

Town of Arlington

Annual Action Plan, 2019-2020

Community Development Block Grant

Available for public comment, April 9-May 9, 2019

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Executive Summary

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

1. Introduction

The Town of Arlington has been awarded \$1,111,355 in Community Development Block Grant funds from the U.S. Department of Housing and Urban Development for Program Year 19, operating between July 1, 2019 and June 30, 2020. Based on past performance, the Town estimates it will receive approximately \$60,000 in program income. Applications have been received and the CDBG Subcommittee has met to analyze this year's applications. This year the Subcommittee used a Grant Evaluation Scoresheet to help score each application and decide on funding. The scoring rubric was a part of this year's CDBG application. Please see the scoresheet attached.

This year the Town received twenty-three funding requests from fourteen organizations and town departments totaling \$1,672,757. The applications are grouped into the following categories: Rehabilitation/Housing, Public Service programs, Public Facilities and Improvements, Planning, and Administration. This year the Town received three applications for brand new projects, the Housing Corporation of Arlington has applied to add solar panels to one of their affordable housing properties and has committed to providing the tenants, all of whom make a HUD-defined low- to moderate-income, with the majority of this savings; the Arlington Recreation Department applied for funding to reconstruct a park adjacent to the census block group of highest need; and the Conservation Commission applied for funding for the design of ADA-compliant trails and access at Wellington Park.

The initial draft of the Annual Action Plan and the report to Town Meeting included the following contingency language outlining the Town's funding plan, should it receive far more or less than estimated.

Contingency language: This annual funding recommendation is based on an estimation of funding available to the Town and subject to an increase or decrease, depending on federal allocations. Were the Town to receive less than the estimated allocation, the CDBG Subcommittee would suggest that the following applications receive a reduction in their funding allocation: the Housing Corporation of Arlington's Capital Improvements, the Disability Commission and the DPW's ADA Compliant Curb Cuts, and Food Link's Site Development. Were the Town to receive more than the estimated amount, the CDBG Subcommittee would suggest that the additional money will be allocated to the Arlington Recreation Department's application for the Lussiano Playground, and potentially reassessing the funding available for public service activities within the statutory limit. Should CDBG funding be eliminated, the town will consider a plan to address service and programming impacts.

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 2019-2020 Annual Action Plan will be the final in our five year Consolidated Plan, 2015-2020. With that in mind, this plan will ensure we wrap up our five years, reaching as many of the original Consolidated Plan goals as possible, including:

- Strengthen communities through investment in public infrastructure, parks and open space, and public facilities.
- Maximize affordable housing opportunities by creating and preserving affordable rental and homeownership housing.
- Invest in public services and community facilities that provide new or improved access to programs that serve youth, seniors, and at-risk, vulnerable households.

These objectives will help create conditions for achieving outcomes including improved accessibility for residents with disabilities, an improved quality of life for seniors and young people from families who make a low- to moderate-income, and housing for families who make a low- to moderate-income.

One of the highest funded projects this program year is the Lussiano Playground Reconstruction. This is the first major recreation project between 2015 and 2020 and will help reach the following Consolidated Plan goal: PARKS, AND OPEN SPACE: Improve Public Parks and Open Spaces. This park is located in a CDBG-eligible census block group, and is adjacent to the census block group with the highest level of need: as of the latest HUD-available ACS data from 2011-2015, 77% of people living in this census block group make a low- to moderate-income.

The 2019-2020 Annual Action Plan will continue to address housing through capital improvements to the Housing Corporation of Arlington's 93 affordable housing units. New this year, HCA has decided to install solar panels on the roof of their Capital Square Apartments where 32 households reside. This new infrastructure will allow HCA to reduce the rents of their tenants for the life of the solar panels, a huge benefit to the residents, all of whom make no more than 80% of the Area Median Income.

Arlington will continue to address the need to help the residents who make a low- to moderate-income to afford the public services available in town. Eligible residents will again be able to take advantage of scholarships for summer and year-round programming at the Arlington Boys and Girls Club and Fidelity House, scholarships for recreation through the Arlington Recreation Department and the Arlington High School, mental health counseling and domestic violence programs through the Arlington Youth Counseling Center, afterschool homework support through Operation Success, and transportation and programming through the Arlington Council on Aging.

Finally, CDBG will again fund two accessibility projects: ADA-compliant curb cuts throughout town, again with a concentration on the areas of highest need, and the design of an ADA-compliant path and lookout at Wellington Park. Lastly, through Public Facilities and Infrastructure, Food Link is again receiving money to help improve their new operations facility, including handicap parking.

3. Evaluation of past performance

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

This round of CDBG applications represents the work that will complete our 2015-2019 Consolidated Plan. Throughout the past four years we have conducted a number of activities to reach our goals: we have served thousands through our public service programs, installed hundreds of ADA-compliant curb cuts, and have helped fund the upkeep and creation of affordable housing. Over the past four years we lacked a large-scale recreation project. The lack of addresses recreation and open space as of yet has led to the great support for the Lussiano Playground Reconstruction.

As was outlined in last year's Annual Action Plan, the CDBG Subcommittee has again been forced to take a hard look at the Arlington Home Rehab Program and assess its benefit to the community. While the program was paused to make some adjustments to ensure it was in line with HUD's regulations, the program was fully up and running in December 2017. Since then the staff have worked hard to promote the program through newspaper articles, advertisements, and direct mail. Unfortunately, this effort has not created the growth in interest that was hoped for. Since this time, the program has completed one loan in the amount of \$5,400. The continued lack of eligible interest in this program had caused the CDBG Subcommittee to make the hard decision of not funding the program for 2019-2020. This comes after two years of reducing funding, unable to justify paying so much in CDBG funding for overhead of a program that is not producing. In PY16 the program received \$225,000, in PY17, 75,000 and in PY18 \$25,000. As was also stated last year, this continued inability to find eligible residents who are interested in the program, has meant that the CDBG program will close with only about ¼ of the homes rehabbed through the program than was anticipated during the creation of the 2015-2020 Consolidated Plan.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

This year's citizen participation included two legal notices, notifying residents of the public hearing in February, as well as posted notices on the Town website and public board prior to the CDBG Subcommittee meetings. An additional legal notice announcing the Draft Annual Action Plan was in the local newspaper, the Arlington Advocate, on April 4th and 11th.

Also, this year Arlington improved engagement through expansion of the CDBG Subcommittee and the addition of CDBG-related questions in the annual town survey.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The following organizations attended the public hearing: Housing Corporation of Arlington, Arlington Council on Aging, Food Link, Fidelity House, and the Arlington Recreation Department. Each of the organizations discussed how they were currently utilizing CDBG funding and their requests for 2019-2020.

No public comments were received. All documents from the Citizen Participation section of the Annual Action Plan will be included in AD-26.

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

As discussed in question #5, the following organizations attended the public hearing: Housing Corporation of Arlington, Arlington Council on Aging, Food Link, Fidelity House, and the Arlington Recreation Department. Each of the organizations discussed how they were currently utilizing CDBG funding and their requests for 2019-2020.

Comments during the public comment period?

7. Summary

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	ARLINGTON	
CDBG Administrator	ARLINGTON	Department of Planning and Community Development
HOME Administrator		

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Town of Arlington
 Planning and Community Development

Jennifer Raitt, Director of Planning and Community Development
 jraitt@town.arlington.ma.us

Julie Wayman, Community Development Block Grant Administrator
 jwayman@town.arlington.ma.us

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

1. Introduction

The Town of Arlington works with the following organizations to address homelessness in town: the Housing Corporation of Arlington, the Somerville Homeless Coalition, Arlington Youth Counseling Center (AYCC), the Arlington Police Department, and the Arlington Council on Aging. Homelessness in Arlington is somewhat concentrated near to the Cambridge line. While the town participates in the Point in Time homeless count each year, it is exclusively in this area that homeless individuals are found. This concentration allows town organizations to more successfully stay abreast of the homelessness situation. The town continues to prioritize the updating and creation of affordable housing to help prevent or reduce homelessness. The Housing Corporation of Arlington, the Arlington Housing Authority, and the Continuum of Care are the organizations to which people are referred when they are looking for housing.

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 four organizations listed above work on a number of committees to provide housing and social services. The Housing Corporation of Arlington, the Town of Arlington, and AYCC are all a part of the Continuum of Care which helps to make the provision of shelter and housing for homeless individuals more organized. The HCA, the Council on Aging, and the Town of Arlington all serve on the Housing Plan Implementation Committee, a committee tasked with executing the Housing Production Plan which includes increasing affordable housing.

Arlington's Human Services Network (HSN) was established in the spring of 2018 to enhance communication among local service providers to identify and stabilize vulnerable community members and connect families and individuals to resources that promote well-being and stability among Arlington residents. Members of the Arlington Human Services Network include the Community Resource Specialist for the Town of Arlington, the Arlington Health and Human Services Department, Arlington Council on Aging, Arlington Youth Counseling Center, Arlington Housing Authority, Housing Corporation of Arlington, Arlington Food Pantry/Arlington Eats, Arlington Police Department, and Arlington Public Schools. The HSN meets monthly to share information and resources, discuss complex cases, facilitate case coordination, and problem solve around navigating complex systems and issues contributing to the unmet needs of Arlington's residents.

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.

Arlington is a member of the Somerville-Arlington Continuum of Care. Arlington participates in monthly meetings with service providers including coordinated entry and the application process for the Emergency Shelter Grant (ESG). This year, Arlington's Point in Time count of unsheltered homeless people was conducted by representatives from Arlington's Planning and Community Development Department, the Arlington Police Department, and Arlington's Department of Health and Human Services. Over the course of the year the Police Department and the Department of Health and Human Services has been doing weekly outreach to Arlington's homeless population. Again this year the group brought resources to provide to people, including non-perishable food and toiletries, coats, and a grocery store gift card.

The HCA has four (4) units dedicated to formerly homeless households in the Capitol Square project, and one (1) in the Kimball Farmer House. HCA's formerly homeless tenants receive social services and assistance from the Somerville Homeless Coalition, a member of the Somerville-Arlington Continuum of Care (CoC). In addition, HCA runs the Homelessness Prevention Fund (HPF) through which it raises 100% private funds from Arlington residents in an Annual Appeal for making small grants to income-eligible households to prevent homelessness. These grants assist with back rent, first month's rent, moving costs, and/or security deposits. The maximum grant is \$1,500. The recipients must show they will be stable for at least six months to receive a grant. HCA raises approximately \$30,000 annually for the program. Since its inception, HCA has provided over 600 grants totaling over one million dollars.

Arlington also has a Director of Veterans' Services or a Veterans' Services Officer (VSO). This department assist's Arlington veterans with homelessness prevention or eradication. Through the State Mass General Law Chapter 115 program, Arlington helps veterans with a variety of needs, including providing them with three days of immediate housing in a local hotel. Assistance beyond temporary shelter is coordinated through Court Street in Boston where they can access additional benefits, including signing up for HUD's Veterans Affairs Supportive Housing (VASH) vouchers. The Director of Veterans' Services has not worked with any homeless veterans this year.

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

Arlington refers clients to social service providers in the Somerville-Arlington Continuum of Care and work with the providers on developing performance standards, policies and procedures.

The town participates in meetings with the Somerville-Arlington Continuum of Care and helps to make decisions for ESG funds.

Arlington and Somerville have begun discussing merging our Continuum of Care with the larger Balance of State Continuum of Care. From Arlington's perspective we see this as a positive change as this would increase the area to which we would be able to refer people who are in need of housing and support.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	SOMERVILLE HOMELESS COALITION
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Arlington is a member of the Somerville-Arlington Continuum of Care. The town participates in monthly meetings with service providers. The Somerville Homeless Coalition provides homeless and near homeless individuals, including the elderly, with support services and housing solutions. This continued relationship ensures Arlington has a potential resource for financing for affordable units for homeless individuals, should the town have an opportunity to create such a space.
2	Agency/Group/Organization	HOUSING CORPORATION OF ARLINGTON
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Arlington works closely with the Housing Corporation of Arlington (HCA) in order to enhance coordination between public and assisted housing providers. HCA runs a program for preventing homelessness, and makes small grants to income-eligible households to prevent homelessness. Ongoing consultation has allowed the town to support HCA and to play a role in ensuring their success in updating their affordable housing portfolio and to create new affordable housing in town. HCA is a participating member of Arlington’s new Human Service Network and the ongoing effort to address homelessness in Town.

3	Agency/Group/Organization	Council on Aging and Health and Human Services
	Agency/Group/Organization Type	Services-Elderly Persons Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Arlington consulted with the Arlington Council on Aging (COA) for the Housing Production Plan and continues to do so with the Housing Plan Implementation Committee. The COA was consulted for input on needs of elderly homeowners, renters, and those at risk for homelessness. This consultation created a new opportunity to expand the departments involved in HUD's Point in Time unsheltered homeless count which made the resources available stronger and also expanded the awareness of homelessness in town.
4	Agency/Group/Organization	North Suburban Consortium
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Affordable Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Arlington consulted with adjacent communities in the North Suburban Consortium including, Chelsea, Everett, Malden, Medford, Melrose, Revere, and Winthrop, Massachusetts. Consultation occurred during monthly meetings held during the planning process. The consultation process helped shape housing priorities and HOME funding allocations, especially in work on affordable housing in town.
5	Agency/Group/Organization	Home Rehabilitation Loan Program
	Agency/Group/Organization Type	Services-Health Health Agency Other government - Local

What section of the Plan was addressed by Consultation?	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 Arlington Health Department was consulted on the Town's response to lead in homes. The Health Department enforces 105 CMR 410.000: Minimum Standards of Fitness for Human Habitation (State Sanitary Code, II) and the Lead Code. Once contacted by a resident, the Board of Health conducts a lead determination if there is a child under the age of six residing at a property. An inspector tests painted areas in the home to determine if lead is present. If a positive result is found, then the Lead Inspector orders the owner of the property to bring the home into compliance. In the past year the Health Department has conducted four home inspections and issued orders to owners for compliance.

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

All relevant agencies were consulted by the Town of Arlington.

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	Somerville Homeless Coalition	Arlington relies on the Continuum of Care providers to supplement our homeless prevention program.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Housing Production Plan	Department of Planning and Community Development	The primary goal of the Housing Production Plan is to increase the number of deed-restricted affordable housing units in Arlington. The Housing Production Plan identified priority sites and populations. A committee, the Housing Plan Implementation Committee, was created to help execute the goals of the HPP. The HPIC hosted a town-wide forum to educate residents on the region’s housing shortage and supported the addition of Accessory Dwelling Units to the Town’s Zoning Bylaw which will be before Town Meeting this spring.
Community Preservation Plan	Community Preservation Committee	The Community Preservation Plan discusses use of local funds in affordable housing. The Consolidated Plan prioritizes the upkeep and creation of affordable housing which is in line with the goals of the Community Preservation Plan. CDBG projects will continue to leverage Community Preservation Act funding.
Arlington Master Plan	Department of Planning and Community Development; the Master Plan Implementation Committee	The Department of Planning and Community Development and the Master Plan Implementation Committee recommended creating a Housing Production Plan and working with the non-profit Housing Corporation of Arlington to create affordable housing. The housing element of the Master Plan encouraged a focus on the production of affordable housing which is very much in line with the town CDBG goals.
Open Space and Recreation Plan	Arlington Recreation Department	

Table 3 - Other local / regional / federal planning efforts

Narrative

Please see the above narrative for the Annual Action Plan process.

Currently the town is working with the Institute for Human Centered Design on an ADA self-evaluation and transition plan. Once complete, this plan will identify all areas that need to be addressed to make them accessible. In the next Consolidated Plan and the five subsequent action plans, it is likely this work will be incorporated and help to determine what projects receive CDBG funding as this funding will continue to be used for accessibility improvements.

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

This year's Citizen Participation process began in November with the recruitment of three Arlington residents to the CDBG Subcommittee. Resident involvement is a new element of the subcommittee and will continue to improve citizen engagement with the Community Development Block Grant. The three new members reviewed all CDBG applications, attended public hearings, and helped make funding decisions for 2019-2020. They will also be assisting in additional community engagement throughout the year, specifically during Community Development Week and during the Consolidated Plan engagement process.

Also, every year a town committee, Envision Arlington, conducts a town-wide survey. This year's survey included a number of CDBG-related questions, asking residents how they would allocate CDBG dollars. These responses will be taken into account when conducting the Consolidated Planning process. **ATTACH ENVISION ARLINGTON SURVEY**

In addition, in January and February, legal notices were published in four local papers announcing the application deadline to request funds for the upcoming program year and announcing the public hearing dates for review of the proposals for 2019-2020. These legal notices ran in four (4) newspapers, in Chinese, Spanish, and English to broaden citizen participation. A number of people attended to discuss the work of their organization and to speak to their 2019-2020 application, including representatives from the following organizations: the Council on Aging, Housing Corporation of Arlington, Food Link, the Recreation Department, and Fidelity House.

Notice of the public hearing was posted on the Town website, and subsequent public meetings held by the CDBG Subcommittee were also posted on the Town website. An additional legal notice announcing the thirty day public comment period on the Draft Annual Action Plan was also published in the local newspaper in April. The public comment period runs through mid-May.

On April 23, the Town held a Community Development Week celebration, during which elected officials and Town staff visited two highly CDBG-funded projects: the Housing Corporation of Arlington's 20 Westminster, an adaptive reuse project where a church is being rehabilitated and turned into a nine-unit affordable housing development and to visit Food Link's new facility. The tour will be taken in the Council on Aging van, an element of the Council on Aging Transportation Program which also receives CDBG funding, and ADA-compliant curb cuts, part of the Town's annual accessibility plan, and be pointed out during the ride.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-English Speaking - Specify other language: Spanish, Chinese	Legal ads were posted in the local newspaper, and multiple non-English speaking newspapers.	No comments were received.	No comments were received. All applications were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	The Board of Selectmen held a public hearing February 11, 2019 to receive proposals for use of funds for program year 45. The following organizations attended the meeting and gave supporting comments on their programs: Housing Corporation of Arlington, Arlington Council on Aging, Food Link, Fidelity House, and the Arlington Recreation Department. The Select Board thanked everyone for their attendance and information. They let everyone know that the next step would be for the CDBG subcommittee to meet to discuss funding and that once the funding decisions were made, the CDBG administrator would bring back those recommendations to the Select Board for approval and movement to Town Meeting for final approval.	Comments consisted of past CDBG subrecipients talking about their programs and thanking the Town for their annual, financial support.	The Select Board listened to all attendees and thanked them for their attendance. In response they let the attendees know that the next step was for review by the CDBG subcommittee and moving the recommendations to Town Meeting for final approval.	file:///C:/Users/jwayman.ARLINGTON1/Downloads/Agenda_2019_211_Meeting(837)%20(1).pdf file:///C:/Users/jwayman.ARLINGTON1/Downloads/Minutes_2019_211_Meeting(530).pdf

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	CDBG Subcommittee Meetings	All residents	CDBG Subcommittee meetings were held on March 5, 2019 and March 12, 2019 in the Town Hall. The Town Manager, two members of the Select Board, the Director of the Planning and Community Development Department, the CDBG Administrator, and three residents, make up the CDBG Subcommittee. No members of the public attended. We did not receive any further verbal or written comments from the public.	No comments were received.	No comments were received.	https://www.arlingtonma.gov/Home/ShowDocument?id=46182 https://www.arlingtonma.gov/Home/ShowDocument?id=46184
4	Internet Outreach	All residents	The Draft Annual Action Plan for Program Year 45 was available to read on the Town website. The website also notified readers of the deadline to submit public comment.	No comments were received.	No comments were received.	http://www.arlingtonma.gov/departments/planning-community-development/community-development-block-grants-cdbg
5	Newspaper Ad	All residents	The Draft Annual Action Plan for Program Year 45 was available to read and comment on in the Planning and Community Development Department in Town Hall. The legal notice announced the availability of the plan through the local newspaper.	No comments were received.	No comments were received.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
			Envision Arlington			

Expected Resources

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

Introduction

The Town has been allocated \$1,100,241 in CDBG funds for program year 2019. To maximize the impact of the CDBG Entitlement funds, the Town expends significant general government funds and encourages all partners and projects to strategically leverage additional funds and partnerships.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Admin and Planning Economic Development Housing Public Improvements Public Services	1,100,241	123,595	1,059,927	2,230,712	0	In Year 5, the Town will use the Annual Allocation and estimated program income to support program activities. The amount in "Prior Year Resources" is remaining funds from unspent grant funds from an open staff position and incomplete projects, leaving both budgeted yet uncommitted funds and unbudgeted funds in IDIS from Program Years 14, 15, 16, and 17. Please see additional narrative in AP-35.

Table 4 - 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 Town of Arlington anticipates CDBG funds will leverage additional resources. Non-Entitlement funds that will be used to further the goals of the Strategic Plan may include: the Town of Arlington, private foundations, and organizations. The following leveraged resources are anticipated during the upcoming program year:

Town General Funds: The projected Town budget commits resources for the priority activities including Public Park, Facilities, and Infrastructure, Health and Human Services (HHS), and Economic Development.

Affordable Housing Resources: Affordable Housing Developments are likely to utilize a variety of local, state, federal, and private housing resources including Community Preservation Act funding, Low Income Housing Tax Credits, the Mass Rental Voucher Program, funds for historic preservation, state and federal historic tax credits, HOME funding, private foundation support, and private mortgage financing. The Housing Corporation of Arlington hopes to receive \$40,000 from the CharlesBank Homes Foundation.

Philanthropy: The Boys and Girls Club receives funding from the United Way. The Housing Corporation of Arlington raises private donations from Town residents and businesses from a Walk for Affordable Housing, Homeless Prevention Appeal letter, and Annual Meeting and Membership dues.

Section 8 Funds: Section 8 is administered by the Arlington Housing Authority and provides rental subsidies to approximately 400 Arlington households.

Community Preservation Act: Community Preservation Act fund resources will be used for affordable housing, public facilities, and capital improvements.

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

This year, in FY20, publically-owned land, the Lussiano Playground, will be reconstructed. This will address the open space and recreation goal in the Town's Consolidated Plan.

Discussion

As the final year in the five year Consolidated Plan, we are on track to reach most of the goal set forth. This annual action plan will help the Town address the following Consolidated Plan goals:

2	Goal Name	Affordable Housing Development
	Goal Description	Development of affordable rental and ownership units
4	Goal Name	Public Facilities
	Goal Description	Improvements to Public Facilities including Historic Preservation
5	Goal Name	Public Parks and Open Spaces
	Goal Description	Improvements to Public Parks and Open Spaces
6	Goal Name	Public Infrastructure
	Goal Description	ADA compliant sidewalks, curb cuts
7	Goal Name	Public Services
	Goal Description	Provision of essential public services to youth, elders, and vulnerable populations.
8	Goal Name	Planning and Administration
	Goal Description	Staffing and cost associated with Planning and Administration

Of the goals listed above, Goal #5 Public Parks and Open Spaces is the most critical to be addressed this year as very little CDBG funding has gone toward this goal in the past four years. Additionally, the Town will fall short of goal #3 Housing Rehabilitation. For a number of years the CDBG Subcommittee has been discussing the need for this program and has decided that the lack of eligible applicants warrants not funding the program in 2019-2020.

The amount in "Prior Year Resources" totals \$1,054,927.09. The ADA-Compliant Sidewalk Ramp project will rollover \$231,550.07 to complete the ongoing work.

Total with new grant and rollover that has been committed: \$2,231,282.0

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	Affordable Housing Development	2015	2019	Affordable Housing		Affordable Housing	CDBG: \$200,000 \$150,000	Rental units rehabilitated: 6 Household Housing Unit
2	Public Services	2015	2019	Homeless Non-Homeless Special Needs		Public Services	CDBG: \$183,572	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
3	Public Infrastructure	2015	2019	Non-Housing Community Development		Public Facilities, Infrastructure	CDBG: \$240,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 975 Persons Assisted
4	Public Facilities	2015	2019	Non-Housing Community Development		Public Parks	CDBG: \$355,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted
6	Planning and Administration	2015	2019	Planning and Administration			CDBG: \$231,335	Other: 1 Other

Table 5 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing Development
	Goal Description	Funding will be used on capital improvements to existing affordable housing, including energy efficiency improvements which will reduce the cost of utilities for tenants.
3	Goal Name	Public Infrastructure
	Goal Description	Funding to construct/reconstruct wheelchair ramps in accordance with Americans with Disabilities Act Guidelines for the purpose of improving access and pedestrian safety for the elderly and disabled. The ADA-compliant sidewalk ramp project will occur in census tract 356300-1. Projects funded to help reach this goal also include funding the design of an ADA-compliant path and outlook at Wellington Park.
4	Goal Name	Public Facilities
	Goal Description	Funding to rehabilitate the new Food Link facility, a local food rescue non-profit organization that supports many other CDBG-funded organizations through their food donations and to reconstruct the Lussaino Playground, a playground adjacent to the census block group of highest need.
5	Goal Name	Public Services
	Goal Description	A range of public service programs to support vulnerable populations and improve the quality of life for low-and moderate-income persons of all ages.

6	Goal Name	Planning and Administration
	Goal Description	Funding will be used to pay for at least a portion of the salary staff planners and a CDBG administrator. Responsibilities will include data gathering and analysis, local and comprehensive planning, affordable and fair housing studies and implementation, a mobility study, along with daily financial administration of the CDBG program and coordination of grant activities with program directors. The Administrator is also responsible for maintaining all records and completing the reporting requirements of the CDBG program as required by HUD. Administrative costs will also cover overall program development, management, coordination, monitoring, and evaluation. This line item also includes funding legal advertising and training and travel costs for the Administrator. Finally, funding will allow for the administration of an annual town survey.

AP-35 Projects - 91.420, 91.220(d)

Introduction

For the first time in the five year Consolidated Plan, the highest priority is Public Facilities and Improvements and not Rehabilitation/Housing. This is due to two factors: first, with this being the fifth year of a five year plan, the Town needed to support a project that was addressing the Consolidated Plan goal of Recreation and Outdoor Space, as this Annual Action Plan does through the funding of the Lussiano Playground Reconstruction at \$200,000. Also helping to address this goal is the design work being funded for ADA improvements at Wellington Park. The second factor contributing to the change in funding priority is the decision to not fund the Arlington Home Rehabilitation Program this coming program year. This program has not had enough interest from eligible residents to continue to receive funding. For this reason, Rehabilitation/Housing is receiving \$350,000 and Public Facilities and Infrastructure is receiving \$595,000. Public Services, as has been true historically, are town and non-profit programs that provide important services to residents. Planning projects will help address transportation through a mobility plan.

#	Project Name
1	Rehabilitation/Housing
2	Public Services
3	Public Facilities and Improvements
4	Planning
5	Administration

Table 6 – Project Information

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

The Town continues to invest in affordable housing. Over one-quarter of this year's CDBG funds are allocated for capital improvements to Arlington's affordable rental housing and to the adoption of energy efficiency improvements to reduce tenant costs. This percent could have been greater but the Town has decided not to fund the Arlington Home Rehabilitation Program in 2019-2020. As outlined in the Consolidated Plan, the town continues to invest in ADA improvements with a dramatic increase from year's passed as this year includes the design of an ADA-compliant trail at Wellington Park and the annual ADA-compliant sidewalk ramps.

ADA-Compliant Sidewalk Ramps will be utilizing \$_____ from previous fiscal years and _____.

AP-38 Project Summary

Project Summary Information

1	Project Name	Rehabilitation/Housing
	Target Area	Town-wide
	Goals Supported	Affordable Housing Development
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$350,000
	Description	This project supports the capital improvements to affordable rental units, and move to energy efficiency improvements which will help to reduce the cost of utilities, a savings which will be largely passed along to tenants. This project could also include the cost to relocate tenants while work is being done on their home.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	6 households
	Location Description	Town-wide
	Planned Activities	Funding will also contribute to capital improvements on existing affordable housing. Funding to improve and upgrade the living conditions for low and moderate-income homeowners and renters of 1-4 family structures by providing financial assistance in the form of low interest deferred loans. The Arlington Home Rehabilitation Program, while not receiving any new funding for 2019-2020, is still wrapping up their current projects and may complete them in the next program year. This will not involve the use of any new funds but only what they currently have anticipated for this year. The total funds allocated for this project from program year 19 is \$350,000.
2	Project Name	Public Services
	Target Area	Town-wide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$183,572
	Description	Public services include activities for low to moderate income residents of various ages. Activities help to provide and increase access to transportation, year-round recreation programs, health services, academic support, and job opportunities.

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1246 individuals
	Location Description	Town-wide
	Planned Activities	Services include skilled nursing care, transportation and volunteer organization for senior activities, summer and year-round scholarships for income eligible children/families to participate in programs offered by the Town's Recreation Department, the Arlington Boys and Girls Club, and Fidelity House, academic support, teens employment, and mental health counseling.
3	Project Name	Public Facilities and Improvements
	Target Area	Town-wide
	Goals Supported	Public Facilities Public Infrastructure
	Needs Addressed	Public Facilities, Infrastructure, and Parks
	Funding	CDBG: \$595,000
	Description	Improving accessibility in targeted areas in town and greatly improve a local park.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	8,175 people
	Location Description	The ADA-compliance projects are taking place in multiple areas in town. The park reconstruction is happening in our area of highest need.

	Planned Activities	To construct/reconstruct curb cut ramps/wheelchair ramps in accordance with ADA guidelines and to design an ADA-compliant path and overlook at Wellington Park. The Disability Commission and the Department of Public Works for the ADA-compliant sidewalk ramp projects has been awarded \$140,000 in Program Year 19 and has a remaining balance of \$_____ in funding from PY 18 and prior CDBG program year budgets for this same activity. Oftentimes weather prevents the completion of the number of sidewalk ramps originally planned. The design of the ADA-compliant path at Wellington Park has been awarded \$100,000 . The Arlington Recreation Department has been awarded \$_____ Finally, Food Link has been awarded \$155,000 for rehabilitation of the exterior of the new operations facility. The total for this project is \$595,000+ (last year for curbs) .
4	Project Name	Planning
	Target Area	Town-wide
	Goals Supported	Planning and Administration
	Needs Addressed	Economic Development Affordable Housing Public Facilities, Infrastructure, and Parks
	Funding	CDBG: \$132,335
	Description	Staff work on CDBG-related projects.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Town-wide
Planned Activities	Duties and responsibilities involve data gathering and analysis, local and comprehensive planning and zoning, affordable housing studies and implementation. These funds will also be used to fund planning activities including an assessment of fair housing and public outreach related thereto, a mobility study, and zoning work.	
5	Project Name	Administration
	Target Area	Town-wide
	Goals Supported	Planning and Administration

Needs Addressed	Economic Development Affordable Housing Public Facilities, Infrastructure, and Parks Public Services
Funding	CDBG: \$99,000
Description	Staffing related to CDBG administration.
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	N/A
Location Description	Town-wide
Planned Activities	Subrecipient management, program development, and fiscal responsibilities.

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

The majority of CDBG funding in Year 5 is allocated to projects for which individual person or household’s income determines eligibility, not geography. Two projects that are occurring in a specific geographic region are the ADA-compliant curb cut project and the reconstruction of the Lussiano Playground. The curb cuts will begin in areas of higher need and the Lussiano Playground is adjacent to Arlington’s area of highest need where 77.78% of the families make a low- to moderate-income.

Geographic Distribution

Target Area	Percentage of Funds

Table 7 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Arlington prioritizes all low and moderate income residents through CDBG funding, rather than focusing solely on residents who live in a particular area of town. While this is again the case for most funding, the Town will focus some of the work on the ADA-compliant sidewalk ramps and the sidewalks themselves in the higher need areas of Town, as well as the Lussiano Playground.

Discussion

As outlined above, most CDBG dollars are spent on individuals or families making a low to moderate income. However, the subcommittee does recognize the Town's areas of higher need and kept this in mind when directing dollars for the ADA-compliant sidewalk ramp project to the areas with the highest percent of individuals with a lower income and when deciding to fund the reconstruction of the Lussiano Playground. As is typically done, most dollars were targeted to address identified needs rather than geographic targeting.

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

Introduction

Enough affordable housing continues to be a challenge for Arlington. The Town has a very low vacancy rate and the cost of housing continues to rise. Being a dense community with very little vacant land for new development, the cost to build affordable housing is high and is very competitive. Even with these challenges, the Town is lucky to have a local private developer that has two new affordable housing development projects in the pipeline that will bring 48 new units to Arlington. As is the case with developing affordable housing, however, this development has been in the works for years as the developer has been putting together the financing. Additional barriers include the cost per unit; Arlington has access to HOME funds and does allocate it to these projects, but the high cost of land and to create these homes means the average cost per unit can be higher than is acceptable under HOME regulations.

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

As was outlined in the previous Annual Action Plan, Town Meeting will begin at the end of April. At this Town Meeting, the Department of Planning and Community Development is proposing several changes to the Zoning Bylaw that would ease the zoning restrictions on the development of multi-family housing. Included in these proposals is an increase to the percent of affordable housing a developer must include as the number of units increases. Together, these efforts will mean an increase in housing, including affordable housing.

Discussion

Please see the discussion above.

Introduction

As is standard practice, the Consolidated Plan helped shape the Year 5 Annual Action Plan, the final year covered by this Consolidated Plan. The activities selected for Year 5 funding were chosen through a formal solicitation process and will provide services and address identified needs for residents of all ages, and make immediate impacts to residents who make a low- to moderate-income. Arlington continuing to expand its accessibility improvements throughout town; Year 5 again includes ADA-compliant sidewalk ramp work and the design of an ADA-compliant path at Wellington Park.

Actions planned to address obstacles to meeting underserved needs

As was mentioned above, the Department of Planning and Community Development continues to work to propose changes to the Zoning Bylaw which will help to address the region's housing shortage, including affordable housing. Secondly, the Town will continue to leverage additional funding for town-wide planning projects, including providing Community Preservation Act fund resources in partnership with CDBG-funded projects. Lastly, before Town Meeting this year will also be the approval of accessory dwelling units which could allow residents to share their homes which could help offset the cost of housing.

Additionally, the Town is currently working with the Institute for Human Centered Design on an ADA self-evaluation and transition plan which the Town will use to help determine all work needed to be done to address accessibility, which CDBG funding will likely be utilized to help address.

Actions planned to foster and maintain affordable housing

As mentioned previously, the Town supports affordable housing financially and through policy. In Year 5 the Town has decided to not fund the Arlington Home Rehabilitation Program, the town's home improvement loan program, due to continued lack of eligible applicants. While this program was a part of the Town's effort to address affordable housing and improving the housing stock, the program was no longer proving to be providing a service to residents. This year, funding has been allocated to the upkeep of affordable housing by the Housing Corporation of Arlington, whose demand for affordable rental housing remains high, along with funding the installation of solar panels on Capital Square, the savings from which will be passed along to the residents at a rate of 85% of the savings, helping to bring down the cost of housing for residents making a low- to moderate-income.

Actions planned to reduce lead-based paint hazards

The Town and the Malden Redevelopment Authority will ensure compliance with Massachusetts lead laws on all homebuyer assistance and developer-driven projects, homeowner and rental. All new affordable housing is lead-free.

The Arlington Health Department was consulted on the Town's response to lead in homes. Once contacted by a resident, the Board of Health conducts a lead determination if there is a child under the age of six residing at a property. An inspector tests painted areas in the home to determine if lead is present. If a positive result is found, the Lead Inspector orders the owner of the property to bring the home into compliance. In the past year the Health Department has not conducted a home inspections or issued orders to owners for compliance. The Health Department will continue this method of addressing lead in Arlington homes.

Actions planned to reduce the number of poverty-level families

In 2019-2020, the Housing Corporation of Arlington has applied to add solar panels to their Capital Square building. HCA has committed to providing residents with 85% of these savings which will help reduce the amount they spend on housing. Additionally, the public services that provide childcare, including Fidelity House and the Arlington Boys and Girls Club, theoretically allow parents to hold jobs while their children are being cared for.

Actions planned to develop institutional structure

Again this year the CDBG Subcommittee utilized the Grant Evaluation Criteria, which were included in the annual application, to score each application. The final scores were provided at the public meeting to the Select Board and as part of the report to Town Meeting.

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

The Town benefits from a strong network of Arlington-based providers as well as a network of regional housing and human services providers. The Town directly operates quality programs through its Department of Health and Human Services, which will ensure coordination of its programs with regional providers. Also, the Town recently created a Human Services Network which is a chance for all service providers in Town to share resources. The Housing Corporation of Arlington and the Arlington Housing Authority communicate when there is a need for a unit, especially when there is an immediate need for housing and a person is facing homelessness. Finally, the Town acts as a first point of contact for people when they are in need of housing; while the Town does not have its own units to provide, the Town is able to provide residents information on how to contact the entities in Town that may have units and to get on their waitlists. The Town also coordinates its housing agenda with the surrounding towns through its membership in the North Suburban HOME Consortium.

Discussion

Please see discussion above.

Program Specific Requirements

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

Introduction

The following chart identifies program income that will be available for eligible projects during program year 2019.

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	5,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	5,000

Other CDBG Requirements

1. The amount of urgent need activities	0
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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.

73.00%

Discussion

Program income for June 2018 has not yet been received and is likely around \$5,000. Curb Cuts

Attachments

Citizen Participation Comments

Legal Notices for Public Hearings: Advocate, Banner, El Mundo, Sampan

Select Board Agendas, public hearings

CDBG Subcommittee Meetings

Town website news story, CDBG, release of application/public hearings

CD Week

Social Media