the clients. Client data can be found in section CR-65, populated from SAGE that provides aggregate information from HMIS on the number of recipients assisted with ESG funds through Shelter Services, Homelessness Prevention and Rapid Re-Housing Activities.

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	16,346	34,493	19,520
<b>Subtotal Homelessness Prevention</b>	<b>16,346</b>	<b>34,493</b>	<b>19,520</b>

Table 25 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	32,446	0	5,143
<b>Subtotal Rapid Re-Housing</b>	<b>32,446</b>	<b>0</b>	<b>5,143</b>

Table 26 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Essential Services	0	0	0
Operations	1,597	103,049	63,476
Renovation	0	0	0

Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>1,597</b>	<b>103,049</b>	<b>63,476</b>

Table 27 – ESG Expenditures for Emergency Shelter

#### 11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Street Outreach	0	0	0
HMIS	0	562	6,375
Administration	0	11,280	15,735

Table 28 - Other Grant Expenditures

#### 11e. Total ESG Grant Funds

Total ESG Funds Expended	2017	2018	2019
	50,389	149,384	110,249

Table 29 - Total ESG Funds Expended

#### 11f. Match Source

	2017	2018	2019
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	0	0	0
Private Funds	0	0	0



Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Table 30 - Other Funds Expended on Eligible ESG Activities**

**11g. Total**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
	50,389	149,384	110,249

**Table 31 - Total Amount of Funds Expended on ESG Activities**