

Fitchburg-Leominster HOME Consortium HOME-ARP Action Plan

Revised 5/9/23

HOME-ARP Allocation Plan Template with Guidance

Instructions: All guidance in this template, including questions and tables, reflect requirements for the HOME-ARP allocation plan, as described in Notice CPD-21-10: *Requirements of the Use of Funds in the HOME-American Rescue Plan Program*, unless noted as optional. As the requirements highlighted in this template are not exhaustive, please refer to the Notice for a full description of the allocation plan requirements as well as instructions for submitting the plan, the SF-424, SF-424B, SF-424D, and the certifications.

References to “the ARP” mean the HOME-ARP statute at section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2).

- CoC(s) serving the jurisdiction’s geographic area,
- homeless service providers,

Consultation domestic violence service providers,

- veterans’ groups,

In accordance with the guidance in the Notice (page 13), before developing its HOME-ARP allocation plan, the PJ must consult with:

- public housing agencies (PHAs) and public entities that address the needs of the jurisdiction, and
- public or private organizations that address fair housing, civil rights, and the needs of persons with disabilities.

State PJs are not required to consult with every PHA or CoC within the state’s boundaries; however, local PJs must consult with all PHAs (including statewide or regional PHAs) and CoCs serving the jurisdiction.

Template:

Describe the consultation process including methods used and dates of consultation:

The PJ consulted with numerous agencies including the regional CoC using multiple methods. Initially, surveys were created and disseminated to agencies electronically, after receiving limited responses, the PJ scheduled phone interviews with agencies. Each interview took about one hour.

List the organizations consulted:

Please see list in appendix for agencies the PJ attempted consultation with and actually consulted with.

Agency/Org Consulted	Type of Agency/Org	Method of Consultation	Feedback
Restoration Recovery Center	Private, non-profit substance recovery center	survey	<p>Work with individuals and families, mostly individuals, between 20-50 per month, providing recovery related services, including housing search & stabilization, assistance with paperwork for identification, housing application, disability documentation, or social security, referrals for shelter, sober living, and half way house placement. Agency noted they have more options through the CoC if they have a documented disability. Agency noted the following as gaps in service: Literacy competence, lack of phone or email resources, lack of knowledge of resources or rights. The common issues we find in the placement for clients who have funding and the housing market and sky rocket pricing is challenging for the voucher amounts they are allotted. Landlords have also provided an extensive application process that prohibits the clients from paying for an application and unable to view the property. eviction, lack of tenant rights knowledge. Low income.</p>
MOC	Private Non-Profit Community Action Agency, case management provider for family shelter- OFH and DHCD	Survey and interview	MOC provides many services in the community, but specific to homeless and at risk populations, they provide case management services, including housing search, stabilization services, and other supports connected to

			<p>shelters and 12 units of permanent supportive housing. They've serviced 846 individuals and families in the past year. They don't see many veterans as they have access to Veterans services directly. They use the Coordinated Entry System for those units. They are commonly referring clients to CoC, shelter, street outreach, recovery coaches. They report the following gaps in service for homeless populations: more shelter beds, permanent supportive housing, housing eligible for those at risk (right now you must be documented as homeless), a centralized drop in center to access multiple services, post transitional housing financial assistance for perm housing. More rent assistance, employment, training & clothing closets. Homeless/at risk populations need support services/wrap around services- with high levels initially and taper and life skills training in order to successfully obtain and maintain housing. Some of the common issues leading to homelessness are: addiction, poor budgeting, low income, disabilities, mental health issues, trauma, Community events, and domestic violence. Now we're seeing housed clients face eviction as landlords start raising rents, units and buildings are being sold and new landlords are raising or evicting current clients. FMR rates are not keeping up with this sudden trend of increased rents. There exists what we call episodic and chronic homelessness. Chronic homelessness tends to include</p>
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			<p>populations that have been homeless for a much long period of time, often present with mental health and/or substance use problems and for many, are treatment resistant. Episodic homelessness is a direct result of sudden market changes, downturn in the economy, loss of jobs, rising cost of living, sudden traumatic event such as divorce or a death in the family. The biggest needs for these populations are lower cost market rate housing, more low income housing/subsidy. We are currently overwhelmed with referrals and staff cannot keep up.</p>
Our Father's House	Homeless service provider, private, non-profit	survey	<p>This agency operates a evening/overnight shelter for individuals in Fitchburg and a family shelter at Devens assisting 28 individuals and 20 families. About half of their family placements experienced domestic violence. They commonly see referral from hospitals and jails to their individual shelter and often make referrals for mental health services. They report the biggest need is for affordable housing and permanent housing.</p>
Community Legal Aid	Legal/civil rights/fair housing, private, non-profit	interview	<p>CLA provides legal assistance defense against eviction, access to shelter and appealing denials of shelter. They can manage about five cases a week and do have to turn away about half of the weekly applicants due to limited capacity at the org. They take clients through phone/online applications and are present at housing court for the lawyer for a day program. They often refer clients to YMCA for DV clients, food banks, DTA, government</p>

			benefits, health benefits, employment and other community partner services. The report the biggest gaps, and need is more physical housing and housing subsidies. They reported a need for more affordable rents and case management supports and independent living supports for those with behavioral health issues and that the factors they see leading to homelessness include lack of money, lack of mental health services, personal crisis, and CORI issues that can cause denials during housing application screening. They reported shelter should be a last resort, the greatest need is more affordable housing.
North Star Family Shelter	Homeless service provider- family shelter, private, non-profit	interview	Family Shelter, they take 15-20 families per year and have a waiting list of 75-100 at any time. They provide shelter, referrals to supports, assistance with housing applications and waiting lists. Life skill building and supports and financial literacy training. They are often refer clients to Substance abuse programs, agencies in other communities if they are moving, primary care, dentists, MassHealth, the hospital, Social Security, Housing Authority. North Star reports adequate transportation, especially the bus system for 2 nd and 3 rd shifts is not adequate, and not enough affordable housing and Section 8 vouchers. In order to move to permanent and stable housing, these populations need Affordable housing, life skill/financial literacy education, managing stress, case management support. Supportive affordable housing. The biggest

			<p>needs they see are the need for Rapid re-housing, ongoing and consistent case management. More assistance for homeless families Individual homelessness bubbles to the top and gets a lot of notice. The families can be more hidden. Families will have kids stay at friends and families to avoid getting invoiced with DCF</p> <p>With emergency shelter systems that are state run, so many families are ineligible because they have an eviction on their record. This is a huge problem. Millions go into rapid rehousing programs, it's great but without wrap around services, if behavior hasn't changed and there isn't enough housing available for apartments they will continue to have housing crises. Coordinated entry doesn't connect with us as much. But do have a connection.</p>
Fitchburg Public Library	Public Library	survey	<p>The FPL provides an anonymous, safe place for families and individuals during daytime hours, including public restrooms. They report they see up to 15 individuals at any given time. They report what they see as gaps in service are: public restrooms, showers, and clothes washing facilities. There is also a gap of places the homeless and others can gather since the library is not open all the hours they are not in a shelter (if they are eligible for one). Speaking strictly from observation, there seems to be a lack of readily available assistance in finding permanent shelter. Mental health issues</p>

			<p>appear to be a driving force behind the situation for many. Adequate support to oversee medications and other therapies could help the situation. One thing that seems to be a hindrance to housing stability is paranoia which may be the result of a mental illness. Alcohol, judging by the fumes coming from some, appears to be a problem. There are certainly some who just need monetary assistance to get themselves into housing whereas others need medical/mental intervention. It seems as though there are some who wouldn't take advantage of a situation offered because of the paranoia and lack of trust in the "establishment" overseeing the housing. There is a need for assisted living facilities that don't cost an arm and a leg.</p>
<p>Fitchburg Public Schools- McKinney Vento Services</p>	<p>Public School</p>	<p>interview</p>	<p>The Fitchburg Public Schools have homelessness services. They report they have approximately 200 homeless youth (and their families) at any given time. They provide the following: Referrals for services, access to after school care, summer programming, free lunch (everyone gets), transportation if they are in leominster. When displaced by fire, essentials and gift cards for essentials, vouchers, and referrals to housing supports and services. They are often identified when students enroll and cannot provide proof of residency, school liaison may identify them and there are, posters in schools with QR codes, for students to seek help online. The families are often referred to NewVue Communities, Centro Las Americas MOC family</p>

			<p>resource center, and provided with the Community Resource Guide. Some of the gaps in service the Public Schools see is affordable housing, supported housing and rent support, utility assistance and affordable day care. Also child care for before/after school and vacation weeks so parents can work. The School reports The process and hoop jumping that folks have to go through to access services is a real barrier. They need someone guiding them through every step. They are already stressed out and overwhelmed. Need a worker through every step. They need budgeting and check in. Some of the biggest needs for their students are mental health supports both in the school and the community that can be accessed during the day, after and before school daycare and parent guidance- life coach or case manager. We forget that trauma kids experience as a result of this and they may seem fine, but are not. It affects their whole life. It's hard for teachers to recognize that since it's not their focus.</p>
Fitchburg Homeless Outreach	Public-through the Board of Health	interview	<p>The Fitchburg homeless outreach team sees primarily, but not exclusively individuals. They occasionally see women with a child on the streets too. At any given time, they see about 60-70 people on the streets. The Outreach team provides primarily outreach- providing naran, helping people into detox, transport to detox, obtaining birth certificates, IDs through the sheriff's program. Connect to DTA, cash, SNAP, masshealth,</p>

		<p>medical and dental services,(sheriff's office) housing, employment- also temp agencies, education. (sheriff's services are available if any altercation in the past at all). Referrals to SMOC shelter. Provision of sleeping bags, blankets, food, drink, harm reduction. Although they don't have a number, they see a lot coming from past DV situations. We see some sex trade workers, but a lot of this is online and not on the streets. The point of contract is usually through outreach where homeless populations are living, but they try to get individuals a phone so they can call the street outreach hotline for help. They often refer Individuals to Restoration recovery, salvation Army, CHC action drop in center- near market basket. Its open 8-12 can get breakfast and shower. City of Fitchburg, Sheriffs dept services, GAMMA, Police Dept. Our Fathers House, SMOC housing, Westwind clubhouse, catholic charities. Most of the local detoxes. Spectrum, washburn house adcare, CHL (Detox) The biggest gaps they see in service are shelter and housing availability. Most of our folks need support- case management with the housing. They report in order for individuals to get housed and stay stable, they often need to go into detox and into a halfway house before permanent housing. For non- addicts, just waiting to get a place. We need shelter with wrap around services- including engagement during the day. Right environment and</p>
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			collaboration between agencies. They reported the factors leading to homelessness that they see are addiction - it takes everything away. Past trauma, relationships ending, a spouse passing away and they were the one who paid the bills. COVID has added to the problem. The biggest needs they see are a high capacity bed shelter that is 24 hours. Housing being added- (affordable like SMOC) DV support. We need a syringe service program. It gives them a safe place, testing and a touchpoint.
Fitchburg Police Dept. Domestic Violence Advocate	Public Police Department	interview	The Domestic Violence Advocate, will outreach after there is an incident, follow up with calls and weekly checks with detectives. Court advocacy, providing info and referrals. At lot of work is referrals Rights and options information. Both Fitchburg and Leominster have an advocate. In Fitchburg, 154 victims of Domestic Violence in the last year, more with children than individuals. It is rare that the advocate encounters a veteran. Often clients are referred to YWCA and Spanish American Center. Community Health Link, MOC, safe plan advocate- from YWCA at the Fitchburg court and Ginny's clothing & food pantry. The biggest gaps in services and biggest needs they see are more shelter options for DV families, housing, options other than Section 8 housing and RAFT, they have long wait times, programs that help with start up costs, maybe transitional

			housing. Affordable housing and temporary emergency housing.
SMOC	Homeless shelter provider, permanent/supportive housing provider, private, non-profit	interview	SMOC provides a temporary homeless shelter at the Days Inn and permanent housing including SRO's and supportive scattered site housing with case management. They can service 48 individuals at any time and have 127 units of permanent housing, (111 + 16 in Gardner). One of their clients is a Veteran, and no disclosures have been made indicating victims of domestic violence. They have a waiting list for the women's unit of shelter and a waiting list at each of their permanent housing properties. They often refer shelter clients to Restoration recovery for substance use, benefits, SNAP, Social Security, EAEDC, youth services, LUK housing apps, Housing Authority, Section 8, Mental health services from MOC Housing clients get referred to-apply for Section 8, Anwelt, (housing), detox, DTA, food stamps and benefits. They report the biggest gaps in service they see are Lack of affordable housing in the area. Affordable is truly affordable, not just 40B housing. Making intentional efforts by organizations not duplicating services and working closely together, and having strong partnerships to identify gaps and covering them. No one needs to compete for clients. The biggest needs are permanent affordable housing and support services.
Community Health Link	Private, non-profit service provider	interview	Community Health link provides mental health services, case management and supportive

			<p>housing through Community Support program for chronically homeless or at risk. The HOPE program comes with rental subsidy. They provide outreach at Leominster ER and behavioral health provider at emergency room. They serve 22,000-23,000 in the North Worcester County area, but were not able to break out just Fitchburg and Leominster numbers. They do not typically see veterans as they go through the Veteran's system. They see a small amount of Domestic violence, human trafficking victims through community support case management, estimated to be 10%. They work with the Continuum of Care and refer to affordable housing landlords for their clients. They report they have seen a lot of gaps in service since COVID. Including clients with section 8 vouchers and no one will accept it. This is happening more. Landlords are changing their rent to be just above what most subsidies come in at. Deeper subsidy to match the inflation. Landlords are being choosier. Even SRO's are becoming more expensive. Not enough volume of housing. Affordable and safe housing is the biggest need in Fitchburg and Leominster. They report the factors they see leading homelessness are individuals getting injured and can't work. Not able to get full time or got hours cut. Financial benefits received from state and feds didn't increase to match current needs and rents are higher than the income they receive as</p>
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			<p>disabled. People try to be creative and with shared living which has created stressors between roommates. They have found the best path to permanent housing and stability is Either negotiating with landlords who are evicting to get tenants to stay or putting in the CHAMP (statewide housing app that goes to whatever communities they are looking for) application ASAP.</p>
LUK	Homelessness provider youth under 25, private, non-profit	Interview	<p>LUK provides youth focused service linkage, street outreach, basic needs supplies, case management, life skills training, housing- host homes, supervised apartments, rental assistance, subsidized employment, transportation. They assist approximately 100 youth. They do not see veterans through their program but about 25% of their clients have experiences some sort of domestic violence or human trafficking. They have a waiting list of supervised apartments with 8 waiting. LUK's common referrals for clients include Day Care, DTA, Mass Health, SMOC, MOC, OFH, RAFT, ESG, CHC Counseling services, FSU and MWCC for education. Help getting identification.</p> <p>Youth and young adults shouldn't be in adult shelter. The world needs to see them as a different homeless population. They need a separate space. Often don't meet criteria for high priority because they are so young. LUK reports gaps in service for these clients include affordable housing, services in shelter, and not making them leave during the day. Not requiring people to be in shelter at</p>

			<p>certain time or lose their bed,- if they work, second or 3rd shift. Housing specifically for young adults. Greatest gaps in service are at the front and back ends of the housing system- young adult shelter entry needed, at the back end- more and varied types of housing for young adults. When considering the best path to permanent housing and ongoing stability, they report there are the “generalized” developmental and situational needs as well as the fact that everyone is starting from a different place. Being able to assess current functioning and matching them with housing and services to meet them where they currently are is important for long term positive outcomes. The entire range of housing options should be available so as to best set individuals and young families up for success. Some of the factors they identified in their clients that lead to homelessness were lack of experience in the work world as such have limited earning potential. This coupled with a lack of support and underdeveloped life skills (money and household management) make them more vulnerable to situations where they get in over their heads and lose their housing. They report biggest needs in addition to affordable housing are a coordinated system of care including support providers and municipal partners. Also, young adult services in the form of case management are imperative to ensure successful housing experiences.</p>
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Fitchburg Housing Authority	Public Housing Agency	Survey	<p>The Fitchburg Housing Authority provides permanent affordable housing funded through DHCD, Section 8 rental assistance vouchers and some MRVP rental assistance vouchers. They report they have 618 units of affordable housing and 650 mobile vouchers. 33 of their clients are Veterans and 13 are victims of domestic violence or human trafficking. They have state-wide waiting lists and report over 10,000 waiting for public housing and 200,000 for mobile vouchers. They commonly refer clients to MOC, the Spanish American Center, RCAP Solutions, and assorted local agencies and nonprofits. The FHA reports the biggest gaps in service and greatest needs they see are around mental health and substance abuse services. They report the factors they see leading to homelessness are poor education, lack of job skills and self harm resulting from mental health and substance use. Addressing the mental health and substance abuse issues of the homeless and at risk populations is critical followed by the need for work education programs.</p>
YWCA- Worcester	Domestic Violence Service Provider, private, non-profit	interview	<p>The YWCA can service 21 families with shelter, 6 units of which are in the fitchburg/Leominster areas. There are 43 survivors looking for shelter at the time of the interview. The agency provides Shelter, advocacy and support, finding stable safe housing, budgeting, increasing financial independence. Supportive counseling, not trauma counseling, education, safety</p>

			<p>planning. Restraining order advocates who assist with filing. Advocate from north central office who runs two groups a week for financial literacy- then get stipend of \$100 to open a bank account. They often refer their clients to RCAP for housing, local housing authorities. Community legal aid- for housing issues like discrimination. Encourage participants to call a number on insurance for behavioral health and psychology today online to find therapy providers. The report gaps in service to include housing, rents are unaffordable and wait lists years long. If you have an animal- what to do with the pets. Transportation, especially outside of Fitchburg/Leominster. Permanent affordable safe housing, financial support and repairing credit, counseling, help with jobs, and assistance for paying past debts like utilities. Risk factors for homelessness they see are the need to flee violence, the abuser is almost always financially abusive also, so they need to start over and create their own income source. A lot of other challenges such as having been a stay at home mom, when needing to flee. YWCA also noted Some families/ people sleeping in cars. We connect with local areas to get meals, YWCA to get showers, local church etc.</p>
GAAMA	Private non-profit service provider, recovery services	interview	GAAMA provides recovery support, a navigator to connect to services- especially for ID, benefits, getting phone, email, physical address, supportive

			<p>housing programs. They have 24 units of housing, 12 are permanent supportive housing. They often refer their clients to Our Fathers House, SMOC shelter, Hastings Hall, local housing authorities. Community legal aid, open sky, individual opioid use disorders. State benefits, RCAP. CHC services, medical, whatever might supplement the recovery. Inspire Counseling-outpatient mental health providers. Use a lot of telehealth-pursue care, psychiatry, counseling, take mass health Better centers of NH. GAAMA reports the gaps in service they see are the need for more access to technology, don't have a physical address to use. Records of previous jobs, good rental history. Clients don't have a safe way to store records. Having a place to charge cell phones, keeping it active. Long term providers to help, Jonathan can only help for 3-6 months. Quick timelines- logistically this is a challenge. Holding these folks to the same expectations for application follow up as a person who is housed and stable is unrealistic. They report the biggest needs are more housing, resources for rental assistance, resources for utilities, places that don't look strictly at credit scores, criminal history. Places that are open for a while not just 8-3. These folks are competing with ideal tenants for the limited supply of housing. GAAMA reports the supports that can help clients best get houses and stay stable are support to help with technology,</p>
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			<p>scheduling, time management, etc. having a case manager/supports, someone who is persistent. Helping someone follow through- especially when they are on waiting lists for 3 years+ If they have substance use disorder, they need the supports- consistent people in their life to support them. The risk factors they identified as leading to homelessness were Substance use disorder, mental health, lack of earnings, lack of transportation, incarceration.</p>
<p>Department of Developmental Services</p>	<p>Public Organization, addressing needs of persons with disabilities</p>	<p>interview</p>	<p>DDS is a state public agency providing services including, respite for caregivers, home supports for families and individuals. Referrals to adult day care, employment services, day care to allow caregivers to work, case management, rep-payee and SMOC low income housing. They serve 2000 in their region at any given time, and about 20 of those might be in a housing crisis. They do not often see Veterans as clients. They do have some clients who are victims of domestic violence or human trafficking, they report clients are prone to be victimized and it's a concern for our borderline intellectual clients. Common referrals to services include DTA, Housing Agencies, SMOC, Our Father's House used to at least. MOC for families with youth. Section 8. Individual Supports referrals- Open Sky, LUK, who can provide caseworkers to help prevent homelessness or rehouse. Family support center navigators help to make sure they are accessing other</p>

			<p>supports that might be able to help like SNAP.</p> <p>The biggest need and Gap in services is housing itself. Clients don't fit in traditional services, such as autism might not be a good option for shared living. Affordability of housing. This is huge. Our clients are not allowed to build up savings so they don't have a cushion for emergencies. The Autism folks need daily support and there isn't a good system in place. Folks who are in transitional living situation- was very difficult to share a room, and interact with others. Need more places like cluster housing with staff living close by or in buildings. Accessibility can be a concern, even a small step can be a challenge for some. We talk a lot about location when finding housing to be sure there is transportation, or maybe they can't use public transportation. Mental Health Support is also a major need as well as a need to obtain housing and remain stable permanent housing. These clients also at times need medication support, skill acquisition and housing options that are non-congregate.</p>
<p>Fitchburg Veteran's agent</p>	<p>Public Organization serving veterans needs</p>	<p>interview</p>	<p>The Fitchburg Veterans Agent provides a range of services, and specific to homelessness and housing instability, can provide Chapter 115 funds. This is a cash benefit and can be used for first, last, security, and back rent. It can reimburse for medical expenses if a veteran is over income for cash benefits for housing. Veterans may also</p>

			receive SSVF veterans specific funding including VASH vouchers through the Fitchburg Housing Authority. The FVA works with both individuals and families, if they are a honorably discharged veteran. They have only worked with one victim of DV in the past 11 years. They report the biggest gap in services and needs are more affordable housing and veteran's housing, especially family housing and housing for elders. More VA caseworkers, the caseworkers will follow up with clients and generally outcomes are better when VA caseworkers are involved. The factors they see leading to homelessness in their clients are the high cost of housing, the hot housing market, with lots of rental units being sold and increasing rents. Substance use in about 20% of clients.
Agency Name.	Type of Agency/Org.	Method of Consultation.	Feedback.

Summarize feedback received and results of upfront consultation with these entities:

The PJ consulted with over 17 agencies and attempted to consult with many more. The Full list of organizations we contacted during the consultation process is available in the appendix. The most difficult agencies to reach were the state agencies, including DTA and DMH. Agencies provided thoughtful input and many themes emerged.

- All agencies reported more affordable housing needs. This seemed to be the greatest need. Within this category, there were a number of qualifiers.
 - Several agencies reported the need for more safe affordable housing, as well as a variety of housing options, such as shared living, SRO's, family housing, studios, tiny homes, etc.
 - Almost half of agencies noted the very high cost of housing and rapidly rising rents as a major factor in homelessness, including several who noted this is happening due to property sales and new owners raising rents and/or evicting tenants so they can raise rents.
- Most agencies reported the need for more rental subsidies

- At least two agencies noted the Fair Market Rents, subsidizing agencies are able to pay are not keeping pace with the rising rents and landlords are declining vouchers.
- Additional Shelter units was identified as need for families. However this was qualified with comments that this should be a last resort, a better path would be to prevent the loss of current housing.
- Increased Individual Shelter units was not a high priority, but it should be noted, the current individual non-congregate shelter at the Days Inn is a temporary shelter financially supported by DHCD and is not expected to remain in place long term.
 - Three agencies noted that shelters should not require guests to leave during the day, or be in by a certain time of evening to keep their bed, especially for those guests working second and third shift.
- Multiple agencies reported the need for more assistance with back rent, first, last and security costs.
- Multiple agencies reported a need for more utility assistance.
- Most of the agencies reported a need for more support services/ case management/ wrap around services.
 - At least two noted a high level of services should be provided during crisis and to achieve housing stabilization, but those services should continue at some level to help maintain stability in the housing.
- At least three agencies reported public transportation was inadequate.
 - Although the MART bus runs in Fitchburg and Leominster, it is not feasible to use for second and third shift employment.
- Multiple agencies that serve individuals or families reported a need for more life skills assistance for their clients specifically highlighting financial management and stress management.
- Many agencies that serve shelter and homeless populations reported the need for centralized centers for multiple services, including case management, mental health, and facilities for showers and laundry.
- Almost all agencies serving primarily homeless individuals noted the need to assist with obtaining Identification, a cell phone, and email address, and a physical address.
 - Two noted lacking these can be barriers for applying for affordable housing.
 - It was also noted that a physical address is required for Section 8 applications, and at waiting list “update time”, they only have 10-12 days to respond to maintain their place on the list. This is a real challenge for some.
- Almost all agencies reported need for additional mental health services to re-house and maintain housing stability.
- Most agencies reported clients have high rates of trauma
- All agencies reported substance use and mental health/behavioral health issues were a factor in housing instability.
- Several Family agencies noted the need for day care for parents to work.
- Several noted literacy as a factor in assisting with re-housing

- At least two noted criminal records were a barrier to finding housing.
- One noted the need for a syringe service program as a safe place and a touchpoint for services.
- At least two agencies noted that families in crisis need high levels of assistance and are overwhelmed by the time they reach out for help.
- One noted the need to better collaborate between entities.
- One entity noted the need for more accessibility in housing.
- The Youth agency noted that young adults need to be seen as a different population, with different support needs, including the high need for independent living skills and shouldn't be sheltered in non-congregate adult shelters.

Public Participation

In accordance with Section V.B of the Notice (page 13), PJs must provide for and encourage citizen participation in the development of the HOME-ARP allocation plan. Before submission of the plan, PJs must provide residents with reasonable notice and an opportunity to comment on the proposed HOME-ARP allocation plan of **no less than 15 calendar days**. The PJ must follow its adopted requirements for “reasonable notice and an opportunity to comment” for plan amendments in its current citizen participation plan. In addition, PJs must hold **at least one public hearing** during the development of the HOME-ARP allocation plan and prior to submission.

PJs are required to make the following information available to the public:

- The amount of HOME-ARP the PJ will receive, and
- The range of activities the PJ may undertake.

Throughout the HOME-ARP allocation plan public participation process, the PJ must follow its applicable fair housing and civil rights requirements and procedures for effective communication, accessibility, and reasonable accommodation for persons with disabilities and providing meaningful access to participation by limited English proficient (LEP) residents that are in its current citizen participation plan as required by 24 CFR 91.105 and 91.115.

Template:

Describe the public participation process, including information about and the dates of the public comment period and public hearing(s) held during the development of the plan:

- ***Date(s) of public notice: 3/7/2023***

- **Public comment period:** start date – **3/7/2023** end date – **3/23/2023**
- **Date(s) of public hearing:** 3/16/2023

Describe the public participation process:

The City held virtual community input meetings November 19th & 22 of 2021. This was held as part of the CDBG Community Input meeting for the year 48 Action Plan. The City held an additional public hearing on March 16, 2023 to review the proposed HOME ARP Action Plan amendment.

The PJ provided legal notice of the HOME-ARP Plan in the local newspaper and translated this notice into the most spoken language in Fitchburg and Leominster after English, which is Spanish. The PJ did not specifically state in its notice that the public can request translation of the document or that requests can be made for reasonable accommodations when reviewing the document or submitting comments. However, the City’s webpage, which contains the draft action plan does provide information on accessibility of the website; and in practice the City does provide translation and reasonable accommodations when requested. The PJ will create a policy regarding reasonable accommodations and translation services that will include posting this information on the City’s webpage; the Community Development page and this language will be in future notices.

Describe efforts to broaden public participation:

In addition to the public meetings, the City also reached out repeatedly to service providers and advocates via email to inform and solicit input for this plan.

Summarize the comments and recommendations received through the public participation process either in writing, or orally at a public hearing:

Generally, comments reinforced the need for additional housing, shelter and support services across the board.

Summarize any comments or recommendations not accepted and state the reasons why:

No comments were rejected.

Needs Assessment and Gaps Analysis

In accordance with Section V.C.1 of the Notice (page 14), a PJ must evaluate the size and demographic composition of **all four** of the qualifying populations within its boundaries and assess the unmet needs of each of those populations. If the PJ does not evaluate the needs of one of the qualifying populations, then the PJ has not completed their Needs Assessment and Gaps Analysis. In addition, a PJ must identify any gaps within its current shelter and housing inventory as well as the service delivery system. A PJ should use current data, including point in time count, housing inventory count, or other data available through CoCs, and consultations

with service providers to quantify the individuals and families in the qualifying populations and their need for additional housing, shelter, or services.

Template:

OPTIONAL Homeless Needs Inventory and Gap Analysis Table

Homeless													
	Current Inventory					Homeless Population				Gap Analysis			
	Family		Adults Only		Vets	Family HH (at least 1 child)	Adult HH (w/o child)	Vets	Victims of DV	Family		Adults Only	
	# of Beds	# of Units	# of Beds	# of Units	# of Beds					# of Beds	# of Units	# of Beds	# of Units
Emergency Shelter	20	5	76	76	0								
Transitional Housing	5	2	22	22	12								
Permanent Supportive Housing	7	3	20	20	0								
Other Permanent Housing	10	4	9	9	0								
Sheltered Homeless						20	113	9	1				
Unsheltered Homeless						2	42	2	2				
Current Gap										3	1	-57	-57

Suggested Data Sources: 1. Point in Time Count (PIT); 2. Continuum of Care Housing Inventory Count (HIC); 3. Consultation

OPTIONAL Housing Needs Inventory and Gap Analysis Table

Non-Homeless			
	Current Inventory	Level of Need	Gap Analysis
	# of Units	# of Households	# of Households
Total Rental Units	13,998		
Rental Units Affordable to HH at 30% AMI (At-Risk of Homelessness)	518		
Rental Units Affordable to HH at 50% AMI (Other Populations)	#		
0%-30% AMI Renter HH w/ 1 or more severe housing problems (At-Risk of Homelessness)		#	
30%-50% AMI Renter HH w/ 1 or more severe housing problems (Other Populations)		#	
Current Gaps			#

Suggested Data Sources: 1. American Community Survey (ACS); 2. Comprehensive Housing Affordability Strategy (CHAS)

Total Rental Units: ACS5y2020 financial characteristics

Rental Units Affordable to HH at 30% & 50% from subsidized housing inventory and affordability restrictions recorded at North Worcester County Registry of Deeds

Describe the size and demographic composition of qualifying populations within the PJ's boundaries:

The following includes HUD's definitions of the four qualifying populations followed by the size and demographic composition of each of the qualifying populations.

Homeless as defined in 24 CFR 91.5

Homeless (1), (2), or (3):

(1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
- (ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
- (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

(2) An individual or family who will imminently lose their primary nighttime residence, provided that:

- (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
- (ii) No subsequent residence has been identified; and
- (iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks needed to obtain other permanent housing;

(3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:

- (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of

1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C.11434a);

(ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;

(iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and

(iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment.

According to the 2022 Point In Time count for Fitchburg and Leominster, a total of 177 individuals in 160 households were homeless, with 120 households/130 individuals in shelter and 40 households/44 individuals unsheltered at the time of the count.

Ten of these households were families, with an additional 4 who are parenting youth, comprising 30 persons. Of those families and parenting youth 15 were children, 8 were young adults and 7 were adults; 15 were female and 10 were male, none identified as transgender or gender non-conforming. One family was identified as unsheltered, and the remainder were counted in shelter. Gender information on the four children of the parenting youth was not provided. Sixteen of the families identified as non-Hispanic and 8 were Hispanic, ten identify as white, 5 as black/African American, and six as multi-race. No families were identified as chronically homeless

During the PIT count, 155 individuals were counted as homeless, with 20 between 18-24 and 135 over 24 years old, with 42 persons identifying as unsheltered, and the remainder counted as sheltered. Of those individuals, 60 were female and 95 were male. No person identified as transgender or gender non-conforming. Looking at race and ethnicity data, 119 were Non-Hispanic and 25 were Hispanic, 119 were white, 21 black/African American, 4 asian and 2 identified as multiple races. Of the total 155 individuals 40 were identified as chronically homeless.

At the Point in Time count, 11 individual veterans were identified as homeless, but no veteran families, two of the veterans counted were unsheltered. One veteran was female and 10 were male; 11 identified as Non-Hispanic, no veterans identified as Hispanic, Seven were white, three were Black/African American and one was Asian. One veteran was identified as chronically homeless.

Unaccompanied Youth were also identified through the Point in Time count. Twenty youth were homeless at the time of the count, all between the ages of 18-24, all counted were in shelter. Seven were female and 13 were male, ten identified as Non-Hispanic and 4 identified as Hispanic, nine were white, six were Black/African American and one multi-race.

Year over year, we have seen a steady increase individuals experiencing homelessness with a 36% increase from 2021 to 2022. We also know that the unsheltered count is understated as many households do not engage with outreach workers who provide the information for the PIT.

There is also a significant rise in the number of families experiencing homelessness. As a right to shelter state, DHCD has shelter capacity across the state. Currently, DHCD is looking to expand shelter to accommodate the increase in demand. Because the family shelters are not located in this area, they are not included in the PIT. However, many of the families who live in the area become homeless and are placed outside of the community.

With the limited new housing being built, rising rents and utilities, and inflation, we expect to continue to see increases in households experiencing homelessness.

At Risk of Homelessness as defined in 24 CFR 91.5

At risk of homelessness:

(1) An individual or family who:

- (i) Has an annual income below 30 percent of median family income for the area, as determined by HUD;
- (ii) Does not have sufficient resources or support networks, e.g., family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in paragraph (1) of the “Homeless” definition in this section; and
- (iii) Meets one of the following conditions:
 - (A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
 - (B) Is living in the home of another because of economic hardship;
 - (C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;
 - (D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by federal, State, or local government programs for low-income individuals;

- (E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 people per room, as defined by the U.S. Census Bureau;
- (F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or
- (G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan;

(2) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 387(3) of the Runaway and Homeless Youth Act (42 U.S.C.5732a(3)), section 637(11) of the Head Start Act (42 U.S.C. 9832(11)), section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2(6)), section 330(h)(5)(A) of the Public Health Service Act (42 U.S.C. 254b(h)(5)(A)), section 3(l) of the Food and Nutrition Act of 2008 (7 U.S.C. 2012(l)), or section 17(b)(15) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)(15)); or

(3) A child or youth who does not qualify as “homeless” under this section but qualifies as “homeless” under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2)), and the parent(s) or guardian(s) of that child or youth if living with her or him.

In the current environment, the number of households at risk of homelessness is growing rapidly. The rising rents, rising utilities and other inflationary costs are exacerbating those at-risk of homelessness. From May of 2021 to April of 2022, Worcester County received 9,482 application for rental assistance. We estimate that 3887 or 41% of these are from Fitchburg/Leominster. This estimation is calculated based on Fitchburg & Leominster’s total population as a percentage of Worcester’s total population. In addition, many households are currently doubled up. We know that many families live with other families and youth often “couch surf” placing both of these populations at risk of homelessness. While this number is difficult to quantify, we know that more and more households are losing their housing with buildings being purchased for renovations and tenants leaving units to avoid an eviction on their record. Those seeking rental assistance are a small portion of those at risk of homelessness.

A recent report from the Worcester Regional Research Bureau shows that those earning less than \$75,000 are rent burdened in Worcester. If we apply this to Fitchburg, with similar rents, there are 7,789 residents who may be considered rent burdened and at risk of homelessness. Extrapolating from the American Community Survey, we estimate at least 4,000 households to be at or below 30% of median income. Of note is the gap in median income for renters (\$36,058) and homeowners (\$82,438). This is an indication that renters tend to be below 30% of median income. Given the rents in the area, those at 30% of median income without a subsidy are rent burdened.

Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD in the Notice

3. Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD.

For HOME-ARP, this population includes any individual or family who is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking. This population includes cases where an individual or family reasonably believes that there is a threat of imminent harm from further violence due to dangerous or life threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return or remain within the same dwelling unit. In the case of sexual assault, this also includes cases where an individual reasonably believes there is a threat of imminent harm from further violence if the individual remains within the same dwelling unit that the individual is currently occupying, or the sexual assault occurred on the premises during the 90-day period preceding the date of the request for transfer.

Domestic violence, which is defined in 24 CFR 5.2003 includes felony or misdemeanor crimes of violence committed by:

- 1) A current or former spouse or intimate partner of the victim (the term "spouse or intimate partner of the victim" includes a person who is or has been in a social relationship of romantic or intimate nature with the victim, as determined by the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship);
- 2) A person with whom the victim shares a child in common;
- 3) A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- 4) A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving HOME-ARP funds; or
- 5) Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating violence which is defined in 24 CFR 5.2003 means violence committed by a person:

- 1) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- 2) Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - a. The length of the relationship;
 - b. The type of relationship; and
 - c. The frequency of interaction between the persons involved in the relationship.

Sexual assault which is defined in 24 CFR 5.2003 means any nonconsensual sexual act proscribed by Federal, Tribal, or State law, including when the victim lacks capacity to consent.

Stalking which is defined in 24 CFR 5.2003 means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- 1) Fear for the person's individual safety or the safety of others; or
- 2) Suffer substantial emotional distress.

Human Trafficking includes both sex and labor trafficking, as outlined in the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7102). These are defined as:

- 1) Sex trafficking means the recruitment, harboring, transportation, provision,,obtaining, patronizing, or soliciting of a person for the purpose of a commercial sex act, in which the commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age; or
- 2) Labor trafficking means the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

In the PIT count, 3 persons were identified as fleeing domestic violence. At the time of the consultation, the YWCA reported 43 household seeking shelter and the Fitchburg Police Department's DV Advocate reported working with 154 households over the year. With this information, we know that the PIT is an extreme undercount. In addition, people are reporting having to stay in an unsafe settings because the housing availability is so low. While the PIT does not account for those fleeing trafficking, our experience with a shelter opening in the County for 15 women fleeing trafficking being immediately full demonstrates the unmet need that exists.

Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability, as defined by HUD in the Notice

Other Populations where providing supportive services or assistance under section 212(a) of NAHA (42 U.S.C. 12742(a)) would prevent the family's homelessness or would serve those with the greatest risk of housing instability. HUD defines these populations as individuals and households who do not qualify under any of the populations above but meet one of the following criteria:

- (1) Other Families Requiring Services or Housing Assistance to Prevent Homelessness is defined as households (i.e., individuals and families) who have previously been qualified as "homeless" as defined in 24 CFR 91.5, are currently housed due to temporary or emergency assistance, including financial assistance, services, temporary rental

assistance or some type of other assistance to allow the household to be housed, and who need additional housing assistance or supportive services to avoid a return to homelessness.

(2) At Greatest Risk of Housing Instability is defined as household who meets either paragraph (i) or (ii) below:

(i) has annual income that is less than or equal to 30% of the area median income, as determined by HUD and is experiencing severe cost burden (i.e., is paying more than 50% of monthly household income toward housing costs);

(ii) has annual income that is less than or equal to 50% of the area median income, as determined by HUD, AND meets one of the following conditions from paragraph (iii) of the “At risk of homelessness” definition established at 24 CFR 91.5:

(A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;

(B) Is living in the home of another because of economic hardship;

(C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;

(D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by Federal, State, or local government programs for low-income individuals;

(E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 persons reside per room, as defined by the U.S. Census Bureau;

(F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or

(G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan

Veterans and Families that include a Veteran Family Member that meet the criteria for one of the qualifying populations described above are eligible to receive HOME-ARP assistance.

The pandemic has significantly impacted youth and seniors. Youth are often not included in the PIT because they don't meet the definition of being in shelter or living in places not meant for human habitation. Youth often couch surf and live short period of times with friends and will not access shelter that houses primarily adults. This is often the beginning of the cycle of homelessness for this population. The CoC received a Youth Homeless Demonstration Program grant that will assist in an assessment of the needs of youth in the County. We know this population continues to experience and be at risk of homelessness.

We also are seeing a rise in seniors who are at high risk and experiencing homelessness. With the increasing rents, seniors on a fixed income are unable to absorb these increased rents and

utilities. With the waitlists for public and privately subsidized housing, seniors experiencing homelessness will continue to grow.

Identify and consider the current resources available to assist qualifying populations, including congregate and non-congregate shelter units, supportive services, TBRA, and affordable and permanent supportive rental housing (Optional):

Currently, the area has 76 non-congregate shelter beds for individuals and 5 units for families. There are no population-specific (trafficking, veteran, youth, etc.) beds for individuals. The area has capacity for 6 homeless households fleeing domestic violence. Given the identified need and the expectation that it is under represented, the area is significantly under resourced.

While there are services available, as indicated in the consultation with community partners, the demand for services far outweighs the availability of services. Many households go without needed services and have difficulty accessing existing services as the requirements vary and documentation is difficult to obtain. Households often get frustrated and don't access services for which they are eligible. We know that more services, including outreach for unsheltered individuals and beds for families not meeting state criteria are needed to address the growing homeless crisis.

Waitlists for TBRA are over 5 years. Over the last two years, households with TBRA are finding it more difficult to find housing where they can use their TBRA once they receive the benefit resulting in losing this valuable resource.

This region is lacking the affordable housing with many households being cost burdened. The delay in building housing due to supply issues of materials and labor, and the barriers in accessing affordable housing funds is slowing the building of all housing, but in particular affordable housing. This places many households at-risk of homelessness.

The area also has limited permanent supportive housing programs. To address the growing number of homeless households, the region needs additional permanent supportive housing and needs to add more PSH units year to year to meet the demand. Those who enter PSH tend to have long stays in the programs resulting in a need for additional PSH to be built over time.

Describe the unmet housing and service needs of qualifying populations:

Homeless as defined in 24 CFR 91.5

As indicated in the gap analysis table, the area has a gap of a minimum of 57 beds for individuals. This also carries over to affordable housing options and permanent supportive housing. The service needs for this population include medical care, psychiatric and substance use disorder treatment, care coordination, vocational/employment services and

financial assistance among other specific needs. The area has limited services to provide the comprehensive care needed for individuals experiencing homelessness.

While the state is a right to shelter state, the area has a gap for families who do not meet state eligibility criteria. In addition, the area does not have a state funded shelter which results in families staying with other families or relative, often in substandard housing. Families experiencing homelessness are in need of care coordination, childcare, afterschool care, employment/vocational training, medical and behavioral healthcare among other individualized services.

At Risk of Homelessness as defined in 24 CFR 91.5

With the growing number of households at risk of homelessness, there is a significant lack of available housing for households who are rent burdened. While we do not have a specific number, we know there are several thousand families who are rent burdened. These households need assistance in accessing existing housing resources to navigate the available resources. In addition, they need supported referral to benefits they are eligible for and needed services such as childcare, afterschool care, training programs, etc. that help increase their income. In addition, more resources for back rent and utilities would keep households stabilized.

Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD in the Notice

Based on consultation with providers working directly with these populations, there is a gap of at least 40 beds specifically serving this population. This population needs assistance in accessing benefits, employment/vocational assistance, behavioral health, trauma treatment, healthcare and care coordination.

Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability as defined by HUD in the Notice

Other populations include chronically homeless, youth, seniors, LGBTQIA+ and those fleeing domestic violence and trafficking. In addition, families not able to access the state shelter system need shelter, housing and support. These populations have unique needs that require specialized services.

Identify any gaps within the current shelter and housing inventory as well as the service delivery system:

The PJ gaps include non-congregate shelter beds for individuals along with affordable housing including permanent supportive housing. The PJ also lacks population specific programs than can often provide the specialized care need for specific populations – youth, seniors, LGBTQIA+, survivors of domestic violence and trafficking, veterans. Service gaps include navigation services to connect households to available resources, behavioral healthcare, childcare and employment/vocational services. In addition, access to rental assistance and utility assistance

before it is a crisis could prevent homelessness for households. Households require a single point agency to connect them with housing resources.

Under Section IV.4.2.ii.G of the HOME-ARP Notice, a PJ may provide additional characteristics associated with instability and increased risk of homelessness in their HOME-ARP allocation plan. These characteristics will further refine the definition of “other populations” that are “At Greatest Risk of Housing Instability,” as established in the HOME-ARP Notice. If including these characteristics, identify them here:

Characteristics that are associated with instability and increased risk of homelessness include psychiatric disorders, substance use disorders, serious emotional disorders in children, physical disabilities and lack of job training.

Identify priority needs for qualifying populations:

Priority needs include non-congregate shelter beds including those for specialized population, TBRA, permanent supportive housing and supportive services to assist with accessing housing. ADA compliant units is also a significant need.

Explain how the PJ determined the level of need and gaps in the PJ’s shelter and housing inventory and service delivery systems based on the data presented in the plan:

Need and gaps were determined using CoC data including PIT and HIC, interviews and surveys with local organizations providing direct service and assessment of the overall housing costs in the region. Data sources include Zillow, American Community Survey, HMIS, the State Subsidized Housing Inventory and North Worcester County Registry of Deeds. The PJ considered all these sources in determining the need.

HOME-ARP Activities

Template:

Describe the method(s) that will be used for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors:

- The City of Fitchburg, on behalf of the Fitchburg/Leominster HOME Consortium will create an application template for subrecipients and service providers to request HOME-ARP funding for supportive services and tenant based rental assistance, similar to the PJ’s existing CDBG application process. The PJ will notify subrecipients and service providers, in writing and electronically of the availability of HOME-ARP funding and the ability to submit applications for these funds to the City of Fitchburg’s Community Development & Planning Department. Supportive services and tenant based rental assistance will be required to include the costs of delivering these services in their applications. Public notices will be sent to local agencies that participated in the HOME-ARP surveys and our local service provider list of the availability of applications. The PJ will post this availability in the local newspaper, on the City’s website and request the Continuum of Care lead agency, Central Mass Housing Alliance post this as well.

The application period will be open for at least 30 days, and if funds remain; applications will be accepted thereafter on a rolling basis.

- Separately, developers of housing and non-congregate shelter will be solicited through a RFP process; one each for housing, and non-congregate shelter. Local non-profit and for profit developers will be notified in writing of the availability of funds and requirements for proposal submission. Notification will also be made in the local paper, the City's webpage, and a request will be made for Central Mass Housing Alliance to distribute the RFP as well. The PJ will be accept proposals for at least 30 days, and if funds remain, proposals will be accepted thereafter on a rolling basis. The PJ has already received multiple inquiries for HOME-ARP funding through written requests.

The final methodology for the review and selection of applications and proposals is not fully developed at this time. However, for both solicitation processes, the PJ will determine this prior to releasing the notice of the funding opportunities. Written descriptions of the selection methodology will be included as an attachment to the application for supportive services/tenant based rental assistance and the RFP for development of permanent housing and shelter.

Although the final methodology is not complete, the PJ anticipates consulting with the Continuum of Care prior to making funding decisions.

Describe whether the PJ will administer eligible activities directly:

The PJ intends to administer rental housing and non-congregate shelter development directly.

If any portion of the PJ's HOME-ARP administrative funds are provided to a subrecipient or contractor prior to HUD's acceptance of the HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ's entire HOME-ARP grant, identify the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ's HOME-ARP program:

The PJ has not contracted with another agency to perform HOME administrative functions. However some administrative funding may be provided to a subrecipient for the administration of Tenant Based Rental Assistance. As noted above, the City will solicit subrecipients through a published application process. It is likely that administrative funding will be allocated to a subrecipient to deliver Tenant Based Rental Assistance.

In accordance with Section V.C.2. of the Notice (page 4), PJs must indicate the amount of HOME-ARP funding that is planned for each eligible HOME-ARP activity type and demonstrate that any planned funding for nonprofit organization operating assistance, nonprofit capacity building, and administrative costs is within HOME-ARP limits.

Template:

Use of HOME-ARP Funding

	Funding Amount	Percent of the Grant	Statutory Limit
Supportive Services	\$ 250000		
Acquisition and Development of Non-Congregate Shelters	\$ 500000		
Tenant Based Rental Assistance (TBRA)	\$ 138722		
Development of Affordable Rental Housing	\$ 500000		
Non-Profit Operating	\$ 85000	# %	5%
Non-Profit Capacity Building	\$ 85000	# %	5%
Administration and Planning	\$ 180000	# %	15%
Total HOME ARP Allocation	\$ 1738722		

Describe how the PJ will distribute HOME-ARP funds in accordance with its priority needs identified in its needs assessment and gap analysis:

- The PJ intends to allocate \$1,000,000 in HOME-ARP funds evenly divided between Acquisition and Development of Non-Congregate individual and/or family Shelter and Development of Affordable Housing, \$250,000 Supportive Services, \$85,000 in Non-Profit Operating and \$85,000 in Non-Profit Capacity Building, both of these with the intent of supporting further development of agencies that provide support services and service coordination for homeless populations. The PJ will allocate \$138,722 in funding for Tenant Based Rental Assistance. The PJ will retain \$180,000 for administration of these projects. It is assumed a portion of the administrative funds will be allocated to the agency administering TBRA on behalf of the PJ.
- AS noted earlier, the City of Fitchburg, on behalf of the Fitchburg/Leominster HOME Consortium will create an application template for subrecipients and service providers to request HOME-ARP funding, similar to the PJ's existing CDBG application process. The PJ will notify subrecipients, service providers, in writing and electronically of the availability of HOME-ARP funding and the ability to submit applications for these funds to the City of Fitchburg's Community Development & Planning Department in writing. Supportive services and tenant based rental assistance will include the costs of delivering these services. Public notices will be sent to local agencies that participated in the HOME-ARP surveys and our local service provider list of the availability of applications. The PJ will post this availability in the local newspaper, on the City's website and request the Continuum of Care lead agency, Central Mass Housing Alliance post this as well. The application period will be open for at least 30 days, and if funds remain, applications will be accepted thereafter on a rolling basis.
- Separately, developers of housing and non-congregate shelter will be solicited through an RFP process; one each for housing, and non-congregate shelter. Local non-profit and for profit developers will be notified in writing of the availability of funds and requirements for proposal submission. Notification will also be made in the local paper, the City's webpage, and a request will be made of Central Mass Housing Alliance to distribute the RFP as well. The PJ will be accept proposals for at least 30 days, and if funds remain, proposals will be accepted thereafter

on a rolling basis. The PJ has already received multiple inquiries for HOME-ARP funding through written requests.

Describe how the characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:

The need in Fitchburg and Leominster for additional shelter, housing, and supportive service delivery is great. Significant gaps have been identified in all of the 4 eligible categories of activities. The PJ could allocate the entire full allocation of \$1,738,722 to either Acquisition or Development of Non-Congregate Shelter and Development of Affordable Housing, considering the high cost of property acquisition and construction costs, but recognizes the critical need for support services to both stabilize homeless/at risk individuals/families and for ongoing support for those who continue to be at risk. \$250,000 will be allocated to Supportive Services as noted above. In addition to the funds directly allocated to Supportive Services, the PJ is allocating \$170,000, divided evenly between Non-Profit Operating Support and Non-Profit Capacity Building. The PJ is recognizing the need for additional local Support Services Capacity and the need to further integrate the Worcester County Continuum of Care located in the City of Worcester, with the North County Region, specifically Fitchburg and Leominster. The PJ is allocating \$138,722 in TBRA funding, acknowledging that the development of affordable housing is a process that takes multiple years, but the need for housing support is immediate. Finally, the PJ will allocate \$180,000, (10%), not the full 15% it can allocate to program administration. The PJ is assuming a portion of this administration funding will be utilized by a subrecipient to administer TBRA funding.

HOME-ARP Production Housing Goals

Template

Estimate the number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation:

The PJ anticipates funding five units or more of affordable housing for qualifying populations in the Leominster/Fitchburg jurisdiction.

Describe the specific affordable rental housing production goal that the PJ hopes to achieve and describe how the production goal will address the PJ's priority needs:

The PJ intends to work with developers to fund the production of at least five units of affordable housing available to either individuals or families who are qualifying populations, either homeless, or at risk. We anticipate providing \$100,000 per unit in funding, leveraging State and Federal LIHTC, historic tax credits, Housing Trust Funds and other available funding the Developer has access to. The PJ is assuming a total per unit development cost of between

250,000 per unit and \$450,000 per unit, understanding that unit sizes and whether the units are created through rehabilitation or new construction are factors still to be determined. The need for housing production is a priority for both populations, with thousands of households estimated to be in the “at risk” qualifying population.

Preferences

A preference provides a priority for the selection of applicants who fall into a specific QP or category (e.g., elderly or persons with disabilities) within a QP (i.e., subpopulation) to receive assistance. A *preference* permits an eligible applicant that qualifies for a PJ-adopted preference to be selected for HOME-ARP assistance before another eligible applicant that does not qualify for a preference. A *method of prioritization* is the process by which a PJ determines how two or more eligible applicants qualifying for the same or different preferences are selected for HOME-ARP assistance. For example, in a project with a preference for chronically homeless, all eligible QP applicants are selected in chronological order for a HOME-ARP rental project except that eligible QP applicants that qualify for the preference of chronically homeless are selected for occupancy based on length of time they have been homeless before eligible QP applicants who do not qualify for the preference of chronically homeless.

Please note that HUD has also described a method of prioritization in other HUD guidance. Section I.C.4 of Notice CPD-17-01 describes Prioritization in CoC CE as follows:

“Prioritization. In the context of the coordinated entry process, HUD uses the term “Prioritization” to refer to the coordinated entry-specific process by which all persons in need of assistance who use coordinated entry are ranked in order of priority. The coordinated entry prioritization policies are established by the CoC with input from all community stakeholders and must ensure that ESG projects are able to serve clients in accordance with written standards that are established under 24 CFR 576.400(e). In addition, the coordinated entry process must, to the maximum extent feasible, ensure that people with more severe service needs and levels of vulnerability are prioritized for housing and homeless assistance before those with less severe service needs and lower levels of vulnerability. Regardless of how prioritization decisions are implemented, the prioritization process must follow the requirements in Section II.B.3. and Section I.D. of this Notice.”

If a PJ is using a CE that has a method of prioritization described in CPD-17-01, then a PJ has preferences and a method of prioritizing those preferences. These must be described in the HOME-ARP allocation plan in order to comply with the requirements of Section IV.C.2 (page 10) of the HOME-ARP Notice.

In accordance with Section V.C.4 of the Notice (page 15), the HOME-ARP allocation plan must identify whether the PJ intends to give a preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project.

- Preferences cannot violate any applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in 24 CFR 5.105(a).
- The PJ must comply with all applicable nondiscrimination and equal opportunity laws and requirements listed in 24 CFR 5.105(a) and any other applicable fair housing and civil rights laws and requirements when establishing preferences or methods of prioritization.

While PJs are not required to describe specific projects in its HOME-ARP allocation plan to which the preferences will apply, the PJ must describe the planned use of any preferences in its HOME-ARP allocation plan. This requirement also applies if the PJ intends to commit HOME-ARP funds to projects that will utilize preferences or limitations to comply with restrictive eligibility requirements of another project funding source. **If a PJ fails to describe preferences or limitations in its plan, it cannot commit HOME-ARP funds to a project that will implement a preference or limitation until the PJ amends its HOME-ARP allocation plan. For HOME-ARP rental housing projects, Section VI.B.20.a.iii of the HOME-ARP Notice (page 36) states that owners may only limit eligibility or give a preference to a particular qualifying population or segment of the qualifying population if the limitation or preference is described in the PJ's HOME-ARP allocation plan.** Adding a preference or limitation not previously described in the plan requires a substantial amendment and a public comment period in accordance with Section V.C.6 of the Notice (page 16).

Template:

Identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project:

The PJ anticipates development projects, both permanent housing and shelter, will utilize funding sources, such as the Low-Income Housing Tax Credit (LIHTC), HOME, and various state resources in addition to these HOME ARP funds. These sources often permit developers to include certain preferences in tenant selection. The PJ anticipates preferences will be used. The need for a preference must be documented, and the preferences must be allowable under fair housing laws. The U.S. Department of HUD has issued specific guidance on tenant selection preferences in projects funded with HOME-ARP.

In accordance with the HUD guidance, The Fitchburg-Leominster HOME Consortium intends to permit HOME-ARP sponsors to include either one, two, or three preferences among HOME-ARP qualifying populations in the tenant selection process. Developers must document the reasons for the proposed preferences, which must be reviewed and approved by Fitchburg. If appropriate for their project, sponsors may propose one, two, or three of the following preferences:

- Homeless individuals and/or families, in accordance with the HUD definition of homeless under 24 CFR 91.5, which may include, though not be limited to:
 - Homeless unaccompanied youth, as per the definition at 24 CFR 91.5
 - Homeless veterans, as per the definition of 24 CFR 91.5

- Chronically homeless individuals and/or families, in accordance with the HUD definition of chronically homeless, which may include, though not be limited to:

- Chronically homeless unaccompanied youth, as per the definition at 24 CFR 91.5
- Veterans, as per the definition at 24 CFR 91.5
- Individuals and/or families at risk of homelessness, in accordance with the HUD definition at 24 CFR 91.5, which may include, though not be limited to:
 - Youth, 24 CFR 91.5 the definition criteria at 24 CFR 91.5
 - Veterans, 24 CFR 91.5 the definition criteria at 24 CFR 91.5
- Those fleeing or attempting to flee domestic violence and meeting HUD definition criteria at 24 CFR 91.5

While Fitchburg may decide to approve one or more preferences, as described above, developer of HOME-ARP projects must allow all qualifying populations to apply for the HOME-ARP units. Further, within a given project, qualifying populations may be able to apply for affordable units that are not HOME-ARP assisted. As applicants, qualifying populations are not restricted to HOME-ARP units. Their housing needs could be met if they are selected as residents in other units.

An example of how HOME-ARP tenant selection with preferences can work is as follows:

A developer seeks HOME-ARP funding for six units within a larger affordable housing project. The developer fully understands that the only applicants eligible to seek the HOME-ARP units must be qualifying populations, as defined by HUD. The developer also understands that all qualifying populations must be allowed to apply for the units. However, within the qualifying populations, the developer notifies the City that he/she intends to adopt one allowable preference in tenant selection. The preference is for chronically homeless as defined above. The developer prepares both the project tenant selection plan and the affirmative fair marketing plans/materials to incorporate the six HOME-ARP units, all restricted for qualifying populations as defined by HUD. The tenant selection plan and the affirmative fair marketing plans/materials further incorporate the chronically homeless preference for the six HOME-ARP units. The developer submits the tenant selection plan and the affirmative fair marketing plan/materials for review and approval by the City before the marketing process begins. During the tenant selection process, which includes a well-publicized lottery, the developer's management agent first selects four eligible applicants -- who meet the preference -- for four of the HOME-ARP units. At that point in time, no other applicants meet the preference criteria for the HOME-ARP units. The developers' management agent then selects two more applicants from the broader pool of qualifying populations to fill the remaining two HOME-ARP-assisted units. One of the two units is filled by a veteran who meets at least one of the HUD criteria for qualifying populations. The other remaining unit is filled by an individual over 62 years of age who also meets at least one of the HUD criteria for qualifying populations.

On a case-by-case basis, the City may allow a project developer to base its tenant selection on referrals from the CoC through its coordinated entry process (CE) to determine the eligibility of HOME-ARP qualifying populations and to rank individuals and families for preference in admission to the HOME-ARP units. Any such approval will be subject to the City establishing and approving the prioritization applied by the CoC in accordance with the requirements of the HOME-ARP Notice. In all cases, the City will comply with the requirements for preferences, referral methods, and limiting eligibility to subpopulations, if applicable, in the HOME-ARP Notice.

The Fitchburg-Leominster HOME Consortium strongly urges developers seeking HOME-ARP funds to contact the City of Fitchburg as they structure their projects and make decisions on preferences within the qualifying populations eligible for HOME-ARP units.

Fitchburg-Leominster HOME Consortium Priorities for Project Types:

In addition to offering the preferences above in tenant selection, the City will prioritize several project types as it reviews multifamily rental funding applications that include HOME-ARP. The project types are as follows:

- Projects whose developer intend to restrict at least 50% of the total units for homeless or chronically homeless individuals or families as defined by HUD. Proposed staffing levels must be appropriate, should include support services, and must receive approval by the City of Fitchburg.
- Projects intended to serve at risk of homelessness individuals or families, as defined by HUD in 24 CFR 91.50. Proposed staffing levels must be appropriate, should include support services, and must receive approval by the City of Fitchburg.

If a preference was identified, explain how the use of a preference or method of prioritization will address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or subpopulation of qualifying population, consistent with the PJ's needs assessment and gap analysis:

The PJ has identified a significant need for additional affordable permanent housing, low-barrier shelter for both family and individuals, and supportive services for all identified populations. The PJ's prioritization of homeless and at risk of homelessness populations will ensure funding is being directed to the most critical needs. Additionally, the PJ strongly believes prioritizing housing with supportive services is a critical part of ensuring stability and success for individuals and families when crisis occur in their lives.

Referral Methods

PJs are not required to describe referral methods in the plan. However, if a PJ intends to use a coordinated entry (CE) process for referrals to a HOME-ARP project or activity, the PJ must ensure compliance with Section IV.C.2 of the Notice (page10).

A PJ may use only the CE for direct referrals to HOME-ARP projects and activities (as opposed to CE and other referral agencies or a waitlist) if the CE expands to accept all HOME-ARP qualifying populations and implements the preferences and prioritization established by the PJ in its HOME-ARP allocation plan. A direct referral is where the CE provides the eligible applicant directly to the PJ, subrecipient, or owner to receive HOME-ARP TBRA, supportive services, admittance to a HOME-ARP rental unit, or occupancy of a NCS unit. In comparison, an indirect referral is where a CE (or other referral source) refers an eligible applicant for placement to a project or activity waitlist. Eligible applicants are then selected for a HOME-ARP project or activity from the waitlist.

The PJ must require a project or activity to use CE along with other referral methods (as provided in Section IV.C.2.ii) or to use only a project/activity waiting list (as provided in Section IV.C.2.iii) if:

1. the CE does not have a sufficient number of qualifying individuals and families to refer to the PJ for the project or activity;
2. the CE does not include all HOME-ARP qualifying populations; or,
3. the CE fails to provide access and implement uniform referral processes in situations where a project's geographic area(s) is broader than the geographic area(s) covered by the CE

If a PJ uses a CE that prioritizes one or more qualifying populations or segments of qualifying populations (e.g., prioritizing assistance or units for chronically homeless individuals first, then prioritizing homeless youth second, followed by any other individuals qualifying as homeless, etc.) then this constitutes the use of preferences and a method of prioritization. To implement a CE with these preferences and priorities, the PJ **must** include the preferences and method of prioritization that the CE will use in the preferences section of their HOME-ARP allocation plan. Use of a CE with embedded preferences or methods of prioritization that are not contained in the PJ's HOME-ARP allocation does not comply with Section IV.C.2 of the Notice (page10).

Template:

Identify the referral methods that the PJ intends to use for its HOME-ARP projects and activities. PJ's may use multiple referral methods in its HOME-ARP program. (Optional):

The PJ will not restrict referrals in order to align with the Worcester County Continuum of Care's "no wrong door model". Referrals do not need to come through the CoC. Any agency may refer a household for a HOME-ARP Program. When eligible Households inquire directly with the PJ, they will be referred to a subrecipient or partner agency for intake/ appropriate services. Programs, projects, and services funded with HOME-ARP funds will be required to comply with the City's preference/priority policy when accepting referrals, as noted in earlier in this document.

If the PJ intends to use the coordinated entry (CE) process established by the CoC, describe whether all qualifying populations eligible for a project or activity will be included in the CE

The PJ will not restrict referrals to those only referred through the CoC process. Referrals may be made through the CoC, or directly from other agencies/programs. If the PJ is presented with a situation or program that has good cause for only utilizing the CoC process for accepting referrals, the PJ will review the CoC's referral process and any related prioritization to ensure it includes all qualifying populations and is in compliance with our HOME-ARP requirements. The PJ will also seek HUD guidance to determine if this change requires an amendment to the action plan and if will submit an amendment if required.

If the PJ intends to use the CE process established by the CoC, describe the method of prioritization to be used by the CE. (Optional):

We do not intend to use the CE process unless as noted above, a particular program has good cause for utilizing the CoC's process. If this occurs, as noted above, the PJ will consult with HUD on whether an action plan amendment is required.

If the PJ intends to use both a CE process established by the CoC and another referral method for a project or activity, describe any method of prioritization between the two referral methods, if any. (Optional):

Please see above.

Limitations in a HOME-ARP rental housing or NCS project

Limiting eligibility for a HOME-ARP rental housing or NCS project is only permitted under certain circumstances.

- PJs must follow all applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in 24 CFR 5.105(a). This includes, but is not limited to, the Fair Housing Act, Title VI of the Civil Rights Act, section 504 of Rehabilitation Act, HUD's Equal Access Rule, and the Americans with Disabilities Act, as applicable.
- A PJ may not exclude otherwise eligible qualifying populations from its overall HOME-ARP program.
- Within the qualifying populations, participation in a project or activity may be limited to persons with a specific disability only, if necessary, to provide effective housing, aid, benefit, or services that would be as effective as those provided to others in accordance with 24 CFR 8.4(b)(1)(iv). A PJ must describe why such a limitation for a project or activity is necessary in its HOME-ARP allocation plan (based on the needs and gap identified by the PJ in its plan) to meet some greater need and to provide a specific benefit that cannot be provided through the provision of a preference.

- For HOME-ARP rental housing, section VI.B.20.a.iii of the Notice (page 36) states that owners may only limit eligibility to a particular qualifying population or segment of the qualifying population if the limitation is described in the PJ's HOME-ARP allocation plan.
- PJs may limit admission to HOME-ARP rental housing or NCS to households who need the specialized supportive services that are provided in such housing or NCS. However, no otherwise eligible individuals with disabilities or families including an individual with a disability who may benefit from the services provided may be excluded on the grounds that they do not have a particular disability.

Template

Describe whether the PJ intends to limit eligibility for a HOME-ARP rental housing or NCS project to a particular qualifying population or specific subpopulation of a qualifying population identified in section IV.A of the Notice:

The PJ does not intend to limit eligibility.

If a PJ intends to implement a limitation, explain why the use of a limitation is necessary to address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or subpopulation of qualifying population, consistent with the PJ's needs assessment and gap analysis:

Enter narrative response here.

If a limitation was identified, describe how the PJ will address the unmet needs or gaps in benefits and services of the other qualifying populations that are not included in the limitation through the use of HOME-ARP funds (i.e., through another of the PJ's HOME-ARP projects or activities):

Enter narrative response here.

City of Fitchburg HOME ARP Consulation List

Organization	Type of Organization	Method of Consultation
Restoration Recovery	private organization that addresses the needs of persons with disabilities	written survey
MOC, Making Opportunities Count	Homelessness service provider	written survey and Interview
Our Father's House	Homeless Services Provider- shelter	written survey
Community Legal Aid	private organization that addresses civil rights and fair housing	interview
North Star Family Shelter	Homeless services provider, shelter.	interview
Fitchburg Public Library	Public agencies that address the needs of qualifying populations	written survey
Fitchburg Public Schools, McKinney Vento Services	Public agencies that address the needs of qualifying populations	interview
Fitchburg Homeless Outreach Services	Homeless Service Provider/ Public agencies that address the needs of qualifying populations	interview
Fitchburg Police Department, Domestic Violence Advocate	Domestic Violence Service provider	interview
SMOC, South Middlesex Opportunity Council	Homeless services provider	interview
Community Health Link	private organization that addresses the needs of persons with disabilities	interview
LUK, Inc	homelessness service provider, youth under 25.	interview
Fitchburg Housing Authority	Public Housing Authority	written survey
YWCA Worcester	Domestic Violence Service provider	interview
GAAMA	homelessness service provider/ private organizations that address the needs of persons with disabilities	interview
Department of Developmental Services	Public organization that addresses the needs of needs of persons with disabilities	interview
Fitchburg Veteran's agent	Public agency, serving the needs of qualifying populations, veterans	interview

Central MA Housing Alliance	Continuum of Care that services the area, homelessness services provider	interview, monthly check in meetings, provided assistance in preparing data and some narrative information for this Action Plan
Leominster Housing Authority	Public Housing Authority	made email contact with Housing Authority Director, Ben Gold, reported he would have admin schedule phone appointment, they never followed through.
Department of Mental Health	Public agency that addresses the needs of qualifying populations	emailed inquiry for phone interview to two DMH staff, DMH never responded to schedule.
Department of Transitional Assistance	Public agency that addresses the needs of qualifying populations	attempted to reach via phone at Fitchburg location- never heard back. Physical office was closed during

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

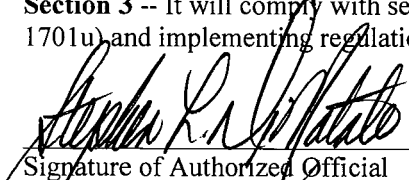
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.


Signature of Authorized Official

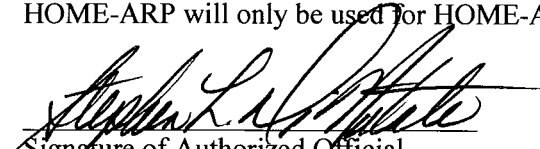
3/24/2023
Date


Title

Specific HOME-ARP Certifications

The HOME participating jurisdiction certifies that:

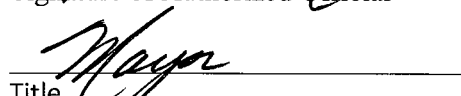
HOME-ARP will only be used for HOME-ARP eligible activities and eligible costs.



Signature of Authorized Official



Date



Title

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

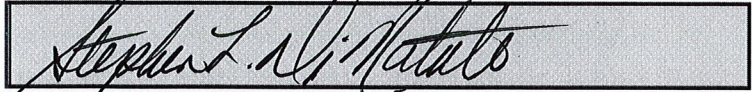
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Fitchburg	DATE SUBMITTED 3/27/23

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

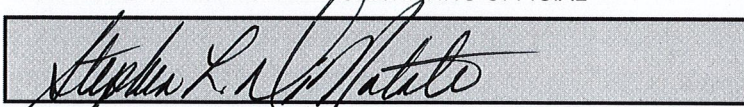
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Fitchburg	DATE SUBMITTED 3/27/23

Application for Federal Assistance SF-424*** 1. Type of Submission:**

- Preapplication
 Application
 Changed/Corrected Application

*** 2. Type of Application:**

- New
 Continuation
 Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:**6. Date Received by State:**

7. State Application Identifier:

8. APPLICANT INFORMATION:*** a. Legal Name:**

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

*** c. Organizational DUNS:**

d. Address:*** Street1:**

Street2:

*** City:**

County/Parish:

*** State:**

Province:

*** Country:**

*** Zip / Postal Code:**

e. Organizational Unit:**Department Name:**

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:**Prefix:**

*** First Name:**

Middle Name:

*** Last Name:**

Suffix:

Title:

Organizational Affiliation:

*** Telephone Number:**

Fax Number:

*** Email:**

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnerships Program

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

*** 15. Descriptive Title of Applicant's Project:**

HUD HOME- ARP funds to be used for activities that benefit qualified homeless or at-risk populations.

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="1,738,722.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="1,738,722.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

Consultation List:

Email address	First name	Last name	Company
Liz has list			Affordable Housing Providers
MDunn@gaamha.org	Michelle	Dunn	Alyssa's Place
m.heafy@arcofopportunity.org	Mary Heafy	Mary Heafy	ARC of Opportunity
ecoveney@bgcfl.org	Elizabeth	Coveney	Boys and Girls Club
LBradley@cmhaonline.org			Central MA Housing Alliance- CoC
jgomez@centroinc.org	Juan	Gomez	Centro
frachlin@cla-ma.org	Faye	Rachlin	Community Legal Aid
jmannina@cla-ma.org	Jonathan	Mannina	Community Legal Aid
ckoppang@communityhealthlink.org	Carrie Koppang		Community Health Link
JBuckley@chcfhc.org			Community Health Connections
mrivera@chcfhc.org	Martha Rivera		Action Community Health Connections
Disability@Fitchburgma.gov			Crossing Over
			Disability Commission
			Department of Social Services
			DMH
			Family Resource Center
	Via MOC		
scurry@fitchburgma.gov	Steve	Curry	Fitchburg Health
schristensen@fitchburgma.gov	Sue	Christensen	Fitchburg Health
dbushman@fitchburgha.org	Doug	Bushman	Fitchburg Housing Authority
emartineau@police.fitchburgma.gov	Ernie	Martineau	Fitchburg Police Department
sbernard@fitchburgma.gov	Sharon	Bernard	Fitchburg Public Library
chalifoux@fitchburg.k12.ma.us	Craig	Chalifoux	Fitchburg Public Schools
Kellye@fitchburg.k12.ma.us	Eva	Kelly	Fitchburg Public Schools
jokelar@fitchburg.k12.ma.us	Bob	Jokela	Fitchburg Public Schools
jgoodwin@fitchburgma.gov	Joan	Goodwin	Fitchburg Senior Center
jbry@fitchburgstate.edu	Jay Bry		Fitchburg State College
jfergu12@fitchburgstate.edu	Joe Ferguson		Fitchburg State University

rlapidus@fitchburgstate.edu	Richard	Lapidus	Fitchburg State University Fitchburg Redevelopment Authority GAAMHA
director@fitchburgredevelopment.com	Meagen	Donoghue	Habitat for Humanity Health Alliance Hospital
shayden@gaamha.org	Carolyn	Read	Keith Barnaby/BOH street outreach
carolyn@ncmhabitat.org	Keith	Barnaby	Leominster Housing Authority
mejremma@charter.net	Benjamin	Gold	Leominster Health Dept.
ben@leominsterha.com			Leominster Police Department Leominster Public Library Leominster Public Schools
Paula.deacon@leominsterschools.org	Paula Deacon, superintendent		
Catherine.gaudet@leominsterschools.org	, Cathy Gaudet, school nurse leader		Leominster Public Schools Leominster Senior Center
mbergeron@luk.org	Maurie	Bergeron	LUK, Inc.
bbarto@luk.org	Beth	Barto	LUK, Inc.
RSears@mocinc.org	Rita Sears		MOC housing services MOC services/DTA
kreed@mocinc.org	Kevin	Reed	MOC, Inc.
lwhetzel@mocinc.org	Leona	Whetzel	MOC, Inc. New England Farm Worker's Council (fuel assistance)
framos@nvcomm.org	Francisco Ramos		NewVue Communities
mgeraghty@nvcomm.org	Meredith	Geraghty	NewVue Communities
mdohan@nvcomm.org	Marc	Marc Dohan	NewVue Communities
jhogue@northstarfs.org	Jon	Hogue	North Star Family Services North Star Family Services
tcardona@northstarfs.org	Tabitha	Cardona	Open Sky
ron.hayes@openskycs.org			

jpasierb@ofhshelter.com	Judith	Pasierb	Other medical providers Our Father's House Parole Dept. Leominster
Rebecca.Ramirez@jud.state.ma.us	Rebecca Ramirez, Chief Probation Officer		Parole Dept. Fitchburg
rguerrero@police.fitchburgma.gov	Raysa Guerrero		Fitchburg PD DV advocate RCAP Solutions Recovery Centers of America
jscott@rrciFitchburg.com	, Julia Scott, Housing case manager		
Julia@rrcifitchburg.com	Julia Armstrong		Restoration Recover
lynette.valentine@use.salvationarmy.org	Lynette Sheriff's Office,	Valentine	Salvation Army Sherriff's Office
mleary@sdw.state.ma.us	Mark Leary,		
RFitzpatrick@smoc.org	Raffaela	Fitzpatrick	SMOC Sober home providers Spanish American Center Substance abuse treatment facilities Fitchburg VA Clinic Veteran Service Providers Veterans Agent-Fitchburg Veterans Agent Leominster
neddy_latimer@spanishamericancenter.org	Neddy	Latimer	
	978-342-9781		
mmarino@fitchburgma.gov			
akahassai@ymcaofcm.org	Angaw	Kahassai	YMCA
tmcdonnell@ymcaofcm.org	Ted	McDonnell	YMCA
thuard@ywcacm.org	Tara	Huard	YWCA (domestic violence)- Worcester

Citizen survey?

Property Managers

phickey@wingatecompanies.com
lwood@hmrproperties.com
leslie.johnsonerikson@schochet.com
cwhitehouse@wingatecompanies.com
cwhitehouse@wingatecompanies.com
cwhitehouse@wingatecompanies.com
bbodanza@winnco.com
cwhitehouse@wingatecompanies.com
cwhitehouse@wingatecompanies.com
jmaxfield@winnco.com
trecord@stewartproperty.net

Per Keith

mdayotas@sdw.state.ma.us

Mary Dayotas –sherriffs office –emailed 5/26/22

mdunn@gaamha.org

Michelle Dunn emailed 5/26/22

Gordie –DHCD

DMH

Beth.Casarella@mass.gov

Bonnie.M.Smith@mass.gov

THANK YOU for your ad submission!

Your ad has been submitted for publication. Below is a confirmation of your ad placement. You will also receive an email confirmation.

ORDER DETAILS**Order Number:**

NY0074639

Order Status:

Submitted

Classification:

Legal Notices

Package:

Legals MA 1x Only

Final Cost:

328.14

Payment Type:

Account Billed

User ID:

W0014382

Username:

1382876

PREVIEW FOR AD NUMBER NY00746390**ACCOUNT INFORMATION**

FITCHBURG COMMUNITY DEVELOPMENT MA Legals

718 MAIN STREET

FITCHBURG, MA 01420

978-829-1890

CDalton@fitchburgma.gov

FITCHBURG COMMUNITY DEVELOPMENT

TRANSACTION REPORT**Date**

March 6, 2023 12:51:19 PM EST

Amount:

328.14

SCHEDULE FOR AD NUMBER NY00746390

March 7, 2023

Sentinel & Enterprise Legals

**City of Fitchburg
HOME ARP- ACTION
PLAN**

The City of Fitchburg has completed its Fitchburg-Leominster Consortium proposed HOME-ARP Action Plan. The plan will be submitted as an amendment to the Year 47 Action Plan. The complete Plan may be reviewed by contacting the Department of Community Development & Planning. CommDev@FitchburgMA.gov, by reviewing the proposal in person at 718 Main St, Suite 308, or online at: <https://www.fitchburgma.gov/992/HOME-Program-ARPA-planning-and-informati>.

Public comments on the proposed Year 47 Action Plan will be accepted for 14 days from the date of this notice, or through March 23rd, 2023 whichever is later. Send written comments to Community Development & Panning, Fitchburg City Hall, 718 Boulder Drive, Fitchburg, MA 01420 or to CommDev@FitchburgMA.gov.

A Community Input meeting will be held on Thursday March 16th 2023 at 5:00 PM at City Hall's West Meeting Room located on the first floor of 718 Main St. Fitchburg.

March 7, 2023

**Ciudad de Fitchburg
HOME ARP- PLAN de
Acción**

La ciudad de Fitchburg ha completado su Plan de Acción HOME-ARP propuesto por el Consorcio Fitchburg-Leominster. El plan se presentará como una enmienda al Plan

<< Click here

ly version >>

de Acción del Año 47. El Plan completo puede ser revisado poniéndose en contacto con el Departamento de Desarrollo y Planificación de la Comunidad via correo electrónico, CommDev@FitchburgMA.gov, revisando la propuesta en persona en 718 Main St, Suite 308, o via página web en <https://www.fitchburgma.gov/992/HOME-Program-ARPA-planning-and-informati>

Los comentarios públicos sobre el Plan de Acción propuesto para el Año 47 se aceptarán durante 14 días a partir de la fecha de este aviso, o hasta el 23 de Marzo de 2023, lo que ocurra más tarde. Envíe comentarios por escrito al Departamento de Desarrollo y Planificación Comunitaria, Fitchburg City Hall, 718 Boulder Drive, Fitchburg, MA 01420 o por correo electrónico CommDev@FitchburgMA.gov. Una reunión de aportes de la comunidad se llevará a cabo el Jueves 16 de Marzo de 2023 a las 5:00 PM en la Sala de Reuniones Oeste del Ayuntamiento ubicada en el primer piso de 718 Main St. Fitchburg.

Marzo 7, 2023
03/07/2023
#NY0074639

WEBSITE ACCESSIBILITY

If you use assistive technology (such as a Braille reader, or a screen reader) and the format of any material on this website interferes with your ability to access information, please [contact us](#). To enable us to respond in a manner most helpful to you, please indicate the nature of your accessibility problem, the preferred format in which to receive the material, the web address of the requested material, and your contact information.

Accessibility Design Guidelines

Our website has been designed with the following accessibility guidelines in mind:

- We work to comply with [Section 508](#) as well as [WCAG 2.0 A and AA](#) referring to website accessibility standards.
- If you have difficulty accessing the site or have any comments or feedback, please do not hesitate to [contact us](#).

Browser Accessibility Information

Many popular browsers contain built-in accessibility tools.

- [Chrome Accessibility Information](#)
- [Firefox Accessibility Information](#)
- [Microsoft Edge Accessibility Information](#)
- [Safari Accessibility Information](#)

Additional Plug-ins

Adobe Reader is required to view and print PDF documents that appear on this website.

- To download this program for free, visit the [Adobe website](#).
- To read PDF documents with a screen reader, please visit the [Adobe Reader Accessibility website](#) which provides useful tools and resources.

Select Language ▼

 Google Translate

Supported Assistive Technology

- Latest Version of [JAWS](#) for Windows
- Latest Version of [NVDA](#) for Windows
- Latest Version of [VoiceOver](#) for Mac OS X
- Keyboard-Only Navigation

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Welcome!

- ▶ CDBG Overview and Community Input Meeting
- ▶ Followed by HOME ARP Input Meeting



CDBG Community Input Meeting | HOME ARP Input Meeting
November 19 & 22, 2021

Who are we?

Fitchburg Community Development Department

Tom Skwierawski, Executive Director of Planning & Community Development

Liz Murphy, Director of Housing and Development

Cindy Dalton, Community Development Coordinator

Why We're Here

- ▶ Purpose of Community Meeting
 - ▶ Identifying Community Needs
 - ▶ Soliciting Input from various stakeholders
 - ▶ Shapes direction of funding & some City priorities
- ▶ HOME ARP
 - ▶ Description & Purpose
 - ▶ Soliciting input from stakeholders
 - ▶ Informs City priorities

CDBG National Objectives

Every eligible CDBG-funded activity must meet ONE of the following national objectives:

- Benefit low or moderate individuals, individually or area-wide; OR activities that benefit special populations (seniors, disabled, etc.)
- Aid in the prevention or elimination of slums and blight
- Funding meets an urgent need (this is uncommon)

CDBG National Objectives

Every eligible CDBG-funded activity must meet ONE of the following national objectives:

- Benefit low or moderate individuals, individually or area-wide; OR activities that benefit special populations (seniors, disabled, etc.)
- Aid in the prevention or elimination of slums and blight
- Funding meets an urgent need (this is uncommon)

CDBG National Objectives

Every eligible CDBG-funded activity must meet **ONE** of the following national objectives:

- Benefit low or moderate individuals, individually or area-wide; OR activities that benefit special populations (seniors, disabled, etc.)
- **Aid in the prevention or elimination of slums and blight**
- Funding meets an urgent need (this is uncommon)

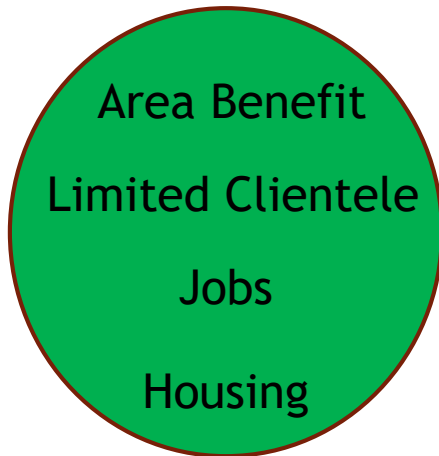
CDBG National Objectives

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- Benefit low or moderate individuals, individually or area-wide; OR activities that benefit special populations (seniors, disabled, etc.)
- Aid in the prevention or elimination of slums and blight
- Funding meets an urgent need (this is uncommon)

CDBG National Objectives: An Overview

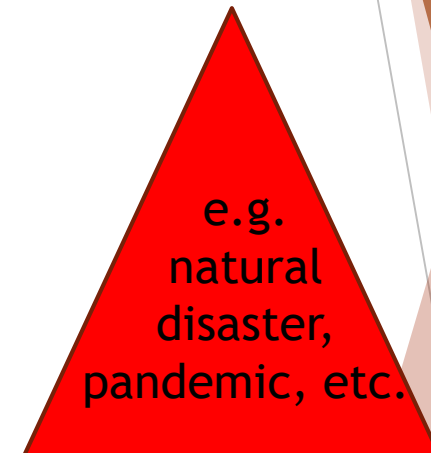
Low/Mod
Income Benefit



Slum/Blight
Mitigation



Urgent Need



Ineligible Activities

- ▶ Assistance for buildings used for the general conduct of government
- ▶ Local government expenses
- ▶ Political activities
- ▶ Organizations may not use direct CDBG funds to support inherently religious activities such as worship or religious instruction. If an organization does conduct such activities, the activities must be offered separately than activities funded by the CDBG program, in time or location
- ▶ Ongoing non-emergent payments (defined as more than 3 consecutive months) to individuals for their food, clothing, rent, utilities

CDBG YEAR 47 (2021-2022)

Overview

Priority Areas, 5-year plan

Name	Short Description	Basis for priority
Public Facilities	Street and Park improvements, creation of recreational trails	Part of effort to improve public infrastructure and make facilities ADA compliant
Public Services	Support public services in areas of identified need (e.g. crime, elderly, youth)	Consistent with city and citizen priorities on issues to address
Economic Development	Provide technical assistance to small businesses and microenterprises	Consistent with city effort to create and maintain jobs, provide tech support to local businesses
Clearance Activity	Remove abandoned structures that cause blight and threat to safety	Consistent with efforts to revitalize neighborhoods and remove hazardous structures
Rehab & Preservation	Attend to highest priority housing rehab needs. Enforce Building & Sanitary codes	Consistent with city need to increase public safety and revitalize neighborhoods through code enforcement
Rehab and/or acquisition	Owner occupancy and homeownership opportunities	Stabilize occupancy in low-income neighborhoods
Strategic rehab of Affordable rental units	Rehab of affordable rental units, with improvements to address individual needs	Lead free, suitable, safe housing. Stimulates other private/public investments
Non-profit dev, rehab, acquisition	Consortium to work with non-profit housing providers to create long-term affordable housing	Secure affordable code compliant housing
Emergency Shelter	Provide overnight shelter to homeless families	Consistent with city effort to reduce homelessness

Public Facilities and Improvements \$401,999

Parks and Playgrounds
Streetscape Improvements
Parkhill Improvements
Day St/Snow St Sidewalk Improvements
Fitchburg PD ADA Parking
Public Art

Public Services \$147,543

Board of Health Street Outreach
Growing Places Farmers Market
YMCA Spartacus Program
Fitchburg Police Drug Enforcement & Patrol
Boys and Girls Club Afterschool Transportation Services
North Star Family Services Family Shelter
Community Legal Aid Homelessness Prevention

Economic Development \$220,162

NewVue Communities Small Business Technical Assistance
FSU Downtown Coordinator
Small Business Financial Assistance
FHA ABLE Program

Rehabilitation and Preservation \$123,241

Board of Health Code Enforcement
Habitat for Humanity Critical Home Repair

Planning and Administration \$200,000

CDBG Administration

Public Facilities and Improvements \$401,999

Parks and Playgrounds
Streetscape Improvements
Parkhill Improvements
Day St/Snow St Sidewalk Improvements
Fitchburg PD ADA Parking
Public Art

Improvements in accessibility,
streetscapes, public facilities

Public Services \$147,543

Board of Health Street Outreach
Growing Places Farmers Market
YMCA Spartacus Program
Fitchburg Police Drug Enforcement & Patrol
Boys and Girls Club Afterschool Transportation Services
North Star Family Services Family Shelter
Community Legal Aid Homelessness Prevention

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Board of Health Street Outreach
Growing Places Farmers Market
YMCA Spartacus Program
Fitchburg Police Drug Enforcement & Patrol
Boys and Girls Club Afterschool Transportation Services
North Star Family Services Family Shelter
Community Legal Aid Homelessness Prevention

Support various public services in areas of identified need, including but not limited to crime prevention, homelessness, mental health, elderly and youth

Economic Development \$220,162

NewVue Communities Small Business Technical Assistance
FSU Downtown Coordinator
Small Business Financial Assistance
FHA ABLE Program

Rehabilitation and Preservation \$123,241

Board of Health Code Enforcement
Habitat for Humanity Critical Home Repair

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CDBG Administration

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Boys and Girls Club Afterschool Transportation Services
North Star Family Services Family Shelter
Community Legal Aid Homelessness Prevention

Economic Development \$220,162

NewVue Communities Small Business Technical Assistance
FSU Downtown Coordinator
Small Business Financial Assistance
FHA ABLE Program

Programs to create and/or retain jobs, provide technical assistance to small businesses and microenterprises

Rehabilitation and Preservation \$123,241

Board of Health Code Enforcement
Habitat for Humanity Critical Home Repair

Planning and Administration \$200,000

CDBG Administration

Public Facilities and Improvements \$401,999

- Parks and Playgrounds
- Streetscape Improvements
- Parkhill Improvements
- Day St/Snow St Sidewalk Improvements
- Fitchburg PD ADA Parking
- Public Art

Public Services \$147,543

- Board of Health Street Outreach
- Growing Places Farmers Market
- YMCA Spartacus Program
- Fitchburg Police Drug Enforcement & Patrol
- Boys and Girls Club Afterschool Transportation Services
- North Star Family Services Family Shelter
- Community Legal Aid Homelessness Prevention

Economic Development \$220,162

- NewVue Communities Small Business Technical Assistance
- FSU Downtown Coordinator
- Small Business Financial Assistance
- FHA ABLE Program

Rehabilitation and Preservation \$123,241

- Board of Health Code Enforcement
- Habitat for Humanity Critical Home Repair

Support preservation or rehabilitation of the housing stock

Planning and Administration \$200,000

- CDBG Administration

Public Facilities and Improvements \$401,999

Parks and Playgrounds
Streetscape Improvements
Parkhill Improvements
Day St/Snow St Sidewalk Improvements
Fitchburg PD ADA Parking
Public Art

Public Services \$147,543

Board of Health Street Outreach
Growing Places Farmers Market
YMCA Spartacus Program
Fitchburg Police Drug Enforcement & Patrol
Boys and Girls Club Afterschool Transportation Services
North Star Family Services Family Shelter
Community Legal Aid Homelessness Prevention

Economic Development \$220,162

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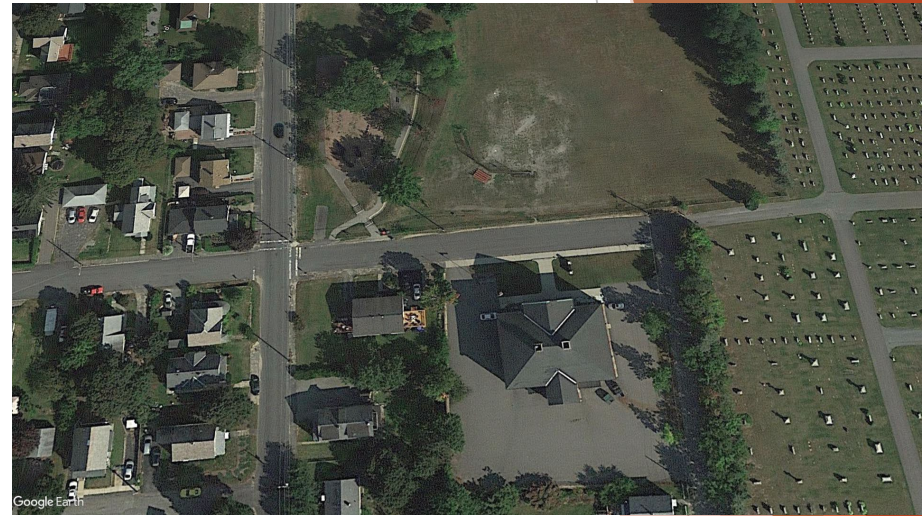
Administer programs,
community input and
the planning process

Example Projects

Public Facilities

Parks and Playgrounds

- ▶ CDBG funding used as a match for a PARC grant, awarded to the City for the Sam Pawlak Community Playground
- ▶ Integrates inclusive play structures into the existing playground to make the playground more accessible for children of all abilities



Public Services Spartacus Program

- ▶ YMCA of North Central MA
- ▶ Funds used to support staff salary of Teen Center Spartacus program
- ▶ Offers services to at-risk youth between ages of 13-18 in Fitchburg
- ▶ Emphasis on fitness, team building, life skills training, and outdoor activities
- ▶ Afterschool program will operate between September and June serving est. 60 Fitchburg Youth
- ▶ **2018-19 Funding: \$10,000**
- ▶ **2019-2020 Funding: \$ 9,942**



Economic Development Small Business Technical Assistance Program

- ▶ NewVue Communities
- ▶ Funds will provide outreach and technical assistance to businesses
- ▶ NewVue may extend scope from microenterprises to business with more than five employees.
- ▶ Provide job creation, business counseling and planning, loans leveraged for small businesses.
- ▶ Funds will pay for staff salary

Rehabilitation and Preservation Board of Health Code Enforcement

- ▶ Funds will be used to pay 100% of two existing full-time BOH Inspectors to inspect est. 500 housing units
- ▶ Pay for 50% one full-time clerk position
- ▶ Housing stock to be improved through State's sanitary and building codes
- ▶ This activity must be part of comprehensive strategy to arrest deterioration
- ▶ Includes housing, rehabilitation, and demolition



Clearance Activities

Demolition

- ▶ Funds used to remove abandoned structures in CDBG strategy area
- ▶ Remove buildings posing threat to public safety and contributing to slums and blight (although entire city is still CDBG eligible)
- ▶ Expert consultants (e.g. Engineering, environmental assessment) to be hired



CDBG YEAR 48 (2022-2023)

Overview + Application Process

CDBG Application

Important Dates

December 2021

Community Development Conference Room
Optional Technical Assistance for Applications

January 7, 2022 by 11:59pm
via OpenGov Portal

<https://fitchburgma.viewpointcloud.com>

CDBG Applications Due

January 13, 2022 at 6:00pm
North Meeting Room, City Hall, 3rd Floor
First Public Hearing

May be hybrid. Those not attending in person *must* register prior to the meeting.

March 8, 2022

City Council - Finance Committee Meeting

**CITY OF FITCHBURG CONSOLIDATED PLAN
YEAR 48 CDBG PROGRAM SCHEDULE
(July 1, 2022 - June 30, 2023)**

Wednesday, November 3, 2021	<u>CDBG Applications Available</u> Available on the City of Fitchburg Community Development Block Grant Webpage.
Friday, November 19, 2021	<u>Community Input Meeting – 10 am – Virtual</u> Consultation with providers and interested parties on the Action Plan, discussion of unmet needs, and CDBG application assistance. Contact CommDev@FitchburgMA.gov for link.
Monday, November 22, 2021	<u>Alternative Community Input Meeting – 5 pm – Virtual</u> Contact CommDev@FitchburgMA.gov for link.
December 2021	<u>Optional Application Technical Assistance</u> Virtually, by appointment. Please contact CDalton@FitchburgMA.gov for an appointment.
Friday, January 7, 2022	<u>CDBG Proposal Deadline</u> Applications due at the Community Development Department by 11:59 p.m., via the OpenGov portal (see CDBG Webpage).
Thursday, January 13, 2022	<u>First Public Hearing – North Meeting Room, City Hall, 3rd Floor</u> 6:00 p.m. Review of proposals. Register for meeting via FitchburgMA.gov/352/Planning-Board
Tuesday, January 25, 2022	<u>Planning Board Meeting – North Meeting Room, City Hall, 3rd Floor</u> Establish Year 48 CDBG Recommendations. Register for meeting via www.FitchburgMA.gov/352/Planning-Board
February 8, 2022 to February 22, 2022	<u>Mayoral Review Period</u>
Wednesday, February 23, 2022	<u>Mayor’s Recommendations submitted to the City Council</u>
Tuesday, March 1, 2022	<u>City Council Meeting</u>
Tuesday, March 8, 2022	<u>City Council Finance Committee Review</u>
Tuesday, March 15, 2022	<u>City Council Meeting</u> to vote on Finance Committee report on Year 48 CDBG Program.
Wednesday, March 23, 2022	<u>Proposed Action Plan</u> and Notice of Second Public Hearing Published – Sentinel & Enterprise and City website
Wednesday, April 27, 2022	<u>Second Public Hearing on Proposed Action Plan</u> 5:00 p.m.
Friday, May 13, 2022	Submit CDBG Action Plan to HUD.
June 2022 – Date TBD	Subrecipient Training & Signed Contracts Due
Friday, July 1, 2022	CDBG Year 48 Commences

Anticipated funds Year 48 (2022 - 2023)

Estimated Year 48 Entitlement	Amount to be determined
Year 47 Entitlement	\$1,001,125
Estimated Program Income available from prior years (Misc)	\$250
Potential Misc. Program Income available in Year 46	\$700
Anticipated Public Services Cap (15% of Entitlement)	\$150,000
Anticipated Admin Cap (20% of Entitlement)	\$200,000

Year 47 Total Applications: \$1,268,784
Year 47 Total Funding Available: \$1,112,414
Difference: \$ 156,370
Year 47 - 1 application not recommended for funding

Who can apply?

Eligible Organizations

- Are 501 (c)(3) OR 501 (c)(4) Non Profit Organizations
- Have Been In Business at least one year prior to the application release date
- “To be eligible for CDBG assistance, a public service must either be a new service or a quantifiable increase in the level of an existing service above that which has been provided by or on behalf of the unit of a general local government in the prior 12 months”

Public Services include, but are not limited to:

- Job training
- Recreation programs
- Education programs
- Health Care
- Public safety services
- Services for Seniors
- Services for homeless persons
- Drug abuse counseling
- Child Care

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Applicant Responsibilities

General Record Keeping

Every Sub recipient is required to establish and maintain at least three major categories of records:

1. **Administrative records** - apply to the overall administration of the CDBG funded program
 - General program files - application, agreement, **program policies and guidelines**, correspondence, reports, etc.
 - Personnel files, property management files.
2. **Financial records** - including chart of accounts, manual on accounting procedures, journals and ledgers, source documentation, procurement files, bank account records, financial reports, audit files.
3. **Project/case files** - detailed documentation of the activities undertaken.
4. **Record Retention:** HUD requires records to be retained for 5 years, plus the current program year, or until the completion of the activity, whichever is longer.

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City of Fitchburg, MA

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Building Department

Building Permit, Certificate of Occupancy + 9 more

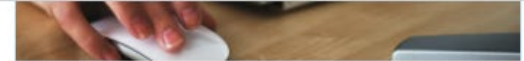
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Health

Bulk Item Pick Up, Septic Installer's Permit + 31 more

[Explore](#)



City Clerk

DBA - "Doing Business As" Certificate, Special Temporary Extension of Licensed Premises + 4 more

[Explore](#)



DPW

Park/Field Use Permit, Road Opening Permit + 2 more

[Explore](#)



Fire

21E Site Assessment , Public Assembly Event + 11 more

[Explore](#)



Community Development

Site Plan Review & Special Permit Application, Microenterprise Business Development Grant Application + 4 more

[Explore](#)

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 City of Fitchburg, MA

This grant application is intended for microenterprise businesses, defined as a small business of not more than 5 employees, including the owner(s). To qualify as a microenterprise, business owners must be considered low-to-moderate income, based on household size and household income. This grant may be used to create a new business, or to expand an existing business.

Select

CDBG Application - Year 48

The City of Fitchburg receives an annual Community Development Block Grant (CDBG) from the Federal Department of Housing and Urban Development, which is then sub-granted to local nonprofit organizations to meet community needs. For additional information or assistance please contact Cindy Dalton at (978) 829-1899. Applications missing required information will be considered incomplete. Extensions will not be allowed.

Select

CDBG Application - Municipal Entities - Year 48

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Select

Application Period Closed - ARPA Application

The City of Fitchburg is currently accepting applications from public agencies and registered nonprofit organizations to implement programs

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Step 1 of 9 ·

[Save Draft and Exit](#)

Confirm your contact information

Ensure your contact information is up-to-date so that we can get in touch with you if needed.

First Name

Last Name

Email address

Phone Number

Address 1

Address 2 (Optional)

City

State

ZIP/Postal Code

[Next >](#)

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Step 3 of 9 ·

Save Draft and Exit

Applicant Information

Agency or Organization *

Organization Address * ?

Mailing Address (if different)

DUNS #/Unique Entity Identifier ?

501(c)3 Number

Web Address

Phone *

Total Organization Budget (all operations) *

Contact Name *

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Step 5 of 9 ·

Save Draft and Exit

Budget

Current Operating Budget (Year 47; 2021-2022) for agency

CDBG Project Funding

Other Project Funding

Total Project Funding



0

Identify efforts to obtain alternative sources of funding for the current fiscal year, but were denied.

Proposed budget for upcoming year (Year 48; 2022-2023)

CDBG Project Funding

Other Project Funding

Total Project Funding



0

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Matching Funds for Proposed Project. Please list the source, and amount, and check if already secured. If funding is pending, do not check the box.

Source

Secured?

Amount

Can project proceed without this source?

Select your option



Source

Secured?

Amount

Can project proceed without this source?

Select your option



Source

Secured?

Amount

Can project proceed without this source?

Select your option



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Step 9 of 9 ·

[Save Draft and Exit](#)

Attachments

Include any additional files with your submission. Any box marked "Required" is required to submit your application. Please note the maximum allowed file size for any upload is 100 MB.

Attachment	File
<p>Organizational Chart Required</p> <p>A chart must be provided which describes the agency's administrative framework and staff positions. Identify the proposed CDBG-funded position in the organizational chart.</p>	<p>No file uploaded</p> <p>Upload</p>
<p>List of Board of Directors Required</p> <p>A list of the current board of directors or other governing body of the agency must be submitted. <i>Include the name, telephone number, address, occupation or affiliation of each member and identify the officers of the governing body.</i></p>	<p>No file uploaded</p> <p>Upload</p>
<p>Authorized Official Required</p> <p>Submit a recently signed letter by the board of directors, which identifies an agency representative who is authorized to negotiate for, and contractually bind, the agency. The agency representative should not sign for himself or herself.</p> <p><i>*Note: the authorized signature on the CDBG application should be the same person who signs the agency's contracts.</i></p>	<p>No file uploaded</p> <p>Upload</p>

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Save Draft and Exit

Confirm your submission

Please ensure you've filled everything completely and accurately, then click "Confirm and Submit" below.

I certify under possible penalty of perjury under the laws of this jurisdiction that the preceding information is true and correct.

[< Back](#)

[Confirm and Submit >](#)

CDBG Application - Year 48

79559

[Your Submission](#)

[Attachments](#)

[Guests \(0\)](#)

[CDBG Application](#)

CDBG Application

In progress. This step is in progress.

Message the reviewer

Send Message

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Cynthia Dalton

cdalton@fitchburgma.gov

Applications



CDBG Application - Year 48

Draft



CDBG Application - Year 48 79559

Nov 18, 2021

[View All](#)

Questions?

HOME PROGRAM-ARP Fitchburg-Leominster Consortium

Allocation Plan Community Consultation



HOME ARP Award

\$1,738,722

- ▶ Funds must be used to primarily benefit individuals and families that meet the requirements as Qualifying Populations (QPs). QPs are individuals/families who are:
 - ▶ Homeless
 - ▶ At Risk of Homeless in accordance with the McKinney Act Definition
 - ▶ Fleeing Domestic Violence, Dating Violence, Sexual Assault, Stalking or Human Trafficking
 - ▶ Other Populations where the assistance would prevent homelessness.

HOME ARP Eligible Uses

- ▶ Funds can be used for:
 - ▶ Affordable Housing
 - ▶ Tenant Based Rental Assistance
 - ▶ Support Services
 - ▶ Non-Congregate Shelter
 - ▶ Nonprofit operating and capacity building assistance- to develop capacity of nonprofits to undertake HOME ARP activities
 - ▶ HOME funds cannot be used for ongoing shelter operations.

HOME ARP Allocation Process

- ▶ To receive the allocation, the City must:
 - ▶ Engage in consultation with the community & specific organizations that serve homeless or at risk populations.
 - ▶ Provide opportunities for public input including a 15 day public comment period.
 - ▶ Develop a plan that meets HUDs requirements.

HOME ARP Allocation Process

- ▶ Consultation with:
 - ▶ The Continuum of Care for the area (Central MA Housing Alliance),
 - ▶ Homeless and domestic violence service providers
 - ▶ Veterans groups
 - ▶ Public housing agencies
 - ▶ Public agencies addressing needs of homeless.at risk populations
 - ▶ Agencies addressing needs of disabled persons
 - ▶ Fair housing and civil rights agencies
 - ▶ The public

HOME ARP

Needs and Gap Analysis

- ▶ Identify the size and demographic composition of homeless or at risk population (QPs)
 - ▶ Number of families
 - ▶ Number of single adults
 - ▶ Number of Veterans
 - ▶ Number of Victims of Domestic Violence

HOME ARP

Needs and Gap Analysis:

- ▶ Identify the current number of beds/units for:
 - ▶ Emergency Shelter
 - ▶ Transitional Housing
 - ▶ Permanent Affordable Supportive Housing
 - ▶ Permanent Affordable Housing

HOME ARP Input

- ▶ What types of assistance do we need more of?
 - ▶ Why?
- ▶ In addition to our local Continuum of Care, who should we consult to identify needs and gaps in service?

Community Development & Planning

Questions & Comments

Thank you

Liz Murphy

Director of Housing and Development

Fitchburg Community Development & Planning Dept.

lmurphy@fitchburgma.gov

978-829-1897