

City of Waltham

Annual Action Plan

2019-2020
CDBG PROGRAM



PREPARED BY:
City of Waltham Planning Dept
119 School Street
Waltham, MA 27617

PREPARED FOR:
United States Department
of Housing and Urban Development

Table of Contents

Executive Summary.....	2
AP-05 Executive Summary - 91.200(c), 91.220(b)	2
PR-05 Lead & Responsible Agencies - 91.200(b)	5
AP-10 Consultation - 91.100, 91.200(b), 91.215(l)	6
AP-12 Participation - 91.401, 91.105, 91.200(c)	15
Expected Resources	16
Annual Goals and Objectives	17
AP-35 Projects - 91.420, 91.220(d)	20
AP-38 Project Summary	21
AP-50 Geographic Distribution - 91.420, 91.220(f)	25
AP-75 Barriers to affordable housing -91.420, 91.220(j)	26
AP-85 Other Actions - 91.420, 91.220(k)	27

Executive Summary

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

1. Introduction

In accordance with Title 24 Code of Federal Regulations (24 CFR) Part 91, each community in receipt of Community Development Block Grant (CDBG) 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, 2019 and runs through June 30th, 2020.

The City of Waltham's FY2019 Annual Action Plan presents a series of initiatives to be accomplished during that time period. The purpose of the Action Plan is to ensure that public and housing services are delivered in an efficient and effective manner. The Annual Action Plan identifies various programs administered and subsidized with the use of federal CDBG funds.

2. Summarize the objectives and outcomes identified in the Plan

The most important aspect of the Annual Action Plan is to address the annual goals and objectives set forth in the City's Five-Year Consolidated Plan. This action plan is the last action plan in the current 5 Year Consolidated Plan. The City will begin identifying new goals in the Fall of 2019 with development of a new 5 Year Plan. The current goals are addressed in this Action Plan and are as follows:

Affordable Housing Activities

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

Non – Housing Community Development Activities

- Public Facilities Accessibility Improvements
- Public Facilities Sustainable Capital Improvements
- Public Services Low Income Individuals and Families

In order to fulfill these goals, 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;
- Program Administration: general administration costs for staff administering CDBG

3. Evaluation of past performance

As with prior years, one of the highest priorities are the social service programs. The population taking advantage of these services continues to grow each year. During the last program year 4,014 individuals were served with CDBG funds. The overwhelming support for the social service programs during each public meeting also speaks for the need to continue funding these programs.

In the last year the Housing Division has seen an increase in the number of individuals seeking assistance for existing affordable housing. During the 2018-2019 program year the City did not fund any multi-unit affordable housing projects, this year the City has chosen to fund the Hardy Elderly Apartments in order to support the goal of preserving existing affordable housing.

A large amount of funding over the last for years has been committed to economic development programs. These programs run similar to capital projects and take longer to complete. Due to the length of time it takes to complete each project and the limited amount of time to complete these projects each year, the economic development projects were not funded in the 2019 - 2020 action plan.

4. Summary of Citizen Participation Process and consultation process

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

- Online Input Survey; The survey was web-based and available year-round for public input and comments. There were 21 responses collected from the survey.
- Public Meeting; On January 28, 2019 the Planning Department held the first of five public meetings for the 2019 – 2020 Annual Action Plan. Invitations were sent to 130 service providers and interested individuals in the Waltham area. The meeting was also posted to Twitter, Facebook, in the News Tribune and Instagram. The meeting was well attended and identified unmet needs in the community.
- Technical Assistance Trainings (2); The Planning Department held two Technical Assistance trainings during the week of January 28, 2019, where interested parties were able to attend and gain a better in-depth understanding of the CDBG program and applicable funding matrix codes.

5. Summary of public comments

During this year's public meetings, the conversation was focused on social service programs and ADA accessibility. Additionally, concerns were raised regarding the lack of progress with the economic development projects being completed. As with prior years, concern also surrounded the public service cap and how the cap impacts the number of clients each social service organization can serve.

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

All comments were accepted by the Planning Department and the City Council.

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

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

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

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

Table 1 – Responsible Agencies

Narrative

The Planning Department is responsible for 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.

Consolidated Plan Public Contact Information

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

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

1. Introduction

Development of the Annual Action Plan relies on consultation and communication with multiple partners. Many consultation meetings are held in a round table format where ideas are exchanged for the purpose of strategizing and leveraging resources. Discussions occurred between the City of Waltham and The Waltham Housing Authority, City of Newton, The Waltham Homeless Task Force, the Balance of State Continuum of Care and the Waltham HOME program. In addition to participation with the above-mentioned public organizations, the Planning Department consulted with multiple social service organizations to be listed below.

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

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.

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 quickly assesses individuals and families at entry points and connects them with public and assisted housing providers along with government health, mental health and service agencies. The City of Waltham often refers individuals to the coordinated entry points.

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

For the third 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 Balance of State has developed standards for providing Emergency Solutions Grant (ESG) assistance. A representative from the City of Waltham Housing Division attends regular meetings with the Balance of State and provides input on Waltham's unmet needs and strategies for funding.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	THE SECOND STEP
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the CoC and collaborative application process. A majority of the discussions were regarding gaps in service areas.
2	Agency/Group/Organization	ADVOCATES, INC.
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Advocates provides information through the CoC on the need for services and resources for disabled homeless individuals

3	Agency/Group/Organization	WALTHAM HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department works closely with the Housing Authority to ensure public housing residents receive services they need from the City.
4	Agency/Group/Organization	BROOKLINE COMMUNITY MENTAL HEALTH CENTER
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department refers clients to the Brookline Mental Health Center for treatment and services the City is unable to provide. Consultation also occurs during the collaborative application process when BMH discusses their greatest needs in each service area, which includes Waltham.
6	Agency/Group/Organization	PINE STREET INN INC
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Pine Street Inn participates in the CoC and provides information on new programs Waltham attempts to employ throughout the homeless community if possible

7	Agency/Group/Organization	MIDDLESEX HUMAN SERVICE AGENCY
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	MHSA provides homeless services to Waltham populations and participates in the action plan development as a funded organization and an organization in the community. They provide information regarding soup kitchen participants and homeless women and children seeking permanent housing.
8	Agency/Group/Organization	SALVATION ARMY
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Salvation Army assists the Housing Division in preventing homelessness through the emergency assistance program. This year consultation surrounded the limited amount of funds available for homeless prevention and the strategy moving forward to continue assisting individuals at risk of losing their home.
10	Agency/Group/Organization	WALTHAM PARTNERSHIP FOR YOUTH
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Waltham Partnership for Youth provides consultation in the area of anti-poverty and youth education. This organization provides statistics to the City from the school district regarding child poverty rates and needs associated with families in poverty.

11	Agency/Group/Organization	Healthy Waltham, Inc.
	Agency/Group/Organization Type	Health Agency
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Healthy Waltham provides cooking lessons for public housing residents living in the Waltham hotels waiting for their vouchers to be processed and approved. These families are normally homeless and have children in the school district, therefore, Healthy Waltham provides the City information regarding poverty in schools and how many children are living in hotels and getting proper nutrition.
12	Agency/Group/Organization	Downtown Waltham Partnership, Inc.
	Agency/Group/Organization Type	Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Downtown Waltham Partnership acts as Waltham's chamber of commerce, they provide market information during consultation and information from business owners that are an issue in the City.
13	Agency/Group/Organization	City of Newton Planning and Development Department
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Waltham consults very closely with the City of Newton as both a member of the CoC but also as a recipient of the HOME Investment Partnership Grant program. Quarterly meetings are held where consultation occurs between City representatives to develop a strategy in the areas indicated above.
14	Agency/Group/Organization	MA Department of Housing & Community Development
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	DHCD is consulted during the process of determining which housing authority properties need rehabilitation. They are also consulted through the SHI to keep accurate count of the existing affordable housing stock. This allows the city to keep track of the existing affordable units up for expiration and attempt to extend the deed restrictions.
15	Agency/Group/Organization	Fair Housing Center of Greater Boston
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Each year two trainings are offered to Waltham City staff in fair housing, these trainings provide information for the City to use in the planning process as well as the development of the analysis of impediments.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

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

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

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

Table 3 - Other local / regional / federal planning efforts

Narrative

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.

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

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

An important part of developing the 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.

At each individuals request, we add emails to the Planning Department CDBG listserv, which provides updated information on funded projects, public meetings and open discussions. This year during the comment period, 30 unduplicated individuals asked to be added to the list.

Expected Resources

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

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

In Year 45, the City has decided to leverage publicly owned land and property for all of the proposed capital improvement projects, with the exception of the Boys and Girls Club. Many of the capital improvement projects are multi-use playgrounds, structures, public service/non-profit structures and Housing Authority properties.

Discussion

Additionally, selecting contractors through the public procurement process ensures the City will get the best value for each project completed. This also ensures all City residents are able to access the improvements made with CDBG funding.

Annual Goals and Objectives

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

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve Affordable Housing - Homeowners	2016	2019	Affordable Housing	Southern Neighborhood District	Affordable Housing - Homeowners	CDBG: \$60,000	Homeowner Housing Rehabilitated: 4 Household Housing Unit
2	Accessible Public Facility Improvements	2016	2019	Non-Homeless Special Needs	Southern Neighborhood District	Non-Housing - Accessibility	CDBG: \$286,620	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted
3	Provide Increased Public Services	2016	2019	Homeless Non-Homeless Special Needs	Southern Neighborhood District	Non-Housing - Public Services	CDBG: \$129,560	Public service activities other than Low/Moderate Income Housing Benefit: 1500 Persons Assisted
4	Provide Sustainable Building Improvements	2016	2019	Non-Housing Community Development	Southern Neighborhood District	Non-Housing - Sustainable Improvements	CDBG: \$273,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 250 Households Assisted
5	Administration	2016	2019	Administration	Southern Neighborhood District	Affordable Housing - Homeowners Non-Housing - Accessibility Non-Housing - Career Opportunities Non-Housing - Public Services Non-Housing - Sustainable Improvements	CDBG: \$230,858	Other: 0 Other

Table 4 – Goals Summary

Annual Action Plan
2019

1	Goal Name	Preserve Affordable Housing - Homeowners
	Goal Description	The Waltham Housing Division will provide zero interest rehabilitation loans to eligible Waltham homeowners in order to preserve ownership within the City and promote safe affordable housing. The program is also open to homeowners with income properties affordable to their tenants. More than half of Waltham's housing stock was built before 1950, many of these homes need updating and require housing problems to be fixed. Lead based paint is an issue which often prevents housing from being rehabilitated. 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.
2	Goal Name	Accessible Public Facility Improvements
	Goal Description	The Community voiced the need for continued ADA compliance upgrades to public facilities. This year the City received a larger number of applications for ADA compliance than the prior years. This goal is important to reaching all of the residents of Waltham and ensuring architectural barriers do not preclude any population from taking advantage of parks, buildings and other public facilities
3	Goal Name	Provide Increased Public Services
	Goal Description	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
4	Goal Name	Provide Sustainable Building Improvements
	Goal Description	This goal is to provide sustainable updates to buildings that provide critical public services within the City. Non-profit organizations benefit greatly from this strategic plan goal. The goal is to provide updates that continue to perpetuate the use of the buildings for eligible public services. Outdated buildings providing critical services require sustainable building improvements in order to continue serving the underserved Waltham populations.

5	Goal Name	Administration
	Goal Description	General administration costs for staff administering the CDBG Program

AP-35 Projects - 91.420, 91.220(d)

Organization	Program	Program Description	2019 Award
Public Services (129,560 Cap)			
Greater Waltham Arc	Inclusive Supports	Programs for individuals with disabilities.	\$22,432.00
Latinos En Accion	ESL for Adults in Waltham	English Language classes for adults	\$6,000.00
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
Partnership for Youth	Youth Employment Program	Youth Employment for Waltham High School Students	\$8,859
Community Day Center	Supportive Services	Case management, counseling, medical initiatives for homeless	\$13,202
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	
Maize Memorial Foundation	Mentoring Program	*NEW* Waltham High School mentoring program for low income students	\$3,316
Prospect Hill Community Center	Prospect Hill Comm Center	Homework help and educational enrichment activities for youth	\$5,000
YMCA of Greater Boston	Whittemore After School Program	Before and After school program (Whittemore School)	\$5,000
African Cultural Services	African Education Program	*NEW* Provide enrichment activities to low income students	\$3,316
Friends of the Family School	Waltham Family School	Providing education for families seeking to learn English.	\$6,260
Rides to Recovery	Rides to Recovery	*NEW* Provide transportation for recovering addicts	\$1,000
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
Healthy Waltham Inc.	Keep Fit for Seniors	Healthy food and lifestyle education for Seniors	\$3,000
Healthy Waltham Inc.	Watch City Market	Healthy food pantry options for low income residents	\$5,000
Total			\$129,560
Capital Improvements			
Housing Division	Hardy Roof	*NEW* New roof for low income senior housing	\$150,000
City Recreation Department	South Community Center	ADA Restrooms	\$100,000
City Recreation Department	Thompson Playground	Playground Improvement, Play Structure & Rubberized Surface	\$61,500
City Recreation Department	McDonald Playground	Playground Improvement, Play Structure & Rubberized Surface	\$61,500
Waltham Boys and Girls Club	20 Exchange Street	ADA Elevator	\$186,620
Total			\$559,620
Housing Division			
Housing Division	Housing Rehab Loan Fund	Provides loans to homeowners for repairs	\$60,000
Housing Division	Administrative Costs	Salary for Housing Rehab Staff	\$35,858
Total			\$95,858
Administration (Cap \$197,980)			
Planning Department	Administrative Costs	Salary for Planning Department CDBG Staff Members	\$195,000
			\$980,038

AP-38 Project Summary

The Dana Court Learning Center is an 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. The most important goal is to help the children to achieve academically.

- Dana Court will provide services for no less than 13-17 new child participants between July 1, 2019 and June 30, 2020

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. The most important goal is the help the children achieve academically.

- Chesterbrook will provide services to no less than 13-17 new child participants between July 1, 2019 and June 30, 2020

Community Day Center provides service to the chronically homeless. Clinical professionals in dual diagnosis identify, access, triage and coordinate care for Guests (whose primary access to such services is through the Day Center) with unmet dual diagnosis issues. Also, the center provides a job preparation program to provide job training skills, collaborates with Waltham's Street Outreach/Public Health Department to provide higher level support and expand case management services.

- The Community Day Center will provide services to no less than 70 new homeless individuals between July 1, 2019 and June 30, 2020

Waltham Friends of the Family School provides educational opportunities for low income 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.

- The Waltham Friends of the Family School will provide services to no less than 20 new families between July 1, 2019 and June 30, 2020

Opportunities for Inclusion (formerly GWARC) provides Community trips for the adult day program, school to work transitions for Waltham High School students, and recreation activities in the community for their participants. Adult Day Program participants will benefit from community inclusive activities. School to Work Transitions, in partnership with Waltham High School, prepares students with vocational, social and life skills to assist them to successfully gain employment and become productive members of the community. Recreation activities encourage physical exercise and movement, and foster involvement in creative arts, healthy lifestyle (exercise and nutrition), and travel in local and New England areas. They also provide the opportunity to participate with non-disabled peers, maximizing inclusion and implementing the Americans with Disabilities Act.

- Opportunities for Inclusion will provide these services for no less than 65 new participants between July 1, 2019 and June 30, 2020

Healthy Waltham Keep Fit for Seniors provides healthy nutrition workshops and exercise opportunities for low income seniors. The workshops promote healthy lifestyle behaviors to improve the health of older adults, including regular physical activity and eating a healthy diet.

- Healthy Waltham Keep Fit For Seniors will provide workshops to no less than 30 new participants between July 1, 2019 and June 30, 2020

Healthy Waltham Watch City Market is a mobile food pantry that acts as a supply line to provide need resources, addressing food insecurity in our community. In addition to low income families, there has been a significant increase in senior citizens facing food insecurity.

- Healthy Waltham Watch City Market will provide service to no less than 250 new participants between July 1, 2019 and June 30, 2020

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.

- The John Andrew Mazie Memorial Foundation Mentoring program will provide mentoring to no less than 15 new students between July 1, 2019 and June 30, 2020.

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

- Latinos En Accion will enroll no less than 30 new participants between July 1, 2019 and June 30, 2020

MHSA -Mary's House - 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.

- The Mary's House program will strive to place ten (10) new female head of households into permanent housing, and ten (10) new female head of households will be housed in the shelter, between July 1, 2019 and June 30, 2020.

MHSA -Bristol Lodge Men's / Women's Shelters provides shelter for men and 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.

- The Bristol Lodge Men's / Women's Shelters will strive to place fifteen (15) new individuals into permanent housing and two hundred (200) individuals will be housed in the shelter, between July 1, 2019 and June 30, 2020

Bristol Lodge Soup Kitchen provides meals to homeless individual. 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 Bristol Lodge Soup Kitchen will serve no less than 150 new participants July 1, 2019 and June 30, 2020

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

- The Youth Employment Program will assist no less than 20 new participants between July 1, 2019 and June 30, 2020

The Salvation Army 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 Salvation Army will provide services to no less than 30 new children between July 1, 2019 and June 30, 2020.

The Salvation Army HOPE Kitchen is a daily meal program that serves breakfast and lunch from Monday to Friday. 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 Salvation Army will provide services to no less than 1,800 new participants between July 1, 2019 and June 30, 2020.

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

- The Salvation Army will provide services to no less than 15 new adults between July 1, 2019 and June 30, 2020.

Prospect Hill Community Foundation provides afterschool and teen center programs for at-risk children. The center provides the children with a safe place to be in the after-school hours, access to computers, and homework help. In addition to academics, the children are learning about the environment and sustainability, healthy cooking and eating, and mentoring.

- Prospect Hill Community Foundation will provide services to no less than 17 new participants between July 1, 2019 and June 30, 2020

YMCA provides a before and after school program at the Whittemore Elementary School. The program offers physical fitness, healthy living and enrichment programming (art, math, and science), as well as structured homework help. Programming takes place in English and Spanish. Supper is served every day, as many of the families are food insecure.

- **YMCA** will provide services for no less than 15 new participants between July 1, 2019 and June 30, 2020.

African Cultural Services provides children of African descent and their families a safe, nurturing and educational space to gather, learn and grow. Africano offers tutoring, computers, social engagement, music, art and sewing that promotes both African culture and community.

- African Cultural Services will provide services to no less than 43 new participants between July 1, 2019 and June 30, 2020.

Rides to Recovery was created to provide transportation for medical treatment, rehabilitation, sober homes, shelters, job interviews and legal hearings so that those struggling in recovery may begin to reclaim their lives.

- Rides to Recovery will provide service to no less than 5 new participants between July 1, 2019 and June 30, 2020

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

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

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 geographic area 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

The City of Waltham has invested in the Southern Neighborhood District over the past eight 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 2016 – New street lights were installed on the Moody Street side of the landfill property;
- 2016 & 2017 - The Downtown Partnership provided grants to 11 business owners for façade improvements and code violation corrections.
- 2017 – The Peter Gilmore neighborhood park restoration completed and opened to the public

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

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

With the institution of the Assessment of Fair Housing component of the CDBG program, the Housing Division and the Planning Department are fortunate enough to have a working relationship with the local Housing Authority. Currently with regards to the AFH, the Housing Authority and the City continue to collaborate on yearly Fair Housing trainings with the local Fair Housing organizations and non-profits in the area.

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

Actions planned to address obstacles to meeting underserved needs

This year, Latinos En Accion and Healthy Waltham are committed to providing critical self-sufficiency 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.

Actions planned to foster and maintain affordable housing

In order to foster and maintain the existing affordable housing stock in Waltham, the CDBG program will continue to fund the housing rehabilitation program, offering zero interest loans to current affordable housing owners. This will continue to preserve the current housing stock. The Housing Division will also work closely with the Waltham Housing Authority to update existing affordable units. The City does not have the resources to produce affordable housing at this time with CDBG funds however, the Housing Division works closely with developers in the area to ensure all new developments contain affordable housing units.

Actions planned to reduce lead-based paint hazards

\$10,000 of the homeowner rehabilitation loans will be set aside for the abatement of lead paint hazards.

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 continues to work with the Law Department 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 housing and social service 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.