

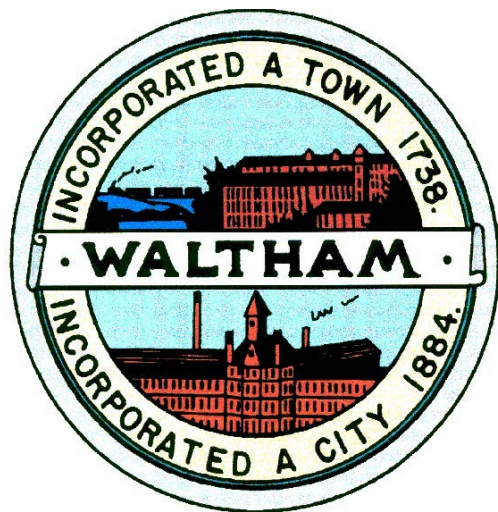
# CITY OF WALTHAM

## 2017 - 2018 DRAFT ANNUAL ACTION PLAN

---

### COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

---



Prepared by: The City of  
Waltham Planning Department

Released March 31, 2017

**THIS DOCUMENT IN ITS ENTIRETY IS A DRAFT**

The contents within this document are not to be considered FINAL until notice of approval is received from the United States Department of Housing and Urban Development.

Comments will be accepted through April 30, 2017 via the Planning Department CDBG webpage.

[www.city.waltham.ma.us/planning-department/pages/community-development-block-grant-program](http://www.city.waltham.ma.us/planning-department/pages/community-development-block-grant-program)

Paper based comments can be sent to:

Planning Department  
119 School Street Rm. 25  
Waltham MA 02451



# CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

<input type="checkbox"/>	<b>This certification does not apply.</b>
<input checked="" type="checkbox"/>	<b>This certification is applicable.</b>

## NON-STATE GOVERNMENT 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, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**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, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace --** It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

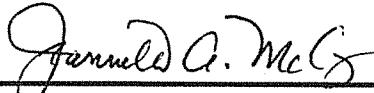
Error! Not a valid link.

8. 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;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. 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 CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official

3/23/2017

Date

Mayor Jeannette A. McCarthy

Name

Mayor City of Waltham

Title

610 Main Street

Address

Waltham, MA 02451

City/State/Zip

781-314-3100

Telephone Number



### Specific CDBG 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.

This certification does not apply. This certification is applicable.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that 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 activities which the grantee certifies are designed to meet other community development needs having a 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);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2\_\_, 2\_\_, 2\_\_, (a period specified by the grantee consisting 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;
13. 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.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, 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:

14. 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
15. 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 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

Error! Not a valid link.

---

---

---

Signature/Authorized Official

Date

Mayor Jeannette A. McCarthy

Name

Mayor City of Waltham

Title

610 Main Street

Address

Waltham MA 02541

City/State/Zip

781-314-3100

Telephone Number

---

Error! Not a valid link.

- This certification does not apply.  
 This certification is applicable.

### OPTIONAL CERTIFICATION CDBG

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 a 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 a 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/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

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.

Error! Not a valid link.

<input checked="" type="checkbox"/> This certification does not apply.
<input type="checkbox"/> This certification is applicable.

Appropriate Financial Assistance -- 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/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

### HOPWA 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 plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date



---

Error! Not a valid link.

- This certification does not apply.  
 This certification is applicable.

Name

Title

Address

City/State/Zip

Telephone Number

#### ESG Certifications

I, \_\_\_\_\_, Chief Executive Officer of Error! Not a valid link., certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 CFR 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 CFR 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 CFR 576.55.
3. The requirements of 24 CFR 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 CFR 576.57, other appropriate provisions of 24 CFR Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 CFR 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 CFR 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 CFR Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 CFR 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence

---

Error! Not a valid link.

This certification does not apply.

This certification is applicable.

prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.

9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 CFR 76.56.
10. The requirements of 24 CFR 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review

Error! Not a valid link.

responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 CFR Part 58.

11. The requirements of 24 CFR 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 USC 11362) to develop 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, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

This certification does not apply.

This certification is applicable.

## APPENDIX TO CERTIFICATIONS

### Instructions Concerning Lobbying and Drug-Free Workplace Requirements

#### 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.

#### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip

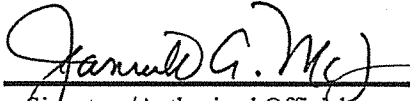
7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: a. All "direct charge" employees; b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

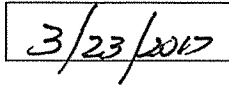
---

Error! Not a valid link.

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

  
Signature/Authorized Official



Date

Mayor Jeannette A. McCarthy

Name

Mayor City of Waltham

Title

610 Main Street

Address

Waltham MA 02451

City/State/Zip

781-314-3100

Telephone Number

Table of Contents

Executive Summary..... 3

    Summary of Citizen Participation Process ..... 5

    Lead & Responsible Agencies..... 8

        Table – Responsible Agencies ..... 8

    Consultation..... 9

        Table - Other local / regional / federal planning efforts..... 11

    Participation..... 12

    Citizen Participation Outreach (as of 3/30/2017)..... 13

        Table – Citizen Participation Outreach ..... 13

    Expected Resources ..... 14

        Table - Expected Resources – Priority Table ..... 14

    Annual Goals and Objectives ..... 16

        Table - Goals Summary ..... 16

    Goal Descriptions ..... 17

        Table – Goal Descriptions..... 17

    Projects ..... 18

        Table – Project Information ..... 19

    Project Summary..... 20

    Geographic Distribution..... 23

## **Executive Summary**

In accordance with Title 24 Code of Federal Regulations (24 CFR) Part 91, each community in receipt of Community Development Block Grant funding must complete an Annual Action Plan no less than forty-five (45) Days from the start of the community's program year. Waltham's program year begins July 1, 2017 and runs through June 30th, 2018. This Annual Action Plan details the proposed accomplishments and efforts that will be taken throughout the year to meet the goals outlined in the 2016-2020 Consolidated Plan. The Planning Department is responsible for preparing the Annual Action Plan on behalf of the City of Waltham and its partners.

In order to address the community needs and housing market trends of Waltham, The City's 2017 - 2018 Annual Action Plan was developed using data analysis, community input, forums, discussions and survey results. The needs identified in the 2016 – 2020 Consolidated Plan prepared by the Planning Department in 2015 provided the basis for the priority funding areas outlined further in this plan. Additionally, specific goals, objectives and strategies for the 2017 – 2018 Community Development Block Grant (CDBG) year are discussed.

The objectives and outcomes identified in this plan directly reflect the priority need categories identified in the 2016 – 2020 Consolidated Plan, those priorities are:

### **Affordable Housing**

- Rehabilitation of Existing Units for Renters
- Rehabilitation of Existing Units for Homeowners

### **Non – Housing Community Development**

- Public Facilities Accessibility Improvements
- Public Facilities Sustainable Capital Improvements
- Public Services Low Income Individuals and Families
- Economic Development Career Opportunities

In order to fulfill these priorities, this Plan will focus on funding the following categories:

- **Social Services:** organizations providing social services to underserved populations;
- **Public Facilities:** providing upgrades and sustainable improvements to public facilities;
- **Housing Rehabilitation:** providing interest free loans to homeowners and nonprofit organizations for rehabilitation of housing;
- **Economic Development:** providing assistance to new and existing business owners
- **Program Administration:** general administration costs for staff administering CDBG

The following evaluation of past performance assists the Planning Department in evaluating the applications received and determining how each application can aid in the progress towards meeting these goals.

Throughout the development of Waltham's 5 Year Consolidated Plan, the Planning Department solicited comments through an electronic and paper based community vision survey. The survey yielded over 400 responses in the first year and influenced the goals and project chosen for that year. The survey received such positive feedback that the Planning Department decided to release a survey each year in order to drive the decision making for goals and projects in future Annual Action Plans. The Year 43 survey opened to the public on January 9, 2017 and yielded 160 responses in the first two days. The survey is open until March 31, 2017 which, has an impact on the Year 43 funding decisions.

Additionally, in the past year the Housing Division has seen an increase in the number of individuals and families seeking assistance from imminent danger of becoming homeless. The emergency assistance program opened to the public on July 1, 2016 and as of January 2017, eight eligible applicants have received assistance through the program, preventing the recipients from becoming homeless, ensuring safe and affordable housing. This program raised the awareness of not only assisting already homeless individuals but also preventing individuals and families from becoming homeless. The funding priorities will reflect this through funding social service programs assisting eligible Waltham residents at risk of becoming homeless.

The renovation of the South Community Cultural Center in FY2016 was the first accessibility improvement funded through the CDBG program, achieving the goal of providing public facilities with ADA improvements. The renovation also raised community awareness on how many public facilities were not ADA compliant. One of the non-housing community development goals Waltham's CDBG program has outlined is the need for accessibility improvements to public facilities, the ADA parking



lot renovation was a success and poses as a model for other public facilities in need of improvements throughout the remainder of the 5 Year Plan.

The social service programs funded over the past year have proven an increase in public services was necessary, as outlined in the 5 Year Consolidated Plan. During program Year 41, the total number of low-moderate-income individuals and families served by funded social service organizations was 3,277 – already in program Year 42, the organizations have surpassed this number, serving 4,634 Waltham residents in the first two quarters of the program year.

### **Summary of Citizen Participation Process**

In December 2016, the Planning Department amended the Citizen Participation Plan to include the Final Rule at CFR Part 5 regarding a grantee's obligation to Affirmatively Further Fair Housing (AFFH). The updated Citizen Participation Plan can be found in Appendix A. The Planning Department is seeking comments on the updated Citizen Participation Plan until April 30, 2017. Comments regarding the Annual Action Plan as well as the Citizen Participation Plan can be emailed to [walthamcdbg@gmail.com](mailto:walthamcdbg@gmail.com); paper based comments will be accepted by the Waltham Planning Department through April 30, 2017 as well.

On February 13, 2017 at 5pm the Planning Department held the first of five public meetings for the release of the 2017-2018 Annual Action Plan and funding applications. The meeting was held in an accessible location in the City of Waltham's Government Center building. The meeting was posted at the City Clerk's Office, in the Waltham News Tribune, on the City's Twitter page, Facebook page and Instagram accounts. Additionally, an invitation was sent to 115 individuals on Waltham's CDBG listserv.

On February 17, 2017 at 1pm in the Government Center Public Meeting Room, the Planning Department held a technical assistance training for interested parties. Organizations seeking funding and those seeking to learn more about the CDBG program were in attendance. The same meeting agenda was held on February 22nd, 2017 at 6pm in the Government Center Public Meeting Room in order to give those that could not attend the first session, an option to attend the second.

On March 27, 2017, the Waltham City Council held a meeting to introduce the draft allocations to the public and discuss the projects chosen through the open application process. Council members discussed the capital projects and then referred the budget to the Economic and Community Development Committee for further discussion.

As noted in the City of Waltham's Citizen Participation Plan, each public meeting held by the City of Waltham on any of the above topics will also include the following components:

1) Housing and Community Development Needs Discussion

Housing and Community Development needs will be discussed along with time schedules and upcoming funding notices. Meetings shall also include open review of the existing Citizen Participation Plan and comments will be taken by the Planning Department.

2) Annual Consolidated Strategy

Proposed use of funds shall be discussed and comments will be taken on the current and future program year's strategy for utilizing funds.

3) Affirmatively Furthering Fair Housing

An open Discussion on advancing fair housing and gathering input on proposed strategies will be a component of each meeting mentioned above.

As of February 7, 2017, the online community vision survey generated 240 responses from residents living in one of Waltham's zip codes. The option to be added to the Planning Department's email list was utilized by 115 people, this list is used to provide information to the public regarding meetings, plan changes, upcoming deadlines and new grant opportunities. The full survey and list of responses can be found in Appendix B.

The survey was broken into twelve categories eligible for CDBG funding and requested responses based on a high, moderate or low need. The results of the twelve categories as of February 7, 2017, are as follows:

**High Priority Funding Areas –**

Children and youth public services

Improvements to existing parks and neighborhood facilities

Street and sidewalk improvements

**Moderate Priority Funding Areas –**

Senior citizen programming

Handicapped citizen programming

Foreclosure prevention and housing counseling

Residential Rehabilitation

Lead based paint abatement

Housing for senior / disabled populations

Employment Training

Job creation and job retention

**Low Priority Funding Areas –**

New Housing Construction

The Planning Department accepts all comments submitted through the survey portal as well as through written correspondence. The views and opinions of Waltham's residents are taken into consideration when funding projects with CDBG dollars. The survey is open to the public until April 30, 2017. The link can be found on the City of Waltham's CDBG webpage.

### Lead & Responsible Agencies

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

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator	WALTHAM	Planning Department
HOME Administrator	NEWTON	Planning Department

Table – Responsible Agencies

The Planning Department is responsible for preparing and submitting the Annual Action Plan to the U.S. 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, Conservation Commission and Community Preservation Committee. These entities aid the Planning Department in successful administration of the CDBG program from year to year.

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.

## **Consultation**

**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.**

Through participation in the Balance of State Continuum of Care, the City of Waltham works closely with 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.

In FY2016 the Brookline-Newton-Waltham-Watertown Continuum of Care consolidated with the Massachusetts Balance of State Continuum of Care. This consolidation allows a greater amount of resources to be available to Waltham populations. The new coordinated entry system requirements, put in place by HUD in January 2017, have also allowed for a more streamlined approach for assessment of the housing first model. The new coordinated entry system will quickly assess individuals and families at entry points and connect them with public and assisted housing providers along with government health, mental health and service agencies.

Waltham Committee Inc., a non-profit organization in Waltham also provides affordable housing while providing support services for individuals with a wide range of intellectual disabilities, including physical, sensory, autism & acquired brain injury.

**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 City of Newton is no longer the lead entity in the Brookline-Newton-Waltham-Watertown Continuum of Care. The Balance of State is now 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.

Waltham allocates CDBG funds for homelessness prevention through the Emergency Assistance Program, this program provides emergency payments for families and individuals at risk of becoming homeless. Referrals are made to the City's Housing Division from CoC funded providers without the ability to make emergency payments.

For the second year in a row, the Waltham Housing Authority continues to run 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. The project is anticipated to last for another two years.

Two agencies, Brookline Community Mental Health Center in Brookline and 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 6-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**

Waltham does not receive ESG funds however, is an active participant in the Continuum of Care and supports the ESG grant activities, standards and consultation processes. The City of Newton, in coordination and collaboration with the Human Service Advisory Committee and the Brookline-Newton-Waltham-Watertown (BNWW) Continuum of Care (CoC), developed standards for providing Emergency Solutions Grant (ESG) assistance. With the transition from a local CoC to the Balance of State, updated standards are being discussed.

**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**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Newton	Homeless Assessment
Analysis of Impediments	Waltham	Barriers to affordable and fair housing
Emergency Case Plan	DHCD	Homeless Assessment and Housing Needs
Waltham Housing Authority Plan	Waltham	Public Housing Needs Assessment
Open Space and Recreation Plan	Waltham	Public Needs Assessment
Transportation Master Plan	Waltham	Public Needs Assessment

Table - Other local / regional / federal planning efforts

Throughout development of the Annual Action Plan various City entities were consulted. Collaboration meetings included Consolidated Public Works (CPW), the Recreation Department, Historical Commission, Conservation Commission, Waltham Land Trust and Community Preservation Committee. Each meeting hosted a different topic; however, the overall discussion focused on quality of life issues in the City’s open space and recreation areas.

To adequately address the housing and homeless needs assessment the Planning Department hosted a Housing Partner Collaboration Meeting with the Waltham Housing Authority, Middlesex Human Service Agency and the Waltham Housing Division. This meeting focused on eliminating homelessness and improving affordable housing options for individuals on the Housing Authority wait list.

Although the City of Waltham Planning Department administers the CDBG program, other City departments are involved throughout the entire process. Collaboration between the Waltham Housing Authority, Parks & Recreation, Consolidated Public Works, Transportation, Building, Law, Purchasing and Auditing allows the Planning Department to ensure all projects move smoothly and on schedule.

The Massachusetts Department of Housing and Community Development (DHCD) works closely with the Waltham Housing Authority when CDBG funding is involved and the Department of Conservation and Recreation (DCR) provides guidance to Recreation and Consolidated Public Works on maintenance and expansion of open spaces in the City. Working with the Commonwealth Department of Capital Asset Management Maintenance (DCAMM) allows the City to plan for reuse of surplus publicly owned buildings.

The Planning Department has also been working with the State Department of Developmental Services and the Department of Mental Health to determine what housing and financial resources are needed in the properties owned by both entities.

## **Participation**

### **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 Annual Action Plan each year is the input received directly from citizens and beneficiaries of the program. The Planning Department utilized the online survey tool to gather feedback from community members, business owners, residents and youth from around the community. Due to the volume of input generated the survey is open year round to gain continual feedback and input from 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. While members of the community enjoyed taking the survey online, the Planning Department also gathered community input by holding public meetings, posting newspaper ads and facilitating consultation meetings.

Through monitoring visits to funded agencies, the City was also able to determine which areas organizations were struggling. This feedback is critical in the participation process, it allows the organizations to provide comments on the process used by the Planning Department and also provide suggestions for simplifying. Technical assistance sessions were also very helpful to the citizen participation process, these workshop style public meetings go over the CDBG application in detail and allow for specific questions to be answered from those in attendance. Even if an organization is not seeking CDBG funding, it is beneficial for organizations to attend TA sessions in order to gain a better understanding of the Annual Action Plan and how it impacts the community their organization serves.

An overwhelming number of citizens also requested to be added to our listserv, which provides updated information on funded projects, public meetings and open discussions. This year during the comment period, 115 unduplicated individuals asked to be added to the list.



**Citizen Participation Outreach (as of 3/30/2017)**

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
Community Survey	Non-targeted/broad community	178 online based comments were received which were translated into high, moderate and low priority areas for CDBG funding.	A majority of the comments focused on deteriorating infrastructure, public facilities without ADA access and a lack of elderly programming.	All comments were accepted and added into the final Annual Action Plan
Public Meeting	Non-targeted/broad community	Roughly 15 people in attendance. Response to the plan was positive. This mode of outreach included a Newspaper Ad and Internet Outreach.	Attendees were seeking sustainable updates to non-profit facilities and increased funding for elderly and youth programs.	All comments were accepted at the meeting

Table – Citizen Participation Outreach

**Expected Resources**

The City of Waltham only expects funding from the Community Development Block Grant this year for the activities outlined in this plan. Additional leveraging will come from the re-use of City owned land and property as well as City general funding for salaries and administration.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Reminder of ConPlan
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$939,904	\$50,000	\$0	\$989,904	\$1,700,000

Table - Expected Resources – Priority Table

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

The CDBG program does not require a match however, whenever possible state and local funds are sought out in order to leverage the CDBG funding. Nonprofit organizations funded with CDBG are required to provide a source of leveraged funds before being funded with CDBG, there is not a threshold dollar amount, a majority of the nonprofit's leverage roughly 25% of their CDBG funding with additional resources.

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 City Community Preservation Act (CPA) funding, The Community Preservation Committee sets 10% of the annual revenue aside for housing projects. Additionally an anticipated \$50,000 will be received in program income in the form of homeowner rehabilitation loan payoffs, which is reflected in the expected resources section of this Action Plan.

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

The former South Middle School was renovated in 2010 and is now a community center for Waltham's Southern Neighborhood District. Four non-profit organizations funded with CDBG lease space in the building and provide programming on-site. This building is centrally located in Waltham's lowest income neighborhood and allows organizations to keep their costs low while serving a large population. Additionally, the building will receive funding for HVAC updates and bathroom renovations this funding year.

The former Hardy School was renovated into elderly apartments and provides affordable units for Waltham residents. The Hardy Residences will continue to receive boiler and HVAC updates, a project approved through amendments of the 2016-2017 Annual Action Plan. This project was funded from surplus program income generated from housing rehabilitation loan payoffs.

Discussions are currently ongoing regarding the re-use of the City's former dog pound as an emergency overnight winter homeless shelter. CDBG funds have not been committed to this project for the 2017 – 2018 funding cycle.

The re-use of City owned property and land is very important in order to keep developer costs and acquisition costs low in the CDBG budget. Wherever possible, the City re-uses surplus property prior to seeking alternative sites for CDBG housing development.

### Annual Goals and Objectives

Goal Name	Start Year	End Year	Category	Needs Addressed	Funding	Goal Outcome Indicator
Preserve Affordable Housing - Homeowners	2016	2019	Affordable Housing	Affordable Housing - Homeowners Affordable Housing - Renters	CDBG: \$72,580	Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Rehabilitated: 4 Household Housing Unit
Provide Sustainable Building Improvements	2016	2019	Non-Housing Community Development	Affordable Housing - Renters Non-Housing - Sustainable Improvements	CDBG: \$517,164	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 600 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 45 Households Assisted
Create Career Opportunities	2016	2019	Non-Housing Community Development	Non-Housing - Career Opportunities	CDBG: \$85,000	Jobs created/retained: 10 Jobs
Provide Increased Public Services	2016	2019	Homeless Non-Homeless Special Needs	Non-Housing - Public Services	CDBG: \$148,485	Public service activities other than Low/Moderate Income Housing Benefit: 4639 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 361 Beds
Administration	2016	2019	Administration	Affordable Housing - Homeowners	CDBG: \$166,671	Other: 0 Other

Table - Goals Summary

## Goal Descriptions

<b>Goal Name</b>	Preserve Affordable Housing - Homeowners
<b>Goal Description</b>	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. 80% 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>Goal Name</b>	Provide Sustainable Building Improvements
<b>Goal Description</b>	Outdated buildings providing critical services require sustainable building improvements in order to continue serving the underserved Waltham populations.
<b>Goal Name</b>	Create Career Opportunities
<b>Goal Description</b>	The City’s population and resident workforce are growing slowly. Rising incomes, low employment, and rising educational levels point to a workforce increasingly oriented toward managerial, professional, and technical occupations. Yet, there is also a significant and growing immigrant community which has substantial need for workforce development services.
<b>Goal Name</b>	Provide Increased Public Services
<b>Goal Description</b>	13% of Waltham’s lowest income census tract is Non-English speaking 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>Goal Name</b>	Administration
<b>Goal Description</b>	General administration costs for staff administering the CDBG Program

Table – Goal Descriptions

## Projects

Five areas were funded with program resources, those program areas were:

1. **Social Services:** nonprofit organizations providing social services to underserved populations of Waltham.
2. **Public Facilities:** to provide upgrades and sustainable improvements to public facilities requiring rehabilitation
3. **Housing Rehabilitation:** to provide interest free loans to homeowners and nonprofit organizations for rehabilitation of housing.
4. **Economic Development:** to the Downtown Waltham Partnership to provide grants for business owners seeking façade improvements.
5. **Program Administration:** general administration costs for staff administering the CDBG Program.

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

In addition to gathering feedback from the public, the Planning Department analyzed data and trends to determine in detail the severity of the public's needs. The community vision survey results aided in the allocation priorities for the public service organizations. The survey 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.

Facility improvements were also a concern raised in the community vision survey which assisted in determining allocation priorities for the Housing Authority, Boys and Girls Club and the Recreation Department. The largest obstacle the City faced in allocating funding was the large volume of applications for funding and not enough funding for every project.

2017-2018 CDBG DRAFT BUDGET

THIS DOCUMENT IN ITS ENTIRETY IS A DRAFT

Until notice of approval is received from the United States Department of Housing and Urban Development.

Organization	Program	Program Description	2017 Awarded
<b>Public Services (148,485 Cap)</b>			
Prospect Hill Community Center	Prospect Hill Comm Center	Homework help and educational enrichment activities for youth	\$5,000
Chesterbrook Comm. Foundation	Dana Court Learning Center	Homework help and educational enrichment activities for youth	\$5,000
Chesterbrook Comm. Foundation	Chesterbrook Learning Center	Homework help and educational enrichment activities for youth	\$5,000
Greater Waltham Arc	Inclusive Supports	Programs for individuals with disabilities.	\$22,432
Latinos En Accion	ESL for Adults in Waltham	English Language classes for adults	\$6,000
Community Day Center	Supportive Services	Case management, counseling, medical initiatives for homeless	\$13,202
Healthy Waltham Inc.	Let's Move Waltham	Healthy food and lifestyle education for families and youth	\$5,000
Healthy Waltham Inc.	Keep Fit for Seniors	Healthy food and lifestyle education for Seniors	\$5,000
African Cultural Services	African Education Program	Provide enrichment activities to low income African students	\$4,000
Waltham Day Care Center	Teacher Support Program	Training for teachers on how to deal with at risk children	\$900
The Salvation Army	Hope Kitchen	Meals for Homeless	\$3,067
The Salvation Army	Kids FEAST	After-school recreation, tutoring & mentoring for children	\$2,502
The Salvation Army	Emergency Assistance	Emergency Fuel assistance program	\$6,051
MHSA	Mary's House Family Shelter	Provides safe, temporary housing for families who are homeless	\$25,555
MHSA	Bristol Lodge Shelters	Provides shelter for men and women every night	
MHSA	Bristol Lodge Soup Kitchen	Soup kitchen serves hot, nutritious meals to homeless populations	
YMCA of Greater Boston	Whittemore After School	Afterschool & dual language program (Whittemore School)	\$4,682
Partnership for Youth	Commercial Drivers License	Scholarship program for students seeking a CDL	\$1,202
Partnership for Youth	Out of School Learning	Academic support for additional programs at WPS	\$6,000
John Mazie Memorial Foundation	Mazie Mentoring Program	Waltham high school mentoring program for low income students	\$11,000
WATCH Inc.	Breaking Barriers	English language, HiSET preparation and life skills classes	\$3,632
Friends of the Family School	Waltham Family School	Providing education for families seeking to learn English.	\$6,260
Housing Division	Emergency Assistance	Emergency payments for Waltham residents facing homelessness	\$7,000
<b>Total</b>			<b>\$148,485</b>
<b>Capital Improvements</b>			
City Recreation Department	South Community Center	HVAC / Restrooms & Auditorium Acoustic Updates	\$285,000
Waltham Boys and Girls Club	20 Exchange Street	Pool Updates (filtration, pipes, controls etc.)	\$100,000
Waltham Housing Authority	Chesterbrook Center	Chesterbrook Learning Center Updates	\$60,000
Waltham Housing Authority	Dana Court Spary Park	Spray Park Addition at Dana Court Housing Property	\$72,164
<b>Total</b>			<b>\$517,164</b>
<b>Economic Development</b>			
Downtown Waltham Partnership	Storefront Improvement	Storefront improvement grants to 10 businesses Downtown	\$85,000
<b>Total</b>			<b>\$85,000</b>
<b>Housing Division</b>			
Housing Division	Housing Rehab Loan Fund	Provides loans to homeowners for repairs	\$50,258
Housing Division	Administrative Costs	Salary for Housing Rehab Staff	\$22,322
<b>Total</b>			<b>\$72,580</b>
<b>Administration (Cap \$197,980)</b>			
Planning Department	Administrative Costs	Salary for Planning Department CDBG Staff Members	\$166,675
<b>Total</b>			<b>\$989,904</b>

Year 43 Budget Allocation = \$989,904

## **Project Summary**

**The Dana Court Learning Center** is a free after-school program for the at-risk children who live in the Dana Court low-income public housing development. The Center provides the children with a safe place to be in the after-school hours, access to computers, and homework help. In addition, the Center provides healthy snacks, arts and crafts activities, and indoor and outdoor games. The most important goal is to help the children to achieve academically. Therefore, the primary task each day is for the children to complete their homework with the assistance of Bentley University tutors. If the children do not have any homework or finish it early, they spend their time in other academically enriching ways, such as reading or playing educational games.

**The Chesterbrook Learning Center** 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; it provides them with a safe place to be in the after-school hours, access to computers, and homework help. In addition, the Center provides healthy snacks, arts and crafts activities, and indoor and outdoor games. Special activities include holiday parties, trick or treating at Bentley University and a cookout with Bentley students, parents and board members. In addition, within the past two years the Center has added three evening programs: the Prism Project for adolescent girls, the Guyz Only program for adolescent boys, and the Teen Center for teens of both genders.

**The Community Day Center** will Hire a part-time (3 hours/week) clinical professional skilled in dual diagnosis issues who will identify, access, triage and coordinate care for Guests (whose primary access to such services is through the Day Center) with unmet dual diagnosis issues. Additionally, the clinician will provide consultation, an education and support for existing staff dealing with Guests with dual diagnosis issues. The additional staff members in the Stabilization Program—including case management, counselling, medical triage and medical coordination –will be instrumental with this effort.

**Waltham Family School's** mission is to provide educational opportunities for Waltham families who want to learn English. WFS prepares children for success in school, empowers parents to be partners with schools in the education of their children, and strengthens the parents' skills necessary for parenting, workforce and community life. The program is for Waltham residents who are parents/guardians with pre-school aged children, including those with special needs, parents with low literacy, low income, minorities and immigrants.

**GWArc's** Inclusive Supports in the Community will advance community inclusion for individuals with intellectual and developmental disabilities. Inclusive programs and activities are critical for individuals in the community with IDD. These programs help to develop physical, social and daily life skills; provide support for students to transition from school to employment and productive life in the community; and build community connections.

**Healthy Waltham** provides programs for parents and children focused on the growing, selection, preparation, and presentation of healthy food. The program is offered at four locations: Home Suites Hotel (temporary homeless housing), public Housing Development Learning Centers, Madres Latinas,



and the Waltham Family School. The program includes cooking demonstrations and hands-on food preparation, nutrition information, food safety, creative ways of increasing healthy eating practices, and eating together.

**Healthy Waltham** provides Healthy Living workshops for senior citizens at the Stanley Senior Center. The workshops promote healthy lifestyle behaviors to improve the health of older adults, including regular physical activity and eating a healthy diet.

**The John Andrew Mazie Memorial Foundation** Mentoring Program is designed to provide 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. A role model, friend and advisor to explore all the riches of life and the world around them.

**Latinos En Accion de Waltham** provides three levels of English as a second language courses for adults, (1) beginner (2) intermediate (3) advanced. Each class is two hours per session twice a week and enrolls at least 20 people per level per session. The ESL program requires three teachers twice a week for two hours per session.

**Mary's House** - The Mary's House Family Shelter provides safe, temporary housing for eight families who are homeless. Families in the shelter move rapidly into sustainable housing. The average length of stay for families moving into placement is between 6-18 months.

**Bristol Lodge Men's / Women's Shelters** - Provides shelter for 45 men and 12 women every day. The shelters are emergency and available every night of the year. Shelter staff are trained to provide a safe and supportive environment. Case managers help guests locate permanent housing, provide counseling, refer guests to other agencies as needed, organize in-house AA meetings, offer employment counseling groups and assist clients with entitlement benefits such as SSI or SSDI.

**Bristol Lodge Soup Kitchen** – Every night rain or shine between 60 and 100 individuals go to the soup kitchen. The kitchen provides hot, nutrition meals prepared by volunteers and donated by local restaurants. The kitchen opens at 2:30pm every day to provide snacks, coffee and fellowship. Staff at the kitchen also operate and oversee a food pantry and a clothing depot for the public to access.

**The Waltham Partnership for Youth, Inc.** provides staffing and educational supplies for Out of School Time (OST) academic support programs at Plympton, Stanley, Whittemore and McDevitt public Schools. Stanley, Plympton, and McDevitt are classified as level 2 schools (moderate performance compared with comparable schools throughout the state) and Whittemore is classified a level 3 school (among the lowest performing 20% relative to comparable schools throughout the state.) Students at Level 2 and 3 schools, especially those who are low income or English Language Learners, often require additional assistance and support.

**Kids FEAST** stands for Food, Enrichment, Arts, Spiritual Development, and Teaching. The program is intended to provide a safe environment for disadvantaged youth to improve academically, as well as

grow physically, emotionally and strengthen their moral values. Many of the children who participate in the program are at-risk for low literacy and math skills and benefit greatly from structured homework and tutoring support to improve academic success.

**The HOPE Kitchen** is a daily meal program that serves breakfast and lunch from Monday to Friday. The Food Pantry is open from Monday to Friday from 9 am to 1 pm. One of the benefits of the pantry is the opportunity people have to choose what they need instead of receiving a pre-packed bag with items they do not need. Anyone who is eligible per the federal guidelines is able to come once a month and shop for food worth 3 meals for 3 days.

**The 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.

**Waltham Day Care Center** - The Better Behavior Bureau is a training center developed by Jeanine Fitzgerald, a nationally recognized teacher trainer and mental health professional, specializing in research based strategies in educational leadership. She draws from over thirty years of experience to empower teachers to achieve more with children "at risk", and Waltham Day Care Center has always opened its doors to children "at risk".

**WATCH** - The Breaking Barriers Program enrolls 75 students each session, in year-round English classes and tutoring sessions. The life skills curriculum includes financial literacy, job search skills, and communication with teachers and medical providers. Our goal is to expand the program to 90 students per session. Breaking Barriers provides a linguistic and knowledge base for residents desiring to rent an apartment in Waltham.

**African Cultural Services** – Provides cultural enrichment activities and skills trainings for Waltham citizens of African background. Workshops are offered including jewelry making, children are introduced to basket carrying, digging in the garden, and basics of music, singing, dancing, simple performances, storytelling, debates, crafting, fashion etc. The purpose of the workshops is to explore the role of traditions, cultural ceremonies of East Africa.

## **Geographic Distribution**

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

Six census tracts are included in Waltham's Southern Neighborhood District, which is where 98% of all public service organizations funded, are located. The focus of the NRSA is the Southern Neighborhood District based on the total percentage of low to moderate income residents. The Southern Neighborhood District has the largest concentration of foreign born citizens and multi-family dwellings. Further, a majority of the City's affordable housing and public housing units are located within this diverse, multi-family district.

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

55% of the total population in the area is considered low-moderate income, an overwhelming majority of residents also living below the poverty line. 59,125 people live in the City of Waltham, 10,648 of those people live within the Southern Neighborhood District boundaries

The City of Waltham has invested in the Southern Neighborhood District over the past seven years. The neighborhood was established as a local target area for Community Development Block Grant funds in 2000 and since, the following projects have increased the quality of life and morale in the Southern Neighborhood District:

- **2000** - The City created a skateboard area in a small space adjacent to the landfill;
- **2010** - The former South Middle School transitioned into a Neighborhood Community Center;
- **2016** – All sidewalks were replaced in front of the landfill property on the Moody Street side;
- **2016** – New street lights were installed on the Moody Street side of the landfill property;
- **2016 & 2017** - The Downtown Waltham Partnership provided grants to 11 business owners for façade improvements and code violation corrections.

Like many other neighborhoods across the United States, the Southern Neighborhood District could use increased revitalization efforts. For this reason, it is crucial that the City of Waltham invest in this neighborhood

Meeting the underserved needs of the community is important because those populations are the most vulnerable to other issues such as homelessness, unstable living environments and adverse health factors. Through the CDBG program, the City is able to serve these needs to the best of the budgets ability. The greatest need in the City of Waltham are ESL courses, especially for the working population and single parent households with school age children.

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

13% of Waltham's lowest income census tract is Non-English speaking creating a barrier between service providers, potential employers, potential landlords and the Waltham residents. Housing cost burden, foreclosure and a lack of tenant rights knowledge put families at imminent risk of losing their home. The language barrier in Waltham is significant; miscommunications between tenants and landlords have the ability to lead to eviction or tenants leaving out of fear.

This year, Latinos En Accion, and WATCH Inc., are committed to providing critical ESL classes for Adults in Waltham. The Waltham Family School, a nonprofit with offices within the Waltham Community Cultural Center provides comprehensive family literacy to families, adults and children with very little English literacy or formal education. A new program introduced this year from African Cultural Services will provide African culture residents with the support they need to transition into the workforce in the United States.

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

Housing cost burden is the largest issue Waltham residents face related to housing. The cost of owning a home and renting a home are both high in Waltham which in turn makes it more difficult for low income households to afford housing. In 2013, the median sale price of a single-family home in Waltham was \$464,900, up \$65,400 from 2013 and close to 3 times higher than the national average of \$188,900.

In 2015 Waltham had 25,675 total housing units, 48.8% owner occupied and 51.2% renter occupied. Of those households, 6,680 are low income households experience a housing cost burden, deeming their current living standards unaffordable. In order to foster and maintain the existing affordable housing stock in Waltham the CDBG program will commit no less than \$50,000 in CDBG funding to affordable housing preservation and production. housing rehabilitation in Waltham in an effort to preserve and maintain the affordable housing stock.

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

\$10,000 of the \$50,000 homeowner rehabilitation loans will be set aside for the abatement of lead paint hazards. The City intends to apply for the Office of Healthy Homes Lead Hazard Abatement grant this year in order to aid a significantly larger number of households than allowable with the limited CDBG funding.

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

Healthy Waltham serves clients through outreach and engagement. Healthy Waltham conducts cooking classes and demonstrations geared towards children and senior citizens in an effort to curb obesity and educate families on fresh foods. The Salvation Army HOPE Kitchen will also assist Waltham in reducing the number of poverty-level families through food access.

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

The Planning Department was able to secure additional resources from the City in order to remove two employees from the CDBG administration line item. This frees up additional funding for capital improvements and economic development projects during the year. This was done in collaboration with the City Auditing Department and the City Council.

The Planning Department and the Law Department have also been working closely to determine how the City can achieve a minimum of 1.5% of the total land area dedicated to affordable housing. The state Department of Housing and Community Development keeps a list of affordable properties in Waltham, through analysis of this list, the City will be better able to allocate resources and strategically plan for affordable housing development.

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

Affordable housing providers in the City of Waltham are scarce and through collaboration with the Housing Authority and Waltham Committee Inc., a non-profit providing services to disabled populations, the City will expand affordable housing options and collaboration with social service providers. The Housing Authority will also continue to work with the Middlesex Human Service Agency to focus on homeless individuals and increasing accessibility of affordable housing options.

Through collaboration with the Balance of State, the new coordinated entry system will allow for real time updates from both public and private housing providers, allowing a much quicker turn around for housing homeless or at-risk of homeless households.

# APPENDIX A

DRAFT

---

CITY OF WALTHAM

# CITIZEN PARTICIPATION PLAN

Amended December 22, 2016

---

## **I. Introduction**

As required by Section 104(a)(2) of the Housing and Community Development Act and by 24 CFR 570.486(a)(6) The City of Waltham Citizen Participation Plan (CPP) provides specific time frames and procedures pertinent to the City's Community Development Block Grant (CDBG) Program. In 2015, the City of Waltham CPP was modified to reflect the new HUD Consolidated Plan requirements. Public meetings for both the HOME and CDBG programs are part of an effort to comprehensively plan for federal entitlement grants.

Waltham is a member of the West Metro Consortium for the HOME Program. Citizen Participation meetings will be held on the Consortium level in Newton to plan for regional elements of the HOME program, however, separate citizen participation meetings will be held by the City of Waltham for the change in use of HOME program funds.

## **II. Goals of the Citizen Participation Plan**

The City of Waltham is following a detailed Citizen Participation Plan which:

- Provides for and encourages citizen participation, with emphasis on participation by residents of low, very low, and extremely low income, including minorities and non-English speaking persons, as well as persons with mobility, visual or hearing impairments in all stages of the process;
- Provides citizens with reasonable and timely access to local meetings, information, and records relating to the City of Waltham's proposed and actual use of federal funds, as required by the regulations;
- Provides for conveniently timed and located public meetings in the Arthur J. Clark Government Center to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance, such hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for people with disabilities;
- Provides for a non-English speaking interpreter, should one be requested, for public meetings with non-English speaking participants;
- Provides for participation with the Waltham Housing Authority to encourage the participation of public and assisted housing residents;
- Provides for a timely written answer to written complaints and grievances, within 15 working days.

### **III. Access to Public Meetings**

All public meetings held by the City of Waltham for the Consolidated Plan, Annual Action Plan, Consolidated Annual Performance Evaluation Report and Assessment of Fair Housing will be advertised no less than 10 days prior to each public meeting in the Waltham News Tribune, and on the City of Waltham Planning Department CDBG website. All Public meetings will be held in handicapped accessible locations

- No less than three public meetings will be held by the City of Waltham for the Consolidated Plan;
- No less than one public meeting will be held by the City of Waltham for the Annual Action Plan;
- No less than one public meeting will be held by the City of Waltham for the Consolidated Annual Performance Evaluation Report;
- No less than one public meeting will be held by the City of Waltham for amendments to existing plans;
- No less than one public meeting will be held by the City of Waltham for the Assessment of Fair Housing

Each public meeting held by the City of Waltham on any of the above topics will include the following components:

**1) Housing and Community Development Needs Discussion**

Housing and Community Development needs will be discussed along with time schedules and upcoming funding notices. Meetings shall also include open review of the existing Citizen Participation Plan and comments will be taken by the Planning Department.

**2) Annual Consolidated Strategy**

Proposed use of funds shall be discussed and comments will be taken on the current and future program year's strategy for utilizing funds.

**3) Affirmatively Fostering Fair Housing**

An open Discussion on advancing fair housing and gathering input on proposed strategies will be a component of each meeting mentioned above.

### **IV. Public Access to Information**

Any citizen, public agency, non-profit organization, or other interested party may request information, and review and submit comments on any proposed Consolidated Plan, Annual Action Plan, Consolidated Annual Performance Evaluation Report or Assessment of Fair Housing. Citizens and citizen groups will have access to records for at least five years. This includes materials available in a form accessible to persons with disabilities or limited English proficiency upon request. Additionally, technical assistance is available to groups representative of persons of low-and-moderate income that request such assistance to comment on any documents published under this Citizen Participation Plan.



## **V. Publishing Documents**

A copy of the draft and final Consolidated Plan, Annual Action Plan, Consolidated Annual Performance and Evaluation Report and Assessment of Fair Housing will be posted on the City of Waltham Planning Department website. Copies of each shall be made available at the Waltham Planning Department and the Waltham Public Library. Copies shall also be provided to citizens upon request.

## **VI. Response to Comments**

Any citizen, public agency, non-profit organization, or other interested party will have no less than thirty (30) days from the date of each public meeting to comment on the document or plan prior to its submission to HUD. The City of Waltham will consider all comments from citizens, public agencies, non-profit organizations, and other interested parties in preparing its final submission. A summary of any comments made during the comment period will be attached to the final submission. The summary will include an explanation of any comments not accepted and the reasons these comments were not accepted. The Waltham Planning Department will give written answers to written complaints and grievances within 15 business days.

## **VII. Amendments to Final Documents**

In the event of any **substantial changes** to a final document a public meeting will be held to discuss and gather public comment on the proposed changes a notice of the meeting shall be published in the Waltham News Tribune and on the City of Waltham Planning Department CDBG webpage no less than ten (10) days prior to the meeting date.

A “**substantial change**” is defined, in accordance with 24 CFR part 91.505(a), as:

- 1) A substantial change in allocation priorities including a change greater than 25% in an individual project budget or a change in the method of how funds are distributed;
- 2) An activity (including those funded exclusively with program income) not previously covered by consolidated final draft plan; or a
- 3) Substantial change in the purpose, scope, location, or beneficiaries of an activity.

[ END DOCUMENT ]

# **APPENDIX B**

DRAFT

# CDBG 2017-2018 Needs Survey

The City of Waltham, Planning Department receives funding from the US Department of Housing and Urban Development to invest in housing and community development projects each year. This survey is our opportunity to hear what the specific needs of the community are that are not being met. Please complete the survey below by selecting whether you feel the service is a high need; medium need; or low need.

\* Required

## 1. Please Enter Your Zip Code \*

This helps us better determine where the highest need for services is within our community

---

## 2. Public Services | Senior Programs

services for the elderly

*Mark only one oval.*

1      2      3

---

Low Need            High Need

---

## 3. Public Services | Children and Youth Programs (Infant - 19yrs)

Services for young people including but not limited to recreational programs and teen counseling programs

*Mark only one oval.*

1      2      3

---

Low Need            High Need

---

## 4. Public Services | Handicapped Services

Services that benefit the handicapped, regardless of age

*Mark only one oval.*

1      2      3

---

Low Need            High Need

---

**5. Improvement to Existing Parks and Recreation Facilities**

Rehabilitation of facilities that are principally designed to serve a neighborhood  
*Mark only one oval.*

	1	2	3	
Low Need	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	High Need

**6. Street and Sidewalk Improvements**

Includes improving ADA accessibility  
*Mark only one oval.*

	1	2	3	
Low Need	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	High Need

**7. Housing | New Housing Construction**

New affordable housing developments  
*Mark only one oval.*

	1	2	3	
Low Need	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	High Need

**8. Housing | Foreclosure Prevention and Homeownership Counseling**

Counseling services for homeowners facing foreclosure or looking to purchase a home  
*Mark only one oval.*

	1	2	3	
Low Need	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	High Need

**9. Housing | Residential Rehabilitation**

Rehabilitation of existing residential structures  
*Mark only one oval.*

	1	2	3	
Low Need	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	High Need

**10. Housing | Lead Based Paint Abatement**

Rehabilitation activities with the primary goal of evaluating and reducing lead-based paint hazards  
*Mark only one oval.*

	1	2	3	
Low Need	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	High Need

**11. Housing | Senior and/or Disabled Housing**

Increased housing units for the elderly and disabled populations

*Mark only one oval.*

1      2      3

Low Need            High Need

**12. Economic Development | Employment Training**

Assistance to increase self-sufficiency, including literacy, independent living skills and job training

*Mark only one oval.*

1      2      3

Low Need            High Need

**13. Economic Development | Job Creation and Retention**

Technical Assistance to businesses, including capacity building workshops, employee training and certifications, marketing and referrals

*Mark only one oval.*

1      2      3

Low Need            High Need

**14. Additional Comments**

---

---

---

---

---

**15. Would You Like to be Added to our E-Mailing List?**

---

Powered by



City of Waltham 2017-2018 CDBG Community Needs Survey  
Results Sorted by Zip Code

Zip Code	Senior Programs	Children and Youth Programs (Infant - 19yrs)	Handicapped Services	Improvement to Existing Parks and Recreation Facilities	Street and Sidewalk Improvements	New Housing Construction	Foreclosure Prevention and Homeownership Counseling	Residential Rehabilitation	Lead Based Paint Abatement	Senior and/or Disabled Housing	Employment Training	Job Creation and Retention
2451	1	3	2	2	2	1	1	1	1	1	2	2
2451	3	3	3	3	3	2	2	2	2	3	3	1
2451	2	1	3	2	3	2	2	3	3	1	2	2
2451	3	3	3	3	3	3	1	3	1	3	3	3
2451	2	3	2	3	3	1	2	2	2	3	2	2
2451	3	3	2	2	2	3	2	2	3	2	2	3
2451	3	2	3	2	2	3	2	2	1	3	3	2
2451	2	3	3	3	1	1	2	1	2	2	3	3
2451	2	2	2	1	1	1	1	2	2	3	1	1
2451		3		2	3							
2451	1	3	1	3	2	2	2	2	1	1	2	2
2451	3	3	3	3	3	2	3	3	3	3	3	3
2451	3	3	3	3	3	3	2	3	2	2	3	2
2451	2	3	2	3	2	3	3	3	3	3	3	3
2451	2	2	3	2	3	3	1	1	1	2	2	1
2451	1	3	1	2	2	1	2	2	2	1	2	2
2451	3	3	3	3	2	1	1	1	1	2	1	1
2451	3	3	2	3	3	1	2	2	2	1	1	1
2451	1	3	3	3	3	1	1	1	1	1	3	3
2451	2	3	3	3	3	1	1	2	2	1	2	1
2451	2	3	2	3	3	1	2	3		2	2	2
2451	2	1	2	2	3	2	2	3	3	2	1	2
2451	2	3	2	3	3	3	1	2	2	2	1	1
2451	3	1	3	2	2	2	1	3	2	3	2	2
2451	3	3	3	2	2	2	3	3	3	3	3	3
2451	2	3	2	2		2	3	1	3	2	3	3
2451	2	3	3	2	3	3	2	3	3	3	3	3
2451	2	3	2	3	3	2	3	3	1	2	2	2
2451	2	2	2	2	3	2	2	2	2	2	3	2
2451	2	3	2	3	3	2	3	3	1	2	2	2
2451	2	3	2	3	3	2	3	3	1	2	2	2
2451	2	3	2	3	3	2	3	3	1	2	2	2
2451	2	3	2	3	3	2	3	3	1	2	2	2
2451	2	3	2	3	3	2	3	3	1	2	2	2
2451	2	3	2	3	3	2	3	3	1	2	2	2
2451	2	3	2	3	3	2	3	3	1	2	2	2
2451	2	3	2	3	3	2	3	3	1	2	2	2
2451	1	3	2	3	3	1	1	1	3	1	2	3
2451	2	3	2	3	2	1	1	2	1	2	2	2
2451	2	2	2	1	3	2	2	1	1	2	2	2
2451	2	3	3	2	3	3	1	2	2	3	2	1
2451	2	3	2	2	2	1	2	2	2	2	2	2
2451	1	1	1	2	3	2	1	2	3	1	1	1
2451					3							
2451	1	3	1	3	2	2	2	2	1	1	2	2
2451	3	3	3	2	2	2	2	2	2	3	2	2
2451	2	2	2	1	3	2	2	1	1	2	2	2
2451	2	2	3	2	3	2	3	2	2	3	3	3

City of Waltham 2017-2018 CDBG Community Needs Survey  
Results Sorted by Zip Code

Zip Code	Senior Programs	Children and Youth Programs (Infant - 19yrs)	Handicapped Services	Improvement to Existing Parks and Recreation Facilities	Street and Sidewalk Improvements	New Housing Construction	Foreclosure Prevention and Homeownership Counseling	Residential Rehabilitation	Lead Based Paint Abatement	Senior and/or Disabled Housing	Employment Training	Job Creation and Retention
2451	1	2	1	3	2	1	1	2	1	1	2	3
2451	2	3	2	3	2	1	1	1	3	1	2	2
2451	1	3	1	3	3	1	1	2	1	1	1	1
2451	2	3	3	2	3	2	3	2	2	2	3	3
2451	3	3	3	2	2	3	3	2	2	3	2	3
2451	3	3	3	3	3	1	1	1	1	3	1	1
2451	1	1	1	1	3	3	2	1	1	1	1	2
2451	1	3	1	3	3	1	1	1	2	2	1	3
2451	2	3	2	2	3	3	2	3	1	3	2	3
2451	1	3	1	2	2	1	1	2	1	1	1	1
2451	1	3	1	1	1	1	1	1	1	1	1	1
2451	1	1	1	1	3	1	1	1	1	1	1	1
2451	2	3	3	1	3	3	2	2	1	1	1	2
2451	2	3	2	2	3	3	2	2	1	1	3	2
2451	3	2	2	2	3	3	2	2	2	2	1	2
2451	1	3	1	3	3	3	1	3	1	1	3	3
2451	1	1	1	2	3	2	1	3	2	1	2	2
2451	1	2	1	2	3	2	2	1	2	1	1	1
2451	1	2	2	2	3	1	1	2	1	1	2	2
2451	2	3	2	3	3	3	3	3	2	2	3	3
2451	2	2	1	3	2	3	3	3	3	3	3	3
2451	3	3	2	2	3	3	1	1	1	1	2	1
2451	3	3	2	2	3	1	1	1	1	1	1	1
2451	3	3	2	2	3	3	1	1	1	1	1	1
2451	3	3	3	3	3	3	3	3	3	3	3	3
2451	2	2	1	3	2	3	3	3	3	3	3	3
2451	3	3	3	3	3	2	2	1	1	2	2	2
2451	3	3	3	3	3	3	1	1	1	1	1	1
2451	3	3	3	3	3	1	1	1	1	3	1	1
2451	3	3	3	2	2	3	2	2	2	3	2	3
2451	1	2	1	2	3	1	2	2	1	1	2	2
2451	3	2	3	1	2	3	1	3	1	3	2	2
2451	1	1	1	1	1	2	1	2	1	1	1	1
2451					3							
2451	2	2	2	3	3	3	2	2	2	2	3	2
2451	3	3	3	3	3	1	3	2	3	3	3	3
2452	3	2	3	2	2	3	2	2	2	3	2	2
2452	2	3	2	2	3	1	3	3	2	2	2	3
2452	2	3	2	2	2	3	3	3	3	2	3	3
2452	1	2	2	3	3	1	1	2	1	1	2	2
2452	2	3	2	2	3	1	1	1	1	1	1	1
2452	2	2	3	2	2	3	2	2	2	3	2	2

City of Waltham 2017-2018 CDBG Community Needs Survey  
Results Sorted by Zip Code

Zip Code	Senior Programs	Children and Youth Programs (Infant - 19yrs)	Handicapped Services	Improvement to Existing Parks and Recreation Facilities	Street and Sidewalk Improvements	New Housing Construction	Foreclosure Prevention and Homeownership Counseling	Residential Rehabilitation	Lead Based Paint Abatement	Senior and/or Disabled Housing	Employment Training	Job Creation and Retention
2452	3	3	2	3	3	3	2	2	2	2	2	3
2452	1	3	2	2	2	3	1	1	1	1	1	1
2452	3	2	3	2	2	2	1	1	1	3	2	2
2452	2	2	2	2	2	3	1	1	2	2	2	1
2452	1	2	1	3	3	1	2	3	2	2	3	3
2452	2	2	2	2	2	3	3	1	1	2	2	2
2452	2	3	2	2	2	2	1	2	2	2	2	
2452	2	3	2	2	2	2	2	2	2	2	2	2
2452	3	2	3	2	2	1	1	1	1	3	2	1
2452	2	3	2	3	3	3	2	2	2	2	2	2
2452	2	3	2	3	3	2	2	2	2	3	3	3
2452	2	2	2	2	3	1	2	1	1	2	2	2
2452	3	3	3	3	3	2	2	2	2	3	2	2
2452	3	3	3	2	3	2	2	2	2	3	2	2
2452	2	3	3	3	2	1	3	3	2	2	3	3
2452	2	1	1	3	3	2	1	1	1	3	3	1
2452	2	3	2	3	3	1	3	3	3	2	3	3
2452	3	3	3	3	2	3	2	2	3	3	2	2
2452	2	2	2	2	3	1	1	1	1	2	1	1
2452	1	3	3	2	2	1	3	3	2	3	2	2
2452	1	3	2	3	2	2	1	1	2	2	2	2
2453	2	3	2	3	1	2	2	2	2	3	3	3
2453	2	2	2	2	3	1	2	2	2	2	2	1
2453		3	3									3
2453		3										
2453	2	3	2	2	2	1	1	1	1	2	2	2
2453	2	2	2	2	3	3	3	3	2	3	2	3
2453	2	3	2	3	3	1	2	3	2	2	1	3
2453	3	3	3	2	3	2	2	2	2	2	2	2
2453	1	1	1	1	3	1	1	1	1	1	1	1
2453	2	3	3	2	1	3	3	3	2	3	2	1
2453	1	1	1	3	3	2	2	2	1	2	2	2
2453	3	3	2	3	3	3	2	3	2	2	3	3
2453	3	3	3	3	3	1	2	2	2	2	3	3
2453	3	2	2	2	3	3	3	3	2	1	1	1
2453	1	3	2	2	3	3	1	3	3	1	3	1
2453	2	3	2	3	3	1	2	2	2	2	3	2
2453	3	3	3	3	3	2	2	2	3	2	2	2
2453	3	3	3	2	2	3	3	3	3	2	3	3
2453	1	2	1	3	3	1	2	3	3	1	3	3
2453	3	3	2	2	2	1	3	3	1	3	2	3
2453	1	2	1	2	1	1	1	1	1	1	1	1
2453	2	2	2	3	3	1	1	2	1	1	2	2
2453	2	1	1	1	3	1	1	1	1	1	2	2
2453	1	1	1	3	3	1	2	3	3	1	2	2
2453	1	3	2	2	3	1	1	2	1	2	1	1
2453	2	2	2	3	3	1	1	2	1	1	2	2
2453	1	3	2	1	3	2	2	2	2	3	3	3
2453	2	2	2	2	3	1	2	2	1	3	1	1
2453	1	1	1	1	3	1	1	1	1	1	1	1





City of Waltham 2017-2018 CDBG Community Needs Survey  
Results Sorted by Zip Code

Zip Code	Senior Programs	Children and Youth Programs (Infant - 19yrs)	Handicapped Services	Improvement to Existing Parks and Recreation Facilities	Street and Sidewalk Improvements	New Housing Construction	Foreclosure Prevention and Homeownership Counseling	Residential Rehabilitation	Lead Based Paint Abatement	Senior and/or Disabled Housing	Employment Training	Job Creation and Retention
2453	1	3	1	2	2	2	2	3	3	1	1	1
2453	1	1	1	2	2	3	1	2	1	2	1	3
2453	3	2	2	2	3	3	3	3	3	3	3	3
2453	2	3	2	3	3	2	2	3	3	1	1	1
2453	2	3	3	3	3	1	2	2	3	2	3	3
2453	2	3	2	3	3	2	2	2	3	2	3	3
2453	2	2	2	2	3	2	2	2	2	2	2	2
2453	2	3	2	2	2	1	1	2	2	2	2	2
2453	3	3	3	3	3	3	2	3	3	3	3	3
2453	2	3	3	3	1	1	1	1	1	2	1	2
2453	1	1	1	3	3	3	1	3	3	1	1	1
2453	2	3	2	3	2	1	3	3	2	2	3	2
2453	1	1	1	1	1	3	1	1	1	3	1	1
2453	2	3	2	3	3	2	2	3	2	2	2	2
2453	3	3	2	2	3	3	2	3	2	2	3	1
2453	1	3	1	1	1	1	2	2	1	1	2	1
2453	2	2	3	2	3	3	2	3	3	3	2	2
2453	3	3	3	3	3	2	3	2	2	3	3	3
2453	3	3	2	2	3	3	2	3	2	2	3	1
2453	1	1	2	1	3	2	1	2	1	1	1	3
2453	2	3	2	2	3	2	2	2	2	2	3	3
2453	2	3	2	3	1	3	2	2	1	2	2	3
2453	1	1	1	3	3	2	2	2	2	2	1	1
2453	2	3	2	3	3	2	2	2	1	2	3	3
2453	2	3	1	3	3	1	1	1	1	1	1	1
2453	1	1	2	3	3	1	1	3	3	1	1	1
2453	3	3	3	3	3	2	2	2	2	2	2	2
2453	2	3	2	1	3	2	2	2	3	2	3	3
2453	3	3	1	1	3	1	2	1	3	2	3	3
2453	2	3	2	3	3	3	2	3	3	2	2	2
2453	2	2	3	2	2	3	3	3	3	3	2	2
2453	1	1	1	2	3	3	3	3	1	2	3	1
2453	2	2	2	2	2	2	1	2	2	1	2	2
2453	2	3	2	2	2	3	3	3	2	3	3	3
2453	1	1	3	3	2	1	1	2	1	1	1	2
2453	3	3	3	3	3	1	3	3	3	3	3	3
2453	1	3	1	2	2	2	2	3	2	2	2	2
2453	3	3	3	3	3	3	3	3	3	3	3	3
2453	1	3	3	3	3	3	3	3	3	3	3	3
2453	1	1	2	2	3	3	1	2	1	2	2	2
2453	2	2	3	3	3	3	2	2	2	3	2	2
2453	3	3	3	1	1	3	3	3	3	3	3	3
2453	3	3	3	3	3	3	3	3	3	3	3	3
2453	1	2	1	3	3	3	3	3	1	2	2	3
2453	2	3	2	2	2	3	2	1	3	2	3	2
2454	2	3		3	3	2	2	2	3	2	3	3