

Community Development Block Grant Program

ANNUAL ACTION PLAN PROGRAM YEAR 47

July 1, 2021-June 30, 2022

City of Waltham, MA

Planning Department | Housing Division

city.waltham.ma.us/planning-department

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Executive Summary

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

1. Introduction

In accordance with Title 24 Code of Federal Regulations (24 CFR) Part 91, the City of Waltham is required by the U.S. Department of Housing and Urban Development (HUD) to submit an Annual Action Plan (AAP) which describes the anticipated uses of Community Development Block Grant (CDBG) funds received by the City for a twelve consecutive month period, constituting a local program year (PY).

The City publishes this document as the AAP for PY47, beginning July 1, 2021 and ending on June 30, 2022. This period is simultaneously the second year in a five-year strategy captured in the *FY2021-25 Consolidated Plan*. For PY47, the \$964,181 award in CDBG funds that the City has received from HUD will be allocated based on the goals established within the Consolidated Plan as well as additional public input received as part of this AAP process.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City of Waltham has adopted five goals for community development within its FY2021-25 Consolidated Plan. To achieve progress in meeting these goals, the PY47 AAP proposes to allocate PY47 CDBG funding through five goal-aligned categories:

- Housing Rehabilitation: (\$47,962, or 5% of PY47 CDBG funding) to undertake activities related to code compliance, energy efficiency, handicapped accessibility, weatherization, and emergency repair for owner-occupied housing units through interest-free loans.
- Rental Housing Rehabilitation: (\$31,975, or 3.3% of PY47 CDBG funding) to undertake activities related to code compliance, energy efficiency, handicapped accessibility, weatherization, and emergency repair for renter-occupied housing units through interest-free loans to property owners.
- Public Facilities/Improvements: \$546,781, or 56.7% of PY47 CDBG funding, to repay a portion of Section 108 loan principal awarded in PY46 and improve major infrastructure components at two facilities serving low- and moderate-income persons.
- Public Services: \$144,627, or 15% of PY47 CDBG funding, to provide grants to 11 sub-grantees to accomplish 14 public service activities

- Administration: \$192,836, or 20% of PY47 CDBG funding, for general program management, fair housing activities, and indirect program costs.

3. Evaluation of past performance

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

Each year, the City submits a Consolidated Annual Performance Evaluation Report (CAPER) to HUD that reports on the City's CDBG entitlement program expenses, performance outcomes, and meeting of national objectives. The most recent CAPER, reporting on PY45, was submitted for review in December 2020. While a full discussion of past performance is available in this document, the City is additionally able to report that # individuals have been served through PY46 CDBG funds.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Each year, the City strives to gain citizen input on the creation of the AAP. As with each year, many mediums were used to reach out to citizens and gain their input on projects submitted for potential funding. The types of outreach used to date included:

- Online Input Survey: A ten-question online survey to guide the City's PY47 priorities was made accessible on the Planning Department's homepage beginning January 28, 2021. There were 39 responses collected from the survey by the time it was closed on March 20, 2021.
- First Public Hearing: On February 10, 2021 the Planning Department held the first of four public meetings for the PY47 AAP. The meeting was advertised in the *Waltham News Tribune* and posted to the City's official website, Facebook account, and Twitter account. At this hearing, City staff announced that a first draft of the PY47 AAP was available to any member of the public for review upon request until March 19, 2021. Attendees, of whom there were eight, excluding City staff, were offered the opportunity to ask questions or offer comments about local community development needs and priorities. No attendees asked any questions related to the PY47 AAP and the City did not receive any requests to review the first draft of the PY47 AAP.
- Technical Assistance Sessions: Two of the four public meetings held by the Planning Department provided technical assistance were during the week of February 14-20, 2021. Interested parties were able to attend either session (or both) and gain a better in-depth understanding of the CDBG program, including eligibility requirements, administration, and timelines
- Public Comment Period: A revised draft of the PY47 AAP will be made available for public review on April 9, 2021. The public comment period will also be highlighted by a second public hearing on the PY47 AAP. The public comment period will begin on April 13, 2021 and end May 13, 2021.

- Second Public Hearing: A second public hearing was held on April 12, 2021, during which time the revised draft PY47 AAP was presented to the City Council and activity funding awards were announced.

5. Summary of public comments

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

Citizens and citizen groups have at least 30 days from the public hearing on the proposed Annual Action Plan to comment on the Plan prior to its submission to HUD. The City of Waltham considers all comments from citizens, public agencies, non-profit organizations, and other interested parties in preparing its final Annual Action Plan submission. The Waltham Planning Department provides written answers to written complaints and grievances within 15 days, where practical. No public comments were received during the 30 day comment period for the Annual Action Plan.

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

No public comments were received by the Planning Department.

7. Summary

The PY47 AAP will be relied on by the City as its guiding document for its administration of the CDBG program for the second year of the five-year strategy recently completed and accepted by HUD. This AAP has received input from several members of the public as part of outreach efforts. The Planning Department will continue to welcome comments and inquiries regarding the program and opportunities for community development across the city.

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

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

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

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

Table 1 – Responsible Agencies

Narrative

The Planning Department is responsible for administering the CDBG program on behalf of the City, including all planning and reporting requirements. The Planning Department includes the Department itself as well as the following sub-entities, which aid in various components of the City's CDBG program management:

- the Housing Division,
- the Historic Commission,
- the Conservation Commission, and
- the Community Preservation Committee.

Consolidated Plan Public Contact Information

Questions directly related to the CDBG program or the contents of this AAP should be directed by:

- Telephone to: 781-314-3370
- Email to: CDBG@city.waltham.ma.us

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- Mail carrier to: City of Waltham Planning Department, 119 School Street, Waltham, MA 02451

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

1. Introduction

Development of the AAP relies on consultation and communication with multiple partners. Many consultation meetings are held in a round table format where ideas are exchanged for the purpose of strategizing and leveraging resources. Discussions commonly occur between the City of Waltham and the Waltham Housing Authority, City of Newton, the Waltham Homeless Task Force, the Balance of State Continuum of Care and the Waltham HOME program. In addition to participation with the above-mentioned public organizations, the Planning Department also consults with multiple social service organizations (further discussed within).

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(I)).

Through participation in the Balance of State Continuum of Care, the City of Waltham works closely with Waltham Community Day Center, , Middlesex Human Service Agency, Brookline Mental Health Center and the public housing authorities to connect homeless and low-income individuals with the resources available throughout the Brookline Newton Waltham and Watertown areas.

The coordinated entry system requirements put in place by HUD in January 2017 continue to allow for a more streamlined approach for assessment of the housing first model. The new coordinated entry system quickly assesses individuals and families at entry points and connects them with public and assisted housing providers along with government health, mental health and service agencies. The City of Waltham often refers individuals to the coordinated entry points.

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 and participates in the Balance of State application for funding and strives to coordinate CDBG funding goals with attainable goals laid out by the CoC.

Two agencies, The Waltham Community Day Center and MHSA Bristol Lodge in Waltham, assign clinical staff to conduct street outreach. The Waltham Police and a Bristol Lodge Street Outreach Specialist reach out to unsheltered individuals in the cities and wooded areas. Bristol Lodge Outreach Specialist works 19 hours/week with a six-person Police Task Force, which reaches out to unsheltered people and works to get them off the street and connected to services.

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

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

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	WALTHAM HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Market Analysis Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Waltham Housing Authority (WHA) was consulted through discussions with the City's Housing Division. The WHA identifies needs in public housing and provides critical information regarding the status of affordable housing waitlists in Waltham and facility/improvement needs at their subject properties.
2	Agency/Group/Organization	City of Newton Planning and Development Department
	Agency/Group/Organization Type	Other government - Local

<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The City of Newton Planning and Development Department serves as the lead agency of the Balance of State Continuum of Care and the HOME Consortium, both of which the City of Waltham is a member of. Meetings of these groups are held quarterly and allow City staff to consult with their peer staff in neighboring municipalities and develop strategies in the sections of the AAP noted above.</p>

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

The City of Waltham, through collaboration with the Balance of State Continuum of Care, attempts to consult with a wide variety of agencies serving the Waltham area. No organizations are 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 CDBG@city.waltham.ma.us.

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	City of Waltham Housing Division	Barriers to affordable and fair housing
WHA Annual Plan	Waltham Housing Authority	Public Housing Needs Assessment
Open Space & Recreation Plan	City of Waltham Planning Department	Public Needs Assessment/Accessibility
Transportation Master Plan	City of Waltham Planning Department/City of Waltham Traffic Engineering Department	Public Needs Assessment/Public Transportation

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

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

An important part of developing the AAP each year is the input received directly from citizens and beneficiaries of the program. The Planning Department utilized an online survey to gather feedback from community members, business owners, residents and youth from around the community. Individuals with limited computer access are able to use the library, the Waltham Community Cultural Center and the Farmer's Market to complete the survey.

At each individual's request, new email addresses are added to the Planning Department's CDBG Listserv, which provides updated information on funded projects, public meetings, and open discussions.

Citizen Participation Outreach

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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)

1	Internet Outreach	Non-targeted/broad community	<p>The survey was accessible from January 28, 2021 to March 20, 2021 (51 calendar days) and was completed by 39 respondents. All respondents identified themselves as residents of the City or as persons working or going to school in the City.</p>	<p>More than half of the survey respondents identified a high level of need for (1) anti-poverty, food education, and food security services, (2) homeless assistance and prevention services, (3) childcare services and youth services, and (4) English as a second language (ESL) services. More than half of the</p>	<p>All survey responses were accepted.</p>	<p>surveymonkey.com/r/TVVCYP2 (no longer active)</p>
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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)
				survey respondents identified a moderate level of need for senior citizen programs.		
2	Public Hearing	Non-targeted/broad community	A virtual public hearing held on February 10, 2021 was attended by 8 people (excluding City staff).	No comments were received regarding the PY47 AAP.	N/A	

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	Public Meeting	Prospective sub-grantee applicants	A virtual technical assistance session was held on February 16, 2021 and was attended by one person (excluding City staff).	No comments were received regarding the PY47 AAP.	N/A	
4	Public Meeting	Prospective sub-grantee applicants	A virtual technical assistance session was held on February 17, 2021 and was attended by one person (excluding City staff).	No comments were received regarding the PY47 AAP.	N/A	

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	This hearing was scheduled and completed on April 12, 2021.	No comments were received by the Planning Department during the 30 day public comment period.	No comments were received by the Planning Department during the 30 day public comment period.	

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-English Speaking - Specify other language: Spanish Non-targeted/broad community	Fair Housing Survey was accessible on April 1, 2021 and will remain open through December 30, 2021.	Comments received to date identify a need to: 1. provide fair housing information to tenant households. 2. Provide assistance to residents on how to formalize a fair housing complaint. 3. Provide resources to encourage landlord/tenant remediation.	all survey response accepted	https://app.smartsheet.com/b/form/aae515fb7ce642a8a3b60c0d6d8da28b

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Waltham will continue to seek opportunities to leverage CDBG funds with other forms of assistance, including other funding sources and partnerships with private and nonprofit entities. The expected amount available that is provided below may be supplemented through other funding sources, such as CPA and/or HOME funds, prior to or during the PY.

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	964,181	50,000	0	1,014,181	2,897,303	Public Services, Housing Rehabilitation and Infrastructure projects.
Section 108	public - federal	Public Improvements	451,000	0	0	451,000	3,744,000	Testing, Capping and Park reconstruction - Woerd Avenue Landfill site.

Table 5 - Expected Resources – Priority Table

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

With respect to affordable housing projects, federal HOME dollars may be used along with CDBG if the City receives HOME funding from the HOME Consortium. CDBG funds will be complemented with local Community Preservation Act (CPA) funding. The Community Preservation Committee sets ten-percent of the annual revenue aside for housing projects.

An additional [\$50,000] in program income is anticipated to be received in the form of homeowner rehabilitation loan payoffs, which is reflected in the expected resources section of this AAP.

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

The City of Waltham has recently secured a Section 108 Loan from HUD to test, cap, and revitalize a former municipal landfill, located off Woerd Avenue in the City's Southern Neighborhood District (further discussed in Section AP-50 Geographic Distribution). Portions of the site directly abuts Koutoujian Playground and the municipal boundary with the City of Newton.

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: \$47,962	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: \$31,975	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: \$546,781 Section 108: \$451,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 100 Households 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: \$144,627	Public service activities other than Low/Moderate Income Housing Benefit: 1100 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: \$192,836	Other: 0 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Provide Rehabilitation Housing Assistance
	Goal Description	The City of Waltham, through its Housing Division, will provide up to three (3) zero-interest rehabilitation loans to eligible Waltham homeowners to preserve their homeownership as well as the safety and affordability of the City's housing stock.
2	Goal Name	Provide Rehabilitation of Rental Units
	Goal Description	The City of Waltham, through its Housing Division, will provide up to two (2) zero-interest rehabilitation loans to eligible Waltham property owners to preserve their rental housing as well as the safety and affordability of the City's housing stock.

3	Goal Name	Provide Accessible & Sustainable Improvements
	Goal Description	The City of Waltham will continue to revitalize facilities and improvements serving low-income beneficiaries with a special focus on the Southern Neighborhood District and concentrations of affordable housing citywide.
4	Goal Name	Provide Diverse Public Services
	Goal Description	The City will allocate 15 percent of its PY47 CDBG funding to not less than ten (10) sub-grantees to undertake a range of public services that serve a diversity of beneficiaries.
5	Goal Name	Administration
	Goal Description	The City of Waltham, through its Planning Department, will effectively administer the CDBG program.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The PY47 AAP organizes 20 planned activities under five (5) projects. Each project is associated with a goal of this AAP, which are in turn based on the goals included in the *2021-25 Consolidated Plan*.

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

Table 7 – Project Information

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

The City of Waltham has maintained its practice of funding Public Services and Administration at their respective caps of 15% and 20% of total PY47 funding. An additional \$220,000 is also deducted from PY47 funding for the purpose of satisfying the City's annual Section 108 loan repayment obligation (\$220,000, or 22.8%). The remaining 42.2% of PY47 funding is then distributed between other planned Public Facilities activities as well as Rehabilitation Housing Assistance and Rehabilitation of Rental Units.

AP-38 Project Summary
Project Summary Information

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1	Project Name	Public Services
	Target Area	Southern Neighborhood District
	Goals Supported	Provide Diverse Public Services
	Needs Addressed	Provide Diverse Public Services
	Funding	CDBG: \$144,627
	Description	A wide range of human services carried out by nonprofit organizations (or similar entities) to underserved persons and families within Waltham intended to create a more suitable living environment by responding to emergent situations, providing essential aid, or accessing opportunities to meet basic needs.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The City of Waltham's Planning Department anticipates the planned activities within this project will benefit a minimum of 500 families (1,100 persons). These families will be largely, if not entirely, composed of public housing residents, those at risk of or experiencing homelessness, those with a disabled member, and/or those who do not speak/read English at a professional working proficiency level.
	Location Description	The project will take place citywide but will be largely concentrated within the City's Southern Neighborhood District.

Planned Activities	<p>Chesterbrook Community Foundation Chesterbrook Learning Center (\$7,000) will use CDBG funds to provide services that will benefit children (generally under the age of 13 years old).</p> <p>Chesterbrook Community Foundation Dana Court Learning Center (\$7,000) will use CDBG funds to provide services that will benefit children (generally under the age of 13 years old).</p> <p>Community Day Center Operating Costs of Homeless Program (\$20,627) will use CDBG funds to reimburse costs associated with the operation of the organization's programs for persons experiencing homelessness.</p> <p>Friends of the Waltham Family School Waltham Family School Family Support (\$7,500) will use CDBG funds to provide services that will benefit children (generally under the age of 13 years old).</p> <p>John Andrew Mazie Memorial Foundation Waltham Mazie Mentoring Program (\$3,500) will use CDBG funds to provide services for young people (generally ages 13 to 19 years old).</p> <p>Latinos en Accion de Waltham ESL Classes (\$8,908) will use CDBG funds to provide English as a second language classes to increase literacy and access employment requiring English proficiency (either formally or informally).</p> <p>Middlesex Human Services Agency Operating Costs of Meals and Shelter for Homeless (\$29,500) will use CDBG funds to reimburse costs associated with the operation of the organization's programs for persons experiencing homelessness.</p> <p>Opportunities for Inclusion Inclusive Support in the Community (\$22,500) will use CDBG funds to provide services to handicapped (particularly severely disabled adults).</p> <p>Prospect Hill Community Foundation Youth Academic Enrichment Program (\$7,000) will use CDBG funds to provide services that will benefit children (generally under the age of 13 years old).</p> <p>The Salvation Army Afterschool Enrichment Program (\$5,000) will use CDBG funds to provide services that will benefit children (generally under the age of 13 years old).</p> <p>The Salvation Army HOPE Kitchen (\$5,000) will use CDBG funds to reimburse costs associated with the operation of a community kitchen.</p>
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		<p>The Salvation Army Utilities Assistance Program (\$6,000) will use CDBG funds to provide subsistence payments on behalf of individuals and families to prevent utility service cut-offs.</p> <p>Waltham Partnership for Youth Youth Career Exploration & Training (\$9,000) will use CDBG funds to provide services for young people (generally ages 13 to 19 years old).</p> <p>YMCA Low-Income Student Afterschool Support (\$6,092) will use CDBG funds to provide services that will benefit children (generally under the age of 13 years old).</p>
2	Project Name	Public Facilities
	Target Area	Southern Neighborhood District
	Goals Supported	Provide Accessible & Sustainable Improvements
	Needs Addressed	Provide Accessible & Sustainable Improvements
	Funding	CDBG: \$546,781
	Description	Improvements to major infrastructure components of community and affordable housing facilities that will serve as long-term investments for beneficiaries.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that approximately 1100 families will benefit from the proposed activities.
	Location Description	Two proposed activities are located within the City's Southern Neighborhood District. The third is located in census tract

	Planned Activities	<p>City of Waltham Woerd Avenue Landfill Revitalization (\$220,000) will use CDBG funds to pay the annual principal amount due on the City's secured Section 108 loan for the testing, capping, and revitalization of the former Woerd Avenue landfill.</p> <p>Opportunities for Inclusion Elevator Upgrade & Modernization (\$228,104) will use CDBG funds to rehabilitate the existing elevator at the facility that the organization occupies (beyond basic maintenance/repair) for the safety and accessibility of clients.</p> <p>Waltham Housing Authority Chesterbrook Gardens Paving – Phase II (\$98,677) will use CDBG funds to mitigate hazardous conditions for pedestrians and motor vehicle operators in secondary parking areas and address other safety/security needs not addressed in the first phase of the activity.</p>
3	Project Name	Rehabilitation Housing Assistance
	Target Area	Southern Neighborhood District
	Goals Supported	Provide Rehabilitation Housing Assistance
	Needs Addressed	Provide Rehabilitation Housing Assistance
	Funding	CDBG: \$47,962
	Description	Rehabilitation of owner-occupied housing citywide through the City's Housing Rehabilitation Loan Fund to address or substantially improve code compliance, energy efficiency, handicapped accessibility, weatherization, and/or emergency repair through the offer of 0% interest loans.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates up to three (3) low-income families who own the home they occupy will be approved through the Housing Rehabilitation Loan Fund.
	Location Description	The location of the residential structures to be rehabilitated is not known until the Housing Division receives a loan application. It is anticipated, however, that structures will be either owned by an affordable housing organization, such as the Waltham Housing Authority, or will be located within the City's Southern Neighborhood District.
	Planned Activities	City of Waltham Housing Rehabilitation Loan Fund (\$47,962) will use CDBG funds to provide 0% interest loans for housing rehabilitation.
	Project Name	Rehabilitation of Rental Units

4	Target Area	Southern Neighborhood District
	Goals Supported	Provide Rehabilitation of Rental Units
	Needs Addressed	Provide Rehabilitation of Rental Units
	Funding	CDBG: \$31,975
	Description	Rehabilitation of renter-occupied housing citywide through the City's Housing Rehabilitation Loan Fund to address or substantially improve code compliance, energy efficiency, handicapped accessibility, weatherization, and/or emergency repair through the offer of 0% interest loans.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates up to two (2) low-income families who rent the home they occupy will be approved through the Housing Rehabilitation Loan Fund (with the consent of the property owner).
	Location Description	The location of the residential structures to be rehabilitated is not known until the Housing Division receives a loan application. It is anticipated, however, that structures will be either owned by an affordable housing organization, such as the Waltham Housing Authority, or will be located within the City's Southern Neighborhood District.
5	Planned Activities	City of Waltham Housing Rehabilitation Loan Fund (\$31,975) will use CDBG funds to provide 0% interest loans for housing rehabilitation.
	Project Name	Administration
	Target Area	Southern Neighborhood District
	Goals Supported	Provide Rehabilitation Housing Assistance Provide Rehabilitation of Rental Units Provide Accessible & Sustainable Improvements Provide Diverse Public Services Administration
	Needs Addressed	Provide Rehabilitation Housing Assistance Provide Rehabilitation of Rental Units Provide Accessible & Sustainable Improvements Provide Diverse Public Services
	Funding	CDBG: \$192,836
	Description	General administration of the CDBG program.

	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Administration of the program will assist the total of all families to benefit under the other four (4) goals within this AAP.
	Location Description	General administration will be undertaken for all planned activities citywide from the principal offices of the City's Housing Division, located at 25 Lexington Street, Waltham, MA.
	Planned Activities	City of Waltham Administration (\$192,836) of the CDBG program.

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

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

The entitlement area is interchangeable with the municipal boundaries of the City of Waltham and encompasses approximately 13.75 square miles. While CDBG activities can be permitted anywhere within the entitlement area, subject to these activities meeting a national objective and all eligibility requirements, the City's southern neighborhoods have historically reported higher rates of poverty and low-income as well as greater demographic diversity in the US Census, as well as related federal programs and surveys. In recognition of these populations, and a concentration of human and social service agencies, the City has established a Southern Neighborhood District to better highlight the needs of the geographic area. Presently, of the 13 Census Tracts which make up the entitlement area, up to seven (7) can be considered to make up the Southern Neighborhood District. These tracts are: 3683, 3684, 3686, 3687, 3688, and 3689.02.

Geographic Distribution

Target Area	Percentage of Funds
Southern Neighborhood District	85

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

As mentioned above, the Southern Neighborhood District is recognized by the City as a target area due to several combining factors based on data primarily collected and reported by the US Census Bureau. These factors include:

- Eligibility - A majority ($\pm 55\%$) of the District's population is low- to moderate-income (LMI),
- Precedent - A majority (84%) of public service activities awarded in the past six program years were/are located in the District, and
- Projected Long-Term Need - A majority ($\pm 72\%$) of the City's approximately 900 federal- and state-subsidized housing units are located in the District.

Discussion

The Census Tracts making up the Southern Neighborhood District have been identified based on aggregate income calculated from data made available through the HUD Low- and Moderate-Income Summary Data (LMISD) Map Application. The eligibility of specific projects under the National Objective of LMI Area Benefit receive further review based on the determination of the Benefit Area's extents.

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

Introduction

The City of Waltham continues to experience several barriers to affordable housing, ranging from land and construction costs to regulatory constraints and economic disparities. While these challenges are shared with our neighboring municipalities and Greater Boston, as well as communities across New England and the nation, the City is fortunate to have strong working relationships with the members of the WestMetro HOME Consortium and the local Waltham Housing Authority.

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

City staff have recently completed an informal assessment of affordable housing barriers and identified several actions to create new affordable housing as well as prevent evictions for low-income tenants. Among these actions are:

- appropriating Community Preservation Act funds for emergency assistance to low-income tenants facing eviction,
- allocating a minimum five-percent (5%) of annual building permit fees to increase the annual Municipal Housing Trust Fund, and
- amending local zoning ordinances to permit certain accessory housing uses and establishing procedures to legalize apartments that were not permitted and/or do not presently comply with building and fire codes.

Additionally, the City continues to work closely with the Waltham Housing Authority on annual Fair Housing training opportunities with the relevant agencies and organizations in the area.

Discussion

Throughout the remainder of the five-year strategy, the City, through its Housing Division, will continue to assess barriers to affordable housing and prepare for changes to future strategies as needed to most effectively respond.

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

Introduction

The City of Waltham has strategically funded projects that are determined will most effectively assist the community, and particularly its LMI residents, in overcoming obstacles. As noted in past AAPs, the actions listed below are a sample of the numerous actions that can be taken through the CDBG program to support community development.

Actions planned to address obstacles to meeting underserved needs

Please refer to Section AP-35 Projects and AP-38 Project Summary.

Additional text will summarize any further actions being taken by parties to address obstacles to meeting underserved needs.

Actions planned to foster and maintain affordable housing

The Planning Department continues to work with the Law Department to determine how the City can achieve a minimum of 1.5% of the City's total land area dedicated to affordable housing. Through analysis of the Massachusetts Department of Housing and Community Development's list of affordable properties in Waltham, the City will be better able to allocate resources and strategically plan for affordable housing development. The Waltham City Council Housing Committee was implemented in 2020 with an agenda to:

Acknowledge actions taken in the city to address affordable housing; identify needs/ challenges; identify possible solutions; recommend areas of consensus and issue a final report on the findings. The Committee involves City Council members, City Departments, Citizens, local housing advocates and non-profits.

Actions planned to reduce lead-based paint hazards

The City of Waltham will continue to administer its Housing Rehabilitation Loan Fund to owner- and tenant-occupied housing units for various eligible improvements that enhance the occupants' quality of life, including the mitigation of lead-based paint hazards and lead abatement in partnership with the City Public Health department, coordinating delivery to maximize resources.

Actions planned to reduce the number of poverty-level families

The most recently published American Community Survey (covering 2015-19) estimates that nearly one

out of every ten (9.3%) Waltham residents is living below the poverty level. This experience is more prevalent among younger residents, with more than one out of every ten persons aged 34 years old or younger (12.7%) living below the poverty level. The City of Waltham will continue to allocate CDBG funds to sub-grantees that undertake public services directly assisting low-income persons, with particular attention to those living below the poverty level.

Waltham City Council has approved a resolution to establish a local ordinance affirmatively furthering fair housing framework (AFFH). The framework will require developers of new apartment buildings or condominium complexes of 35 units or more to analyze the impact of their developments on fair housing and submit plans to the municipality.

AFFH's goal is to meet the City's planning goals for vibrant, resilient neighborhoods by ensuring that development helps to create and preserve places for protected classes to live and thrive. AFFH is defined as taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, AFFH means taking meaningful actions that address significant disparities in housing needs and access to opportunity. The framework replaces segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, where residents have reasonable access to community amenities such as healthcare, transit, retail, schools and jobs.

Actions planned to develop institutional structure

The Planning Department plans to develop its local institutional structure through two categories over the coming year – internal coordination and external training opportunities. Internally, the Department will work to expand institutional knowledge and technical expertise among all staff members. Externally, the Department will undertake efforts, such as a major update to its CDBG webpage, to improve the accessibility of federal regulations and guidance to awarded and prospective sub-grantees.

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

service agencies

Please refer to Section AP-10 Consultation.

Discussion

While the City's Planning Department serves as the local administrator and CDBG project lead, the program's impact and success could not continue without the partnership of of local private and nonprofit entities and other government agencies.

Program Specific Requirements

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

Introduction

The amounts and estimate provided below are specific to PY47 only.

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.	451,000
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
Total Program Income:	451,000

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 of Waltham estimates that 80% of funds will be used for activities benefiting LMI persons. This estimate is subject to increase if unanticipated program income is received in the future and re-programmed into any activities benefiting LMI persons.

Attachments

Citizen Participation Comments



ROBERT J. WATERS JR.
HOUSING DIRECTOR

CITY OF WALTHAM PLANNING DEPARTMENT HOUSING DEPARTMENT

25 LEXINGTON STREET, FLOOR 2A
WALTHAM, MASSACHUSETTS 02452
Phone 781-314-3380
Fax 781-314-3385

May 13, 2021


No public comments were received by the City of Waltham Planning Department during the 30 day public comment period of the Annual Action Plan for program Year 47.

Grantee SF-424's and Certification(s)

OMB Number 4940-0046
Expiration Date 12/31/2022

Application for Federal Assistance SF-424		
1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision
3. Date Received: _____		4. Application Number: City of Waltham
5a. Federal Entry Identifier: _____		5b. Federal Award Identifier: S-20-MC25 0024
State Use Only:		
6. Date Received by State: _____	7. State Application Identifier: _____	
8. APPLICANT INFORMATION:		
a. Legal Name: City of Waltham		
b. Employer/Exempt Identification Number (EIN/ENS): 01-8801248		c. Organization/PLANS: 076619014
d. Address:		
* Street 1: 670 Main Street		
* Street 2: _____		
* City: Waltham		
* County: _____		
* State: MA		
* Province: _____		
* Country: _____		
* Zip / Postal Code: 02459		
e. Organizational Unit:		
Department Name: Waltham Planning Department		Unit Name: Housing & Community Development
f. Name and contact information of person to be contacted on matters involving this application:		
Name: Mr. _____	* First Name: Robert	
Middle Name: J. _____	* Last Name: Woods	
Suffix: Jr. _____	* Title: Housing Director	
Organizational Affiliation: City of Waltham - Planning Department		
* Telephone Number: 781-314-3350		* Fax Number: 781-314-3335
* Email: robert@city.waltham.ma.us		

Application for Federal Assistance SF-424		
* 9. Type of Applicant 1: Select Applicant Type: City or Township Government		
Type of Applicant 2: Select Applicant Type: 		
Type of Applicant 3: Select Applicant Type: 		
* Other (specify): 		
* 10. Name of Federal Agency: Department of Housing and Urban Development		
11. Catalog of Federal Domestic Assistance Number: 14.218		
CFDA Title: CDBG-Entitlement Grant Program		
* 12. Funding Opportunity Number: F-21-MC23 0224		
* Title: City of Waltham CDBG Program		
13. Competition Identification Number: 115		
14. Areas Affected by Project (Cities, Counties, States, etc.): Add Attachment Delete Attachment View Attachment		
* 15. Descriptive Title of Applicant's Project: City of Waltham CDBG Program		
Attach supporting documents as specified in agency instructions. Add Attachments Delete Attachments View Attachments		

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: MA-07	* b. Program/Project: CDBG
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: 7/1/2021	* b. End Date: 6/30/2022
18. Estimated Funding (\$):	
* a. Federal	984,181.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	984,181.00
* 19. Is Application Subject to Review By State Under Executive Order 12872 Process? <input type="checkbox"/> a. This application was made available in the State under the Executive Order 12872 Process for review on <input type="text"/> <input type="checkbox"/> b. Program is subject to E.O. 12872 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12872.	
* 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="Delete Attachment"/> <input type="button" value="View 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 28, Section 1001) <input checked="" type="checkbox"/> I AGREE	
** The list of certifications and assurances, or a Federal site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix:	* First Name: Joannette
Middle Name:	A
* Last Name:	McCarthy
Suffix:	
* Title:	Mayor
* Telephone Number:	781-314-3100 Fax Number: <input type="text"/>
* Email:	mayor@city.walham.ma.us
* Signature of Authorized Representative:	<input type="text" value="5-19-2021"/> <input type="text" value="Date Signed"/> 

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 (0346-0042), Washington, DC 20503.

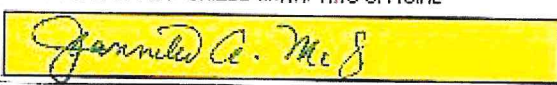
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§526 and 527 of the Public Health Service Act of 1942 (42 U.S.C. §§290 5d-3 and 290 5e-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VII of the Civil Rights Act of 1958 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7325) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-329) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(g) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to part close in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11735; (c) protection of wetlands pursuant to EO 11590; (d) evaluation of flood hazards in floodplains in accordance with EO 11586; (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 1965, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in ensuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11603 (identification and protection of historic properties), and the Archeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-132, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from: (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Waltham	5-13-2021

SH 424D (Rev. 7-87) 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-L.L.F., "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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


Signature of Authorized Official

5/12/2021
Date

Title Mayor

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) 2021 [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

5/13/2021

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

5/13/2021
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

5/13/2021

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 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.

Francisco G. Mejia
Signature of Authorized Official

5/13/2021
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

5/13/2021
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.



**CITY OF WALTHAM
IN THE CITY COUNCIL**

610 Main Street Waltham Massachusetts 02452

Order #35074

Ordered:

That the City Council approves the Year 47 Community Block Grant Program and the budget attached hereto.

Read and Adopted: April 12, 2021

A TRUE COPY ATTEST

Robert J. Wadlick
CITY CLERK

2021 - 2022 CDBG BUDGET

Organization	Program	Program Description	2021 Mayor's Recommendation
Public Services (\$744,831 Cap)	Youth Employment Program	Youth Employment for Waltham High School Students	
Waltham Partnership for Youth	ESL for Adults in Waltham	English Language classes for Adults	\$9,000.00
YMCA	Operating Costs for Feeding & Sheltering Homeless Clients	Provides shelter for men and women every night	\$8,958.00
MUSA	Operating Costs of Homeless	Provides safe, temporary housing for families who are homeless	\$93,500
Community Day Center	Operating Costs of Homeless	Case management, counseling, medical initiatives for homeless	\$20,627
Christchurch Community Foundation	Crestbrook Learning Center	Homework help and educational enrichment activities for youth	\$7,000
Christchurch Community Foundation	Dana Court Learning Center	Homework help and educational enrichment activities for youth	\$7,000
John Mate Memorial Foundation	Mantoloking Program	Waltham High School mentoring program for low income students	\$3,500
Prospect Hill Community Foundation	Prospect Hill Community	Homework help and educational enrichment activities for youth	\$7,000
YMCA	Waltham after school program	Homework help and educational enrichment activities for youth	\$6,000
Opportunities for Inclusion	Inclusion Support	Program for individuals with disabilities	\$22,509
Salvation Army	Mids FENST	After school recreation, tutoring and mentoring for children	\$16,000
Salvation Army	Home Kitchen	Meals for homeless	\$7,500
Friends of the Family School	Emergency Assistance	Emergency utility assistance program	\$144,627
	Waltham Family School	Provides education for families seeking to learn English	
Capital Improvements		Total	\$328,104
Opportunities for Inclusion	55 Chestnut Street	Plumbing update and modernization	\$58,577
Waltham Housing Authority	Christchurch Gardens	Phase II	\$336,781
Section 108 Loan Repayment		Total	\$220,000
Section 108 Loan Repayment	Annual Re-payment to HUD	Principal & Interest for Revitalization - Wood Avenue Landfill	\$220,000
Housing Division		Total	\$50,000
Housing Division	Housing Rehab Loan Fund	Provides loans to homeowners for repairs	\$29,957
Housing Division	Administrative Costs	Salary for Housing Rehab Staff	\$79,897
Administration (Cap \$153,108)		Total	\$192,856
Planning Department	Administrative Costs	Salary for Planning Department CDBG Staff Members	\$492,856
		Total	\$964,181
		Total Budget (\$964,181.00 HUD Allocation)	

A TRUE COPY ATTEST

Robert J. Wadsworth
CITY CLERK

Waltham City Council
Roll Call

35074

Item: Year 47 Community Block Grant Program

Date: 4/12/2021

	Yea	Nay	Abstained	Absent
<u>City Council</u>				
George A. Darcy III	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Caren Dunn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sean T. Durkee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cathyann Harris	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joseph P. LaCava	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anthony LaFauci	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Randy J. LeBlanc	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kristine A. Mackin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John J. McLaughlin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kathleen B. McMenimen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. O'Brien	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jonathan Paz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas M. Stanley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carlos A. Vidal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paul J. Brasco President	<u>Presiding</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Totals (15)	13	0		1

A TRUE COPY ATTEST

Robert J. Wadlick
CITY CLERK



CITY OF WALTHAM

35074

MASSACHUSETTS

Resolution

WHEREAS: Title I of the Housing and Community Development Act of 1977 (hereinafter called the Act) provides for the making of grants by the Secretary of the U.S. Department of Housing and Urban Development (hereinafter called the Department) to states and units of general local government for the development of viable communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low income; and

WHEREAS: The City of Waltham (hereinafter sometimes referred to as the Applicant) desires to develop such a viable community through the formulation and implementation of a Community Development Program throughout the City, but particularly in areas in which persons of low income reside;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WALTHAM that it is recognized that in applying for a grant under the Act, the Applicant undertakes certain assurances, obligations, and responsibilities including, but not limited to, the following:

1. That an application (hereinafter called an Application) be made to the U.S. Department of Housing and Urban Development for a grant authorized by the Act;
2. That the Mayor is hereby authorized and directed to execute and file such Application with the U. S. Department of Housing and Urban Development, to make any amendments to the Application as may be required, to provide additional information, to furnish such documents and execute such contracts as may be required, and to act as the authorized correspondent and representative of the Applicant in connection with the Application; and
3. That the United States of America and the Secretary of the U.S. Department of Housing and Urban Development be and are hereby assured of full compliance by the Applicant with all assurances and understandings as may be required including, but not limited to, those set forth above.

READ AND ADOPTED: April 12, 2021

Paul J. Braseo, City Council President

Attest: Robert Waddick, City Clerk

A TRUE COPY ATTEST

Robert J. Waddick
CITY CLERK

35074

Waltham City Council
Roll Call

35074

Item: Community Block Grant Program ResolutionDate: 4/12/2021

	Yea	Nay	Abstained	Absent
<u>City Council</u>				
George A. Darcy III	✓			
Caren Dunn	✓			
Sean T. Durkee	✓			
Cathyaan Harris	✓			
Joseph P. LaCava	✓			
Anthony LaFauci	✓			
Randy J. LeBlanc				✓
Kristine A. Mackin	✓			
John J. McLaughlin	✓			
Kathleen B. McMenimen	✓			
Patrick J. O'Brien	✓			
Jonathan Paz	✓			
Thomas M. Stanley	✓			
Carlos A. Vidal	✓			
Paul J. Brasco President				
Totals (15)	13	0		1

A TRUE COPY ATTEST

Robert J. Wadlick
CITY CLERK