

City of Gloucester

**Annual Action Plan PY16
(July 1, 2016 to June 30, 2017)**

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Executive Summary

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

1. Introduction

The City of Gloucester, Massachusetts conducts a five-year community development planning effort—the 2015-2019 Consolidated Plan for the City of Gloucester— and associated annual “Action Plans” in order to develop and enact a strategic plan to address economic development, housing, infrastructure, public facility, and social service needs in the community. A concerted effort was made through public hearings, a survey and consultations to seek citizen input on the community development needs of Gloucester.

An important tool that the City will use to meet the community needs is the Community Development Block Grant (CDBG). The City also receives HOME funding through the North Shore HOME Consortium which was used for a first-time homebuyers program, but will be used for tenant-based rental assistance moving forward. Non-profit agencies in Gloucester also receive funding from the Emergency Shelter Grant and the Continuum of Care. Each of these grant programs is funded through the United States Department of Housing and Urban Development (HUD). This plan seeks to outline how the City will use CDBG funds to address the issues it faces and to achieve the goals of the Consolidated Plan.

The City conducted an extensive analysis on all types of community development needs, ranging from creation of jobs and parks, as well as from housing rehabilitation to homelessness. Along with the analysis of the community development needs, the City developed goals to meet the needs of the community, within the confines of the federal funding regulations.

The Grants Division within the Community Development Department (CD) administers the community development program. The Division completes the necessary reports to remain in compliance. The City is in an “entitlement” category, which means that it does not compete for the CDBG funding. However, several steps must be taken to receive the funding.

First, the City must complete the aforementioned Consolidated Plan, a five-year strategic plan to address community development needs. Assisted by a consultant last year, City staff conducted an extensive analysis of the housing market and community needs in several categories including housing development, job development, homeless services and non-housing community development in the City. Along with the analysis, the staff hosted a number of public hearings and sought out citizen input on the needs of the community. A detailed Needs Assessment and Market Analysis were conducted in 2015 as part of the Consolidated Plan effort; along with citizen input and statistical information, these analyses helped set the priorities the City will work to address with available funds over the five-year period.

The City must complete an annual update of the Consolidated Plan. This document, the 2016 “Annual Action Plan”, is the method the City utilizes to specify which projects and third-party contracts will be used to accomplish the goals identified in the Consolidated Plan. This 2016 Annual Action Plan, to follow, spells out which grants will fund those projects.

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.

The shortage of affordable housing stock In Gloucester is the most critical problem for the City's low-income population. The City's low- and moderate- income population faces a high cost burden, with one-third of all Gloucester households considered cost burdened. The City recognizes this burden and is committed to engaging in a variety of activities that provide its low- and moderate- income population with the opportunities and resources they need to continue to grow and expand their standard of living. Gloucester will continue to implement its Housing Rehabilitation program in Program Year 2016 to help qualified residents improve their homes and, particularly for seniors, reside in their homes for longer periods of time. The program provides safety, energy efficiency and accessibility improvements. Using HOME funds, the City will release an RFP in early PY16 for a tenant-based rental assistance program for local low-income renters.

Gloucester has an extensive network of health, mental health and social service providers. With strategic support of CDBG funding, the City will assist these providers to serve the homeless and non-homeless special needs population. Decreasing resources from other sources for these agencies will dictate that the City will commit the maximum allowable funding for public services in PY16. Services supported include those for seniors, youth, and battered and abused spouses. The CDBG program will also support a food bank, health and mental health services, subsistence payments and housing counseling.

Facility and infrastructure improvements will address community needs to strengthen the urban fabric, serving low- and moderate- income households and the City's target neighborhoods. Upgrades and accessibility improvements will be made to facilities serving the homeless, as well as parks and recreational spaces.

In PY16, the City also plans to increase economic opportunities for local businesses, which will employ low- and moderate- income people. Using CDBG funding, the City will strategically loan businesses capital to realize employment goals and offer technical assistance to businesses. Micro-enterprise loans will be offered to low-income businesses and entrepreneurs. The City will also support job training programs.

3. Evaluation of past performance

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

Gloucester was successful in implementing many of its 2010-2015 Consolidated Plan initiatives. Still, Gloucester low-to-moderate income residents face numerous challenges related to housing affordability and job opportunities, causing the City to continue to strive to meet many of the same goals identified in the past. The City tailors its programs and policies to meet these goals based on evolving community needs and fluctuating program budgets due to shrinking federal appropriations. Previously, the City's goals have been to increase affordable housing, provide economic opportunities, and provide a suitable living environment free from discrimination. These goals remain priorities to the City.

For affordable housing for low- and moderate-income residents, the City has: expanded access to homeownership, prevented displacement, maintained affordability of existing housing, increased the supply of housing, leveraged private investment in affordable housing, and prevented homelessness.

For economic opportunity, the City has: supported the redevelopment of the maritime industry, provided loans for business growth and expansion, remediated environmentally-contaminated commercial properties, provided non-profits with resources for job training, and supported small businesses in commercial districts with youth service projects.

To provide a suitable living environment free from discrimination, the City has: supported social services, improved parks and playgrounds in the target area, and removed barriers to accessibility for those with disabilities.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Gloucester has been following a Citizen Participation Plan that meets the requirements of Section 104(c)(3) of the Housing and Community Development Act of 1974, as amended, during the administration of its Community Development Block Grant (CDBG) program. The City's Citizen Participation Plan, updated prior to the start of PY15, is available for viewing at the City of Gloucester Community Development Department and online.

The plan was developed considering the input of other agencies in the City, including the Gloucester Housing Authority; regional entities, such as the North Shore HOME Consortium; and the previous experience and comments with local non-profits and residents.

The development of this Action Plan was formulated, in part, with input received as part of the citizen participation process and consultations with other entities.

The City of Gloucester, acting through its Community Development Department, conducted two (2) public hearings: an informational hearing on February 4, 2016, regarding the Annual Action Plan to obtain the views and comments of the citizens of Gloucester and to explain the RFP requirements and address any questions and March 3, 2016, to hear presentations on the submitted RFPs and any comments from the public.

The locations of all public hearings were all fully accessible for people with disabilities. Advertisements in the Cape Ann Beacon provided advanced notice of each hearing. Advertisements for both public hearings were published on January 15, 2016. The Public Notice soliciting comments on the Annual Action Plan draft was published in the Cape Ann Beacon on April 8, 2016, with comment period extending until May 9, 2016. All public hearing notices and Plan drafts were also posted on the City website and at the City Clerk's Office.

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.

No formal public comments were received. Copies of public hearing notices and hearing minutes can be found in the Appendix of this document.

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

Not applicable.

7. Summary

This PY16 Annual Action Plan details the City's efforts to address local community development needs for the upcoming program year, Federal Program Year 2016, local Fiscal Year 2017. As stated previously, the City of Gloucester conducted a rigorous Consolidated Plan process in 2015, and produced a document that will guide the City over the five year period. The Needs Assessment and Market Analysis reviewed relative need in the areas of affordable housing, homelessness, special needs and community development. These sections also detailed community assets and market information for Gloucester. The City reached out to the community with a coordinated effort that included a survey, and public hearings at the neighborhood and citywide levels. Extensive consultations with local agencies and others complemented this outreach. Additional public hearings were conducted to capture additional public feedback on local need for this PY16 Annual Action Plan for Year 2 of the 5-Year Consolidated Plan period.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	City of Gloucester	Community Development Department

Table 1 – Responsible Agencies

Narrative

The Grants Division in the Community Development Department administers the Community Development Block Grant (CDBG) program; the Department is responsible for planning and economic development so the program is efficiently incorporated into citywide efforts, which encourages the leveraging of funds and other resources. In addition to CDBG, Community Development staff also administers HOME, the Gloucester Affordable Housing Trust and the Community Preservation Act (CPA) program. HOME funding is provided through the North Shore HOME Consortium. The City also receives a variety of state and federal grants on a competitive basis.

In addition to internal coordination in the Community Development Department, staff members from the Grants Division collaborate with other departments in the City, including the Health Department and the Department of Public Works, to plan and implement health related public service programs, public facility and improvement projects and architectural access improvements.

The success of the public service projects and programs depends on close coordination between the Community Development staff and the service providers. Interaction between staff and CDBG sub-recipients is on a continuing basis, through the submission of quarterly reports and project monitoring. The Grants Division also works closely with the non-profit community in Gloucester to continually assess housing, economic, and community development needs and to allocate funds in a way that addresses these needs.

Finally, the Grants Division holds an active membership in the National Community Development Association (NCDA). Grants Division staff attend conferences and workshops sponsored by NCDA as well as remain up to date on regulatory changes through NCDA communication.

The Community Development Department was assisted in completing its 2015-2019 Consolidated Plan by Dan Cahill and Associates (DCA). This 2016 Annual Action Plan, completed in-house by Grants Division staff, builds upon the comprehensive work completed by DCA in early 2015.

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

1. Introduction

The Community Development Department extended multiple outreach efforts as a platform for its 2015-2019 Consolidated Plan. Detailed consultations complemented public hearings and a community survey. The consultations were with a wide range of residents, local non-profit agencies, business interests, City department staff and other public agencies. These consultations were detailed conversations, often in person, analyzing community needs, programmatic approaches, cooperative efforts and funding priorities and limitations. In preparation of its 2016 Annual Action Plan, the City conducted additional public hearings and outreach to ensure its priorities and goals were current and addressing the local needs identified by the public and local service providers.

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 Community Development Department both supports and leads efforts to enhance coordination for overall community development and, in particular, between public and private housing providers and service organizations. As an example, the High-Risk Task Force is led by the Gloucester Health Department and comprised of representatives from the housing, health and social service agencies serving the Gloucester area. Meetings are held once a month, during which the Task Force focuses on high-risk clients that need a range of services, often times from different agencies or departments.

Cape Ann Resource Exchange is a networking group of human service providers and faith-based organizations in Cape Ann that was begun by Wellspring, Inc. in 2009 with the goal of establishing a shared understanding of available homeless prevention resources. The group is comprised of approximately 30 organizations that meet bi-monthly. Since members each have homeless prevention resources that vary in amount and eligibility requirements, the regular meetings help the providers to better serve the community by pooling and coordinating resources to assist different populations.

The Community Development Department supports the Gloucester Fair Housing Committee. The Analysis of Impediments to Fair Housing for Gloucester was completed in 2013.

The City of Gloucester is part of the North Shore Continuum of Care (NSCoC), which provides a regional network to assist the homeless, near-homeless and formerly homeless with shelter, permanent housing and supportive services. Members collaborate to apply for McKinney-Vento funds and administer the Point-in-Time count of unsheltered homeless.

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.

The North Shore Continuum of Care (NSCoC) includes the City of Gloucester. Wellspring House Inc., Action, Inc., HAWC, and the Gloucester Housing Authority all participate in the Continuum of Care (CoC) efforts to end homelessness. Gloucester homeless providers are represented on each of the five NSCoC committees: Proposal Review, CoC Application, HMIS, CoC Structure and Governance and the Regional Network Leadership Council. The NSCoC addresses chronically homeless individuals and families, families with children, veterans, and unaccompanied youth and persons who were homeless but are now in permanent housing.

The City of Gloucester utilizes Community Preservation funds, Affordable Housing Trust funds and monies from the U.S. Department of Housing and Urban Development with the goals of preventing, treating and ending homelessness through the provision of permanent housing and public services.

The State of Massachusetts has mandated policies for the discharge of youth aging out of foster care, patients exiting health and mental care facilities and offenders exiting the corrections system. The MA Department of Children and Families, MA Department of Public Health, Executive Office of Health and Human Services, MA Department of Mental Health and the MA Interagency Council on Housing and Homelessness collaborate on the discharge planning process. The NSCoC regularly shares discharge planning information and updates from these agencies. Conversations with homeless providers serving Gloucester point to faults in the implementation of these discharge planning policies whereby patients are released from health facilities into homelessness.

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 ESG funds in the CoC region are overseen and distributed through the MA Non-Entitlement Grant program. These funds are used to provide emergency shelter to homeless families and individuals, shelter diversion and rapid re-housing funds for homeless families. The MA Department of Housing and Community Development (DHCD), the ESG recipient in FY12, FY13 and FY14 collaborates with all MA CoCs in determining how these funds should be best allocated. DHCD distributes ESG funds statewide in proportion to need and utilizes HMIS participant data from ESG funded agencies to evaluate performance. The NSCoC participates in meetings lead by DHCD to review this performance data and provide input on program evaluation.

The City of Gloucester is part of the NSCoC. Action, Inc., Gloucester's primary homeless provider, and the Gloucester Housing Authority represent Gloucester on each Continuum of Care Committee,

including the HMIS Committee. The HMIS Committee is responsible for designating and overseeing the work of the HMIS Lead Agency, the City of Peabody. The implementation of a privacy plan, data quality plan, security plan and confidentiality protocols are the responsibility of this Committee. Additionally, the HMIS Committee utilizes HMIS data to evaluate outcomes and measure the performance of the CoC in relation to the CoC's goals. This Committee also ensures overall compliance with HUD and CoC HMIS requirements as well as implements any HMIS directives in accordance with the coordinated assessment system. This Committee is charged with planning and implementing the Point-in-Time count.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	GLOUCESTER HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Gloucester Housing Authority (GHA) is the major provider of assisted housing in the City. The GHA has 602 units of public housing and 632 Housing Choice Vouchers under lease. The GHA has accessible housing units and works to make modifications in housing units when residents have disabilities. The GHA hosted one of the Consolidated Plan public forums, allowing the City opportunity to consult public housing residents directly in 2015. Consultations in preparation for PY16 focused on housing need and the GHA's program offerings. The GHA established and continues to staff the Cape Ann Homeownership Center serving Gloucester residents on homeownership and foreclosure counseling.
2	Agency/Group/Organization	North Shore Home Consortium
	Agency/Group/Organization Type	Housing Other government - Local Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	North Shore Home Consortium is the recipient of approximately two million dollars annually from the Federal Home Investment Partnerships (HOME) program. These funds are then allocated throughout the region to assist in the development of affordable housing. The Consortium was a source of data and general information on new affordable housing development in the region.
3	Agency/Group/Organization	North Shore Continuum of Care
	Agency/Group/Organization Type	Services-homeless Other government - Local Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	North Shore Continuum of Care (NSCoC) is led by the City of Peabody. Gloucester homeless providers represent the City on the NSCoC to provide a network of shelter, permanent housing and supportive services for the homeless and near-homeless. Members collaborate to apply for McKinney-Vento funds from the U.S. Department of Housing and Urban Development. Part of this effort includes the Point-in-Time count and the Housing Inventory Survey, which are completed each year in January. Staff to the NSCoC were consulted to better understand the current goals, policies and data centered on homelessness in Gloucester and the region.

4	Agency/Group/Organization	The Grace Center
	Agency/Group/Organization Type	Services - Housing Services-Persons with HIV/AIDS Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Grace Center is a drop-in center that opened in 2011 to provide homeless individuals a place to go during the day when the local emergency shelter is closed. The Center's mission has been extended to provide supportive services to homeless, near-homeless and low-income individuals. These services include: psychiatric assessments, HIV/AIDS testing, rental, transportation and housing search assistance, benefits case management, nutrition, holistic therapies and life skills education. The Center's location rotates between the community halls of three local churches. The Grace Center was a source on the PY16 needs and characteristics of the near-homeless and homeless population, and consulted with the City on expansion needs in 2016.

5	Agency/Group/Organization	Wellspring House, Inc.
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Wellspring House, Inc. (Wellspring) was established in 1981 to help families and individuals living in poverty through the provision of housing, jobs and education. Wellspring's portfolio of housing includes emergency shelter for families and 11 units of permanent housing. Emergency homeless prevention funding is also provided by the organization. Wellspring administers an adult education program and English proficiency classes; a job training program is available to clients through a partnership with the North Shore Medical Center. DCA consulted Wellspring staff with regards to the needs of imminently homeless and homeless families and individuals in 2015; City staff consulted in PY16 on job training needs for very low-income to address poverty.

6	Agency/Group/Organization	North Shore Health Project
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The North Shore Health Project (NSHP) was founded in 1988 to address the lack of services for persons with HIV/AIDS; in 2006 NSHP also began providing services to persons living with Hepatitis C. The services offered by the NSHP include: case management, education and awareness, testing, support groups, emergency financial housing assistance, nutritional assistance and holistic health care services. The NSHP was a source on the size, characteristics and needs of Gloucester residents living with HIV/AIDS and Hepatitis C.
7	Agency/Group/Organization	The Open Door
	Agency/Group/Organization Type	Services-homeless Services-Health Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Open Door works to alleviate the impact of hunger in Gloucester and surrounding communities. Open Door programs include: a food pantry; regular community meals; Mobile Market, a summer meal and after school supper program for low-income children; Supplemental Nutrition Assistance Program (SNAP)/food assistance; nutritional education and job training. Open Door works closely with community partners, including the Grace Center, Gloucester Public Schools, Action Inc., Wellspring House, the Gloucester Senior Center and the NSHP to provide nutritional assistance to their clients. The Open Door staff provided insight on the needs of near-homeless and low-income households in the City. In PY16, The Open Door will be expanding its hours and meals to Sundays, providing the homeless and other food-insecure Cape Ann residents with a warm place to obtain a meal on weekends.
8	Agency/Group/Organization	Action, Inc.
	Agency/Group/Organization Type	Services-homeless Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Action, Inc., is a non-profit human service organization and the designated Community Action Agency serving primarily the City of Gloucester and the immediate region. The City works with Action on a number of programs, including job creation, housing and services to the homeless. Extensive consultations with the Director and staff focused on the need for housing and social services as well as programmatic approaches to housing rehabilitation, housing development and economic development during Consolidated Plan consultation. The City continues to consult with Action, Inc. regularly on issues pertaining to affordable housing development, and routinely consult to find opportunities to leverage funding between programs (such as Action's Weatherization Program and the City's Housing Rehab Program).
9	Agency/Group/Organization	Healing Abuse Working for Change
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Healing Abuse Working for Change (HAWC) is a regional non-profit serving victims of domestic abuse living in the North Shore. HAWC's Cape Ann office is located in Gloucester. Services provided by HAWC include: a 24-hour emergency hotline, case management, support and safety planning, legal advocacy and support groups. The organization also operates an 8 unit, 18 bed shelter at a confidential location in Massachusetts. Staff at Gloucester's HAWC office provided information on the characteristics, size and needs of victims of domestic violence in Gloucester.

10	Agency/Group/Organization	SENIORCARE, INC.
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	SeniorCare, Inc. provides and coordinates services to elders. Consultations conducted in 2015 concerned senior needs (services and housing) for the ConPlan period and on an annual basis. Consultation with SeniorCare has generated a clearer pathway for referrals between the City's housing programs, the Health Department, and the agency to date.
11	Agency/Group/Organization	Cape Ann Social Club
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Cape Ann Social Club is a peer-run community based educational and recreational program for emotionally-challenged adults. Consultations in 2015 concerned mental health and service availability for disabled adults. Social Club did not respond to the City's RFP for social services in 2016.
12	Agency/Group/Organization	North Shore Workforce Investment Board
	Agency/Group/Organization Type	Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	North Shore Workforce Investment Board (WIB) provides workforce training, information on job opportunities and counseling to Gloucester residents. The WIB has a satellite office in Gloucester. Consultation with the WIB concerned workforce development needs over the ConPlan period.
13	Agency/Group/Organization	Seaport Gloucester
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Seaport Gloucester helps to provide tourism and hospitality businesses in Gloucester with marketing material. Consultation with the organization concerned economic development needs. In PY2016, this organization will be melded with the Gloucester Tourism Commission to create one organization: Discover Gloucester. This new tourism board will be staffed with a member of the City's Community Development Department, providing opportunity for future economic development coordination annually during the 2015-2019 period.
14	Agency/Group/Organization	Gloucester Tourism Commission
	Agency/Group/Organization Type	Other government - Local Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Gloucester Tourism Commission (Commission) is focused on marketing hospitality businesses to the region and beyond. The Commission has a direct link to the City as the Mayor appoints members. Consultation with the Commission concerned economic development and workforce development. In PY2016, this organization will be melded with Seaport Gloucester to create one organization: Discover Gloucester. This new tourism board will be staffed with a member of the City's Community Development Department, providing opportunity for future economic development coordination.
15	Agency/Group/Organization	Cape Anne Chamber of Commerce
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Cape Ann Chamber of Commerce (Chamber) is a business membership organization that organizes and represents businesses in Gloucester. The Chamber often hosts economic development forums. Recent consultation with the Chamber concerned economic development and workforce housing needs.
16	Agency/Group/Organization	Gloucester Health Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis Lead-based Paint Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Gloucester Health Department educates the community on lead based paint hazards. The Department also maintains data on the number of Hepatitis C cases in the City. Consultation concerned the Department concerned lead based poisoning educational efforts and the City's Hepatitis C population. The Community Development Department and Health Department will routinely coordinate and collaborate on lead-based paint strategy through PY16 through implementation of its 2015-2018 Lead Hazard Control Grant from HUD's Office of Lead Hazard Control and Healthy Homes.
17	Agency/Group/Organization	Massachusetts Department of Health and Human Services
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Massachusetts Department of Health and Human Services maintains HIV/AIDS surveillance data. Consultation with the HIV/AIDS Surveillance Program concerned the number of persons with HIV/AIDS in Gloucester. Accurate data provided opportunity for improved analysis of local need (HIV/AIDS population).
18	Agency/Group/Organization	Addison Gilbert Hospital
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with Department of Care Coordination staff person. Impact of discharges considered for coordination efforts with Gloucester's High Risk Task Force. The High Risk Task Force meets regularly throughout the program year.

19	Agency/Group/Organization	Town of Ipswich
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town was contacted in 2015, their input on regional community development needs solicited. For regional and state issues relative to the Consolidated Plan or Action Plan, Gloucester would expect to work with the adjacent Towns and the State.
20	Agency/Group/Organization	Town of Rockport
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town was contacted, their input solicited. For regional and state issues relative to the Consolidated Plan or Action Plan, Gloucester would expect to work with the adjacent Towns and the State.
21	Agency/Group/Organization	Town of Manchester-by-the-Sea
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town was contacted, their input solicited. For regional and state issues relative to the Consolidated Plan and Action Plan, Gloucester would expect to work with the adjacent Towns and the State.

22	Agency/Group/Organization	Town of Essex
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town was contacted, their input solicited. For regional and state issues relative to the Consolidated Plan or Action Plan, Gloucester would expect to work with the adjacent Towns and the State.
23	Agency/Group/Organization	MASSACHUSETTS DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department was contacted in 2015, their input on community development needs solicited. For regional and state issues relative to the Consolidated Plan or Action Plans, Gloucester would expect to work with the adjacent Towns and the State. Through recent consultation and collaboration with DHCD, the City received a Planning Assistance Towards Housing (PATH) grant to finance a Housing Production Plan. The findings of this Housing Production Plan will inform the City's community development, fair housing, and housing development strategies throughout PY16 and the remainder of the ConPlan 2015-2019 period.
24	Agency/Group/Organization	NORTH SHORE COMMUNITY ACTION PROGRAMS, INC.
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The North Shore Community Action Program was consulted in regards to services for people with HIV/AIDS. NSCAP receives HOPWA funding through HUD and HOME funds through the North Shore HOME Consortium, and offers programs to Gloucester residents through their regional office. While Action, Inc.'s QUEST Program provides supportive housing to Gloucester's HIV/AIDS population, NSCAP offers additional services, such as legal advocacy, eviction counseling, tenant-based rental assistance (through the HOME Consortium of which Gloucester is a member), and self-sufficiency assistance (financial assistance for medical and nutritional services). The majority of Gloucester clients are referred to NSCAP through the North Shore Health Project, local medical providers, and Action. Long waiting lists for services, housing, and rental assistance indicate that outreach and coordination between agencies and providers is successful, but that additional support for programs for people with HIV/AIDS from the City and Consortium may be warranted if annual federal allocations continue to decline. Consultation is ongoing throughout the year between NSCAP and the City through the North Shore Health Project. In PY2016, NSCAP is receiving a funding award from the HOME Consortium for tenant-based rental assistance to serve the Consortium member communities (including Gloucester).</p>
25	<p>Agency/Group/Organization</p>	<p>METROPOLITAN AREA PLANNING COUNCIL</p>
	<p>Agency/Group/Organization Type</p>	<p>Regional organization Planning organization</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Market Analysis Economic Development Fair Housing</p>

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Metropolitan Area Planning Council (MAPC) is the regional planning agency serving the 101 cities and towns of Metro Boston. Their mission as a quasi-state planning agency is to promote smart growth and regional collaboration. The City is a participant in MAPC's MetroFuture planning initiative, which guides regional transportation, housing, and economic development. MetroFuture is recognized by HUD as a "Sustainable Communities" initiative, which allows the City to access planning funding and receive bonus points when applying for HUD grants (such as the Lead Hazard Control grant). MetroFuture's goals include "sound municipal management, sustainable land use, protection of natural resources, efficient and affordable transportation, a diverse housing stock, public safety, economic development, clean energy, healthy communities, an informed public, and equity and opportunity among people of all backgrounds" in the Metro Boston area. Community Development staff participate as members of the North Shore Task Force, a local MAPC-sponsored task force that addresses North Shore transportation planning, land conservation, and housing issues, which helps communities to better coordinate and collaborate their planning efforts beyond political boundaries. The City also regularly consults with MAPC on fair housing issues (accessing their "Fair Housing Toolkit" and fair housing services to participant communities) and affordable housing development strategies. MAPC is currently consulting with the City on the completion of a 2016 "Housing Production Plan"; a plan to increase the local supply of affordable housing.</p>
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26	Agency/Group/Organization	The Fair Housing Center of Greater Boston
	Agency/Group/Organization Type	Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Gloucester consulted with the Fair Housing Center of Greater Boston to improve coordination on fair housing issues. The Fair Housing Center is the primary fair housing service provider in metro Boston aside from the Attorney General, Massachusetts Commission Against Discrimination, and HUD. The Fair Housing Center provides training, educational services, outreach, and testing to prevent or identify fair housing violations, and case advocacy when discrimination is suspected. The City provides direct referrals to The Fair Housing Center when residents suspect that they have been discriminated against. The City also provides current outreach materials and web-links to the Fair Housing Center on its website and in its offices for residents.

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

Not applicable.

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	City of Peabody	Goal to prevent, treat and end homelessness through the provision of shelter, permanent housing and supportive services.
2014 Gloucester Municipal Harbor Plan	City of Gloucester	Job creation through economic development, particularly maritime trades/industry and hospitality industry. For PY16, this Plan informed the City's decision to fund microenterprise loans to assist low-income waterfront micro-business owners in addition to its traditional Special Economic Development lending program.
Community Development Plan, City of Gloucester	City of Gloucester	Policy initiatives for housing, including affordable housing and senior housing.
Open Space and Recreation Plan (2010)	City of Gloucester	Identification of priority park and open space improvements.
Consolidated Plan, 2010-2014	North Shore HOME Consortium	Priority for affordable housing, reduce homelessness, preserve existing housing stock.
Economic Development Assessment	U.S. Economic Development Administration	Identify opportunities for economic resiliency, provide collaborative technical assistance, understand federal resources.
Railroad Avenue Study	Metropolitan Area Planning Council (MAPC)	Market analysis, identify housing and economic development opportunities for downtown.
Five Year Plan	Action, Inc.	Programs to address housing and social service needs of low income residents of region, in particular, the homeless.
Five Year and Annual Plan	Gloucester Housing Authority	The Gloucester Housing Authority works to provide accessible, assisted and affordable housing, advance homeownership and reduce homelessness.
Community Health Needs Assessment	Lahey Health, owner of Addison Gilbert Hospital	Health needs and goals, including use of parks and open space to decrease obesity.
Fair Housing Toolkit	Metropolitan Area Planning Council (MAPC)	The Fair Housing Toolkit brings together available resources (data, fair housing state and federal case law and requirements, and civic engagement strategies) to assist municipalities to develop plan to affirmatively further fair housing.

Table 3 - Other local / regional / federal planning efforts

Narrative

The North Shore Home Consortium allocates approximately two million dollars of HOME funding to all 30 communities in the region to assist in the development of affordable housing. Gloucester participates as a member community to set policy for allocation and work with all member communities for affordable housing on a regional basis. Gloucester has used its HOME funding for homeownership assistance, and will be utilizing its PY2016 HOME funds for Tenant-Based Rental Assistance. The decision to move to TBRA was based on regional consultation and analysis of need during the Strategic Planning process; the overwhelming response to a regional needs analysis was the need for affordable rental housing for the low and moderate income. This change was also supported by a 2015 survey conducted by the City as part of its Consolidated Plan outreach.

Cape Ann Resource Exchange, the regional networking group of human service providers and faith-based organizations in the Gloucester region, provides a platform for exchange of information and service coordination for private and public entities. The group focuses on homeless prevention. Consultation between the City and group members is ongoing.

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

Outreach and transparency in the development and implementation of the CDBG and HOME program is a priority for Gloucester. The City's Citizen Participation Plan was updated during the development of the 2015-2019 Consolidated Plan. A total of five public hearings were held throughout the Consolidated Planning process. Three public hearings were hosted by the Community Development Department to assess the housing, homelessness, economic development, public facility and public service needs of Gloucester's low-income residents. Two additional formal public hearings were held in February 2015 and March 2015 (at the Sawyer Free Library), to explain the process behind the Consolidated Plan and present the draft for comment. A web and hard copy survey was also distributed to engage the public; a total of The City received 297 survey responses; yielding a measurable data set to help inform Gloucester's goal-setting for the Consolidated Plan and associated Action Plans.

The PY2016 Annual Action Plan citizen participation process built upon the public process mentioned above by provided additional opportunities for the public and stakeholders to engage in dialogue regarding community development goals and funding priorities in the 2016 Program Year. The City of Gloucester, acting through its Community Development Department, conducted two (2) public hearings; an informational hearing on February 4, 2016, regarding the Annual Action Plan to obtain the views and comments of the citizens of Gloucester and to explain the RFP requirements and address any questions and on March 3, 2016, to hear the presentations on behalf of the submitted RFPs.

The locations of all public hearings were all fully accessible for people with disabilities. Advertisements in the Cape Ann Beacon newspaper provided advanced notice of each hearing. Advertisements for the public hearings were published on January 15, 2016. All public hearing notices were also posted on the City website. The Public Notice soliciting comments on the Annual Action Plan draft was published in the Cape Ann Beacon on April 8, 2016, with comment period extending until May 9, 2016.

A link to the Consolidated Plan and PY2016 Annual Action Plan are on the City's website and hard copies of the 2016 Action Plan were made available at the City Hall Annex, City Clerk's Office, and the Sawyer Free Library for the open comment period. The City encourages participation of all its citizens, including minorities and non-English speaking minorities as well as persons with disabilities. For instance, the City publishes notices in Spanish and Portuguese and will provide translation services for people who are not English speaking.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/Attendance	Summary of Comments	Summary of Comments Not Accepted and	URL
1	Public hearing	Non-targeted/broad community	A total of eight (8) members of the public attending the initial public hearing held on February 4, 2016 for the 2016 Annual Action Plan. Attendees represented a variety of local social service and housing organizations. City staff provided information on the Request for Proposals process, CDBG regulations and sub-recipient obligations, and solicited public comment on proposed goals and funding priorities established for the Consolidated Plan period and 2016 Program Year.	No formal comments received.	Not applicable.	http://www.gloucester-ma.gov/ArchiveCenter/ViewFile/Item/5530
2	Public hearing	Non-targeted/broad community	A total of twenty-three (23) members of the public attending the second public hearing held on March 3, 2016 for the 2016 Annual Action Plan. Attendees represented a variety of local social service and housing organizations. Applicants for 2016 CDBG funding were given the opportunity to make a presentation on behalf of their organization's proposal. Public comments and questions were welcomed on all proposals.	No formal comments received.	Not applicable.	http://www.gloucester-ma.gov/ArchiveCenter/ViewFile/Item/5756
3	Newspaper	Non-English Speaking - Specify other language: Portuguese & Spanish ; Non-targeted/broad community	Notices for hearings, above, were published in English, Portuguese & Spanish in the Cape Ann Beacon. The Public Notice soliciting comments on the Annual Action Plan draft was published in the Cape Ann Beacon on April 8, 2016, with comment period extending until May 9, 2016.	None received.	Not applicable.	n/a

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Gloucester has been awarded \$608,765 in funding from HUD for PY2016. This represents a 1.5% decrease in allocation from PY15. The City anticipates an additional \$11,250 in program income receipts prior to the start of the program year, and will reprogram \$403,844 in prior year resources towards 2016 projects. The significant balance of prior year resources resulted from a decrease in the scope of a streetscape project. Funds will be reprogrammed to be used for economic development and housing rehabilitation activities in 2016. Public services will receive \$102,565 in funding, the maximum available under the 15% cap. The balance of funds will support public infrastructure and accessibility improvements in local facilities.

The City gives special funding consideration during the RFP process towards projects that leverage multiple funding sources and serve identified high-priority needs in the community. Social services funded by CDBG in PY16, for example, will leverage a total of \$1.16M in match from other sources (such as private donations and foundations), and address needs such as food insecurity, homelessness, and employment.

In PY16, the City will receive additional noteworthy federal, state, and local resources that can be used to further the goals of the City's ConPlan. The City received a \$1.28M Lead-Based Paint Hazard Control Grant award from HUD in late 2015, which will allow the City to leverage CDBG Housing Rehabilitation funds as match to improve the safety, affordability, and availability of rental and ownership housing for the low-income. The City also received a substantial Economic Development Administration grant for local infrastructure improvements to support business growth. A description of other local, private, and state funds available for community development in Gloucester follows.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	608,765	11,250	403,844	1,023,859	1,913,799	CDBG resources will fund a variety of projects, including: housing rehabilitation, economic development, public facility and infrastructure improvements, public services and accessibility improvements for persons with disabilities.

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

The City's residents will benefit from HOME, Public Housing and Continuum of Care financial resources in the 2016 Program Year. These funds assist the municipality's residents, but are not administered by the City of Gloucester directly.

HOME funds: \$60,160 in set-aside funds from the North Shore HOME Consortium for City of Gloucester use. The City will use these funds to supplement a local Tenant-Based Rental Assistance (TBRA) program through a local service provider. Local municipalities and developers can also apply for North Shore HOME Consortium competitive pool funds (approximately \$1.7M in PY16).

CDBG funds for homeless facilities assist Action, Inc. to leverage Continuum of Care funds. Action, Inc. receives McKinney-Vento funds through the North Shore Continuum of Care. Action, Inc. was awarded \$293,955 in HUD funds for homeless programs. It is expected that Action, Inc. will receive an additional \$1,132,548 in McKinney-Vento funds during the ConPlan period.

In PY16, the Gloucester Housing Authority (GHA) will receive \$116,165 in Capital Improvement funds. It is expected that the GHA will receive an up to \$420,000 in Capital Improvement Funds during the City's 2015-2019 ConPlan period. This resource supports the City's priority to increase accessibility of housing for people with disabilities.

Local funding sources such as the Community Preservation Act (CPA) funds and Gloucester Affordable Housing Trust (AHT) funds support the City's priority to provide affordable housing for low- and moderate-income residents. Currently, there is \$244,000 in Gloucester's AHT funds. The City expects a total of \$1,575,000 in CPA funds to be allocated to the City between 2015-2019. The Gloucester Community Preservation Act dictates that between a minimum of 10% and a maximum of 80% of the annual CPA funds received must be spent on affordable housing, historic preservation or public open space. The allocation within the minimum and maximum limits between activities is at the City's discretion with the decision on the how much of the CPA funds are spent on each category made by the citizen Community Preservation Committee. In recent years, the Committee has required at least 10% of the annual CPA funding be set-aside specifically for affordable housing projects. At the start of PY16, the City has a "set-aside" CPA account balance of \$355,498 that can be dedicated to affordable housing projects. CDBG funds also leverage CPA funds to improve the accessibility of parks and recreational spaces for people with disabilities. In PY16, the City expects to receive up to an additional \$250,000 in grants earmarked for the improvement of parks, recreational spaces, and conservation of land from the Commonwealth of Massachusetts and National Park Service. Award decisions are pending.

The City of Gloucester receives approximately \$670,000 each year in Chapter 90 funds from the Commonwealth of Massachusetts. It is expected that a total of \$3,250,000 in Chapter 90 funds will be allocated to the City during the Consolidated Plan period. These funds are used to address aging public infrastructure through sidewalk and street improvements, including accessibility improvements. Additionally, the City recently received a grant in the amount of \$555,500 from the Economic Development Administration. These funds will be utilized for infrastructure improvements at Blackburn Industrial Park, and will be matched with \$555,500 in local City funds.

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

In PY16, the City will be providing funding for improvements at the Stage Fort Park Visitor's Center, which is a public facility that serves local recreators, tourists, and park visitors as an information center, gathering space, and public restroom. This facility will be made ADA-accessible, which will help to address the accessibility needs of Gloucester's disabled population.

Gloucester City Hall will also receive funding for ADA accessibility improvements. The historic building currently does not comply with ADA requirements, which greatly hinders the disabled from accessing municipal services and attending public events. In PY16, a portion of City Hall property will be re-graded and devoted to accessible handicap parking spaces.

Discussion

In PY16, the City of Gloucester will complete its Housing Production Plan. This Plan, funded by a Massachusetts Department of Housing and Community Development (DHCD) Planning Assistance Towards Housing Grant (\$15,000) and District Level Technical Assistance funds (\$5,000), will be completed during the start of PY16 by the Metropolitan Area Planning Council. The goal of municipal Housing Production Plan is to develop a strategy to help maintain and increase affordable housing opportunities within Gloucester. MAPC is developing a Housing Production Plan consisting of four main parts: a housing needs and demand assessment, development constraints, housing goals, and implementation strategies. These strategies include the modification of current zoning in order to encourage affordable housing, the identification of specific sites for which the municipality will encourage the development of affordable housing, and the commitment of the municipality to issue RFPs to develop affordable housing on municipally-owned parcels or with local financial resources (such as Affordable Housing Trust funds or HUD funds). This Housing Production Plan is, and will, provide additional strategies to meet the goals and needs identified through the ConPlan, this Annual Action Plan process, as well as future Action Plans.

The Needs Assessment and Market Analysis sections of the Gloucester Consolidated Plan conclude that Gloucester needs additional quality, affordable rental units. The current economic climate has increased the number of households looking for rental units, lowering the rental vacancy rate and making it difficult for these households to find housing that suits their income and household size. Response's to the City's 2015 Citizen Participation Survey identified affordable, rental housing as a high priority, which was echoed by feedback from local service providers and housing agencies during the two PY16 Public Hearings.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Residential Rehabilitation	2015	2019	Affordable Housing	Citywide	Affordable housing for low/mod-income residents	CDBG: \$280,000	Rental units rehabilitated: 5 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit
2	Assistance to local businesses & job creation	2015	2019	Non-Housing Community Development	Citywide	Provision of local economic opportunities	CDBG: \$243,000	Jobs created/retained: 6 Jobs Businesses assisted: 5 Businesses Assisted
3	Public facility improvements	2015	2019	Homeless Non-Homeless Special Needs	Community Development Target Neighborhood Citywide	Provision of public facilities and infrastructure Accessibility of public facilities/infrastructure	CDBG: \$96,366	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3519 Persons Assisted
4	Public infrastructure improvements	2015	2019	Non-Housing Community Development	Citywide	Provision of public facilities and infrastructure Accessibility of public facilities/infrastructure	CDBG: \$180,175	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3369 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Basic services	2015	2019	Homeless Non-Homeless Special Needs	Citywide	Coordination & provision of public services	CDBG: \$65,565	Public service activities other than Low/Moderate Income Housing Benefit: 4871 Persons Assisted
6	Services for victims of domestic violence	2015	2019	Homeless Non-Homeless Special Needs	Citywide	Coordination & provision of public services	CDBG: \$5,000	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted
7	Employment training	2015	2019	Non-Housing Community Development	Citywide	Coordination & provision of public services	CDBG: \$7,000	Public service activities other than Low/Moderate Income Housing Benefit: 40 Persons Assisted
8	Health Services	2015	2019	Homeless Non-Homeless Special Needs	Citywide	Coordination & provision of public services	CDBG: \$15,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
9	Housing Services	2015	2019	Homeless Non-Homeless Special Needs	Citywide	Coordination & provision of public services	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted Homelessness Prevention: 10 Persons Assisted

Table 6 - Goals Summary

Goal Descriptions

1	Goal Name	Residential Rehabilitation
	Goal Description	Rehabilitation of Gloucester's aging housing stock is needed to preserve and maintain safety and affordability of local rental and homeownership housing.
2	Goal Name	Assistance to local businesses & job creation
	Goal Description	Funding for City of Gloucester economic development initiatives to assist in business expansion and job creation for the low-income. Initiatives include micro-enterprise loans to benefit low income entrepreneurs and small business owners; special economic development activities (Gloucester Small Business Loan Program) to assist businesses to create or retain jobs, and job training programs to assist low-income residents to obtain jobs in growing local fields like home health care and medical services.
3	Goal Name	Public facility improvements
	Goal Description	Improvements to public facilities are needed to better serve low/moderate income target areas, low-income clientele (such as the homeless), and the City's disabled populations.
4	Goal Name	Public infrastructure improvements
	Goal Description	Improvements to public infrastructure in community development target areas and to remove architectural barriers for the disabled population city-wide.
5	Goal Name	Basic services
	Goal Description	The goal of provision of basic services refers to the assistance needed for extremely low-income citizens to meet basic household and family needs (such as food and housing). The City endeavors to provide as much assistance as possible to ensure struggling families do not go hungry, lack childcare, or fall behind in their education attainment. Programs to support these goals include food pantries, summer literacy and childcare programs, and youth employment programs.
6	Goal Name	Services for victims of domestic violence
	Goal Description	Annual goal to provide services (case management, legal advocacy, housing placement) to victims of domestic violence.
7	Goal Name	Employment training
	Goal Description	Educational program for low-income, unemployed, or underemployed adults who lack the educational credentials, training, and skills to be competitive in the job market.
8	Goal Name	Health Services
	Goal Description	Case management and health services are a need for Gloucester's extremely low-income populations. The City will fund case management services for the homeless and people in crisis to meet this goal.
9	Goal Name	Housing Services
	Goal Description	Gloucester residents require a variety of housing services to remain stably-housed as local housing costs continue to rise. Foreclosure and housing counseling services, as well as rental assistance, are necessary to help reach the goal of assisting the low-income to find and retain affordable housing and prevent homelessness.

Table 7 – Goal Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

The projects funded in the PY 2016 Annual Action Plan meet the needs of low- and moderate-income individuals and households. Public facility and infrastructure improvements will include ADA-accessibility improvements to Gloucester City Hall and Stage Fort Park Visitor's Center to assist Gloucester's disabled population, as well as the construction and improvement of community gardens in a Community Development Target Neighborhood. Public service activities comprise 15% of Gloucester's CDBG grant for 2016 and are designed to serve low- and moderate-income individuals and families with housing counseling, rental assistance, nutrition, employment opportunities, case management and advocacy services. Economic development activities include support for Action, Inc.'s Home Health Aide program, as well as Wellspring House's MediClerk program. CDBG funds will provide low-income individuals with job training, direct placement and retention as home health aides and medical clerks with local home healthcare companies and hospitals. The City will continue to administer the Housing Rehabilitation program to address safety, health and code violations for low-income households in multi- and single-family residences.

#	Project Name
1	Administration and Planning
2	Housing Rehabilitation Single
3	Housing Rehabilitation Multi
4	Economic Development
5	Public Facilities and Infrastructure
6	Public Services

Table 8 – Project Information

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

The majority of Gloucester's projects, including public service, economic development, public facility and public infrastructure activities, are selected through a competitive Request for Proposals (RFP) process. All of the CDBG projects and programs funded in PY2016 were chosen because they address the high priority needs identified by the City through the most recent Needs Assessment. The greatest obstacle to meeting underserved needs is insufficient funds. Projects selected for CDBG funding were chosen because of the project applicant's ability to serve the greatest number of low-income residents.

AP-38 Project Summary

Project Summary Information

1	Project Name	Administration and Planning
	Target Area	Community Development Target Neighborhood Citywide
	Goals Supported	Residential Rehabilitation Assistance to local businesses & job creation Public facility improvements Public infrastructure improvements Basic services Services for victims of domestic violence Employment training Health Services Housing Services
	Needs Addressed	Affordable housing for low/mod-income residents Provision of local economic opportunities Provision of public facilities and infrastructure Coordination & provision of public services Accessibility of public facilities/infrastructure
	Funding	CDBG: \$121,753
	Description	General management, oversight, and coordination of the City's Community Development Block Grant Program.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable.
	Location Description	Not applicable.
	Planned Activities	See Description.
2	Project Name	Housing Rehabilitation Single
	Target Area	Citywide
	Goals Supported	Residential Rehabilitation
	Needs Addressed	Affordable housing for low/mod-income residents
	Funding	CDBG: \$140,000
	Description	Housing rehabilitation of single-family homes in Gloucester to address safety, health, and code violations.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	An estimated five or more households will receive deferred payment, 0% housing rehabilitation loans under this program.
	Location Description	Addresses of income-qualified residents city-wide.
	Planned Activities	Housing Rehabilitation Loan Program. City offers deferred payment, 0% interest loans to income-qualified homeowners seeking emergency housing repairs, correction of code violations, and energy efficiency improvements.
3	Project Name	Housing Rehabilitation Multi
	Target Area	Citywide
	Goals Supported	Residential Rehabilitation
	Needs Addressed	Affordable housing for low/mod-income residents
	Funding	CDBG: \$140,000
	Description	Housing rehabilitation improvements in multi-family homes to address safety, health, and code violations in owner-occupied and multi-family rental units and condominiums.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated five or more properties containing rental units will be assisted under this project through proposed rehabilitation activities.
	Location Description	Income-eligible multi-family properties city-wide.
	Planned Activities	Housing Rehabilitation Program. Deferred payment, 0% interest loans for improvements in multi-family homes to address safety, health, and code violations in owner-occupied and multi-family rental units and condominiums. Assisted rental units will be "Affordability Restricted" through deed restriction for a period of 15 years to preserve the affordability of local rental housing.
4	Project Name	Economic Development
	Target Area	Citywide
	Goals Supported	Assistance to local businesses & job creation
	Needs Addressed	Provision of local economic opportunities
	Funding	CDBG: \$243,000
	Description	Funds will provide technical assistance and direct assistance to local businesses, micro-enterprise assistance, and job training to low-income individuals for vacancies at local healthcare providers.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	The City expects to offer \$150,000 in low-interest business loans to two (2) for-profit companies for the purposes of job creation and retention for low/moderate income employees under its Small Business Loan Program. The City will also assist three (3) micro-enterprises (\$45,000) with low-interest loans, and two businesses with job training programs facilitated by local non-profits. The City anticipates benefiting a minimum of 1 low/moderate persons per \$35,000 expended on economic development activities to meet public benefit requirements. Therefore, six (6) full-time equivalent jobs at minimum will be required, and a minimum of five (5) businesses assisted.
	Location Description	Loan program will be administered through the Community Development Department, 3 Pond Road, Gloucester, MA 01930. Job training programs will be offered through Action, Inc., 180 Main Street, Gloucester, MA 01930; & Wellspring House, Inc., 302 Essex Avenue, Gloucester, MA 01930.
	Planned Activities	Planned activities include special economic development and micro-enterprise low-interest loan programs to for-profit businesses in Gloucester. Two local non-profits, Action, Inc. and Wellspring House, will be funded to provide job training programs for low-income clients in the fields of medical billing and home health. Training program graduates will be hired by partner for-profits to fill employment vacancies.
5	Project Name	Public Facilities and Infrastructure
	Target Area	Community Development Target Neighborhood Citywide
	Goals Supported	Public facility improvements Public infrastructure improvements
	Needs Addressed	Provision of public facilities and infrastructure
	Funding	CDBG: \$276,541
	Description	Improvements to streets, parking, sidewalks, parks, playgrounds, and community gardens.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 6,888 individuals will benefit from these proposed activities at widely used public facilities. The disabled adult population of Gloucester (3,369 individuals) will benefit from removal of architectural barriers. A low/moderate income clientele (50 individuals; 16 families) will benefit from access to a new public garden, and an estimated 100 chronically homeless individuals will benefit from improvements to a church that functions as a day shelter.
	Location Description	City Hall Parking Area ADA Improvements, 9 Dale Avenue, Gloucester, MA 01930 Stage Fort Park Visitor's Center ADA Improvements, 24 Hough Avenue, Gloucester, MA 01930 Backyard Growers Garden Construction, Burnham's Field Park, Gloucester, MA 01930 Unitarian Universalist Church Kitchen Improvements, 10 Church Street, Gloucester, MA 01930

	Planned Activities	<p>City Hall Parking Area ADA Improvements: \$180,175 removal of architectural barriers and construction of handicapped parking on 9 Dale Avenue.</p> <p>Stage Fort Park Visitor's Center ADA Improvements: \$24,200 removal of architectural barriers and rehabilitation of public restrooms for ADA compliance at Stage Fort Park.</p> <p>Backyard Growers Garden Construction: \$8,000 construction of a public garden for use by target area neighborhood low/mod residents.</p> <p>Unitarian Universalist Church Kitchen Improvements: \$64,166 kitchen renovation at facility utilized as day shelter to the homeless.</p>
6	Project Name	Public Services
	Target Area	Citywide
	Goals Supported	<p>Basic services</p> <p>Services for victims of domestic violence</p> <p>Employment training</p> <p>Health Services</p> <p>Housing Services</p>
	Needs Addressed	Coordination & provision of public services
	Funding	CDBG: \$102,565
	Description	Provision of public services, including youth employment programs, nutrition programs, housing counseling, subsistence payments for housing, health and case management programs for the homeless and victims of domestic violence, and job training programs.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Public services will address a minimum of 51% low/moderate income households. Many programs will benefit extremely low-income and presumed benefit groups, such as the homeless. The expected beneficiary count for all public service programs is 5,471 low/moderate income persons.
	Location Description	<p>Cape Ann Interfaith Commission: 48 Middle Street, Gloucester, MA 01930</p> <p>Gloucester Housing Authority: 259 Washington Street, Gloucester, MA 01930</p> <p>The Grace Center: 70 Middle Street, Gloucester MA 01930</p> <p>Healing Abuse Working for Change (HAWC) Domestic Violence: 180 Main Street, Gloucester, MA 02930</p> <p>The Open Door: 28 Emerson Avenue, Gloucester, MA 01930</p> <p>Wellspring House, Inc.: 302 Essex Street, Gloucester, MA 01930</p> <p>Cape Ann YMCA: 71 Middle Street, Gloucester, MA 01930</p> <p>Gloucester Education Foundation/Gloucester Public School District: 2 Blackburn Drive, Gloucester, MA 01930</p> <p>Cape Ann Art Haven: 11 Pleasant Street, Gloucester, MA 01930</p> <p>Pathways for Children: 29 Emerson Avenue, Gloucester, MA 01930</p>

<p>Planned Activities</p>	<p>Cape Ann Interfaith Commission Homes Fund: \$5,000 as subsistence payments (temporary rental assistance) for homeless or imminently homeless persons.</p> <p>Gloucester Housing Authority Cape Ann Homeownership Center: \$5,000 for pre- and post-purchase and foreclosure prevention housing counseling services.</p> <p>The Grace Center Case Management Services: \$15,000 for case management, health, and day shelter services for homeless and persons in crisis.</p> <p>Healing Abuse Working for Change (HAWC) Domestic Violence Crisis Intervention and Prevention Program: \$5,000 for case management and legal advocacy for victims of domestic violence.</p> <p>The Open Door Food Pantry: \$10,000 for expanded food pantry operations.</p> <p>Wellspring House, Inc.: Adult Learning Initiative Program: \$7,000 for adult education and job skills program.</p> <p>Cape Ann YMCA Youth Employment Program-\$25,000 for YMCA's Clean Team Youth Employment Program, YMCA provides job skills training and summer employment for teens.</p> <p>Gloucester Education Foundation/Gloucester Public School District Summer Literacy Program: \$12,000 for summer literacy day camp program for low/moderate income Gloucester students. Partnership with YMCA will allow students to attend a recreational camp for second half of day.</p> <p>Cape Ann Art Haven Teen Artists Guild: \$7,000 for teen employment program. Teens are trained in design field and employed on various design and art projects throughout the summer.</p> <p>Pathways for Children School Age Care After School/Out of School Time Program: \$10,000 for after-school programming and care for low/moderate income children.</p> <p>Project Delivery: \$1,565 for staff costs for monitoring public services.</p>
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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

There is no large concentration of minority or low-income populations in the City, nor are there any Census Tracts where more than 50% of residents are low or moderate income. Therefore, the City has identified a target area that includes the highest percentage of low- and moderate- income residents in Gloucester, which qualify by "Exception" at 49.13% in PY16. This neighborhood includes the following Block Groups: Census Tract 221500 (Blocks Groups 1,2); Census Tract 221600 (Block Groups 1,2,3); Census Tract 221700 (Block Group 1); Census Tract 221902 (Block Group 1). A map of these areas follows in the Appendix.

In PY16, park improvements will be completed in the community development target neighborhood; \$8,000 of the CDBG allocation will be expended in the community development target neighborhood to improve a public garden that serves low-income neighborhood residents.

Geographic Distribution

Target Area	Percentage of Funds
Community Development Target Neighborhood	1
Citywide	99

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Gloucester's public service and housing rehabilitation activities will directly benefit low- and moderate-income people and will be carried out on a city-wide basis. The projects under the economic development program will also be undertaken city-wide and require the creation or retention of jobs for low- and moderate-income people. One hundred percent of CDBG funds will be used for activities that benefit Gloucester's low- and moderate-income residents. In order to be eligible, public facility and infrastructure improvement must be located in income-qualified areas. Public facility projects that are designed to remove architectural barriers for people with disabilities are the one exception to this eligibility requirement. These projects are intended to serve the entire population and may be located city-wide.

Substantial park and street improvements in the "target neighborhood" were also recently completed within the last three years (Burnham's Field Park Improvements, Burnham's Field Community Gardens, and Railroad Avenue Area Street Improvements), leaving funding available in PY16 to dedicate to facilities and infrastructure that require updates to serve the City's disabled population city-wide, as well as the Unitarian Universalist Church, a public facility that serves Gloucester's homeless population.

AP-75 Action Plan Barriers to Affordable Housing - 91.420, 91.220(j)

Introduction

The City of Gloucester recognizes that it has a fundamental obligation to ensure that people who choose to live and work in the City can continue to afford to do so, and that the City needs to be proactive in bringing about choices for a broad spectrum of housing types, costs and locations in order to preserve the diversity of the City--the foundation of its social and economic identity. As real estate costs continue to rise locally and regionally, affordable housing has been repeatedly identified as a high priority need in the community. The City endeavors to identify any barriers to the production or preservation of affordable housing and develop strategies to ameliorate such conditions or remove such barriers.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment:

In PY2016, the City of Gloucester will complete its Housing Production Plan. This Plan, funded by a Massachusetts Department of Housing and Community Development (DHCD) Planning Assistance Towards Housing Grant (\$15,000) and District Level Technical Assistance funds (\$5,000), will be completed during the start of PY16 by the Metropolitan Area Planning Council. The goal of municipal Housing Production Plan is to develop a strategy to help maintain and increase affordable housing opportunities within Gloucester. MAPC is developing a Housing Production Plan consisting of four main parts: a housing needs and demand assessment, development constraints, housing goals, and implementation strategies. These strategies include the modification of current zoning in order to encourage affordable housing, the identification of specific sites for which the municipality will encourage the development of affordable housing, and the commitment of the municipality to issue RFPs to develop affordable housing on municipally-owned parcels or with local financial resources (such as Affordable Housing Trust funds or HUD funds). This Housing Production Plan is, and will, provide additional strategies to meet the goals and needs identified through the ConPlan, this Annual Action Plan process, as well as future Action Plans. The City anticipates formal adoption of this Production Plan by the local Planning Board and City Council by August 2016.

Gloucester currently fosters affordable housing through the City's Inclusionary Zoning Ordinance (IZO). The ordinance requires that 15 percent of all new residential developments involving eight or more dwelling units be made affordable. A cash contribution to the City's Affordable Housing Trust is allowable under the ordinance as an alternative to building affordable units, with specific stipulations. The AHT currently has a balance of \$244,000 and is expected to support the production of affordable housing over the next year. The City also sets aside a minimum of 10% of its annual Community Preservation Act (CPA) funding for support of affordable housing. This CPA set-aside account will total \$355,498 in PY16.

Discussion

The Needs Assessment and Market Analysis section of the Gloucester Consolidated Plan conclude that Gloucester needs additional quality, affordable rental units. The current economic climate has increased the number of households looking for rental units, lowering the rental vacancy rate and making it difficult for these households to find housing that suits their income and household size. Responses to the City's Citizen Participation Survey identified affordable, rental housing as a high priority. Further, the Gloucester Housing Authority struggles to find rental units that meet U.S. Department of Housing and Urban Development Housing Quality Standards and notes that many of the two-bedroom rental units in the City are not lead-safe. Through this Housing Production Plan process completed to date, the City has found again that federal HUD funding allocated for the City of Gloucester would be best applied in the production or preservation of affordable rental housing or the rehabilitation of existing rental units, with a priority placed on the development and rehabilitation of units in close proximity to transit, echoing the goals established through the Consolidated Plan process.

In PY2016, the City will be funding its Housing Rehabilitation Program to rehabilitate properties housing low-income owners and tenants, and will preserve the affordability of rehabbed units through a long-term (15 year) Affordable Housing Restriction. The City will also utilize Lead Hazard Control Funds from HUD to make rental units lead-safe, and HOME funds to provide tenant-based rental assistance, all with the goals of increasing and improving the City's affordable housing stock. Further changes to ameliorate the negative effects of public policies include extension of the City's Housing Rehabilitation Program lending to investor owners in order to encourage correction of code violations, adoption of a long-term Affordability Restriction, and adoption of affirmative marketing requirements in assisted rental housing to promote fair housing practices, and preserve the safety and affordability of rental units in the City. The City's new PY16 HOME Tenant-based Rental Assistance (TBRA) program will allow Gloucester's low-income residents to avoid being "priced out" of the area. A goal of assisting rental property is also to incentivize landlords to keep their rentals as long-term leases, rather than convert them to lucrative short-term seasonal rentals for wealthy tourists. As found in the Consolidated Plan, many rentals in the City are becoming seasonal, which is further tightening the rental market for year-round residents.

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

Introduction

The City of Gloucester strives to identify underserved low- and moderate-income populations in the City, and to develop strategies to address their unique needs. A discuss of these efforts follows.

Actions planned to address obstacles to meeting underserved needs

Limited funding is the primary barrier to addressing underserved needs in the City of Gloucester. In Gloucester, there are 5,375 lower income households and 1,732 individuals living below the poverty level. Community development funds support programs and services that directly reach this population, but the growing demand combined with decreasing state, federal and local resources presents a continuous challenge. The City of Gloucester will continue to utilize local and federal funds, including CDBG monies to support programs, public facility improvements, and the maintenance of affordable housing for the homeless, near homeless and non-homeless special needs. In PY2016, the City remains committed to allocate the maximum allowable percentage of CDBG funds to public services.

Actions planned to foster and maintain affordable housing

Section AP-55 reflects the City of Gloucester's one-year goals to address affordable housing needs in the City. In PY2016, the City will utilize HOME funding to provide tenant-based rental assistance to very low-income households experiencing a housing crisis, which will be tracked and reported through the North Shore HOME Consortium. The Gloucester Housing Rehabilitation program will continue to assist lower income homeowners with health, safety, energy efficiency, and accessibility improvements so that they are able to remain in their home affordably.

Gloucester fosters affordable housing through the City's Inclusionary Zoning Ordinance (IZO). The ordinance requires that 15 percent of all new residential developments involving eight or more dwelling units be made affordable. A cash contribution to the City's Affordable Housing Trust is allowable under the ordinance as an alternative to building affordable units, with specific stipulations. The AHT currently has a balance of \$244,000, and is expected to support the production of affordable housing over the next year. The City's aforementioned Housing Production Plan includes strategies to utilize Affordable Housing Trust funds to leverage additional funding sources to construct or rehabilitate housing serving the needs of Gloucester's low-income. All units created with Housing Trust or Community Preservation Act funds will be eligible for the State's Subsidized Housing Inventory; meaning, they will be subject to a 15-year, 30-year, or greater "Affordability Restriction", Affirmative Marketing requirements, and rents will be capped at or below HUD Fair Market Rents.

Actions planned to reduce lead-based paint hazards

The City takes many actions itself and with agency and non-profit partners to address Lead Based Paint (LBP) hazards and increase access to housing without LBP hazards. A critical part of eliminating lead paint poisoning is education. The Gloucester Community Development Department and the Health Department provide education to clients and the general public about LBP hazards, and conducts targeted outreach events to families with young children and landlords. The City also partners with the Massachusetts Department of Public Health, through its Childhood Lead Poisoning Prevention Program (MassCLPPP) to increase education awareness. The City of Gloucester Health Department accepts and offers referrals for case management, crisis intervention and environmental services when incidences of lead poisoning arise in the community. Action, Inc. and the Gloucester Housing Authority both educate Gloucester residents about LBP hazards.

Any new affordable housing, either directly supported by the Community Preservation Act funds, the Gloucester Affordable Housing Trust, the HOME program or built through the City's Inclusionary Zoning Ordinance will be free of LBP hazards.

In 2015, the City applied for Lead-Based Paint Hazard Control Grant funding from the U.S. Department of Housing and Urban Development. The City was pleased to be funded for \$1.28M under this program in the fall of 2015, greatly increasing its ability to impact the level of lead-safe homes for the low-income in the City. The City received the three-year grant in November 2015, and plans to delead a total of 72 units. Lead paint inspections/risk assessments will be conducted in 90 homes. The City's CDBG-funded Housing Rehabilitation Program will provide the 10% required match (\$140,000) for the 3-year grant through the correction of code violations at properties enrolled in the deleading program.

The adopted regulations for the Gloucester CDBG-funded Housing Rehabilitation and Lead-Based Paint Hazard Control programs ensure that any project undertaken by the program where a child under six years of age resides will include lead paint abatement. If the Rehab Program expends over \$5,000 per housing unit, a lead risk assessment and inspection will be completed and interim controls of LBP will be completed. All HUD-funded programs triggering temporary displacement of tenants will cover temporary relocation of residents in those units when relocation is necessary. The regulations also require any contractor working on LBP hazards to be experienced and certified. All contractors are required to observe lead safe practices during rehabilitation.

Actions planned to reduce the number of poverty-level families

The City's allocation of HOME funds will provide low-income renters with Tenant-Based Rental Assistance (rental vouchers) to assist imminently homeless or unstably-housed citizens with securing an affordable rental unit. The Gloucester Rehabilitation program, funded with CDBG funds, will continue to assist income-eligible homeowners with safety and accessibility improvements so that they are able to remain in their home affordably. In PY2016, the City will continue to partner with Action, Inc. to provide

homeowners with weatherization and energy efficiency improvements with the goal of reducing their housing costs through a partnership between the City's Rehab Program and Action's Weatherization Program.

A total of 15 percent of Gloucester's CDBG allocation supports public services, including job training, nutrition, education and other services that help move families and individuals out of poverty. The City's economic development initiatives aim to increase the number of jobs for low- and moderate-income individuals and support the growth and success of micro-businesses and low-income entrepreneurs. These opportunities help move people out of poverty as well as prevent households from slipping below the poverty line. The City also supports the provisions of Section 3 by encouraging contractors working on large contracts to train, hire and subcontract with low- and moderate-income residents in Gloucester.

Actions planned to develop institutional structure

The Grants Division of the Community Development Department is the lead agency for the administration of the Community Development Block Grant (CDBG) program and the HOME Investment Partnerships program (HOME) in Gloucester. The City's longstanding experience in this role means that the institutional structure is well established. The strength of the CDBG program is due largely to the City's productive partnerships with local, regional, state and federal organizations. The High Risk Task Force, which is led by the Gloucester Health Department and comprised of representatives from the Gloucester Housing Authority, Gloucester Police and Fire Departments, Addison Gilbert Hospital, Veterans' Services and several other social service agencies serving the Gloucester area will continue to be essential in effective delivery of public services in PY2016.

The Community Development Department's Small Business Loan program is an important initiative for local economic development. The Small Business Loan program, which is funded with CDBG, is promoted to marine industries as well as other local businesses such as restaurants, grocery stores, and manufacturers. This program will continue in PY2016. Formal underwriting guidelines were recently updated and ratified by the City's Economic Development Loan Committee, promoting consistency and transparency in the City's lending practices.

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

The Community Development Department both supports and leads efforts to enhance coordination between public and private housing providers and service organizations. The High-Risk Task Force, which was formed in 2011, is one example of the community's efforts to improve cooperation between both housing and human service providers. The Task Force, which is led by the Gloucester Health Department, is comprised of representatives from the Gloucester Housing Authority, Gloucester Police and Fire Departments, Addison Gilbert Hospital, Action Inc., Veterans' Services and several other social

service agencies serving the Gloucester area. Meetings are held once a month, during which the Task Force focuses on high-risk clients that need a range of services, often times from different agencies or departments. The level of collaboration that is achieved as a result of these meetings has both increased the efficiency and effectiveness of service delivery for the provider and the client.

Cape Ann Resource Exchange is a networking group of human service providers and faith-based organizations in Cape Ann that was begun by Wellspring, Inc. in 2009 with the goal of establishing a shared understanding of available homeless prevention resources. The group is comprised of approximately 30 organizations that meet bimonthly. Since members each have homeless prevention resources that vary in amount and eligibility requirements, the regular meetings help the providers to better serve the community by pooling and coordinating resources to assist different populations.

The Community Development Department also supports the Gloucester Fair Housing Committee. The Analysis of Impediments to Fair Housing for Gloucester was completed in 2013.

The City of Gloucester is part of the North Shore Continuum of Care, which provides a regional network to assist the homeless and near-homeless with shelter, permanent housing and supportive services. Members collaborate to apply for McKinney-Vento funds and administer the Point-in-Time count of unsheltered homeless.

Finally, the Grants Division holds an active membership in the National Community Development Association (NCDCA), a national nonprofit organization that represents more than 550 local governments across the country that administer federally-supported community and economic development, housing and human service programs, including the CDBG and HOME programs. Grants Division staff attend conferences and workshops sponsored by NCDCA as well as remain up to date on programmatic or budgetary changes through NCDCA communication.

Discussion

In terms of economic development, the City works continuously with private industry, businesses and developers. The Community Development Department's CDBG-funded Small Business Loan program is designed specifically for local businesses. The City's Economic Development and Industrial Corporation works with emerging businesses and businesses relocating to Gloucester. The Cape Ann Chamber of Commerce and Gloucester tourism entities collaborate with the City to address the needs of existing businesses and attract new industry. The Planning Division staff, part of the Community Development Department, work closely with commercial and residential developers to achieve sustainable development.

Program Specific Requirements

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

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	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

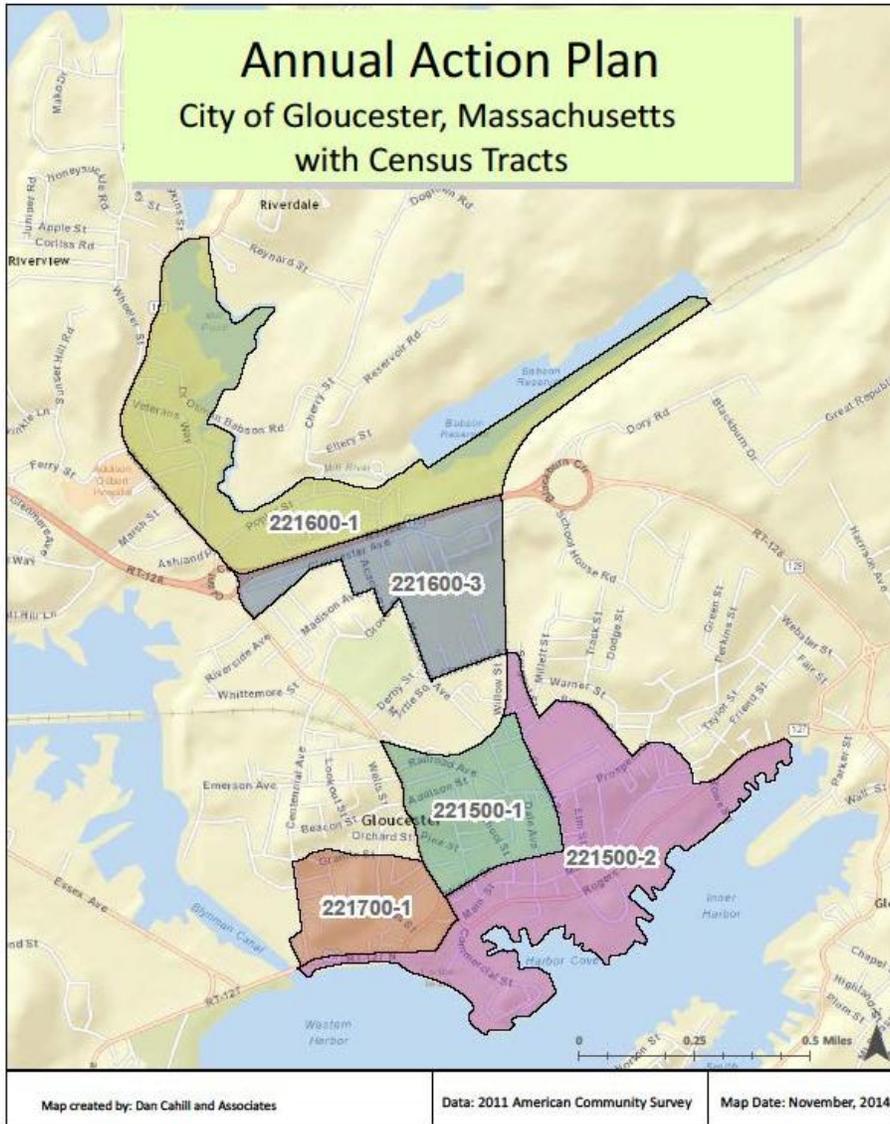
The City of Gloucester has received CDBG dating back to almost the federal program's inception. In PY2016, the City will receive \$608,765 in funds. The City anticipates receipt of \$11,250 in additional program income, and is reprogramming \$403,844 in prior year resources towards 2016 activities. The City does not receive any income from float-funded or Section 108 activities. 100% of PY16 funds are dedicated to programs that benefit the low- and moderate-income. These programs include: housing rehabilitation, special economic development loans, micro-enterprise loans, accessibility improvements to remove architectural barriers for presumed benefit disabled adults, parks improvements in a target neighborhood, and public services that assist the homeless, underemployed or unemployed, provide housing counseling, rental assistance, case management services, and job training.

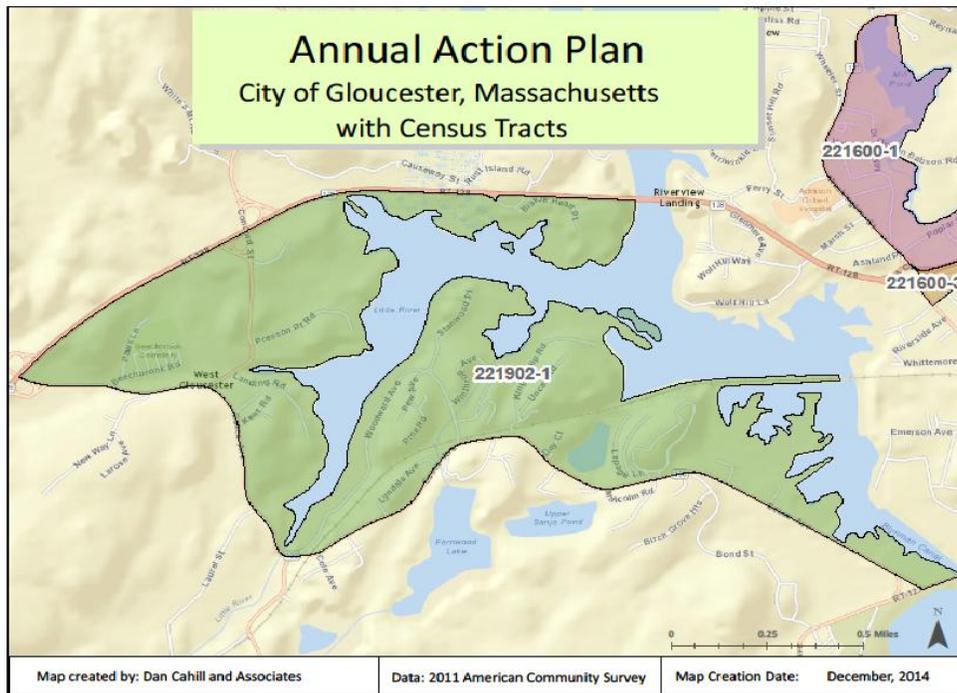
Attachments

**City of Gloucester
Annual Action Plan
2016**

Grantee Unique Appendices

Target Area Maps
Description of PY16 Activities
Public Hearings—Notices & Minutes





Description of PY 2016 Activities

PROGRAM	ACTIVITY DESCRIPTION	2016 CDBG ALLOCATION
Public Service Programs		
Cape Ann Interfaith Commission	Rental security deposit assistance for households in housing crisis.	\$5,000
Cape Ann Art Haven	Youth employment program for teens interested in design and the arts.	\$7,000
Gloucester Housing Authority	Housing counseling (pre- and post-purchase, foreclosure support and education).	\$5,000
The Grace Center	Homeless health program; provision of case management and day shelter.	\$15,000
HAWC	Domestic violence intervention program providing case management and legal advocacy.	\$5,000
The Open Door	Food pantry to be funded to expand service to Sundays for homeless and food insecure.	\$10,000
Pathways for Children	After-school educational program for very low-income children lacking childcare.	\$10,000
Gloucester Education Foundation	Summer literacy program and recreation camp for low-income schoolchildren.	\$12,000
Wellspring House Adult Learning Initiative	Educational program for unemployed or underemployed adults.	\$7,000
YMCA Clean Team Youth Employment	Employment program for teens.	\$25,000
Housing Programs		
Housing Rehabilitation	Emergency housing repairs for safety, code violations, and associated project delivery costs.	\$280,000
Public Facilities/Infrastructure Projects		
City Hall Restoration	Creation of two ADA parking spaces and ADA entry to City Hall.	\$180,175
Stage Fort Park Visitor's Center	ADA compliance (ramp, bathrooms) improvements at public facility.	\$24,200
Gloucester Unitarian Universalist Church	Kitchen renovation for commercial use during utilization of facility as homeless day shelter.	\$64,166
Backyard Growers, Inc.	Construction of new community garden for target neighborhood residents.	\$8,000
Economic Development Projects		
Wellspring House, Inc. MediClerk Program	Job training and placement program for low-income adults seeking employment as medical clerks with local partner businesses.	\$8,000
Action Inc.	Home health aide job training program.	\$25,000
Economic Development Loans	Small business loans for job creation/retention.	\$150,000
Microenterprise Loans	Small loans to low/moderate income entrepreneurs and business owners.	\$45,000
Administration		
Planning & Administration	Planning and administrative costs associated with management of CDBG program.	\$121,753

Legal Notices

CDBG FUNDING 2016 LEGAL NOTICE CITY OF GLOUCESTER COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM ANNUAL ACTION PLAN PROJECT YEAR 2016

A draft of the City of Gloucester's PY2016 Annual Action Plan which reports the proposed use of Community Development Block Grant (CDBG) and HOME funds from the North Shore HOME Consortium for the period of July 1, 2016, through June 30, 2017, is available for public review and comment at the Community Development Department, Grants Office, 3 Pond Road, the Sawyer Free Library, 2 Dale Avenue and the City Clerk's Office, 9 Dale Avenue, Gloucester, MA 01930. A draft is also available online at www.gloUCESTER-ma.gov. This report will be made available to persons with disabilities upon request. Comments will be received only in writing until May 08, 2016, and addressed to Tom Daniel, Community Development Director, Community Development Department, 3 Pond Road, Gloucester, MA 01930, or e-mail at tdaniel@gloucester-ma.gov. Citizens are encouraged to comment on this proposed CDBG Program. The final version of this report will be submitted to the U.S. Department of Housing and Urban Development (HUD) on or about May 10, 2016, 30 days from the date of this notice.

The City of Gloucester (City), acting through its Community Development Department, conducted two (2) public hearings; an informational hearing on February 4, 2016, regarding the Annual Action Plan to obtain the views and comments of the citizens of Gloucester and to explain the RFP requirements and address any questions and March 3, 2016, to hear the presentations of the submitted RFPs. It is anticipated that the City will receive \$606,765 in CDBG Funds from HUD, reprogram \$403,844 of program income and unprogrammed CDBG funds from prior years, and utilize \$11,250 of anticipated program income in PY16 for a total of \$1,023,859 and \$90,160 of HOME funds. The City proposes to use these funds for the following activities:

PUBLIC SERVICES-\$102,565 for various public services. Eligibility: 570.201(e) public services. National Objective: 570.208(a)(2) low and moderate limited clientele. Area of Benefit: city wide.

HOUSING AND REHABILITATION ACTIVITIES

REHABILITATION ASSISTANCE PROGRAM-\$280,000 for City of Gloucester to assist low and moderate-income households with housing rehabilitation and landlords renting to low and moderate-income tenants with rehabilitation costs. Eligibility: 570.202(c) rehabilitation and preservation activities. National Objective: 570.208(a)(3) low and moderate-income housing activity. Area of Benefit: city wide.

PUBLIC FACILITIES

BACKYARD GROWERS-\$8,000 for re-purposing temporary West Parish School Garden at Bunnam's Field into a community garden for downtown residents. Eligibility: 570.201(c) public facilities and improvements. National Objective: 570.208(a)(1) area benefit and 570.208(a)(2) benefit to low and moderate limited clientele.

GLOUCESTER UNITARIAN UNIVERSALIST CHURCH-\$84,166 to update their kitchen for commercial use and to meet city building code criteria. Eligibility: 570.201(c) public facilities and improvements. National Objective: 570.208(a)(2) benefit to low and moderate limited clientele.

CITY HALL RESTORATION COMMITTEE-\$180,175 to create two ADA accessible parking spaces at City Hall per MAAB decision. Eligibility: 570.201(c) public facilities and improvements. National Objective: 570.208(a)(2) benefit to low and moderate limited clientele.

CITY OF GLOUCESTER, COMMUNITY DEVELOPMENT DEPARTMENT-\$24,200 to replace steps and badly damaged walkways that serve as the route to the restrooms that are located below the visitor's center. Eligibility: 570.201(c) public facilities and improvements. National Objective: 570.208(a)(2) benefit to low and moderate limited clientele.

ECONOMIC DEVELOPMENT ACTION, INC., HOME HEALTH AIDE AND NURSES AID TRAINING PROGRAM-\$25,000 for job training program for Home Health Aides and Nurses Aides. Eligibility: 570.204 special economic activities by Community-Based Development Organizations (CBOs). National Objective: 570.208(a)(4) benefit to low and moderate limited clientele job creation or retention.

WELLSPRING HOUSE, INC.-\$8,000 Medialink program to provide job training and placement to low income adults. Eligibility: 570.203(a) & (b) special economic development activities. National Objective: 570.208(a)(4) benefit to low and moderate limited clientele job creation or retention.

CITY OF GLOUCESTER, COMMUNITY DEVELOPMENT DEPT-\$210,000 for economic development projects, loans for job creation or retention and micro business loans. Eligibility: 570.203(a) & (b) special economic development activities and 570.201(c)(1)(i). National Objective: 570.208(a)(2)(ii), and (4) benefit to low and moderate limited clientele job creation or retention.

PLANNING AND ADMINISTRATION-\$121,753 for CDBG Program for salaries, planning, consulting and operating expenses. Eligibility: 570.205 and 570.206 Planning and Administration. National Objective: 570.208(d)(4).

HOME FUND-\$50,160 to provide tenant-based rental assistance to low to moderate income clients. Eligibility: 92.205(a)(1), Tenant-Based Rental Assistance.

These proposed activities are recommended after reviewing the following priorities: provision of services to the maximum number of low and moderate-income persons, achievement of goals identified in the City of Gloucester Consolidated Plan, access to affordable housing, youth service programs, health services, economic development and meeting handicapped accessibility needs.

Por favor contate a Cidade de Gloucester em (978) 265-3027 se preferir receber uma cópia plenamente traduzida a português. Contate por favor la Ciudad de la Oficina de Bases de Gloucester en (978) 265-3027 si usted prefiere recibir una copia completamente traducida a español.

Selaba nomeo Thetor Mayor

AD#13412347
Cape Ann Beacon 4/8/16

Legal Notices

CDBG PROGRAM
LEGAL NOTICE
CITY OF GLOUCESTER
2016 COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM

REQUEST FOR PROPOSALS NOTICE OF PUBLIC HEARINGS

The Grants Division of the Community Development Department is seeking proposals from qualified organizations, agencies, or individuals for its Program Year 2016 (FY16) Community Development Block Grant (CDBG) Program. The CDBG Program is designed to promote safe, sanitary, and affordable housing; encourage handicapped accessibility; improve public facilities; support social services and job training activities; provide economic development assistance; and improve the living environment for low- and moderate-income residents of the City of Gloucester. The 2016 CDBG Program is expected to be funded through a grant from the U.S. Department of Housing and Urban Development (HUD). Funding of proposals is contingent upon receipt of funding from HUD.

The Five Year Consolidated Action Plan (PY15-PY19) offers direction for housing and community development efforts over the next five years. The goals and priorities identified in the CAPlan will be used to guide future funding of CDBG activities and programs.

The REQUEST FOR PROPOSALS (RFP) requirement packets will be available on Tuesday, January 19, 2016, and can be picked up at the Community Development Department, 3 Pond Road, Gloucester, MA or retrieved from the City of Gloucester website: www.cityofgloucester-ma.gov.

Proposals will be received until:
12:00 P.M. on Thursday,
February 25, 2016
City of Gloucester
Community Development Department
Grants Division
3 Pond Road
Gloucester, MA 01930
19781-282-9127

AN INFORMATIONAL PUBLIC HEARING to address any questions and explore the CDBG RFP requirements and to obtain the views of the citizens of Gloucester regarding the CDBG Program will be held on Thursday, February 4, 2016 at 5:00 p.m. in the Friend Room of the Sawyer Free Library, 2 Dale Avenue, Gloucester, MA.

A PUBLIC HEARING will be held on Thursday, March 3, 2016 at 5:00 p.m. in the Friend Room of the Sawyer Free Library, 2 Dale Avenue, Gloucester, MA. Individuals and organizations requesting funds will be required to make a brief presentation outlining their proposal at this meeting.

Mayor Seana Rimeo Triekan
1-15-2016

AD#10578737
CAB 1/15/16

To

ENERGY

Electricity in

Watts are a measurement of power, describing the rate at which electricity is being used at a specific moment. For example, a 15-watt LED light bulb draws 15 watts of electricity at any moment when turned on.

Watt-hours are a measurement of energy, describing the total amount of electricity used over time. Watt-hours are a combination of how fast the electricity is used (watts) and the length of time it is used (hours). For example, a 15-watt light bulb, which draws 15 watts at any one moment, uses 15 watt-hours of electricity in the course of one hour.

Kilowatts and kilowatt-hours are useful for measuring amounts of electricity used by large appliances and by households. Kilowatt-hours are what show up on your electricity bill,

SOLAR

From Page A1

Without the extended solar credits, the Solar Energy Industries Association expected a 57 percent decline in installed solar capacity in 2017.

The state's current solar-friendly laws have an uncertain future. Politicians, municipal and for-profit energy companies and solar proponents are negotiating over two points: More solar energy and how to pay for the infrastructure needed to deliver electricity from all sources.

Typical household savings

The typical Massachusetts household paid \$875 for electricity last year, according to the Office of Energy and Environmental Affairs.

EnergySage, the Massachusetts-based online marketplace, estimates homeowners whose monthly electric bill is \$100 and who purchase and install a rooftop solar system would save almost \$36,000 over the next 20 years. Furthermore, the cost of installing a system, after tax credits, rebates and incentives, has dropped 30 percent since 2009.

to a long-term contract. Consumers can lease a solar panel from a solar company or install the panels at no cost, maintain them in retirement, or own the panels. The accompanying tax and rebates. The home gets to use the electric solar panels produced.

Even apartment and dwellers can get in on the action by finding a solar electric company that participates in community solar programs. Some municipalities have programs to help their residents. The city of Salem, for example, recently selected Edison Solution for the electricity supply for its Salem PowerCh program, its municipal electricity aggregation program that will provide Salem residents and businesses with cost-effective, transparent electricity supply alternative to National Grid.

Ipswich Electric Co. municipal power plant, been trying to locate a piece of property where the town could build its own community solar system. The town is also considering contracting with someone to buy the solar facility and make it available to the Ipswich community, according to Donald N...

Community Development Block Grant Public Hearing
Informational meeting

February 4, 2016

Present: Deb Laurie, Senior Project Manager and Emily Freedman, Senior Project Manager

Public Present: Sarah Grow, the Open Door; Robert Dumais, Gloucester Housing Authority; Louise Fatta, CAIC; Marianne McDermott and Loretta Perez, The Caleb Group, Pond View Apartments; Kerry Fitzgerald, Pathways; Elaine Fernandes, HAWC; and Paula Flynn, Wellspring, Inc.

Deb opened the hearing at 5:10 pm. She thanked everyone for coming and explained that Tom Daniel, CD Director, couldn't make the meeting but extends his appreciation along with the Mayor's gratitude for all the wonderful services that you manage and all the citizens that you serve.

Deb continued to explain the Annual Action Plan (AAP) process and that this meeting was to obtain citizens' input on programs that would be beneficial to the City and its residents. She explained that last year the Community Development Department completed their Five Year Consolidated Plan, and lays the ground work for the next coming five years. However, the AAP is done annually and can be amended if the community or the Department recognizes a need that wasn't addressed in the Five Year Plan.

She further explains that the four focus areas are: Economic Development & Opportunity, Affordable Housing, Public Services and Public Facility Improvements. She then went over the application process; applications are due on February 25th at noon, and then will be followed by another Public Hearing to hear the application presentations, to be held on March 3, 2016. The staff then reviews the applications and makes recommendations to the administration and awards should be granted around the first week of April.

Deb went on to explain that 15% of the grant can be utilized for public service category and 20% for administration. The other monies will be allocated to public facility projects, economic development and housing. Last year's allocation was approximately \$618K. We have not heard yet from HUD what this year will be, but we can probably expect a little less. We can't make a final decision, however, until HUD informs us of our program year allocation. Emily informed us that it should be in a few weeks and will be approximately \$600K (assuming current funding trends) which leaves about \$90K for public services.

Question from the audience; who determines how much those other categories like public facility and economic development are funded? Deb explained that the staff

along with the administration decides. It depends on the demand; the City has a lot of projects for ADA requirements. Also, we look at what types of projects have been submitted and what we have left over in each of those categories from previous years.

Emily spoke about the economic and public facility projects. She stated that we try and structure them as loans, so that we have funds coming back into the program to be re-programmed in the future. She was asked to clarify the loans a bit more. Emily explained that the majority of our economic development loans are geared for small business loans, a non-profit offering a job training program would most likely get a grant, but any private business would be a loan. The majority of our economic development awards are loan-based, with the exception of previously-funded job training programs. Deb explained that Public Facility projects can be either loans or grants. Usually, it is a zero interest loan spread over a number of years with one annual payment. For instance, a \$25K loan could be over five years with an annual payment of \$5,000 per year. We have done several loans in the past like this.

Deb went on to explain the census tract areas; she explained that they have shifted a bit and showed the audience the new low/mod areas and the ones that are no longer low/mod, like a portion of downtown. So, if you were to do a project for a low/mod area such as Burnham's Field Community Gardens, you would use the census information vs. eligibility forms for clients.

Deb asked if anyone was planning on applying for new program; Paula Flynn from Wellspring stated that they are thinking of applying for their Medicare program. Marianne McDermott from the Caleb Group is looking to apply for a financial independence program to try and get their rental clients out of affordable rentals and become independent, perhaps becoming a first time home buyer.

Deb mentioned the HOME program which funds the City's First Time Homebuyer Program. We have actually done a record number of applications this year. With the help of the Gloucester Housing Authority Program, which offers a certified home buying counseling program, which is now required of our clients to receive a certificate in order to participate in our program. It is a very informative program and assists first time homebuyers with the overwhelming task of purchasing their first home.

Deb asked if anyone had any other ideas or questions. Paula Flynn asked about public facility improvements for their main classroom. It was built in the 90s and is not ideal for their educational programs. They have had their architect look at dividing the space up. Paula asked if this would be feasible to apply for. Deb responded that it absolutely would qualify, and we did a build out of classroom space for Action, Inc. for their classroom space. This is exactly the type of project that falls within the public facility scope. However, Deb did add that with any public facility project you are required to pay federal wage rates, called Davis Bacon wages. These are union wages determined by the government for federally funded projects. This can increase the cost of the overall project, so it is something to consider. Emily suggested that you would want to get an

experienced contractor that is familiar with the reporting requirements also. We can supply the wage rates for you to pass onto your contractors who are bidding the work.

Deb asked if anyone has suggestions on other projects or programs that the grant doesn't seem to be addressing. Mentioned that last year's Consolidated Plan process covered many of the issues, but issues can change. We got a lot of input from our meetings last year, but again are always open to new programs and ideas for the use of funds. Emily asked if there are any local needs they are aware of that are not being met, or anything in the community that we need moving forward.

Affordable housing was talked about. The grant can't do new construction, but we have our rehab program and we now have a Lead program. Emily explained that the program offers a three year forgivable loan. Emily states that we will be reaching out to agencies to make them aware of the program.

Emily asked if anyone had more questions, or have they started their applications yet? If you need any assistance or clarifications while preparing your application, just contact us.

Deb mentioned keep in mind while preparing your application that HUD does require a measurable outcome. For some programs this is straight forward, but for other it is not. We can offer some guidance in this area.

The question was asked about invoicing and reporting requirements. Deb explained the overall process for different programs and what we are looking for. If you are doing a project that is qualified under an area benefit we would use the census data, while other projects will need actual individual beneficiary forms.

Deb and Emily expressed that HUD encourages new or expanded services. Elaine of HAWC asked about a new program they are doing now which includes legal services for clients to help them navigate the court system. This would certainly qualify under the HUD guidelines. Deb stated that we use to fund such a program in the past.

Deb reminded everyone, that if you apply you need to present your project at our next Public Hearing on March 3rd. Deb thanked everyone for attending.

Public hearing closed at 5:50 PM.

Respectfully submitted, Debbie Laurie

Community Development Block Grant Public Hearing
Presentations of RFP proposals for PY16
Meeting of March 3, 2016

Staff Present: Tom Daniel, CD Director, Deb Laurie, Senior Project Manager and Emily Freedman, Senior Project Manager

Public Present: Karen Turnquist & Maggie Howard, Action, Inc.; Kerry Fitzgerald, Pathways; Maud Warren and Louise Fatta, CIAC; Maggie Rosa, City Hall Restoration Commission; Mary Jane Miglennon, & Tom Bentley, Grace Center; Karen Ristuben, Rocky Neck Art Colony; Caleb Friday, Art Haven; Rick Doucette and Brian Flynn, CA YMCA; Sarah Grow, the Open Door; Robert Dumais & Alice Sheridan, Gloucester Housing Authority; Lara Lepionka, Backyard Growers, Inc.; Elaine Fernandes, HAWC; Sarah Casey, CA YMCA; Melissa Dimond, Wellspring, Inc., Doug Smith, Gloucester UU Church; Heather Atwood, CA Fresh Food; Arthur Unobskey, Asst Superintendant, Gloucester Public Schools

Tom opened the hearing at 5:07 pm. He introduced Deb Laurie and Emily Freedman; thanked everyone for coming and extends his appreciation along with the Mayor's gratitude for all the wonderful services that you manage and all the citizens that you serve.

Tom was pleased to see some new organizations this year applying for funding, however, the Public Service category is limited and capped at 15% of the grant which is approximately \$92K. We have received requests for \$245K in funding. The public facility and economic development categories have no percentage cap. Tonight's hearing is focusing on the presentations by the applicant's; presentations should be limited to 3 – 5 minutes. Tom indicated that we are going to take the presentations as the order in which they were received.

1. Lara Lepionka, of Backyard Growers, was first to present. Lara stated that her project was for the public facility category to assist low income clients/ area benefit. The existing garden at Burnham's field, that was used by the West Parish School, while they were temporarily housed at the old St. Ann's School will join the already existing community garden at Burham's Field. They will create six (6) new planting beds, raise the heights of the existing ones, and create ADA compliant pathways. There are currently 50 downtown residents on their waiting list for garden space. The project will begin in late June through August, with plans to plant in the spring of 2017.
2. HAWC, Elaine Fernandez, CA Program Coordinator presented their project. Elaine stated that HAWC has three locations, Salem, Gloucester and Lynn. She has been with the Gloucester office for about one and half years and sees the center doing a very good job of serving Gloucester residents with domestic violence issues. Last year they hired a part time person to assist in the

Gloucester office so that it is more accessible and convenient for someone to receive services. The organization relies mostly on grants and donations, and fundraising for their operation. They have since added a legal component to their services and have been working very well. The legal person can assist four clients in a day. The legal person also has a legal pool of volunteer attorneys to assist also with representation.

Tom asked if the North Shore Health Center relationship was part of this funding request; Elaine said no, this new initiative that they will be working on for the next two years.

Maud Warren spoke in favor of the proposal stating she had a tenant that was unfortunately a victim of domestic violence and was killed. She can't say enough about the great services they offer and unfortunately is an extremely needed service in Gloucester.

3. Tom Bentley of the Grace Center spoke about their project. The Grace Center is a day drop-in center for the extremely low income men and women. They started their program four years ago and are now servicing clients four days a week and the goal is to expand to five days per week. They started with a needs assessment and found that there were many people in crisis and a gap in services for these people. Many they serve are homeless, addicts, mentally ill, disabled and etc. They service approximately 130 unduplicated clients per month and 70 clients at the center per day. They serve breakfast and lunch at four locations downtown; with their expansion plans they may be located at the UU Church location all five days. Plans are still being finalized. The program has many volunteers and one paid professional to conduct the SBIRT and refer clients to much needed services.

Tom Daniel asked for clarification of the \$5,000 of the \$20K they are requesting is to expand their direct care staff. Tom Bentley replied yes, since the City is requesting that they open five days per week, they are in need of more professional paid staff.

4. Doug Smith of the UU Church presented their public facility proposal for kitchen upgrades. Doug explained that although they have a large kitchen facility, it is out- dated and not to city code for commercial use and needs major improvements. They are requesting \$64K which is approximately 75% of the total cost of the project. The kitchen is primarily used by the public service agencies that have programs on site, like the Grace Center, two days per week and Alcohols Anonymous. They are looking to host the Grace Center at their location for the week.

Discussion of federal wages was raised by Deb Laurie and informed Mr. Smith that since this is a public facility project, that the contactor must pay federal wage rates. Ask if their estimates included this. Doug didn't think so. Deb added then

this would probably increase the cost of the project. Emily added that the project must go out to bid also. Tom Bentley wanted to thank the UU Church for the use of their facility and it is the largest of the kitchens that they utilize; the plan is to expand the use of two days per week to the five. Mary Jane of the Grace center states that it is their goal to host the Grace Center for the five days; however, they have been working with the neighborhood to address their concerns before this can happen. There will be a meeting on March 10th to discuss their expansion plans with the neighborhood.

5. Bob Dumais, Gloucester Housing Authority for their Home Counseling programs. Stated that housing is a huge expense and undertaking for everyone; it is the biggest expense most families will make in their life time. Most lenders and grant programs require households to take a certified homebuyer class. Most clients are low/mod income. They are offering a two day class in April on a Saturday and Sunday. They also have Post homebuyer courses throughout the year. Foreclosure and delinquent services are also offered. They will be starting another initiative in June to help families and individuals maximize their savings and financial planning for their future needs. This program will focus on budgeting and credit issues. The overall program will serve approximately 400 clients; 250 low/mod.
6. Maggie Rosa, Chair of the City Hall Restoration Commission (CHRC) presented their project. Maggie stated that Mayor Bell established the CHRC in 2004. Since then City Hall has seen some major restoration improvements. In 2010 the CHRC applied for CPA funding and received \$2.6M in a 13 year loan order to restore the façade of the building. Mass law requires if the project exceeds 30% of the assessed value, then the project needs to comply with Massachusetts Architectural Access Board (MAAB) requirements. This accounted for over \$2M in ADA requirements; however, the City working with their architect McKinley, Klaskow Associates (MKA) was able to reduce this requirement significantly by receiving variances for these requirements. One of the requirements was to provide two ADA parking spaces within the city hall parking area. This requires major work in the parking area. They have three plans; one plan by MKA to locate the parking spaces on the Warner Street side and the other two on the Post Office side. The spaces would be cut into the side of the hill and access the ADA entrance near the purchasing office. Tom thanked Maggie and the Commission for all their hard work. The question was asked how much this would cost; Maggie responded \$200K.
7. Melissa Dimond, Executive Director for Wellspring House, Inc. gave an overview of their Adult Learning Initiative (ALI) program. She thanked the CD dept. for their support over the years for this program. The ALI program is a strategic program that allows students to earn a living wage. The Education Center is located at 302 Essex Avenue and assists 85% of Gloucester residents. CDBG funds are used for Teacher salaries. The program serves local, low-income unemployed and underemployed adults who lack the educational credentials,

skill, and training to be competitive in the job market and financially self-sufficient. Adults who take part in ALI are studying to take the HISET Exam, learning foundational English and Math skills to be ready to enter college. This exam is very difficult to pass. The program serves about 40 – 50 students a year within four program sessions.

8. Melissa Dimond for Wellspring House, Inc. Mediclerk program. This is a new request for CDBG funding for their Mediclerk training and placement program. The Mediclerk program is collaboration with Wellspring and the North Shore Medical Center to provide training and placement to low-income adults living in the North Shore area. Courses include study of medical office procedures, introduction to computers and medical keyboarding, medical terminology, business communication, personal success and job search strategies. Question was asked if the North Shore Medical Center hired most of their students after graduating. Yes, of the 85% who graduate, 90% of those are hired by Partners Health Care. The program has served 383 students to date, of those, 40 are from Gloucester. Tom asked if transportation was an issue for most, and the reply was, yes. They hope to offer the program locally in the future.
9. Action, Inc. for the Career Pathway program. Karen Turnquist, Director of Home Care programs presented their proposal. The Career Pathway programs include two job training courses for Home Health Aid (HHA) and Certified Nurses Aid (CNA). Students receiving job training and support including clinical skills, life skills resume preparation, job searches, job placement assistance, and case management. The program had 34 graduates last year. The need is only going to grow with an aging population living longer. This coming year they will offer one session each of CNA, CNA/HHA, and Job Readiness, and two of HHA for a total of five sessions. Emily asked if they have agreements with places to hire their graduates; yes, they MOUs with local nursing homes.
10. Sarah Grow of Open Door presented their project. Sarah explained they are asking for funding for two programs; Food Rescue and Out From the Cold a new initiative for next year's winter months will be to open the facility on Sundays to the homeless. Sarah explained they run over 13 different programs. Of the clients served, 1 out of every six clients are Gloucester residents and they have distributed over 1M pounds of food. They interact with many of the public service agencies here tonight to provide health food. She continued to give overwhelming statistical data for their programs. She then read a testimonial from a family served by Open Door that was very heart-felt.
11. Gloucester Public Schools Literacy program. Assistant Superintendent, Arthur Unobskey spoke about their summer literacy program. The summer program being offered for economically disadvantaged children who have not reached their reading level going into second grade. They can't read fluently and will have great difficulty grasping the sciences and overall curriculum in the 2nd grade level

without good reading skills and fall further behind. Statistics indicate that children lose a significant amount of reading skills over the summer months due to lack of reading and the two month gap. This summer six week program will offer three hours of reading with Teachers and two para professionals and spend the afternoon at the Y's Camp Sprindrift. If the children attend all six weeks they also obtain a free, full week at the Camp. Tom asked if the program is structured differently this year than last. Yes, the Y ran the program in the past, but the school is taking the lead this year which will be able to assess the reading progress.

12. Karen Rustiben, Director of the Rocky Neck Art Colony gave an overview of the two new initiatives this year; The Arts for Angels program and Outings and Art for Seniors. She expressed that Gloucester is rich in the art/history and culture of Gloucester. They have integrated with Searts, and the Committee for the Arts and have received two culture grants. The Senior offers on site art programs, like quilting and painting, but the this program would actually take seniors to museums, art studios, etc. by having an arts person escort them to sites and provide transportation by CATA. The trips would include 2 trips per month for about 10 seniors.

The Art Angel program would include referrals from the Gloucester Police Opiate program and allow addicts to have a safe place to conduct expressive art for approximately one to three hour workshops. There would be a stipend cost for the arts or organization to conduct these workshops.

Maggie made a comment that she attends the senior center and most seniors have their own transportation, so why is program really needed. Emily asked if the workshops would be hosted by the Rocky Neck Art Colony; not necessarily Karen stated. They may go to other facilities for depending on the need. Tom asked what was the \$1000 for rent for. Karen stated it is a place holder in case they need to pay for rent at a facility that would be used for a workshop. Most non-profits don't charge, but sometimes there is a minimum fee. She feels that out of the 400 addicts that have gone through the Police department Angel program, maybe 50 would take advantage of the program. Henry ?? gave some examples of what types of things can be done. Tom asked for clarification regarding the number of seniors that would benefit; 6 trips with 10 seniors for each trip, but not the same 10 seniors. Karen said yes, the seniors will be different, for a total of 60 seniors benefitting.

13. The Stage Fort Park Visitor's Center ADA ramp project was submitted by Steve Winslow, Community Development Department. Deb indicated that Steve had another meeting to attend, so she gave a brief overview of the project. This project entails the repair and replacement of the two access ramps to the visitor's center bathrooms. The restrooms are now being redone by DPW and this will complete the project by providing adequate access to the restrooms.

14. Pathways for Children was presented by Kerry Fitzgerald. Pathways has been in existence since 1967. They offer a unique afterschool program that is in need of some financial assistance for the first time. There has been a lot of transition at the organization with staff retiring. They hired a consultant to look at their programs to see what they are doing well and those which are not. They serve children from 5 to 13 years of age and are all from Gloucester. These children are at-risk coming from low income homes, single parent homes and working parents with no means of day care options. This year they have included a social worker to work with teachers on any social issues the children may have and their families. Their program runs all year long, including summer and school vacations. Tom asked if the report they have conducted is available; the preliminary plan has been completed. The cost of the overall program is \$600K.
15. Cape Ann Interfaith Commission (CAIC) was presented by Louise Fatta. The HOME funds program has been around for over 50 years. Residents eligible must be low to moderate income, living in Gloucester and be able to sustain a rental payment. The average amount clients receive is \$500 towards their first or last, or security deposit. Louise stated some housing statistics including 66% are "cost burden" which means they pay more than 30% of their income on housing costs. In order for a family to afford a one bedroom apartment that costs \$1023, they must work 87 hours at minimum wage. Their program has a 90% success rate and all of the funds awarded goes directly to the clients; staff is all volunteers.
16. The Cape Ann YMCA was presented by Rick Doucette and Brian Flynn. The Y offers a youth employment program also known as the "Clean Team". For many, this is their first job experience. They hire kids from the ages of 14 – 21. For most 14, 15 & 16 year olds, it is hard to obtain their first job. The Clean Team covers the downtown area, parking lots, parks and playgrounds and public areas. The CDBG funds are to support the teen wages and some supplies and administrative costs. A lot of these teens are also supplementing their household income. Many children come from very low income families. The teens pick up trash, water plants, weed and paint benches and barrels. They learn work ethics like being on time, and also act as "ambassadors" to the city because many tourists ask them questions, along their routes. This first job opportunity has led many of the teens to move on to other employment in the YMCA like swimming and camp instructors. Tom asked with regard to the kids being ambassadors to the city if they would like some training from the Tourism director; Brian thought this would be very helpful.
17. Caleb Friday, Director of Art Haven presented their program. Cape Ann Art Haven runs a year-round after-school arts program for teens, called "Teens Artists Guild". The object of the program is to provide a safe place where teens may develop their artistic abilities with the assistance of dedicated mentors. This request is for their summer "TAG" program which will employ teens doing screen printing, web design and sign designs. They hope to employ 15 – 20 teens during

the summer at minimum wage. Tom asked if these teens are from ongoing programs; Caleb responded no, they are usually teens looking for summer employment.

18. Cape Ann Fresh Food was presented by Heather Atwood. The Cape Ann Fresh Food supports small local fishing boats and local fisherman by buying Pollock, halibut and flounder. The program will prepare at their commercial kitchen a one pot meal that will be delivered to homeless families at the hotels. Also, they will prepare and deliver fresh soup to the Rose Baker senior Center once per week. Tom asked if they were already processing one pot meals; Heather said no, this is something new. There are over 300 families living in hotels. The Open Door assists these families already with breakfast and lunch being delivered to them. The meals will be vacuumed packed; all you have to do is put it in boiling water to heat. Tom asked where are the hotels located; they are located in Danvers. Emily asked they are a non-profit company; no, they are in the process of applying.

Tom thanked everyone for coming and offered the Mayor's appreciation for all the public service programs that serve the community.

The meeting adjourned at 7:00 PM.

Respectfully submitted, Deb Laurie