

# City of Waltham

## 5 Year CDBG

### Consolidated Plan

2020 - 2025

Prepared By:  
City of Waltham Planning Department

Prepared For:  
US Department of Housing and Urban Development

## **Executive Summary**

### **ES-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The City of Waltham is a recipient of Federal entitlement funds from the United States Department of Housing and Urban Development (HUD). As a requirement to receive these Federal funds, HUD requires the City to develop a Consolidated Plan every five (5) years. This Consolidated Plan will cover the years 2020-2025 and outline the City's priorities and objectives as they relate to community development.

The City utilized community surveys, public meetings, focus groups and other means of public engagement to assist in developing the Consolidated Plan.

#### **2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

#### **3. Evaluation of past performance**

The past performance of the previous five years had a direct impact on the funding priorities for 2020-2025. The City evaluated the rate of spending for the public services and the continued increase in utilization, and determined these services are a continued priority for the community.

Additionally, the homeowner feedback in the community survey was positive in regards to the interest free loans provided by the Housing Division for rehabilitation activities. This feedback, along with the feedback received through the public meetings, indicated this is a continued priority for the community.

Infrastructure and capital improvement projects continue to be a high priority for the Community. Based on past performance, spending rates, construction schedules and procurement trends, the City has estimated a greater number of beneficiaries for accessibility and sustainable building improvements between 2020 and 2025.

#### **4. Summary of citizen participation process and consultation process**

The Citizen Participation process for the 5-year plan brings the community together through various outlets. The City holds public meetings, public hearings and an open application process throughout the

development of the 5-year plan. Community members have the ability to provide feedback in meetings and through the Community Vision Survey.

## **5. Summary of public comments**

Public comments were received anonymously through the Community Vision Survey. The City determined this was the best way to receive honest feedback and suggestions from the community. The City also held multiple public meetings and public hearings to gather feedback. The public's greatest concern was around accessibility of public places as well as the availability of the public services. Additional comments concerned the lack of affordable housing in Waltham.

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

All comments and views were accepted. All comments were taken into consideration when developing the 5-year plan.

## **7. Summary**

The public had a positive response to the ability to provide feedback through the web and Community Vision Survey. The City also has a general inbox for CDBG related questions, concerns or comments that can be emailed at any point during the year (walthamcdbg@gmail.com).

## The Process

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

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

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

Agency Role	Name	Department/Agency
CDBG Administrator	WALTHAM	Planning Department
HOME Administrator	WALTHAM	Planning Department

Table 1– Responsible Agencies

### Narrative

The Planning Department is responsible for preparing and submitting the 5-year Consolidated Plan and each Annual Action Plan to the US Department of Housing and Urban Development (HUD) on behalf of the City of Waltham and the Mayor. The Planning Department administers the CDBG program. The following City entities also fall under the Planning Department's umbrella: the Housing Division, the Historic Commission, the Conservation Commission and the Community Preservation Committee. These entities aid the Planning Department in successful administration of the CDBG program from year to year.

### Consolidated Plan Public Contact Information

Questions directly related to the CDBG program or the contents of this plan may be directed to [walthamcdbg@gmail.com](mailto:walthamcdbg@gmail.com) at any time. Additionally, written comments can be sent to: Jennifer Englehart, City of Waltham Planning Department, 119 School Street, Suite 25, Waltham, MA 02451 or [walthamcdbg@gmail.com](mailto:walthamcdbg@gmail.com).

## **PR-10 Consultation - 91.100, 91.110, 91.200(b), 91.300(b), 91.215(l) and 91.315(l)**

### **1. Introduction**

The development of the Consolidated Plan relies heavily on consultation and communication with community partners. Throughout the development of the Plan, consultation meetings are held in a roundtable format where ideas are exchanged for the purpose of strategizing and leveraging resources. The City also utilizes an online Community Vision Survey, available to all community members, non-profit organizations and other stakeholders. The survey provides an anonymous space for individuals and organizations to provide feedback on the CDBG program.

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

The City actively engages with the Waltham Housing Authority (WHA) and Waltham Committee Inc., (WCI) to develop and increase the availability of assisted housing in Waltham. WCI is a non-profit organization providing affordable supportive housing for individuals with a wide range of intellectual disabilities, including physical, sensory, autism & acquired brain injury. WCI also collaborates with government health, mental health and other service agencies to provide affordable housing options.

Both WHA and WCI are encouraged to submit applications for housing rehabilitation loans through the Housing Division throughout the year. The City has funded multiple rehabilitation activities and ADA update activities through both organizations.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

The Balance of State is responsible for submitting the CoC Consolidated Application for McKinney-Vento funds for homeless assistance programs each year. The City of Waltham supports the Balance of State application for funding and strives to coordinate CDBG funding goals with attainable goals laid out by the CoC.

The Waltham Housing Authority operates a Tenant Based Rental Assistance Program with Community Preservation Act funding. The TBRA program funds 50 homeless or at-risk Waltham families at or below 60% AMI.

Additionally, two agencies, Brookline Community Mental Health Center in Brookline and Bristol Lodge in Waltham, assign clinical staff to conduct street outreach to assess the needs of homeless persons. The

Waltham Police Department's 6-person Police Task Force reaches out to unsheltered individuals in the city and wooded areas. The Bristol Lodge also reaches out to unsheltered people and works to get them off the street and connected to services and mainstream resources.

Additionally, two agencies, Brookline Community Mental Health Center in Brookline and Bristol Lodge in Waltham, assign clinical staff to conduct street outreach to assess the needs of homeless persons. The Waltham Police 6-person Police Task Force reach out to unsheltered individuals in the cities and wooded areas. The Bristol Lodge reaches out to unsheltered people and works to get them off the street and connected to services and mainstream resources.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

Waltham does not receive ESG funds; however, it is an active participant in the Continuum of Care and supports the ESG grant activities, standards and consultation processes. The Balance of State has developed standards for providing Emergency Solutions Grant (ESG) assistance. A representative from the City of Waltham Housing Division attends regular meetings with the Balance of State and provides input on Waltham's unmet needs and strategies for funding.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

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

1	<b>Agency/Group/Organization</b>	WALTHAM HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Non-Homeless Special Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Waltham Housing Authority was consulted through discussions with the City's Housing Division. The Housing Authority identifies the needs in public housing and provides critical information regarding the status of affordable housing waitlists in the City. The Housing Authority also addresses infrastructure needs on their properties.
2	<b>Agency/Group/Organization</b>	City of Newton Planning and Development Department
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Waltham consults very closely with the City of Newton as both a member of the CoC but also as a recipient of the HOME Investment Partnership Grant program. Quarterly meetings are held where consultation occurs between City representatives to develop a strategy in the areas indicated above.

3	<b>Agency/Group/Organization</b>	MA Department of Housing & Community Development
	<b>Agency/Group/Organization Type</b>	Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Economic Development Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	DHCD is consulted during the process of determining which housing authority properties need rehabilitation. They are also consulted through the SHI to keep accurate count of the existing affordable housing stock. This allows the city to keep track of the existing affordable units up for expiration and attempt to extend the deed restrictions.
4	<b>Agency/Group/Organization</b>	FAIR HOUSING CENTER OF GREATER BOSTON
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Fair Housing
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each year, two trainings are offered to Waltham City staff in fair housing. These trainings provide information for the City to use in the planning process as well as the development of the analysis of impediments.
5	<b>Agency/Group/Organization</b>	MIDDLESEX HUMAN SERVICE AGENCY
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth



<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>MHSA provides homeless services to Waltham populations and participates in the action plan development as a funded organization and an organization in the community. They provide information regarding soup kitchen participants and homeless women and children seeking permanent housing.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

The City of Waltham, through collaboration with the Continuum of Care, attempted to consult with a wide variety of agencies serving the Waltham area. There were not any organizations that were intentionally left out of the consultation process; however, if an organization would like to be involved in the consultation process that was not involved during this round, they should reach out to [walthamcdbg@gmail.com](mailto:walthamcdbg@gmail.com).

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	City of Newton	Homeless Assessment
Analysis of Impediments	Waltham Housing Division	Barriers to Affordable and Fair Housing
WHA Annual Plan	Waltham Housing Authority	Public Housing Needs Assessment
Open Space and Recreation Plan	City Planning Department	Public needs assessment and accessibility assessment
Transportation Master Plan	City Planning & Engineering Depts.	Public needs assessment/public transportation assessment

**Table 3– Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))**

Coordination with other public entities is an important part of the planning process. The City is in constant communication with DHCD regarding affordable units and inclusionary zoning in the City. Additionally, the City works very closely with the City of Newton for both HOME and Continuum of Care projects.

### **Narrative**

The City is continually working with community partners, adjacent governments, and the State to assess the condition of public buildings, infrastructure and housing in Waltham. Through the public planning process, the City is able to consult various strategic plans which influence the use of grant funds, such as CDBG, ultimately identifying outcomes that directly benefit Waltham residents.

## **PR-15 Citizen Participation - 91.105, 91.115, 91.200(c) and 91.300(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

An important part of developing the Consolidated Plan is the input received directly from citizens and beneficiaries of the funded programs. The Planning Department utilized the online Community Vision Survey tool to gather feedback from community members, business owners, residents and youth from around the community. The Community Vision Survey generates a large volume of responses. During the first month, the survey generated 270 unique responses.

At each individual's request, the Planning Department adds emails to the Planning Department CDBG listserv, which provides updated information on funded projects, public meetings and open discussions. This year, 40 unduplicated individuals asked to be added to the list.

The City also held public meetings and hearings where citizens were encouraged to attend and comment on the needs of the community. The public meetings and hearings were well attended and provided feedback on the areas of need in the community. Roundtable sessions were held by Planning Department staff members with stakeholders and non-profits seeking to utilize CDBG funding through the 2020-2025 CDBG year(s).

**Citizen Participation Outreach**

**Consolidated Plan**  
OMB Control No: 2506-0117 (exp. 09/30/2021)

**WALTHAM**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
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1	Internet Outreach	Non-targeted/broad community	On September 19, 2019, the City released a community vision survey on the City's website and social media pages, seeking input from the public on the use of the CDBG funds for 2020 - 2025. This is the 3rd year in a row the City has relied on community input through the survey portal.	The comments received ranged from the need for increased funding, to the need for affordable housing as well as a great need for accessibility improvements throughout the City. Questions were also asked through the survey and over 50 community members were added to the City's CDBG listserv. Through the listserv, community members receive important information on the CDBG program and funding opportunities.	All comments were accepted and were considered when developing this 5 Year Plan.	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Meeting	Non-targeted/broad community	<p>The Release of the 5 Year Plan and Release of the Year 46 Funding Application took place on January 23rd at the Waltham Government Center Auditorium. The meeting was well attended by various organizations seeking funding.</p>	<p>A majority of the comments received were centered around the need for continued support of the public service organizations and the need for accessibility improvements throughout the City's public facilities.</p>	<p>All comments were accepted and were considered when developing this 5 Year Plan.</p>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Technical Assistance	Prospective Applicants	On January 28th, the City's Planning Department held a Technical Assistance Session for prospective applicants of the CDBG program. The session covered the CDBG basics of completing the application, national objectives, beneficiary data and other important elements of the grant.	Comments focused on completing the application and questions surrounding the required attachments.	All comments were accepted and were considered when developing this 5 Year Plan.	



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Technical Assistance	Prospective Applicants	On January 30th, the City's Planning Department held a Technical Assistance Session for prospective applicants of the CDBG program. The session covered the CDBG basics of completing the application, national objectives, beneficiary data and other important elements of the grant.	Comments focused on completing the application and questions surrounding the required attachments.	All comments were accepted and were considered when developing this 5 Year Plan.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Public Hearing	Non-targeted/broad community	On March 25, 2020 the City Council held a public hearing to discuss the applications submitted for CDBG funding. Unfortunately, due to COVID-19, the public was unable to attend the Council meeting however, the meeting was live streamed.	The Council asked many questions regarding new programs. Additional comments were received regarding previously funded programs and admin. Overall the City Council was happy with the budget and passed a resolution to support the budget and the Consolidated Plan.	All comments were accepted and were considered when developing this 5 Year Plan.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
6	Internet Outreach	Non-targeted/broad community	On April 9, 2020 the City was scheduled to hold a public meeting to release the funding decisions for the upcoming grant year and release the final version of the 5 Year Plan. Unfortunately, due to COVID-19, the City was unable to hold this public meeting. In lieu of the public meeting, the City Planning Department sent an email to the CDBG Listerv with the proposed budget and final 5-Year Plan for comments. The City is accepting comments through the walthamcdbg@gmail.com account through the comment period.	Comments received were general questions regarding the funding process and how COVID-19 will impact the start of the program year (July 1, 2020).	All comments were accepted and were considered when developing this 5 Year Plan.	

Table 4– Citizen Participation Outreach

## **Needs Assessment**

### **NA-05 Overview**

#### **Needs Assessment Overview**

In addition to gathering feedback from the public, the Planning Department analyzed data and trends to determine the severity of housing needs. The Needs Assessment is the City's overall assessment of population, income, household composition and affordability. These needs were determined by analyzing FY2020 Low- and Moderate-Income Summary Data (LMISD) data developed by the Census Bureau. The LMISD data is collected specifically for HUD and passed along to all CDBG recipients for analyzing. Due to Waltham being part of the Newton HOME Consortium, a majority of the Needs Assessment for Waltham is addressed in the Newton 5-Year Consolidated Plan. The goal of the Needs Assessment is to identify the nature and extent of housing and public service needs to assist in identifying priorities for funding.



## **NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

The City has many facilities available to the public; however, the City has determined through feedback from the public and external studies of properties that it is a need to make each facility accessible for handicapped populations. The City has worked with an accessibility consultant to evaluate publicly owned facilities for transition into ADA compliance. These facilities include parks and recreational facilities, homeless facilities, public housing developments and other neighborhood facilities. Through providing accessibility upgrades, the number of citizens able to take advantage of the facilities will increase, better serving the neighborhoods and citizens.

### **How were these needs determined?**

Consultation meetings with the City's Consolidated Public Works Department and the Recreation Department provided insight to the need for public facility and infrastructure improvements. Through consultations, it was determined that none of the deficiencies noted pose a significant threat to the health, safety or welfare of the people. The need to provide public improvements with CDBG funding was a high priority for the citizens providing input on this Community Development Plan.

### **Describe the jurisdiction's need for Public Improvements:**

The greatest need for public improvements communicated through responses to the Community Vision Survey was the need for accessibility improvements. Residents communicated the need for better access, such as elevator improvements, ramps and handicapped button door openers. Specific sites and buildings needing improvements were also communicated through the survey. Residents noted deficiencies in many public places.

### **How were these needs determined?**

The needs were determined by responses to the Community Vision Survey. The City intends to review the issues presented and determine the best way to prioritize buildings for improvements and accessibility updates.

### **Describe the jurisdiction's need for Public Services:**

The need for additional or increased public services was a high priority for the community, due to the existing funded services. Public services are an important component of the CDBG program as they provide services and support for individuals residing in low income and affordable housing. Mainstream

services are available through public service organizations at little or no cost to the participant, making the services widely accepted by the low-income community. Waltham has a very large range of public services offered through the CDBG program with a focus on low income residents and neighborhoods.

**How were these needs determined?**

The Community Vision Survey results showed the community feels there is a lack in youth programming. The other area of public services having the largest need is for English literacy and proficiency services for the large immigrant population of Haitian and Hispanic descent.

**Based on the needs analysis above, describe the State's needs in Colonias**

## **Housing Market Analysis**

### **MA-05 Overview**

#### **Housing Market Analysis Overview:**





## MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

### Introduction

The CDBG program strives to assist residents in addressing their non-housing community development needs. The City's funded priorities, aside from affordable housing, focus on public services and accessibility improvements. These priorities are intended to continue developing economic opportunities, sustainable living environments and providing suitable living for Waltham Residents. All CDBG funded construction projects are required to comply with Davis Bacon, as well as Section 3 and WMBE participation. Requiring projects to comply with these provisions increases economic opportunities for Waltham residents and businesses.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	21	39	0	0	0
Arts, Entertainment, Accommodations	3,110	3,172	9	10	1
Construction	1,827	1,112	5	3	-2
Education and Health Care Services	10,468	8,991	29	27	-2
Finance, Insurance, and Real Estate	2,632	2,236	7	7	0
Information	1,119	1,509	3	5	2
Manufacturing	2,782	1,679	8	5	-3
Other Services	1,754	1,180	5	4	-1
Professional, Scientific, Management Services	6,002	7,518	16	23	7
Public Administration	1,121	1,029	3	3	0
Retail Trade	3,997	2,911	11	9	-2
Transportation and Warehousing	859	651	2	2	0
Wholesale Trade	701	1,018	2	3	1
Total	36,393	33,045	--	--	--

Table 5 - Business Activity

Alternate Data Source Name:  
 2018 American Community Survey 5-Year Estimates  
 Data Source Comments: See also Sort: 7, Data Source Name: 2017 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	38,030
Civilian Employed Population 16 years and over	36,393
Unemployment Rate	4.30
Unemployment Rate for Ages 16-24	11.20
Unemployment Rate for Ages 25-65	2.80

Table 6 - Labor Force

Alternate Data Source Name:  
 2018 American Community Survey 5-Year Estimates  
 Data Source Comments:

Occupations by Sector	Number of People
Management, business and financial	6,708
Farming, fisheries and forestry occupations	33
Service	6,047
Sales and office	7,530
Construction, extraction, maintenance and repair	2,000
Production, transportation and material moving	2,374

Table 7 – Occupations by Sector

Alternate Data Source Name:  
 2018 American Community Survey 5-Year Estimates  
 Data Source Comments:

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	19,912	59%
30-59 Minutes	11,413	34%
60 or More Minutes	2,363	7%
<b>Total</b>	<b>33,688</b>	<b>100%</b>

Table 8 - Travel Time

Alternate Data Source Name:  
2018 American Community Survey 5-Year Estimates  
Data Source Comments:

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force	
	Civilian Employed	Unemployed
Less than high school graduate	1,685	86
High school graduate (includes equivalency)	4,989	157
Some college or Associate's degree	5,006	95
Bachelor's degree or higher	17,697	487
		1,601

Table 9 - Educational Attainment by Employment Status

Alternate Data Source Name:  
2018 American Community Survey 5-Year Estimates  
Data Source Comments:

### Educational Attainment by Age

	Age				
	18-24 yrs	25-34 yrs	35-44 yrs	45-65 yrs	65+ yrs
Less than 9th grade	122	343	536	294	628

	Age				
	18-24 yrs	25-34 yrs	35-44 yrs	45-65 yrs	65+ yrs
9th to 12th grade, no diploma	192	281	293	415	518
High school graduate, GED, or alternative	2,299	1,385	1,060	3,784	2,422
Some college, no degree	5,979	1,227	1,008	1,689	1,357
Associate's degree	146	680	418	1,178	555
Bachelor's degree	2,003	4,929	2,489	3,243	1,678
Graduate or professional degree	578	3,503	2,194	2,940	1,447

**Table 10 - Educational Attainment by Age**

Alternate Data Source Name:  
2018 American Community Survey 5-Year Estimates  
Data Source Comments:

## Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	24,477
High school graduate (includes equivalency)	39,513
Some college or Associate's degree	39,871
Bachelor's degree	62,244
Graduate or professional degree	76,760

**Table 11 – Median Earnings in the Past 12 Months**

Alternate Data Source Name:  
2018 American Community Survey 5-Year Estimates  
Data Source Comments:

## Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Based on the Business Activity table above, the major employment sector within the City is education and health care services – making up over a quarter of total workers across all 13 industries. This is indicative of the City's role as a host to two major universities in the Greater Boston area: Bentley University and Brandeis University. These academic institutions are both very involved in the community and have provided

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assurances to many municipal agencies, including the Housing Division and Planning Department, in various projects. The second largest industry is professional, scientific, and management services, followed by retail trade. Each of these industries separately make up more than one-tenth of total workers across all industries.

**Describe the workforce and infrastructure needs of the business community:**

Waltham is proud to have several traditional 'downtown' business areas within its jurisdiction while also being the location of a major regional innovation center (located on Route 128). Main and Moody Streets are traditional shopping/dining areas that offer residents in surrounding neighborhoods easy access due to their strong walkability and bikeability. Lexington Street offers a more suburban-style range of shopping plazas and commercial developments. The Route 128 corridor serves as hi-tech center for the region, resulting in a daytime population nearly double the nighttime population. Prior to the outbreak of the COVID-19 pandemic, the region was experiencing a period of economic strength, with many businesses encouraging greater focus on attracting qualified employees. While the pandemic is still ongoing and needs are still in flux, it is generally understood that maintaining employees and receiving assistance for personal protective equipment and other equipment to meet customer/client demands are of significant importance. This is particularly true concerning small businesses, which have been more severely impacted by the pandemic than national corporations. Working towards a more resilient infrastructure that increases access to job training (for business and employees) and sales (for businesses) while enhancing the quality of goods and services (for residents and customers/clients) will greatly help the long-term vitality of Waltham's diverse business community.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period.  
Describe any needs for workforce development, business support or infrastructure these changes may create.**

With transportation being a barrier to work for many people, strategies to provide better and more accessible modes of travel are key. This is an issue for both the workforce living in and those travelling into the City. The commute to a workplace has been previously identified as a more prevalent barrier than education and skills training. Additionally, the City received approval of a Section 108 loan to revitalize the presently (c. 2020) inactive Woerd Avenue landfill property. Improved land use of this site will offer significant new contracting opportunities to WMBE and Section 3 businesses. The COVID-19 pandemic is also having a significant impact on the local, regional, and national economies, though early economic projections appeared to be more pessimistic than current estimates suggest.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

Young adults indicated in the Community Vision Survey that is a cost barrier to meet the requirements to obtain a Commercial Driver's License (CDL) with allowance for passengers, preventing them from applying for available jobs in the transportation and warehousing industry (currently among the bottom three industries of total workers across all industries).

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

The City offers a summer internship program which allows high school and university students the opportunity to work part-time in several municipal agencies. This program provides valuable exposure to general office skills and many technical trades. In addition, several local non-profit organizations work to connect nearby job opportunities with young adults meeting the necessary qualifications. Through this process, gaps in qualifications are identified to generate training initiatives.

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

The City does not participate in a CEDS. As part of the Greater Boston area, the City works collaboratively with neighboring municipalities, local chambers of commerce, the Commonwealth's other business organizations, community stakeholders (residents, developers, design professionals, etc.), and the Metropolitan Area Planning Council to undertake general activities in support of economic growth.

## Discussion

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

Multiple housing problems are concentrated in the Southern Neighborhood District. As previously noted, this area is composed of ten contiguous block groups: 1-3 in Census Tract 3685, 1-5 in Census Tract 3686 and 1-2 in Census Tract 3687. The district makes up more than half of the City's rental housing stock and affordable housing units.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

The Southern Neighborhood District has a population of approximately 10,000 residents. Of these residents, nearly one out of five (19%) are under the age of 20 while over one-tenth (13%) are 62 years old or older. Almost one-third (32%) of the population identified as a race other than white alone while slightly less (28%) identified as Hispanic or Latino. Almost one out of every ten (9%) residents are also unable to speak English "well" or "very well". These statistics are representative of the neighborhood's significant social and cultural diversity.

### **What are the characteristics of the market in these areas/neighborhoods?**

Zoned primarily residential, the Southern Neighborhood District contains a few small businesses, restaurants and office parks which suit the approximately 10,000 residents in the neighborhood. There are 6,708 families in the district. In autumn 2019, the City distributed a survey to each household in the area in order to determine the needs of each resident. The residents were asked to answer demographic questions including, their income level based on 2018 HUD income limits. 35% of respondents circled an income within the extremely low-income limits and 25% of the respondents indicated their income level was low. The City received 355 responses in total. The remaining 40% of respondents indicated an income of moderate/high.

### **Are there any community assets in these areas/neighborhoods?**

The following community assets are located within the Southern Neighborhood District and are utilized by the residents:

- South Community Center
- Koutoujian Playground
- Charles River Reservation
- Peter Gilmore Park
- New / Under Construction Fire Station



**Are there other strategic opportunities in any of these areas?**

## **MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)**

**Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.**

In the City of Waltham and throughout the WestMetro HOME Consortium, access to broadband service in household units occupied by low- and moderate-income households was not identified as a priority need. While in-home access did not surface as an issue, the costs associated with the service were discussed as being an additional challenge for low- and moderate-income households. Some communities discussed the idea of including the cost of broadband service in the utility allowance requirement for many deed-restricted affordable units.

**Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.**

## **MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)**

### **Describe the jurisdiction's increased natural hazard risks associated with climate change.**

Since 1990, the City of Waltham has been subject to 22 federal/state disaster declarations for various emergency situations that have exceeded the regular response capabilities of the applicable government. In all these disasters – ranging from blizzards to tropical cyclones –the community's built and natural environments have been impacted. Furthermore, statistics have indicated an increase in these events, with an average of one disaster being declared per year in the most recent decade (2010-20) compared to one disaster declared every 1.4 year over the past 30 years. The disasters that have been declared all make up three of the City's top four identified hazards: flooding, high winds, and winter storms. The fourth top hazard is drought. In all cases, the global greenhouse effect is a known factor in producing stronger, more common instances of these four types of weather events.

### **Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.**

The low- and moderate-income (LMI) households of greatest vulnerability to storm events, such as flooding and tropical cyclones, are those in proximity to the community's three major water features: the Charles River, the Cambridge Reservoir (also known as the Hobbs Brook Basin), and Hardy Pond. Households citywide are also at risk of other significant hazard events, including high winds, drought, and snow/ice. In all cases, the City's *Hazard Mitigation Plan and Municipal Vulnerability Preparedness Plan* (2019) identifies and discusses these.



# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

The City's 5-Year Consolidated Plan provides a strategic outline of the actions the City will take while working towards the goal of meeting the needs of housing and community development. The Planning Department is responsible for preparing and submitting the 5 Year Consolidated Plan based on data and strategy, with the data and strategies identified, each year the City will release an Annual Action Plan detailing the projects funded that will work towards meeting the community needs. The first year of the Annual Action Plan is included in this Consolidated Plan.

## SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

### Geographic Area

Table 12 - Geographic Priority Areas

1	<b>Area Name:</b>	Southern Neighborhood District
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	All land lying south of the Charles River and north of the Newton-Waltham municipal boundary.
	<b>Include specific housing and commercial characteristics of this target area.</b>	The target area is predominantly zoned residential with myriad business activity permitted along a limited number of roadways including High Street (from Newton Street to the City of Newton), Moody Street, and Newton Street (from High Street to Pine Street).
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	A review of Census/ACS data indicated this neighborhood's continued eligibility based on the national objective of benefiting LMI persons. Input from citizens (including a survey receiving 270 responses) affirmed the continued targeting of this neighborhood with CDBG funds.
	<b>Identify the needs in this target area.</b>	The needs in this target area include, but are not limited to homeless assistance and prevention, ESL education, youth programming, food programming, housing rehabilitation, and infrastructure improvements (particularly pedestrian infrastructure and ADA compliance).
	<b>What are the opportunities for improvement in this target area?</b>	Continued social service programming offered by the city's non-profit sector is vital to the residents of the target area, as well as other LMI residents in the city.

	<p><b>Are there barriers to improvement in this target area?</b></p>	<p>The variability of regulations between matching/complementary and non-duplicative funding sources is an often-cited hurdle among social service agencies.</p>
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## General Allocation Priorities

Describe the basis for allocating investments geographically within the state

As previously mentioned, the “Southern Neighborhood District” of Waltham is Zoned primarily residential, and home to 7,199 residents. These residents are the primary beneficiaries of CDBG funded services. This district is the lowest income area in Waltham and a location where many of the public services are centrally located. The South Community Center is home to multiple CDBG funded public services and also provides an open location for community meetings and neighborhood gatherings.

## SP-25 Priority Needs - 91.415, 91.215(a)(2)

### Priority Needs

**Table 13 – Priority Needs Summary**

<b>1</b>	<b>Priority Need Name</b>	Provide Rehabilitation Housing Assistance
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents
	<b>Geographic Areas Affected</b>	Southern Neighborhood District
	<b>Associated Goals</b>	Provide Rehabilitation Housing Assistance Administration
	<b>Description</b>	Through the community vision survey responses, it was found that many residents believe Waltham lacks affordable housing opportunities for existing homeowners. The City's Housing Division administers the Housing Rehabilitation Loan Program for owner-occupants, this program has the ability to offer zero interest loans to owner occupants in need of housing rehabilitation.
	<b>Basis for Relative Priority</b>	The responses to the Community Vision Survey focused greatly on the need for affordable housing rehabilitation options for owner occupants.
<b>2</b>	<b>Priority Need Name</b>	Provide Rehabilitation of Rental Units
	<b>Priority Level</b>	High



	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents
	<b>Geographic Areas Affected</b>	Southern Neighborhood District
	<b>Associated Goals</b>	Provide Rehabilitation of Rental Units Administration
	<b>Description</b>	In an effort to preserve existing affordable housing in Waltham, the City determined, rehabilitation of existing affordable rental units is a priority. Funds allocated to this priority will assist the Waltham Housing Authority, Waltham Committee Inc. and other affordable housing providers rehabilitate existing affordable rental housing in Waltham.
	<b>Basis for Relative Priority</b>	If the existing units are not preserved, Waltham runs the risk of losing the affordable housing units and decreasing affordable housing opportunities for low- and moderate-income residents.
<b>3</b>	<b>Priority Need Name</b>	Provide Accessible & Sustainable Improvements
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Persons with Physical Disabilities Persons with Developmental Disabilities Non-housing Community Development
	<b>Geographic Areas Affected</b>	Southern Neighborhood District

	<b>Associated Goals</b>	Provide Accessible & Sustainable Improvements Administration
	<b>Description</b>	An overwhelming amount of comments received on the Consolidated Plan as well as the Community Vision survey requested updates to public facilities for accessibility compliance. With this, the City determined sustainable improvements are also a priority when making changes to public facilities and eliminating barriers with CDBG funding.
	<b>Basis for Relative Priority</b>	The responses to the Community Vision Survey and the public meetings focused heavily on ADA improvements and sustainability.
4	<b>Priority Need Name</b>	Provide Diverse Public Services
	<b>Priority Level</b>	High

<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
<b>Geographic Areas Affected</b>	Southern Neighborhood District
<b>Associated Goals</b>	Provide Diverse Public Services Administration
<b>Description</b>	Each year, the City receives feedback from multiple organizations seeking additional funding for public services. This priority focuses on the vulnerable populations in Waltham and those needing the most assistance.
<b>Basis for Relative Priority</b>	This year, due to COVID-19 and the CARES Act, the City received even more requests for public service funding.

## **Narrative (Optional)**

The priority needs were determined based on the Community Vision Survey as well as consultation with community partners. After reviewing the ACS and LMISD data, the City confirmed these areas to be priority needs. Additionally, the City attempted to avoid duplicating priority needs outlined in the WestMetro HOME Consortium 5-year plan.

## SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

### Introduction

The City seeks to leverage CDBG funding with other funding sources including through the development of partnerships, including for-profit and non-profit organizations. The anticipated resources below may be supplemented each year with various other sources, such as CPA, HOME or other grant opportunities.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	965,371	0	0	965,371	Public Services, Housing Rehabilitation, and Public Facility/Improvement projects.
Section 108	public - federal	Public Improvements	4,195,000	0	0	4,195,000	Testing, Capping and Park Reconstruction - Woerd Avenue Landfill Site

Table 14 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

CDBG funds are often leveraged with additional resources. The City has applied for, and been awarded, a Section 108 loan for revitalization of the Woerd Avenue Landfill site. Additionally, City General Funds through the annual City budget commits resources for the priority activities including parks, facilities and infrastructure.

The Housing Authority administers the Mass Rental Voucher program and the Section 8 Program to Waltham households. These programs leverage the CDBG affordable housing dollars.

The Continuum of Care funds awarded by the MA Balance of State Continuum of Care (CoC) to non-profit human service providers assists Waltham residents in obtaining housing and services in the City. These funds leverage the public service programs impacted by the 15% public services funding cap.

The HOME program is provided through the City of Newton and the matching requirements are met through State MRVP Vouchers and Community Preservation funding awarded to housing projects in the City.

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

- Former Dog Pound; 92 Felton Street – Potential site for lease / ownership; currently vacant
- Fitch Elementary School; Crescent Street – Possible apartments; currently for sale/lease.
- Former Fernald School/Trapelo Road – Possible open space and/or housing; currently vacant.
- Former Woerd Avenue Landfill/ Woerd Avenue – Future expansion of Koutoujian Playground; environmental study underway and Section 108 Loan funds awarded.

**Discussion**

## SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
WALTHAM	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Public Housing Rental neighborhood improvements public facilities public services	Jurisdiction

Table 15 - Institutional Delivery Structure

### Assess of Strengths and Gaps in the Institutional Delivery System

Several non-profit organizations operate in the city providing a variety of services to at-risk populations, special needs populations and homeless persons. These organizations provide much needed services to our residents but are unable to fully meet the demands of the local homeless population. The City of Waltham homeless shelters operate at capacity. There are not enough beds to meet the demand. In Waltham, there is a lack of supportive mental health services, substance abuse counseling and detoxification services being provided to assist this population in the transition to permanent housing placement.

The 15% Public Service funding cap on CDBG funding continues to be a challenge for the program and the applicants applying for CDBG funding. Public Service Agencies predominately funded by grants find themselves searching for new funding opportunities.

### Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	
Legal Assistance	X		

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Mortgage Assistance	X		
Rental Assistance	X	X	
Utilities Assistance	X	X	
<b>Street Outreach Services</b>			
Law Enforcement	X	X	X
Mobile Clinics	X	X	X
Other Street Outreach Services	X	X	X
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X	X	X
Child Care	X	X	X
Education	X	X	X
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	X
<b>Other</b>			
	X	X	X

**Table 16 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

As the cost of living and housing increases in Waltham, the CDBG and HOME programs must ensure the availability of services targeted specifically to homeless persons and persons with HIV. The City has hired an Outreach Worker to engage directly with the homeless population providing a coordinated effort between the Waltham Police Department's Homeless Task Force and the Health Department. The City budgets \$100,000 annually for a warming center that opens each evening from December to March for the homeless that are not able to be housed in the MHSA shelters.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

The WestMetro Continuum of Care (CoC), local governments and other organizations in the region create and provide affordable and safe housing along with supportive services for individuals and families. The supportive services available in the Waltham community help participants achieve housing



stability, self-sufficiency, and employment. Case managers provide assistance with financial management, tenancy issues, access to employment programs, food, medical and mental healthcare.

Chronically homeless populations receive assistance through the CoC as well as through state funded programs. The funding to address the issue of chronically homeless populations is not sufficient enough to provide the necessary resources therefore, people and families end up in emergency shelters until transitional or permanent housing is identified or established.

Veterans and their families are assisted through the local veteran's services administration.

Unaccompanied youth is a concern of the local CoC which has facilitated conversations with the State to improve ways of identifying and assisting unaccompanied youth.

The City will continue to administer CDBG and HOME funding to a variety of programs and partners to first prevent low-income persons from becoming homeless and, second, to support and administer programs that assist the homeless in obtaining safe, affordable and sustainable housing. These efforts will include a continuum of programs ranging from emergency shelters to transitional housing to permanent supportive housing services. The extent of activity will be dependent upon the level of funding available in the face of many competing needs.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

## SP-45 Goals - 91.415, 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide Rehabilitation Housing Assistance	2020	2025	Affordable Housing	Southern Neighborhood District	Provide Rehabilitation Housing Assistance	CDBG: \$292,815 Section 108: \$0	Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	Provide Rehabilitation of Rental Units	2020	2025	Affordable Housing Public Housing	Southern Neighborhood District	Provide Rehabilitation of Rental Units	CDBG: \$195,210 Section 108: \$0	Rental units rehabilitated: 10 Household Housing Unit
3	Provide Accessible & Sustainable Improvements	2020	2025	Non-Housing Community Development	Southern Neighborhood District	Provide Accessible & Sustainable Improvements	CDBG: \$2,650,000 Section 108: \$4,195,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted
4	Provide Diverse Public Services	2020	2025	Homeless Non-Homeless Special Needs Non-Housing Community Development	Southern Neighborhood District	Provide Diverse Public Services	CDBG: \$723,460 Section 108: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 12500 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Administration	2020	2025	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	Southern Neighborhood District	Provide Rehabilitation Housing Assistance Provide Rehabilitation of Rental Units Provide Accessible & Sustainable Improvements Provide Diverse Public Services	CDBG: \$965,370  Other: 0 Other	

Table 17 – Goals Summary

## Goal Descriptions

1	Goal Name	Provide Rehabilitation Housing Assistance
	Goal Description	The Waltham Housing Division will provide zero interest rehabilitation loans to eligible Waltham homeowners in order to preserve ownership within the City and promote safe affordable housing. The program is also open to homeowners with income properties affordable to their tenants. More than half of Waltham's housing stock was built before 1950, many of these homes need updating and require housing problems to be fixed. Lead based paint is an issue which often prevents housing from being rehabilitated. Three-quarters (75%) of renter-occupied units were built before 1980, indicating a presence of lead. The process of lead abatement is often difficult and costly for owners of rental housing and therefore, many homes have not been de-lead in Waltham.

<b>2</b>	<b>Goal Name</b>	Provide Rehabilitation of Rental Units
	<b>Goal Description</b>	The Waltham Housing Division will provide zero interest rehabilitation loans to eligible Waltham homeowners in order to preserve ownership within the City and promote safe, affordable housing. The program is also open to homeowners with income properties affordable to their tenants. More than half of Waltham's housing stock was built before 1950, and many of these homes need updating and require housing problems to be fixed. Lead-based paint is an issue which often prevents housing from being rehabilitated. Three-quarters (75%) of renter-occupied units were built before 1980, indicating a presence of lead. The process of lead abatement is often difficult and costly for owners of rental housing; therefore, many homes have not been de-lead in Waltham.
<b>3</b>	<b>Goal Name</b>	Provide Accessible & Sustainable Improvements
	<b>Goal Description</b>	The Community voiced the need for continued ADA compliance upgrades to public facilities. This year the City received a larger number of applications for ADA compliance than the prior years. This goal is important to reaching all of the residents of Waltham and ensuring architectural barriers do not preclude any population from taking advantage of parks, buildings and other public facilities.
<b>4</b>	<b>Goal Name</b>	Provide Diverse Public Services
	<b>Goal Description</b>	Nearly one-tenth (9%) of the Southern Neighborhood District's population is unable to speak English "well" or "very well", creating a barrier between service providers, potential employers, potential landlords and the Waltham residents. Prior to rehabilitation of the former South Middle School, there was not a location where non-English speaking community members could gather information to better serve address their specific needs. Now that the center is home to multiple non-profit organizations, members are able to benefit from a variety of programs in one single location.
<b>5</b>	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	General administration costs for staff administering the CDBG program.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

The characteristics of the housing market influenced the City's decision to allocate priorities. Based on the rising number of the homeless population in the City and the rising rental costs for individuals and families, the City determined it was necessary to provide rental assistance to the extremely low- and low-income population.

Due to the limited amount of CDBG funds, the HOME Program funds will be used to fund the ongoing Tenant Based Rental Assistance program. The Housing Division intends to assist 30 households annually with security deposit and first, or last month's rent payments and up to 30 households each year with full rental assistance. An estimated 60 households will be assisted annually. The full rental assistance program will be used as a bridge into public housing as the current waitlist for public housing is estimated at three years. Households on the full rental assistance program will be assisted annually until the public housing becomes available.



## **SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

The City of Waltham offers lead paint abatement, interest free, through the deferred loan program. This loan is available to any property owner who leases to a low-moderate income household or any low to moderate income homeowner. Additional information on the program is available through the CDBG Rehabilitation loan program and the HOME TBRA program applications and guidelines. It is a requirement that all HOME and CDBG rehabilitation funded projects must comply with lead paint regulations.

### **How are the actions listed above integrated into housing policies and procedures?**

In accordance with guidelines, the Planning Department and Housing Division staff distribute the EPA/HUD "Protect Your Family from Lead in Your Home" pamphlet and provide additional information to every rehab loan recipient and TBRA renter household. The information covers the dangers of lead-based paint, symptoms of lead paint poisoning, and instructions on actions if symptoms of lead-based paint poisoning are present.

## **SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

One of the priorities in this plan is to provide a diverse array of social service programs. These programs target families and individuals at or below the poverty level. The services offered and funded through the CDBG program are centrally located in the Southern Neighborhood District at the South Community Center building. A main objective of programs funded through CDBG is to serve and reduce the number of poverty level families. These programs also work very closely with the school district to ensure children of poverty-level families are receiving the services they need, especially employment training and English as a second language courses.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

There are many antipoverty programs offered by local agencies in Waltham. The antipoverty goals and strategies are to help individuals and families rise above the poverty level, become self-sufficient, and eliminate barriers to success. To achieve this goal, the City plans to provide the maximum amount (15%) of CDBG funds to be allocated for public assistance. Additionally, HOME-funded Tenant Based Rental Assistance and HOME-assisted units hold the potential to transition these individuals out of poverty and prevent other households from slipping below the poverty level. The highest poverty rates in the HOME Consortium are found in Brookline, Framingham and Waltham.

Specifically, the City will continue to employ the following strategies to reduce the numbers in poverty:

- Promote sustainable economic development through affordable housing and other community development activities,
- Maintain relationships with the Council on Aging, the Community Day Center and MHSA Shelter System to enhance and promote the stabilization of the elderly, frail elderly, and homeless and assist in the transition to permanent housing situations,
- Assist households in obtaining permanent housing with the HOME Tenant Based Rental Assistance Security Deposit and rental assistance program, developing stability and reducing the likelihood for poverty,
- Prioritize projects, in part, on the basis of their ability foster self-sufficiency,
- Promote efforts to educate city residents about available supportive services that foster self-sufficiency,
- Encourage job training and placement referral service to low- and moderate-income residents.
- Provide emergency utility assistance to income eligible households in financial stress providing weatherization and urgently needed home repairs, and
- Provide emergency assistance for rental arrears payments to income-eligible households to prevent eviction.



### **SP-80 Monitoring - 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

## Expected Resources

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

#### Introduction

The City seeks to leverage CDBG funding with other funding sources including through the development of partnerships, including for-profit and non-profit organizations. The anticipated resources below may be supplemented each year with various other sources, such as CPA, HOME or other grant opportunities.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	965,371	0	0	965,371	Public Services, Housing Rehabilitation, and Public Facility/Improvement projects.
Section 108	public - federal	Public Improvements	4,195,000	0	0	4,195,000	Testing, Capping and Park Reconstruction - Woerd Avenue Landfill Site

Table 18 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied
CDBG funds are often leveraged with additional resources. The City has applied for, and been awarded, a Section 108 loan for revitalization of the Woerd Avenue Landfill site. Additionally, City General Funds through the annual City budget commits resources for the priority activities including parks, facilities and infrastructure.
The Housing Authority administers the Mass Rental Voucher program and the Section 8 Program to Waltham households. These programs leverage the CDBG affordable housing dollars.
The Continuum of Care funds awarded by the MA Balance of State Continuum of Care (CoC) to non-profit human service providers assists Waltham residents in obtaining housing and services in the City. These funds leverage the public service programs impacted by the 15% public services funding cap.
The HOME program is provided through the City of Newton and the matching requirements are met through State MRVP Vouchers and Community Preservation funding awarded to housing projects in the City.

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

- Former Dog Pound; 92 Felton Street – Potential site for lease / ownership; currently vacant
- Fitch Elementary School; Crescent Street – Possible apartments; currently for sale/lease.
- Former Fernald School/Trapelo Road – Possible open space and/or housing; currently vacant.
- Former Woerd Avenue Landfill/ Woerd Avenue – Future expansion of Koutoujian Playground; environmental study underway and Section 108 Loan funds awarded.

## **Discussion**

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide Rehabilitation Housing Assistance	2020	2025	Affordable Housing	Southern Neighborhood District	Provide Rehabilitation Housing Assistance	CDBG: \$58,563 Section 108: \$0	Homeowner Housing Rehabilitated: 3 Household Housing Unit
2	Provide Rehabilitation of Rental Units	2020	2025	Affordable Housing Public Housing	Southern Neighborhood District	Provide Rehabilitation of Rental Units	CDBG: \$39,042 Section 108: \$0	Rental units rehabilitated: 2 Household Housing Unit
3	Provide Accessible & Sustainable Improvements	2020	2025	Non-Housing Community Development	Southern Neighborhood District	Provide Accessible & Sustainable Improvements	CDBG: \$530,000 Section 108: \$4,195,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
4	Provide Diverse Public Services	2020	2025	Homeless Non-Homeless Special Needs Non-Housing Community Development	Southern Neighborhood District	Provide Diverse Public Services	CDBG: \$144,692 Section 108: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Administration	2020	2025	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	Southern Neighborhood District	Provide Rehabilitation Housing Assistance Provide Rehabilitation of Rental Units Provide Accessible & Sustainable Improvements Provide Diverse Public Services	CDBG: \$193,074 Section 108: \$0	Other: 0 Other

Table 19 – Goals Summary

## Goal Descriptions

1	Goal Name	Provide Rehabilitation Housing Assistance
	Goal Description	The Waltham Housing Division will provide 3 zero interest rehabilitation loans to eligible Waltham homeowners in order to preserve ownership within the City and promote safe affordable housing. More than half of Waltham's housing stock was built before 1950, many of these homes need updating and require housing problems to be fixed. Lead based paint is an issue which often prevents housing from being rehabilitated.

<b>2</b>	<b>Goal Name</b>	Provide Rehabilitation of Rental Units
	<b>Goal Description</b>	The Waltham Housing Division will provide up to 2 zero interest rehabilitation loans to eligible Waltham property owners in order to preserve rental housing within the City and promote safe, affordable housing. More than half of Waltham's housing stock was built before 1950 and many of these homes need updating and require housing problems to be fixed. Three-quarters (75%) of renter-occupied units were built before 1980, indicating a presence of lead. The process of lead abatement is often difficult and costly for owners of rental housing and therefore, many homes have not been de-leaded in Waltham.
<b>3</b>	<b>Goal Name</b>	Provide Accessible & Sustainable Improvements
	<b>Goal Description</b>	The Community voiced the need for continued ADA compliance upgrades to public facilities. This year the City will provide funding to remove architectural barriers from Lowell Field, Thompson Playground and McDonald Playground. Additionally, Section 108 funding will be used for continued work on the Woerd Avenue Landfill.

4	<b>Goal Name</b>	Provide Diverse Public Services
	<b>Goal Description</b>	<p>Funding under the goal of providing diverse public services will be used to provide funding to:</p> <ul style="list-style-type: none"> <li>• Waltham Partnership for Youth</li> <li>• Latinos En Accion</li> <li>• African Cultural Services</li> <li>• Middlesex Human Service Agency Community Day Center</li> <li>• Chesterbrook Community Foundation</li> <li>• John Mazie Memorial Foundation</li> <li>• Mighty Drum</li> <li>• Healthy Waltham</li> <li>• Prospect Hill Community Foundation</li> <li>• YMCA</li> <li>• Opportunities for Inclusion</li> <li>• Salvation Army</li> <li>• Friends of the Family School</li> <li>• Waltham Housing Division</li> </ul>
5	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	General administration of the CDBG program





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

### Introduction

Each Consolidated Plan goal is associated with an Annual Action Plan project. The four projects identified in this section are directly associated with a Consolidated Plan goal. The projects are as follows:

**Social Services:** nonprofit organizations providing social services to underserved populations of Waltham. This project supports the goal of providing diverse public services

**Public Facilities:** to provide upgrades and sustainable improvements to public facilities requiring rehabilitation. This project supports the goal of providing accessible and sustainable building improvements.

**Housing Rehabilitation:** to provide interest free loans to homeowners and nonprofit organizations for rehabilitation of owner-occupied housing. This project supports the goal of providing rehabilitation housing assistance.

**Rental Unit Rehabilitation:** to provide interest free loans to homeowners and nonprofit organizations for rehabilitation of rental housing occupied by low-income families. This project supports the goal of providing rental unit rehabilitation assistance.

**Program Administration:** general administration costs for staff administering the CDBG Program. This project supports the goal of general program administration.

#	Project Name
1	Public Services
2	Public Facilities
3	Rehabilitation Housing Assistance
4	Rehabilitation of Rental Units
5	Administration

**Table 20 – Project Information**

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

## AP-38 Project Summary

### Project Summary Information

<b>1</b>	<b>Project Name</b>	Public Services
	<b>Target Area</b>	Southern Neighborhood District
	<b>Goals Supported</b>	Provide Diverse Public Services
	<b>Needs Addressed</b>	Provide Diverse Public Services
	<b>Funding</b>	CDBG: \$144,692
	<b>Description</b>	Almost one out of every ten (9%) residents of the Southern Neighborhood District are unable to speak English "well" or "very well". This creates a barrier between service providers, potential employers, potential landlords and the Waltham residents. Prior to rehabilitation of the former South Middle School, there was not a location where non-English speaking community members could gather information to better serve address their specific needs. Now that the Center is home to multiple non-profit organizations, members are able to benefit from a variety of programs in one single location.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Planning Department anticipates this project will provide services to approximately 2,500 individuals. These individuals make up families that we anticipate will be: non-English speaking, public housing residents, homeless families, homeowners, renters and families with children with disabilities.
	<b>Location Description</b>	The non-profit organizations offering services under this project category are all located in Waltham's Southern Neighborhood District.

	<p><b>Planned Activities</b></p> <p><b>African Cultural Services (\$3,316)</b> offers tutoring, computers, social engagement, music, art and sewing that promotes both African culture and community.</p> <p><b>Chesterbrook Community Foundation's Dana Court Learning Center (\$5,000)</b> is an after-school program for the at-risk children who live in the Dana Court low-income public housing development.</p> <p><b>Chesterbrook Community Foundation's Chesterbrook Learning Center (\$5,000)</b> is located in the Chesterbrook Gardens low-income public housing development. The program is open after school for children ages 7 to 17 who live in the development.</p> <p><b>Community Day Center (\$13,202)</b> provides service to the chronically homeless.</p> <p>Waltham Friends of the Family School provides educational opportunities for low income Waltham families who want to learn English.</p> <p><b>Opportunities for Inclusion (\$22,432)</b> provides Community trips for the adult day program, school to work transitions for Waltham High School students, and recreation activities in the community for their participants.</p> <p><b>Healthy Waltham Food Bank at Watch City Market (\$8,000)</b> is a mobile food pantry that acts as a supply line to provide need resources, addressing food insecurity in our community.</p> <p><b>The John Andrew Mazie Memorial Foundation Mentoring Program (\$3,316)</b> is designed to provide low income high school youths with adult mentors who will serve them with: Personal, social, emotional and educational support throughout High School. Information, support and skills vital for success in the workplace.</p> <p><b>Latinos En Accion (\$6,000)</b> provides three levels of English as a second language courses for adults. beginner, intermediate, advanced.</p> <p><b>MHSA (\$25,555)</b> provides shelter persons experiencing homelessness at its Mary's House, Bristol Lodge, and Hurley House locations along with a soup kitchen at Bristol Lodge.</p> <p><b>The Waltham Partnership for Youth, Inc. (\$8,859)</b> provides low income Waltham youth with career development opportunities and job placement support by coordinating efforts among employers, educators and youth service providers.</p>
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	<p><b>The Salvation Army (\$11,620)</b> provides a safe environment for disadvantaged youth through the <b>Kids FEAST program</b> is to improve academically, as well as grow physically, emotionally and strengthen their moral values while its <b>HOPE Kitchen</b> is a daily meal program that serves breakfast and lunch from Monday to Friday. Its <b>Utilities Emergency Assistance</b> provides funding to help cover a portion of the cost with oil, gas or electricity to low income families who are trying to breath in a tight budget.</p> <p><b>Prospect Hill Community Foundation (\$5,000)</b> provides afterschool and teen center programs for at-risk children.</p> <p><b>YMCA (\$5,000)</b> provides a before and after school program at the Whittemore Elementary School.</p> <p><b>Mighty Drum (\$1,000)</b> provides transportation for medical treatment, rehabilitation, sober homes, shelters, job interviews and legal hearings so that those struggling in recovery may begin to reclaim their lives.</p> <p><b>Friends of the Family School (\$6,260)</b> provides ESL education for families.</p> <p><b>The City's Housing Division (\$15,132)</b> provide emergency assistance to low- and moderate-income households facing eviction.</p>
<b>2</b>	<b>Project Name</b>
	Public Facilities
	<b>Target Area</b>
	Southern Neighborhood District
	<b>Goals Supported</b>
	Provide Accessible & Sustainable Improvements
	<b>Needs Addressed</b>
	Provide Accessible & Sustainable Improvements
	<b>Funding</b>
	CDBG: \$530,000 Section 108: \$4,195,000
	<b>Description</b>
	Public Facilities: to provide ADA upgrades and sustainable improvements to public facilities requiring rehabilitation
	<b>Target Date</b>
	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated about 1,000 people making up a majority of families who are low income and/or disabled.
	<b>Location Description</b>	Thompson Playground - 95 Charles Street McDonald Playground - 8 Cutter Street Lowell Field - 190 Grove Street Woerd Avenue Former Landfill - 910 Moody Street
	<b>Planned Activities</b>	Thompson Playground (CDBG - \$105,000) - ADA Playground Improvements McDonald Playground (CDBG - \$105,000) - ADA Playground Improvements Lowell Field (CDBG - \$100,000) - Assessment of ADA Improvements needed and design options Woerd Avenue Landfill (Section 108 - \$4,195,000) - Continued remediation of former landfill site Woerd Avenue Landfill (CDBG - \$220,000) - Payment of Section 108 loan principal
3	<b>Project Name</b>	Rehabilitation Housing Assistance
	<b>Target Area</b>	Southern Neighborhood District
	<b>Goals Supported</b>	Provide Rehabilitation Housing Assistance
	<b>Needs Addressed</b>	Provide Rehabilitation Housing Assistance
	<b>Funding</b>	CDBG: \$58,563
	<b>Description</b>	Housing Rehabilitation (\$58,563) to provide interest free loans to homeowners and nonprofit organizations for rehabilitation of housing.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City anticipates three households with low-income families being provided a rehab loan.
	<b>Location Description</b>	The location of the rehabilitated structures is unknown until the Housing Division receives applications for the loans. It is anticipated the three homes rehabilitated will be either (1) owned by an affordable housing non-profit, such as the Housing Authority or (2) located in the Southern Neighborhood District.

	<b>Planned Activities</b>	Providing zero percent interest free loans to low income owner occupants in Waltham.
4	<b>Project Name</b>	Rehabilitation of Rental Units
	<b>Target Area</b>	Southern Neighborhood District
	<b>Goals Supported</b>	Provide Rehabilitation of Rental Units
	<b>Needs Addressed</b>	Provide Rehabilitation of Rental Units
	<b>Funding</b>	CDBG: \$39,042
	<b>Description</b>	Housing Rehabilitation (\$39,042) to provide interest free loans to homeowners and nonprofit organizations for rehabilitation of rental housing occupied by low-income tenants.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City anticipates up to two rental units occupied by low-income families being provided a rehab loan.
5	<b>Location Description</b>	The location of the rehabilitated rental units is unknown until the Housing Division receives applications for the loans. It is anticipated the two units rehabilitated will be either (1) owned by an affordable housing non-profit, such as the Housing Authority or (2) located in the Southern Neighborhood District.
	<b>Planned Activities</b>	Providing zero percent interest free loans to property owners of rental units occupied by low income families in Waltham.
	<b>Project Name</b>	Administration
	<b>Target Area</b>	Southern Neighborhood District
	<b>Goals Supported</b>	Provide Rehabilitation Housing Assistance Provide Accessible & Sustainable Improvements Provide Diverse Public Services Administration

<b>Needs Addressed</b>	Provide Rehabilitation Housing Assistance Provide Rehabilitation of Rental Units Provide Accessible & Sustainable Improvements Provide Diverse Public Services
<b>Funding</b>	CDBG: \$193,074
<b>Description</b>	General administration of the CDBG program
<b>Target Date</b>	6/30/2021
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administration of the program will assist the families under the other goals associated with this plan.
<b>Location Description</b>	119 School Street, Waltham (Government Center)
<b>Planned Activities</b>	General administration of the CDBG program (\$193,108).



## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

Geographically, all funded social service projects are located within the Southern Neighborhood District, additionally, all of the public facility improvement projects are located within the District as well. This makes up 70% of the overall funding. The remaining funding is for rehabilitation loans, the City assumes will be in the Southern Neighborhood District and Administration dollars, which are not geographically distributed.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Southern Neighborhood District	70

**Table 21 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The rationale for distributing the funds geographically in the Southern Neighborhood District is due to the community demand. The market analysis, coupled with community demand to see an improvement in the Southern Neighborhood District drove the allocating priorities.

### **Discussion**

This year, the greatest difference in the CDBG funding is the elimination of the economic development projects and the addition of the Section 108 loan repayment. The community provided an overwhelming response to revitalize the Woerd Avenue Landfill. The City felt the repayment of the Section 108 loan would benefit a great deal of individuals in the long run and made the decision to take the \$220,000 off the top of the allocation.

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

### **Introduction**

Through the goals identified throughout the Consolidated Plan, the City has strategically funded organizations that will assist the community in overcoming obstacles. The actions listed below are only a few of the ways the CDBG program assists individuals and families in Waltham.

### **Actions planned to address obstacles to meeting underserved needs**

The City's plan is to continue funding Social Service organizations at the cap of 15% per year. The organizations funded provide many services that assist individuals in overcoming obstacles such as:

**The Salvation Army Utilities Emergency Assistance** provides funding to help cover a portion of the cost with oil, gas or electricity to low income families who are trying to breath in a tight budget. This assistance also helps eligible working people to pay their bills and aids them toward achieving self-sustenance.

**The Waltham Partnership for Youth, Inc.** provides low income Waltham youth with career development opportunities and job placement support by coordinating efforts among employers, educators and youth service providers.

**Latinos En Accion** provides three levels of English as a second language courses for adults. beginner, intermediate, advanced.

**The John Andrew Mazie Memorial Foundation Mentoring Program** is designed to provide low income high school youths with adult mentors who will serve them with: Personal, social, emotional and educational support throughout High School. Information, support and skills vital for success in the workplace. Advocacy and exposure in the areas of cultural, social, educational and personal development.

### **Actions planned to foster and maintain affordable housing**

Aside from the Housing Rehab Loan program, which fosters and maintains affordable housing for owner-occupants in Waltham, the City also works with CPA funding to ensure additional affordable housing is produced and maintained in Waltham. The Housing Division will continue working with the Legal Department to ensure Waltham's Land Area Calculation does not decrease with affordable housing units expiring.

### **Actions planned to reduce lead-based paint hazards**

The City of Waltham offers lead paint abatement, interest free, through the deferred loan program. This loan is available to any property owner who leases to a low-moderate income household or any low to

moderate income homeowner. Additional information on the program is available through the CDBG Rehabilitation loan program and the HOME TBRA program applications and guidelines. It is a requirement that all HOME and CDBG rehabilitation funded projects must comply with lead paint regulation.

### **Actions planned to reduce the number of poverty-level families**

Healthy Waltham, a Waltham based non-profit organization is the lead for the Healthy Food Access Coalition and works to build a healthier Waltham through community-based prevention planning and health promotion. The group focuses on healthy food access and provides cooking tutorials to homeless families living in Waltham hotels with microwaves as their only cooking appliance. The Waltham Healthy Food Access Coalition envisions local organizations and residents working together to assess and share resources and tools to create a City of Waltham where the entire community has education about healthy food in order to make the healthy choice the easiest choice.

The Middlesex Human Service Agency Bristol Lodge Soup Kitchen serves every night, rain or shine, workday or holiday, between 60 and 110 people come to the kitchen for a hot, nutritious meal prepared and served by volunteers. In addition to the hot meal program, 18,000 sandwiches are prepared annually for the homeless. The kitchen relies heavily on volunteers, donated food and paper products from local businesses, churches, schools and individual residents of Waltham and the surrounding communities.

The Salvation Army H.O.P.E. Kitchen also provides free meals during breakfast and lunch to 1,837 Waltham residents during the year. The kitchen serves meals during week days and allows guests the opportunity to drop in for meals between 10am and 12pm. The Salvation Army Community Food Pantry provided 455 Waltham residents in 2014 with five days' supply of food (three meals per day) for the month and is open Monday through Friday.

### **Actions planned to develop institutional structure**

The City of Waltham plans to hire additional staff to assist with the administration of the CDBG program in July 2020. This staff member will assume responsibility for daily operations of the CDBG program, as well as assist the Housing Division with any rehabilitation projects. The addition of this staff member will also provide a hands-on approach to ensuring the Section 108 Loan is handled appropriately. The Planning Department staff members have also been taking various online courses through the HUD Exchange to advance their knowledge of the program.

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

The City will continue offering the option for public and private housing agencies the opportunity to obtain a rehab loan through the Housing Rehab Loan program. Additionally, the City will continue

funding the social service organizations within the public housing authority locations. The City works very closely with the HOME consortium and the CoC and will continue to foster utilization of coordinated entry and link individuals with social service organizations in Waltham.

### **Discussion**

The City would not be able to carry out many of these actions without the partnerships of local non-profit organizations and other City Departments.

## Program Specific Requirements

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

#### Introduction

Below are program specific requirements of the Community Development Block Grant Program (CDBG). The numbers reflected below are specific to the 2020-2021 program year.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	220,000
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>220,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

## **Discussion**

The City has estimated 80% of funds will be used for activities that benefit persons of low- and moderate-income however, this is subject to increase if program income is received and re-programmed into any activities that benefit low- and moderate-income individuals/families.

## Attachments

Citizen Participation Comments

2020 - 2025 Community Survey - Google Forms

<https://docs.google.com/forms/d/1JYJeYlVeWTGhsdfVa7-2JcRw2cnfi...>

2020 - 2025 Community Survey

Questions

Responses

270

270 responses

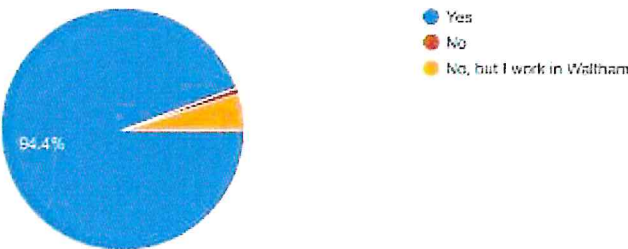
Accepting responses

Summary

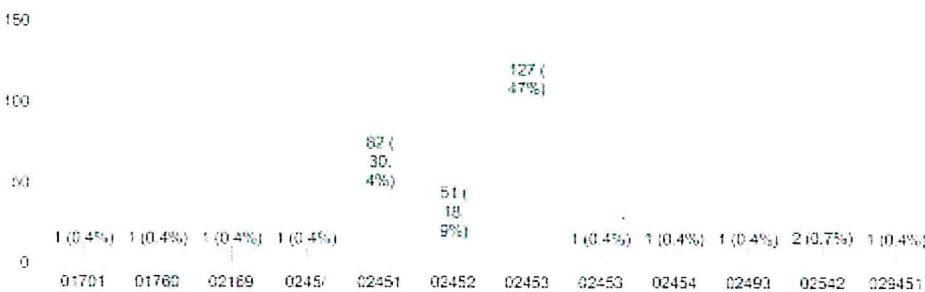
Question

Individual

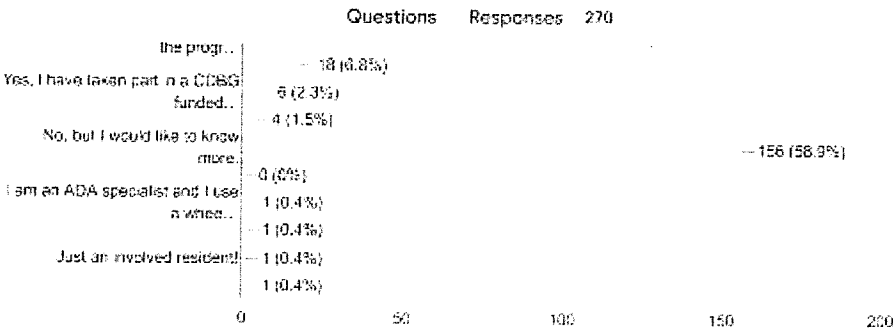
Are you a City of Waltham Resident?  
270 responses



Please Enter Your Zip Code  
270 responses

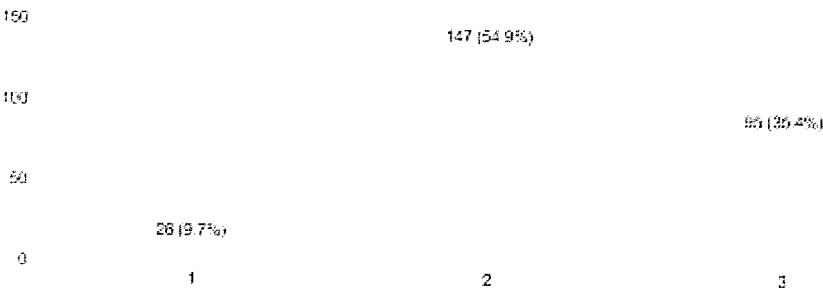


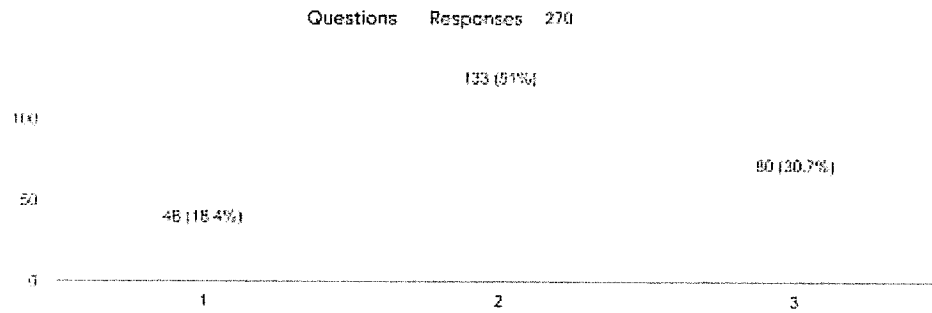




What level of need does Waltham have for Improvement to Public Facilities?

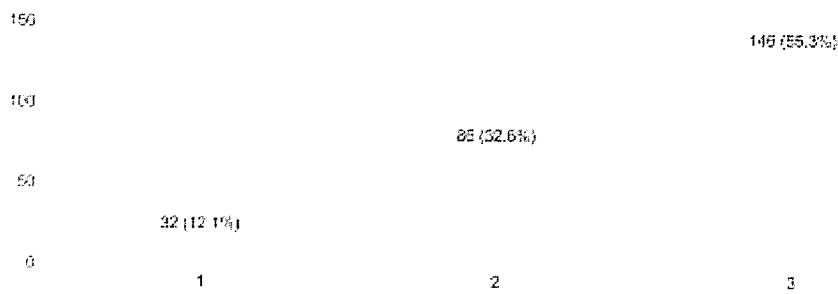
268 responses





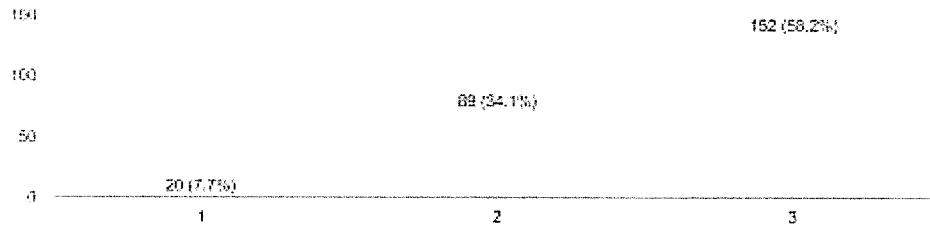
What level of need does Waltham have for Young Children Programs (Beginning at infancy)?

264 responses



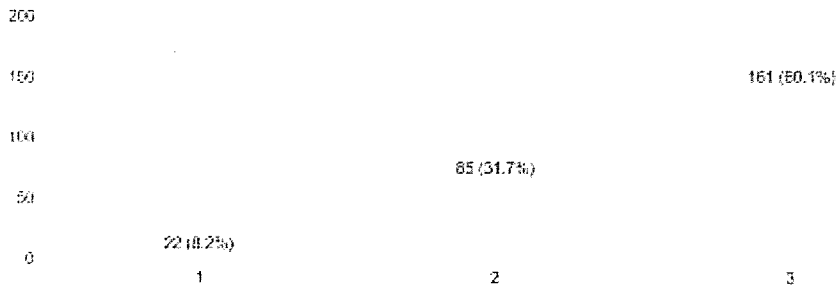


Questions Responses 270



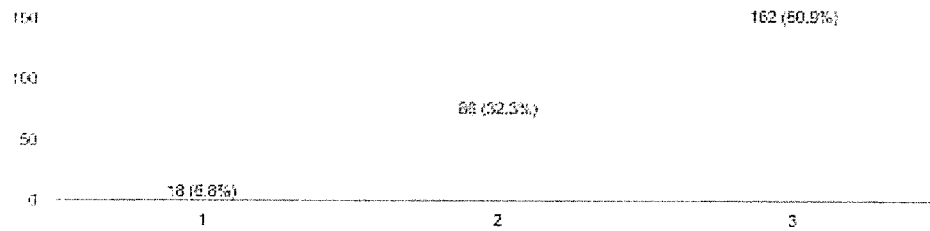
What level of need does Waltham have for Homeless Prevention Programs?

268 responses



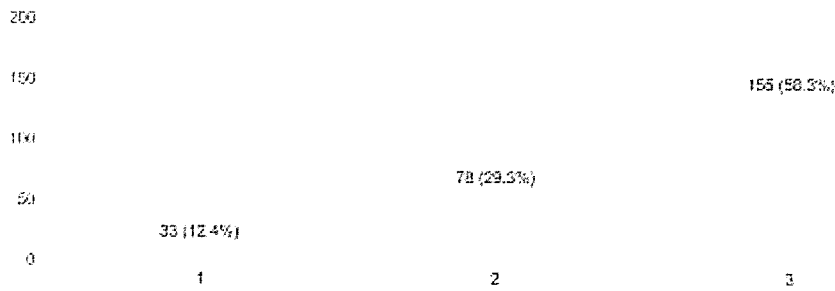


Questions Responses 270



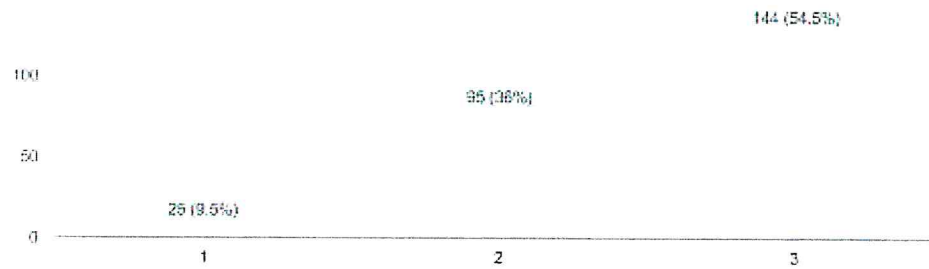
What level of need does Waltham have for English as a Second Language (ESL) Programs?

266 responses



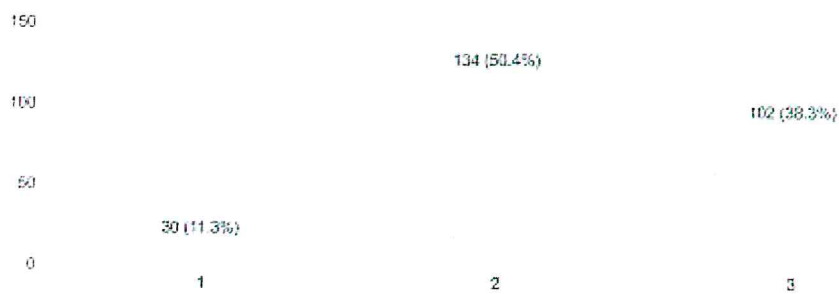


Questions Responses 270



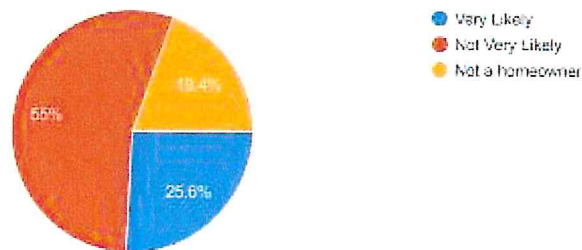
What level of need does Waltham have for Employment Training?

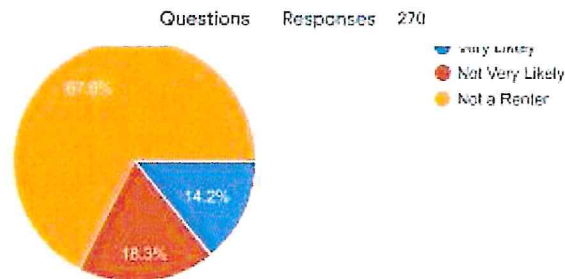
266 responses



If you are a homeowner, how likely are you to participate in a zero interest home rehabilitation loan program?

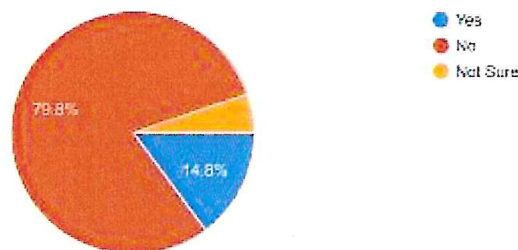
242 responses





In your opinion, is housing in Waltham affordable?

263 responses



Additional Comments

67 responses

Affordable housing is not affordable at all. As a single middle aged woman, it is impossible for me to find an affordable place to live making \$45,000/ year.

We need more affordable housing within our city limits!

To answer your questions, I think surrounding towns have more to offer. I like the diversity of Waltham.

I already have Section 8 assistance, EBT food and heating assistance, are there any other programs I don't know about? PS I already mentioned that Waltham needs Public art and I am committed to producing it!

Waltham Boys & Girls Club could use more funding

Very grateful to have CDBG funding. Biggest issue from our perspective, is lack of affordable housing in Waltham.



Questions Responses 270

Waltham needs to provide more assistance to the non profits that are in the business of helping people.  
Waltham needs a detoxification center.

I am affiliated with MHSA and our mission is: To feed the hungry, house the homeless and treat the addicted.  
Our Soup Kitchen gets no funding other than donations.  
We have another program in collaboration with Boston Food Bank that supplies fresh produce to the Waltham community every third Saturday all year long. This is free, but taxes our employment account.

Home prices in Waltham are ridiculous. New home buyers have to move further away. Kids who grew up here can't afford to buy here.

We moved to Waltham / purchased a home in Warrendale in 2015. Since then our home has appreciated about 26% ... this is good for us, but terrible for people trying to buy now. Furthermore, I like the commerce the city of Waltham attracts because it offsets our tax burden. But the traffic is getting completely insane, and we don't have the infrastructure to support this. You might think my comments are off-topic, however I see it as relevant because: 1) Can low-income families afford to live, or remain, in Waltham? 2) How does this impact the planning for services for low-income individuals and families? Providing subsidized housing or some educational programs is not going to be enough to close these gaps.

Homelessness, lack of food, and addiction are the most needed services in Waltham. Income disparity continues to increase and we need a stronger safety net for those who are the most disenfranchised.

For the median household in Waltham, housing is not affordable.

We also need easier transit to get people from one end of the city to the other without suffering the long 70A loop. How about a straight shot from Wallex to Main?

I am from here and can not afford a home

Waltham housing is not affordable by any means.

No more condos, townhouses or lottery for them, etc. Send the homeless elsewhere instead of dropping them off in Waltham and we all know it happens. This city has come a long way, let's not go backwards!

The parks, while most are beautifully updated are not maintained well. The gates should be able to close properly so little toddlers can't run out by themselves. Also, the spray parks say they are opened till 7, but the water shuts off at 6:45. The supervisors really don't have to do anything but lock up, so they do not need 15 minutes to close the park. I would also like to see more local markets and retailers where all the developments are going up. And a limit to developments going up because those residents are transient and do not care as much about the welfare of our city.

I have an 11 month old, besides baby story hour at the library, we haven't found any infant activities.

Veterans and seniors first



Questions Responses 270

ready to buy we will likely have to move elsewhere as the prices have skyrocketed. I work in Boston in public health and will likely have to move even further out of the city to afford even a small 2-3 bedroom home without being "house poor"

Waltham still has a great quality of life associated with it...despite increasing traffic, overall congestion, and a rising cost of living, based on the construction of, or conversion to, condominiums, as well as the destruction of smaller affordable houses and the construction of large houses. There is a need to maintain a balance of housing stocks so that the lower middle class and lower economic class strata are not squeezed out. I would like to see a limit put on new condominium construction as a first step. Traffic is also a huge concern. Before adding new bike lanes or considering a so-called road diet, however, the city needs to look at restructuring certain intersections. One example is where Highland, Felton and Prospect Streets meet.

Housing is becoming more expensive and national grid is robbing us all

Downtown Waltham could be so much better. I don't walk around there because of questionable people hanging around and no stoppable stores (other than Brothers which is a great addition!) Hopefully funds like these can help improve this business district

The lack of affordable housing in this city is reaching crisis levels and is changing the city's make-up in fundamental and inequitable ways.

I am not in favor of the store sign improvement program.

We have a LOT of high need populations in Waltham who are being either ignored, or minimally attended to. This is ridiculous. We have the money. The mayor and others in our city government need to stop sitting on these projects and get them in motion. Now. I'm watching.

The rent's are sky high you need 3 jobs to live here now adays

1a. Public spaces - roads - who ever is in charge of lane markings on the road, has clearly never driven on the roads in waltham and has no clue.

1b. Public Buildings - the Police station along with many other government buildings are signs of microbial infestations, why OSHA not closed many of these buildings down is beyond me.

1c. Public Buildings - move them out of high-rent areas, one block back works.

2 Stay on top of the 'broken window' syndrome and ensure neighborhoods are clean, safe, and drug free for everyone

3. Youth are encouraged to attend school all day, every day, truency is actively monitored and corrected.

4 Beyond ESL, all children need to be taught a second language from day one in school. Children are encouraged and reinforced to go into vocational programs

Of course there is a need for all of the above. I also believe the city already does a wonderful job supporting most of these areas as best they can. Whether housing is affordable or not is all relative. Very affordable as compared to our neighboring cities and towns. However, as with most of MA, not affordable to many. Waltham is a great city to live in, with very good services. I'm not sure if everyone is aware of all the services the city does already offer. You have to know how to look for, and find, them





Questions Responses 270

n/a

I put playgrounds at a medium because we have recently finished a lot of them, which is wonderful. Do we have a community center? The old schools being used for summer programs are good, but is there a place to go for community events? We need a bigger dog park. We need help for our homeless. We need to renovate smaller properties to be 40b so we don't need to allow giant developments. I would love a 0% home equity loan to do home repairs. What is employment training? adult ed? do our schools offer night programs like esl, cooking, art, history, crafts, digital arts, languages, etc?

We need a place to send our middle school and high school aged kids to hang out. Like a wallex skating and bowling alley with an arcade. Keep them off the streets. The Waltham Rec dept is nice but for smaller kids.

More sports fields at Fernald. Update veterans ice rink to more modern and more seating. Make indoor sports areas like the one just built in Wellesley  
Fix up the projects so they don't look so over run. Prune trees and maintenance  
Make A capital budget to actually make things work.

The cost of living is ridiculous in Waltham. There are too many low income families in need of support, especially single mothers.

Funds should go towards preserving and making use of city-owned buildings for public benefit

Look into more safety at local parks- place call boxes or have cops patrol areas more frequently - especially prospect hill

There is a great need for homelessness prevention money. I work with families in the community, many of whom are experiencing homelessness.

Waltham could use first time home owner programs. And affordable homes.

The City should fund mental health programs for the homeless

Left blank the questions I had no idea about

None

STOP BUILDING CONDOS

I think these are mostly all high needs, though I do believe Waltham does a decent job with many of these areas already. I think the housing situation/cost is an issue that is not being addressed well.

We need affordable housing but also ways to inspect landlords who are using their spaces as rooming houses. Many families are 'renting' out rooms and it's impacting schools and services.



Questions Responses 270

play structure and not all the sprays work in the spray park area. Thank you.

As a resident I find it frustrating that luxury condo buildings keep going up in the city while ordinary people struggle to find affordable housing here. I think more attention needs to be paid to this issue and waltham should raise the affordable housing units in new developments to 20% for developments with more than 8 units.

Waltham housing is more affordable than surrounding towns, but still too expensive for many. I routinely see smaller, older, less expensive homes being torn down and replaced with multi-unit "luxury" condos that sell for twice that of the older home. Large complexes add limited affordable housing, but with large numbers of "luxury" units. None of this includes appropriate infrastructure upgrades (sidewalks, water lines, bike lanes, etc.) There needs to be some forward thinking city-wide planning so that we remain an economically diverse community with strong services and infrastructure.

Should be used to serve all residents of Waltham and the disabled and veterans and less towards rental vouchers and other entitlements for low wage earners without a disability.

Upper middle class families can't afford to live in Waltham and if we do, we struggle. Housing to rent or purchase is extremely expensive and only helps the immediate poor not middle class people!

need more housing option that are affordable we own a condo but in order to sell and buy a home we will have to look outside of waltham house prices in waltham are way too high for what you are expected to settle for which is why flippers buy homes demolish them and out up two overpriced houses on the same lot which are poorly constructed

born in Waltham, cannot afford to live here anymore. What about the Veterans in our city? What about adaptive programs? What about the senior citizens that have lived here all their lives and can't afford the rents or don't qualify for all the programs Waltham offers for people who are not legal citizens?

You give to the same people every year how about getting a little creative

A lot of your categories really represent a federal crisis: Homeless, early intervention, help for children and parents especially those from war torn nations. I didn't see any programming for a sober high school or some program for people caught in addiction. I didn't see mandatory trees, greening or similar. I'd demand any development to have affordable unit/s within the market rate unit/s. No exceptions. The only 'brick and mortar' item was public facilities - all of these are critical to civic life. But nothing else. Were you relying on the CPA funding instead? What does Waltham stand for? What's our mission or brand, so to speak? I'd like to see more creative building / construction ideas come out and support local business. the same for the human service side. Thank you.

More money, apartment assistance/affordability and education should be given to people who are tax payers in the City. Transient people who do not pay taxes are given priority over tax payers. An example is the students who need extra attention or assistance are pushed aside to make room for students who do not have a permanent Waltham address.

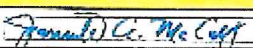
I would like to see more programs funded for children and adults with developmental disabilities.

## Grantee SF-424's and Certification(s)

GMB Number: 4045-0004  
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424			
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
<b>* 3. Date Received:</b> <input type="text"/>		<b>* 4. Applicant Identifier:</b> <input type="text"/> City of Waltham	
<b>5a. Federal Entity Identifier:</b> <input type="text"/>		<b>5b. Federal Award Identifier:</b> <input type="text"/> 15-20-MC25 0024	
State Use Only:			
<b>6. Date Received by State:</b> <input type="text"/>		<b>7. State Applicant Identifier:</b> <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>			
<b>* a. Legal Name:</b> <input type="text"/> City of Waltham			
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text"/> 04-8201416		<b>* c. Organizational EUNS:</b> <input type="text"/> 07-661-9014	
<b>d. Address:</b>			
<b>* Street1:</b> <input type="text"/> 610 Main Street		<input type="text"/>	
<b>Street2:</b> <input type="text"/>		<input type="text"/>	
<b>* City:</b> <input type="text"/> Waltham		<input type="text"/>	
<b>County/Parish:</b> <input type="text"/>		<input type="text"/>	
<b>* State:</b> <input type="text"/> MA		<input type="text"/>	
<b>Province:</b> <input type="text"/>		<input type="text"/>	
<b>* Country:</b> <input type="text"/> USA: UNITED STATES		<input type="text"/>	
<b>* Zip/Postal Code:</b> <input type="text"/> 02457		<input type="text"/>	
<b>e. Organizational Unit:</b>			
<b>Department Name:</b> <input type="text"/> Waltham Planning Department		<b>Division Name:</b> <input type="text"/> Housing & Community Development	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>			
<b>Prefix:</b> <input type="text"/> Mr.	<b>* First Name:</b> <input type="text"/> Robert		
<b>Middle Name:</b> <input type="text"/> J.	<input type="text"/>		
<b>* Last Name:</b> <input type="text"/> Waltham	<input type="text"/>		
<b>Suffix:</b> <input type="text"/> Jr.	<input type="text"/>		
<b>Title:</b> <input type="text"/> Housing Director			
<b>Organizational Affiliation:</b> <input type="text"/> City of Waltham Planning Department			
<b>* Telephone Number:</b> <input type="text"/> 781-914-3389		<b>Fax Number:</b> <input type="text"/> 781-914-3385	
<b>* Email:</b> <input type="text"/> robert@city.waltham.ma.us			

Application for Federal Assistance SF-424		
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="City or Township Government"/>		
Type of Applicant 2: Select Applicant Type: <input type="text"/>		
Type of Applicant 3: Select Applicant Type: <input type="text"/>		
* Other (specify): <input type="text"/>		
* 10. Name of Federal Agency: <input type="text" value="Department of Housing and Urban Development"/>		
11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14.218"/>		
CFDA Title: <input type="text" value="CDBG-Entitlement Grant Program"/>		
* 12. Funding Opportunity Number: <input type="text" value="H-20-WC25-C624"/>		
* Title: <input type="text" value="City of Waltham CDBG Program"/>		
13. Competition Identification Number: <input type="text"/>		
Title: <input type="text"/>		
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="Move Attachment"/>		
* 15. Descriptive Title of Applicant's Project: <input type="text" value="City of Waltham CDBG Program"/>		
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="Move Attachments"/>		

Application for Federal Assistance SF-424	
16. Congressional Districts On:	
* a. Applicant <b>7th MA</b>	* b. Program/Project <b>CDBG</b>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Upload Attachment"/> <input type="button" value="New Attachment"/>
17. Proposed Project:	
* a. Start Date <b>7/1/2020</b>	* b. End Date <b>6/30/2021</b>
18. Estimated Funding (\$):	
* a. Federal	<b>985,371.00</b>
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	<b>985,371.00</b>
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> . <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes" provide explanation and attach: <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Upload Attachment"/> <input type="button" value="New Attachment"/>	
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) <b>** I AGREE</b>	
** The list of certifications and assurances as well as internet site where you may obtain this list, is included in the accompanying agency specific instructions.	
Authorized Representative:	
Prefix	* First Name: <b>Jeannette</b>
Middle Name	<b>A.</b>
* Last Name:	<b>McCarthy</b>
State:	
* Title:	<b>Mayor</b>
* Telephone Number: <b>981-314-3100</b>	Fax Number: <input type="text"/>
* Email: <b>mayor@city.waltham.ma.us</b>	
* Signature of Authorized Representative	* Date Signed
	<b>3/22/2021</b>

## 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 this 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 (0342-0040), 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. §§4720-4723) 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 1681-1686), 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 handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§5101-5107), 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. §§290cc-3 and 290ee-5), 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 requirement 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. 91-645) 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. §§1501-1503 and 7324-7328) which limit the political activities of employees whose nonpaid employment activities are funded in whole or in part with Federal funds.

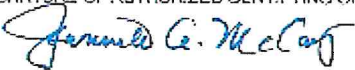
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9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor 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 residents 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 11980; (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. 93-525); 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. 90-348 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 1998 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 103(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 Waltham	DATE SUBMITTED 5-22-2021

Standard Form 424B (Rev. 7-97) Back

## 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-113, "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 subcontractors, 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

3/22/2021  
Date

\_\_\_\_\_  
Mayor  
Title



## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. **Overall Benefit.** The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2020 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

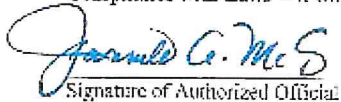
**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance with Anti-discrimination laws** – The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

**Compliance with Laws** – It will comply with applicable laws.

  
Signature of Authorized Official


3/22/2021  
Date

Mayor \_\_\_\_\_  
Title \_\_\_\_\_

**OPTIONAL Community Development Block Grant Certification**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

  
Signature of Authorized Official

3/22/2021  
Date

Mayor \_\_\_\_\_  
Title

#### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

**Subsidy layering** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

  
Signature of Authorized Official

3-22-2024  
Date

\_\_\_\_\_  
Mayor  
Title

## **Emergency Solutions Grants Certifications**

The Emergency Solutions Grants Program recipient certifies that:

**Major rehabilitation/conversion/renovation** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long as the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

**Matching Funds** – The recipient will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

  
Signature of Authorized Official

3/22/2024  
Date

Mayor \_\_\_\_\_  
Title

### **Housing Opportunities for Persons With AIDS Certifications**

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

  
Signature of Authorized Official

3/22/2021  
Date

Mayor

Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

#### **Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



## Appendix - Alternate/Local Data Sources

1	<b>Data Source Name</b>
	Low / Mod Income Block Groups & Census Tracts
	<b>List the name of the organization or individual who originated the data set.</b>
	City of Waltham GIS Department
	<b>Provide a brief summary of the data set.</b>
	The dataset included a breakdown of each address in the block groups where 50% or more of the population was low income
	<b>What was the purpose for developing this data set?</b>
	To determine if there was a concentration of low income residents in Waltham post 2010 Census.
	<b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b>
Very comprehensive, data was collected for the entire City and population.	
<b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b>	
Data compiled in 2015 - data provided in 2010 census	
<b>What is the status of the data set (complete, in progress, or planned)?</b>	
Complete.	
2	<b>Data Source Name</b>
	Waltham Housing Authority Data
	<b>List the name of the organization or individual who originated the data set.</b>
	Waltham Housing Authority
	<b>Provide a brief summary of the data set.</b>
	Number of vouchers in use, properties owned, wait list numbers, demographics of tenants
	<b>What was the purpose for developing this data set?</b>
	Gaining a better understanding of the number of residents in public housing and the number of residents seeking public housing assistance.
<b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b>	
The data is comprehensive however, changing daily.	
<b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b>	
The data is based on March 2015 collection date.	

	<p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete - always changing</p>
3	<p><b>Data Source Name</b></p> <p>US Census Data 2010</p> <p><b>List the name of the organization or individual who originated the data set.</b></p> <p>US Census Data, American Community Survey / American Fact Finder</p> <p><b>Provide a brief summary of the data set.</b></p> <p>American Community Survey</p> <p><b>What was the purpose for developing this data set?</b></p> <p>Gaining a better understanding of the individuals replying to the Census</p> <p><b>Provide the year (and optionally month, or month and day) for when the data was collected.</b></p> <p>2008-2011 American Community Survey</p> <p><b>Briefly describe the methodology for the data collection.</b></p> <p>The most accurate data source for Waltham residents</p> <p><b>Describe the total population from which the sample was taken.</b></p> <p>Entire population</p> <p><b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b></p> <p>Entire population</p>
4	<p><b>Data Source Name</b></p> <p>2018 American Community Survey 5-Year Estimates</p> <p><b>List the name of the organization or individual who originated the data set.</b></p> <p>US Census Bureau</p> <p><b>Provide a brief summary of the data set.</b></p> <p>A demographic survey program intended to provide information previously included on decennial censuses to the public on a more regular and current basis. This is the most current ACS data available from December 19, 2019 (date released) to December 10, 2020 (scheduled release date of 2019 ACS 5-year estimates). Please note Jobs data is sourced from 2017 Longitudinal Employer-Household Dynamics, which is included as a separate entry.</p> <p><b>What was the purpose for developing this data set?</b></p> <p>To provide generally reliable demographic information to the public on a more regular and current basis than every tenth year.</p>

	<p>Provide the year (and optionally month, or month and day) for when the data was collected.</p> <p>The data predominantly covers 2018, though the earliest data included in the estimates is sourced from 2014.</p>
	<p><b>Briefly describe the methodology for the data collection.</b></p> <p>The US Census Bureau identifies the ACS as a comprehensive program based on random sampling nationwide (though with parameters to ensure samples are collected from all states and local jurisdictions). More information is available at <a href="https://www.census.gov/programs-surveys/acs/methodology.html">https://www.census.gov/programs-surveys/acs/methodology.html</a>.</p>
	<p>Describe the total population from which the sample was taken.</p> <p>The US Census Bureau conducts random sampling nationwide (though with parameters to ensure samples are collected from all states and local jurisdictions). More information is available at <a href="https://www.census.gov/programs-surveys/acs/methodology.html">https://www.census.gov/programs-surveys/acs/methodology.html</a>.</p>
	<p>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</p> <p>The US Census Bureau conducts random sampling nationwide (though with parameters to ensure samples are collected from all states and local jurisdictions). More information is available at <a href="https://www.census.gov/programs-surveys/acs/methodology.html">https://www.census.gov/programs-surveys/acs/methodology.html</a>.</p>
5	<p><b>Data Source Name</b></p> <p>FY2020 LMI Summary Data</p>
	<p><b>List the name of the organization or individual who originated the data set.</b></p> <p>US Census Bureau</p>
	<p><b>Provide a brief summary of the data set.</b></p> <p>Estimates of the number of persons that can be considered low-, moderate-, and/or medium-income prepared by HUD's Office of Community Planning and Development.</p>
	<p><b>What was the purpose for developing this data set?</b></p> <p>This summary data may be used to determine whether or not a CDBG-funded activity is eligible under the national objective of benefiting low- and moderate-income persons on an area benefit basis.</p>
	<p><b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b></p> <p>The summary data is sourced from the ACS, a comprehensive program based on random sampling nationwide (though with parameters to ensure samples are collected from all states and local jurisdictions).</p>
	<p><b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b></p> <p>The summary data is effective for Fiscal Year 2020 (April 1, 2020 - March 31, 2021) and originates from 2015 ACS 5-year estimates.</p>

	<p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete</p>
6	<p><b>Data Source Name</b></p> <p>Community Vision Survey</p> <p><b>List the name of the organization or individual who originated the data set.</b></p> <p>City of Waltham Planning Department</p> <p><b>Provide a brief summary of the data set.</b></p> <p>The dataset provides qualitative information regarding individual rankings of needs and priorities for various public services, public facilities/improvements, housing rehabilitation, and other activities eligible for CDBG funding.</p> <p><b>What was the purpose for developing this data set?</b></p> <p>Results of the survey were used to gain a better understanding of the public' needs and priorities.</p> <p><b>Provide the year (and optionally month, or month and day) for when the data was collected.</b></p> <p>September-October 2019</p> <p><b>Briefly describe the methodology for the data collection.</b></p> <p>The survey was available online via the City website and was open to all members of the public. Notice of the survey was made through the City's social media accounts and by word-of-mouth.</p> <p><b>Describe the total population from which the sample was taken.</b></p> <p>The survey was open to all members of the public.</p> <p><b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b></p> <p>The survey received 270 individual unique responses. Demographic information was not collected as part of this survey.</p>
7	<p><b>Data Source Name</b></p> <p>2017 Longitudinal Employer-Household Dynamics</p> <p><b>List the name of the organization or individual who originated the data set.</b></p> <p>US Census Bureau</p> <p><b>Provide a brief summary of the data set.</b></p> <p>Estimates of where people work and where workers live based on data produced by the US Census Bureau and state agencies.</p> <p><b>What was the purpose for developing this data set?</b></p> <p>To provide researchers and analysts information on local economies.</p>

	<p>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</p> <p>The data is sourced from state-based Unemployment Insurance earnings data and Quarterly Census of Employment and Wages (QCEW) data along with censuses and surveys which are synthesized by the US Census Bureau.</p>
	<p>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</p> <p>The data cites 2017 (the most recent year available).</p>
	<p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete</p>