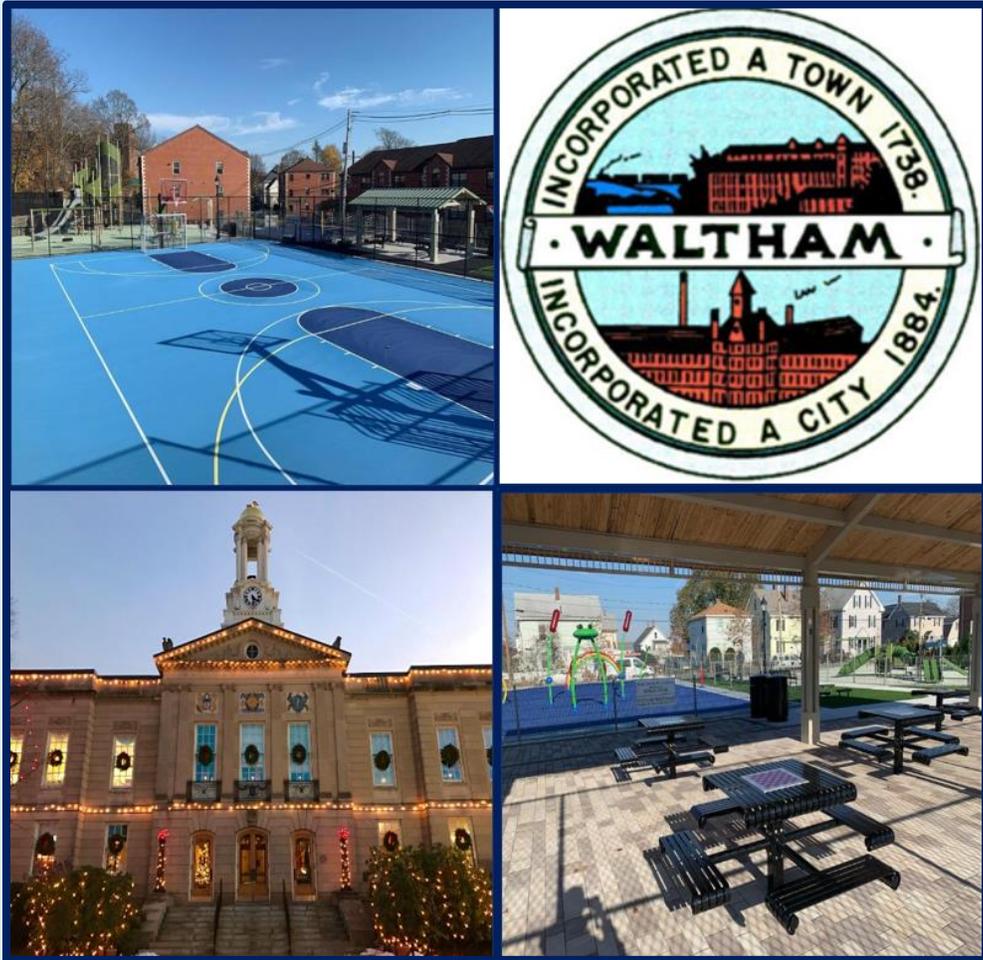


COMMUNITY DEVELOPMENT BLOCK GRANT

ANNUAL ACTION PLAN | PROGRAM YEAR 48

JULY 1 2022 - JUNE 30 2023



CITY OF WALTHAM MASSACHUSETTS

PLANNING DEPARTMENT

25 LEXINGTON STREET

WALTHAM, MA 02452

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Executive Summary

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

1. Introduction

In accordance with Title 24 Code of Federal Regulations (24 CFR) Part 91, the City of Waltham is required by the U.S. Department of Housing and Urban Development (HUD) to submit an Annual Action Plan (AAP) no less than forty-five (45) days from the start of the community's new program year (PY). The City of Waltham publishes this document as the AAP for PY48 which begins July 1, 2022 and runs through June 30, 2023.

The City of Waltham's PY48 AAP describes the anticipated uses of Community Development Block Grant (CDBG) funds received as a series of initiatives to be accomplished by the City for the duration of the program year. This period is simultaneously the third year in a five-year strategy captured in the *FY2020-2025 Consolidated Plan*.

2. Summarize the objectives and outcomes identified in the Plan

The City of Waltham has adopted four goals for community development within its FY2020-2025 Consolidated Plan. To achieve progress in meeting these goals, the PY48 AAP proposes to allocate PY48 CDBG funding through four goal-aligned categories:

- Housing Rehabilitation: \$57,000, or 6.4% of CDBG funding to undertake activities related to code compliance, energy efficiency, handicapped accessibility, weatherization, and emergency repair for owner and renter-occupied housing units through zero interest deferred loans to property owners. This also includes administration costs for Housing Division staff.
- Public Facilities/Improvements: \$519,570, or 58.6% of CDBG funding to repay a portion of Section 108 loan principal awarded, to improve major infrastructure components at a facility serving disabled individuals, and towards creating accessible and sustainable improvements.
- Public Services: \$133,054, or 15% of CDBG funding to provide grants to 11 social service organization sub-grantees that provide services to underserved populations and to accomplish 15 public service activities.
- Administration: \$177,406, or 20% of CDBG funding for general program management capacity, fair housing activities, and indirect program costs.

3. Evaluation of past performance

Funding public service programs has historically been a priority for the City and continues to be a key part of Waltham's CDBG program. Working with these organizations allows Waltham to invest in services that support historically disadvantaged populations and support the CDBG's national objectives. During the last program year, 2,754 individuals were served with CDBG funds.

In the last year, the Housing Division has seen an increase in the number of individuals seeking assistance for existing affordable housing. During the 2021 – 2022 program year, the City funded 6 housing rehabilitation and rental housing rehabilitation programs: 4 for rental properties and 2 for owner-occupied properties.

Using CDBG funds, the City has been able to fund public facility improvements in public spaces such as playgrounds in addition to buildings providing services to people with disabilities and low-moderate income residents. Specially, the Thompson Playground renovation which concluded in 2021 revitalized a neighborhood asset in the Southern Neighborhood District, improving services for low-moderate income residents. Last year, the City received funding for roadway paving at Chesterbrook Apartments – a Waltham Housing Authority (WHA) property and an elevator upgrade at a site operated by Opportunities for Inclusion – an organization providing services to individuals with physical and developmental disabilities.

4. Summary of Citizen Participation Process and consultation process

Each year, the City strives to solicit citizen input on the creation of the AAP. Many mediums were used to reach out to residents to gather their feedback on projects submitted for potential funding.

Notably, Waltham heavily utilized City social media accounts of Twitter and Facebook to promote all public meetings and outreach activities. Leveraging the many subscribers of these data platforms has proven valuable in casting a wide net to reach the many people that may not see or be aware of postings via traditional outreach methods of local newspaper advertisements or the City of Waltham website.

The City engaged in the following outreach activities in anticipation of the PY48 funding year:

- 2022 Community Development Survey: On January 28, 2022, the City released a Community Development Survey to the City’s Planning website. This 15-question survey gauged respondees’ thoughts on community development priorities and needs to help guide the PY48 CDBG allocations. Specifically, the survey asked respondees to rate from a scale of low/medium/high program topics such as homeless assistance, English as a second language (ESL) programs, youth services, senior services, anti-poverty measures, and public infrastructure needs. The survey also asked respondees to rate their top three open space needs, public infrastructure focus areas to be prioritized, and how likely they were to engage in rental assistance and home rehabilitation programs. Lastly, the survey captured robust input from the open-ended question “What are other community development needs that should be prioritized”.

The survey was advertised via the City’s Facebook and Twitter accounts on February 1, 2022 and within 24 hours of posting, recorded over 100 responses. The survey was reposted on City social media accounts periodically and was on the City website until end of year 2022.

- Substantial Amendment Public Hearing: On January 6, 2022 the Planning Department held a Public Hearing on a Substantial Amendment to the Annual Action Plan, Consolidated Plan, and WestMetro Home Consortium Annual Action Plan. The meeting was conducted via a Zoom video meeting due to the COVID-19 pandemic. This meeting was advertised via City social media platforms, the City website, and the City Clerk’s office
- Annual Action Plan First Public Hearing: On January 18, 2022, the Planning Department held the first public meeting for the PY48 AAP. The meeting was advertised via City social media accounts, the City website, and the Waltham News Tribune.
- Technical Assistance Sessions: The Planning Department held two technical assistance sessions January 24, 2022 and February 2, 2022 on the CDBG program and competitive application via Zoom videoconference. These two sessions were organized to provide guidance and information for social service and public organizations - potential applicants of CDBG funding.
- Second Public Hearing: A second public hearing was held on March 21, 2022, during which time the Waltham City Council introduced the awarded CDBG PY48 projects and program budget to the public.
- Final Annual Action Plan Public Meeting Release: The final Annual Action Plan was released in a Public Meeting via zoom videoconference on April 26, 2022
- Public Comment Period: This PY48 AAP draft was posted on the Planning website and made available for public review on March 15 2022 with a 30-day public comment period. The City informed residents of the 30 day public comment period ending on April 14 2022. The Planning Department did not receive any comments on the PY48 draft AAP

5. Summary of public comments

Citizens and citizen groups have at least 30 days from Public Hearings on Annual Action Plan proposals (and Substantial Amendments) to comment on the Plan prior to the City submitting the Plan to HUD.

The City of Waltham considers all comments from citizens, public agencies, non-profit organizations and other interested parties in preparing its final Annual Action Plan submission. The Waltham Planning Department provides written answers to written complaints and grievances within 15 days, where practical. No public comments were specifically received on the AAP at any Public Hearings outlined above in the AP-05 Summary of the Citizen Participation Process and Consultation Process. The City also did not receive any comments on the AAP in the form of emails, phone calls, or written letters to the Planning Department. The City did record 365 responses to a Community Development Needs Survey which was launched Jan 28, 2022 and was on the Planning webpage until the end of 2022. Much of the survey responses were in line with 2020 – 2025 Consolidated Plan goals and PY48 priorities such as investments in the Southern Neighborhood District and need for social service programs.

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

No public comments regarding the AAP or Substantial Amendment were received by the Planning Department. All survey responses were received and accepted by the Planning Department.

7. Summary

The PY48 AAP will be relied on by the City as its guiding document for its administration of the CDBG program for the third year of the five-year strategy, accepted by HUD. The Planning Department will continue to welcome comments and inquiries regarding the program and opportunities for community development across the City.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	Waltham	Planning Department
HOME Administrator	Waltham & City of Newton	Planning Department / WestMetro HOME Consortium

Table 1 – Responsible Agencies

Narrative

The Planning Department is responsible for administering the CDBG program including all planning and reporting requirements on behalf of the City of Waltham and the Mayor. The following City entities also assist the Planning Department with the CDBG program: the Housing Division, Historic Commission, Conservation Commission, and the Community Preservation Committee. These entities aid the Planning Department in successful administration of the CDBG program.

Consolidated Plan Public Contact Information: Questions directly related to the CDBG program or the contents of this AAP should be directed by:

- Telephone to: 781-314-3370
- Email to: walthamcdbg@city.waltham.ma.us
- Mail carrier to: City of Waltham Planning Department, 25 Lexington Street Waltham, MA 02451

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

1. Introduction

Development of the AAP relies on consultation and communication with multiple partners. Many consultation meetings are held in a round table format, via email, phone conversations, and through video conferences where ideas are exchanged for the purpose of strategizing and leveraging resources. Discussions commonly occur between the City of Waltham and the Waltham Housing Authority, City of Newton, the Waltham Police Department, the Balance of State Continuum of Care and the WestMetro HOME Consortium. In addition to participation with the above-mentioned public organizations, the Planning Department also consults with multiple social service organizations.

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

The City of Waltham regularly collaborates with the Waltham Housing Authority (WHA) using CDBG, HOME funds, and City capital funds to engage in public facility improvement projects at Housing Authority properties. The City has managed WHA improvement projects such as a repaving project at Chesterbrook Apartments in 2020, adding a spray park at Dana Court Apartments in 2018, and a planned accessibility upgrades project at Beaverbrook Senior Apartments in calendar year 2022 which will utilize existing HOME program income CDBG prior year unexpended funding. The Planning Department and Housing Division meet regularly with WHA staff for project coordination when there are active projects ongoing and also to plan out future upgrade projects.

Through participation in the Balance of State Continuum of Care, the City of Waltham works closely with the Waltham Community Day Center, Middlesex Human Service Agency (MHSA) and the WHA to connect homeless and low-income individuals with the resources available throughout the Brookline Newton Waltham and Watertown areas. Additionally, the Planning Department and Housing Division administer CDBG, CDBG-CV, HOME, and City funds to support social service organizations working to provide housing, health, and mental health services.

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

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

The City of Waltham is within the Balance of State Continuum of Care along with 114 other cities and towns across eastern MA. The Balance of State is responsible for submitting the CoC Consolidated Application for McKinney-Vento funds for homeless assistance programs each year. The City of Waltham supports and participates in the Balance of State application for funding and strives to coordinate CDBG funding goals with attainable goals laid out by the CoC.

The Waltham Police Department (WPD) has a Homeless Outreach Team. This Department's aim is to help assist people experiencing homelessness in Waltham via community policing and directing homeless people in Waltham to social service organizations, shelters, and treatment centers. The WPD has also recently resumed hosting Homeless Action Committee meetings in Waltham. These meetings were put on hold due to the COVID-19 pandemic, but have recently been established again beginning in December 2021. These meetings feature stakeholders from the WPD, Planning Department/Housing Division staff, and social service organizations (including Newton Wellesley Hospital, Community Day Center, MHSA, and more) and are organized as a roundtable to discuss and establish action items to be done by each organization to help address homelessness in Waltham. The WPD's homeless strategy is modeled after Chelsea, MA's Chelsea HUB program to address homelessness by collaborating between multiple stakeholders. Lastly, the WPD created a jail diversion staff position and commits people to alcohol/drug abuse treatment centers for those in need of rehabilitation.

The City of Waltham participates in the Balance of State/CoC homeless Point in Time Count annually. For this, the Housing Division collaborates with the WPD Homeless Outreach Team and social service organizations such as the Community Day Center to conduct an accurate count of people experiencing homelessness and relay this information to the MA Department of Housing and Community Development (DHCD).

The Housing Division manages the Tenant Based Rental Assistance Program which provides funds to Waltham residents to pay for security deposits and first month rent payments directly to the landlord. The TBRA program assists 50 homeless or at-risk Waltham families at or below 60% AMI.

Two agencies, The Waltham Community Day Center and MHSA Bristol Lodge in Waltham assign clinical staff to conduct street outreach. Specifically, the Bristol Lodge has an Outreach Specialist that reaches out to unsheltered individuals throughout the City including in wooded areas that are hard to reach. The Bristol Lodge Outreach Specialist collaborates with the WPD Homeless Outreach Team to reach out to unsheltered people and 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

Social Service organizations within Waltham can access ESG funds through the City of Newton, which administers ESG funding through the Brookline-Newton-Waltham-Watertown (BNWW) Continuum of Care. While the City of Waltham does not receive ESG funds, it is an active participant in the CoC and supports ESG activities, standards, and consultation processes. Planning Department and Housing Division staff engage in ESG application review for projects within the BNWW CoC. ESG/BNWW CoC program updates are detailed in WestMetro HOME Consortium meetings that Planning Department and Housing Division staff attend. The Balance of State has developed standards for providing ESG assistance. Planning and Housing staff also attend meetings of the Balance of State and provide input on Waltham’s unmet needs and strategies for funding.

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

1	Agency/Group/Organization	WALTHAM HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Market Analysis Lead-based Paint Strategy Barriers to affordable housing Annual goals
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The (WHA) was consulted through discussions with the City's Planning Department and Housing Division. The WHA identifies needs in public housing and provides critical information regarding the status of affordable housing waitlists in Waltham and facility/improvement needs at their subject properties.
2	Agency/Group/Organization	CITY OF NEWTON PLANNING AND DEVELOPMENT DEPARTMENT
	Agency/Group/Organization Type	Other government - Local
	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 Market Analysis Economic Development 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?	Planning Department and Housing Division staff meet with Newton staff to discuss potential projects to prioritize and best practices of programs and initiatives. The City of Newton Planning and Development Department serves as the lead agency of the BNWW Continuum of Care and the WestMetro HOME Consortium, both of which the City of Waltham is a member of. Meetings of these groups are held quarterly and allow City staff to consult with their peer staff in neighboring municipalities and develop strategies in the sections of the AAP noted above. These meetings also help inform Waltham and partner communities of initiatives and opportunities offered via federal programs and regional planning agencies i.e. the Metropolitan Area Planning Council (MAPC).
3	Agency/Group/Organization	MIDDLESEX HUMAN SERVICES AGENCY
	Agency/Group/Organization Type	Services - Homeless
	What section of the Plan was addressed by Consultation?	Services – Homeless Housing Needs Assessment 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 public service organization and an organization in the community. They provide information regarding soup kitchen participants and homeless women and children seeking permanent housing.
4	Agency/Group/Organization	COMMUNITY DAY CENTER
	Agency/Group/Organization Type	Services – Homeless
	What section of the Plan was addressed by Consultation?	Services – Homeless Housing Needs Assessment 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 Community Day Center 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 homeless people seeking permanent housing and also assist with the homeless point in time count in Waltham.
5	Agency/Group/Organization	SALVATION ARMY
	Agency/Group/Organization Type	Services – Homeless Services - Children
	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?	The Salvation Army assists the Housing Division in preventing homelessness through the emergency assistance program and other initiatives and participates in the action plan development as a funded public service organization and an organization in the community
6	Agency/Group/Organization	WALTHAM PARTNERSHIP FOR YOUTH
	Agency/Group/Organization Type	Services – Education
	What section of the Plan was addressed by Consultation?	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 and participates in the action plan development as a funded public service organization and an organization in the community that assists at-risk youth.
7	Agency/Group/Organization	LATINOS EN ACCION
	Agency/Group/Organization Type	Services – Education
	What section of the Plan was addressed by Consultation?	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?	Latinos En Accion provides ESL training for residents of Waltham, many of which who are recent immigrants to the US. ESL training ensures people can obtain jobs and housing by learning to write and speak English. Latinos En Accion participates in the action plan development as a funded public service organization and an organization in the community that actively assists disadvantaged persons.
8	Agency/Group/Organization	OPPORTUNITIES FOR INCLUSION
	Agency/Group/Organization Type	Services Persons with Disabilities
	What section of the Plan was addressed by Consultation?	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?	Opportunities for Inclusion is an organization that provides community-based programs to individuals with developmental and intellectual disabilities in Waltham. Opportunities for Inclusion participates in the action plan development as a funded public service organization and an organization in the community that actively assists persons with disabilities.
	Agency/Group/Organization	PROSPECT HILL COMMUNITY FOUNDATION

9	Agency/Group/Organization Type	Services – Education
	What section of the Plan was addressed by Consultation?	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?	Prospect Hill Community Foundation provides academic enrichment and professional development programs to the youth of Prospect Hill Terrace, which is a low-income WHA property for households below 60% AMI. Prospect Hill Community Foundation participates in the action plan development as a funded public service organization and an organization in the community that actively assists at-risk youth.
10	Agency/Group/Organization	YMCA
	Agency/Group/Organization Type	Services – Education
	What section of the Plan was addressed by Consultation?	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?	The YMCA provides before and after school programs at the Whittemore Elementary School to low-income children. The YMCA participates in the action plan development as a funded public service organization and an organization in the community that actively assists at-risk youth and provides healthy living programs for the community.
11	Agency/Group/Organization	JOHN MAZIE MEMORIAL FOUNDATION
	Agency/Group/Organization Type	Services – Education
	What section of the Plan was addressed by Consultation?	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?	The Mazie Memorial Foundation provides youth at Waltham High School with mentors and positive role models for at-risk youth. By connecting youth with role models, Mazie Memorial Foundation helps to reduce poverty by providing youth with career explorations and increasing likelihood of participants entering college. The Mazie Foundation participates in the action plan development as a funded public service organization and an organization in the community.
12	Agency/Group/Organization	CHESTERBROOK COMMUNITY FOUNDATION
	Agency/Group/Organization Type	Services – Education
	What section of the Plan was addressed by Consultation?	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?	The Chesterbrook Community Foundation operates Learning Centers - afterschool programs for children age 7-17 located in the Chesterbrook Gardens and Dana Court low-income public housing developments. These programs actively help reduce poverty by providing a safe space for academic support for low-income youth. The Chesterbrook Community Foundation participates in the action plan development as a funded public service organization and an organization in the community.
13	Agency/Group/Organization	WORK, COMMUNITY, INDEPENDENCE, INC.
	Agency/Group/Organization Type	Services Persons with Disabilities
	What section of the Plan was addressed by Consultation?	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?	Work Community Independence Inc. is an organization that provides a home and services for deaf/hard of hearing adults with intellectual and developmental disabilities as well as physical limitations. Work, Community, Independence participates in the action plan development as a funded organization and an organization in the community.
14	Agency/Group/Organization	MA DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT (DHCD)
	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 affordable units.

Table 2 – Agencies, groups, organizations who participated in the AAP

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

The City of Waltham, through collaboration with the Balance of State Continuum of Care, attempts to consult with a wide variety of agencies serving the Waltham area. No organizations are intentionally left out of the consultation process; however, if an organization would like to be involved in the consultation process, that was not involved during this round, they should reach out to walthamcdbg@city.waltham.ma.us.

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

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

Table 3 - Other local / regional / federal planning efforts

Narrative

The City of Waltham consults the above-mentioned organizations when preparing the Plan and in addition to consultation on projects to prioritize, resource/information sharing, and best practices.

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

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

An important part of developing the AAP each year is the input received directly from citizens and beneficiaries of the program. The Planning Department launched an online community development survey to gather feedback from community members on their planning/housing priorities. The survey was released on January 28, 2022 and was on the Planning webpage until the end of 2022. The survey was posted to the Planning website and was also promoted via the City's social media accounts. Overall, 365 responses were recorded. Individuals with limited computer access were able to access the survey – in addition to other websites and online resources via the library or the Waltham Community Cultural Center.

Citizen Participation Outreach

Event Title	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
Community Development Survey	Internet Outreach	Non-targeted /broad community	The survey was posted on January 28, 2022 and it is still on the Planning webpage as of May, 2022. The survey has been completed by 365 respondents. All respondents identified themselves as residents of the City or persons working or going to school in the City, or having family members that are Waltham residents.	More than half of the survey respondents identified a high level of need for (1) anti-poverty, food education, and food security services, (2) homeless assistance and prevention services, (3) childcare services and youth services, and (4) English as a second language (ESL) services. More than half of the survey respondents identified a moderate level of need for senior citizen programs.	All survey responses were accepted.	https://app.smartsheet.com/b/form/3004c4b79cfc445a9cddad509f9612b9

Event Title	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Substantial Amendment Public Hearing	Public Hearing	Non-targeted /broad community	A virtual Public Hearing January 6, 2022 to discuss Substantial Amendment to move CDBG-CV from Small Business to Rental Assistance accounts and CDBG & HOME transfer for Beaverbrook elderly housing complex ADA improvements. No people attended.	No comments were received	N/A	https://www.city.waltham.ma.us/sites/g/files/vyhlif6861/f/uploads/final_substantial_amendment_powerpoint_presentation_1-5-2022.pdf

Event Title	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
PY48 AAP Draft & CDBG Competitive Application Public Hearing	Public Hearing	Non-targeted /broad community	A virtual public hearing was held on January 18, 2022 and attended by 7 people (excluding City staff) for the Annual Action Plan First Public Hearing and CDBG Competitive Application release	No comments were received regarding the PY48 AAP.	N/A	
CDBG Technical Assistance webinar	Technical Assistance - Videoconference	Prospective CDBG sub-grantee applicants	A virtual CDBG Application technical assistance session was held on January 24, 2022 and was attended by one person (excluding City staff).	No comments were received regarding the PY48 AAP. (1 question was received on the CDBG Competitive Application)	N/A	

Event Title	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
CDBG Technical Assistance webinar	Technical Assistance - Videoconference	Prospective CDBG sub-grantee applicants	A virtual CDBG Application technical assistance session was held on February 2, 2022 and was attended by eight people (excluding City staff).	No comments were received regarding the PY48 AAP. (4 questions were received on the CDBG Competitive Application)	N/A	
City Council Meeting - PY48 Budget Approval	Public Meeting	Non-targeted /broad community	The CDBG YR48 program and budget was introduced and recommended by the City Council Economic and Community Development Committee March 21, 2022 and approved at the City Council Meeting March 28, 2022	No comments were received regarding the PY48 AAP.	N/A	

Event Title	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Final Annual Action Plan Public Meeting Release	Public Meeting	Non-targeted /broad community	The final AAP was released via zoom videoconference April 26, 2022. No people attended.	No comments were received regarding the PY48 AAP.	N/A	
Fair Housing Survey	Internet Outreach	Non-English Speaking - Specify other language : Spanish Non-targeted /broad community	Fair Housing Survey was accessible on April 1, 2021 and remained remain open through December 30, 2021. 6 responses were recorded	Comments received: identify a need to: 1. Provide fair housing information to tenant households. 2. Provide assistance to residents on how to formalize a fair housing complaint. 3. Provide resources to encourage landlord/tenant remediation 4. Housing discrimination was experienced by a responsee's son who is black.	all survey response accepted	https://app.smartsheet.com/b/form/aae515fb7ce642a8a3b60c0d6d8da28b

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Waltham will continue to seek opportunities to leverage CDBG funds with other forms of assistance, including other funding sources and partnerships with private and nonprofit entities. The expected amount available that is provided below may be supplemented through other funding sources

such as CPA and/or HOME funds, prior to or during the PY.

Anticipated Resources

Program	Source of Funds	Use of Funds	Expected Amount Available Year 3				Total Expected Amount Available – Remainder of Consolidated Plan	Narrative Description
			Annual Allocation	Program Income	Prior Year Resources	Total		
CDBG	Public-federal	Administration and planning of housing, public improvements, public services and economic development activities	\$887,030	\$0	\$400,000	\$1,287,030	\$1,996,064	Public services, housing rehabilitation, and infrastructure projects, This includes \$220,000 in Section 108 loan repayment for testing, capping and park reconstruction at Woerd Avenue Landfill site. \$400,000 in prior year resources towards Accessibility Upgrades at Beaverbrook Senior Apartments.
CDBG-CV	Public-federal	Moving existing CDBG-CV Small Business funds to CDBG-CV Rental Assistance	\$0	\$0	\$120,981.48	\$0	\$0	Substantial Amendment was done to move funds from CDBG-CV Small Business to CDBG-CV Rental Assistance. Funds expected to be spent out by June 30th 2022.

Table 5 – 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

With respect to affordable housing projects, the City will combine CDBG with the annual HOME allocation the City receives through the WestMetro HOME Consortium. CDBG funds will be complemented with local Community Preservation Act (CPA) funding and Municipal Housing Trust funds. The Community Preservation Committee sets ten percent of the annual revenue aside for housing projects. The City also receives Match funding through the Waltham Hosing Authority MVR vouchers annually.

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

The City of Waltham continues to administer a Section 108 Loan from HUD to test, cap, and revitalize the former municipal landfill, located off Woerd Avenue in the City's Southern Neighborhood District (further discussed in Section AP-50 Geographic Distribution). Portions of the site directly abuts Koutoujian Playground and the municipal boundary with the City of Newton. Project completion includes walking trails, skate park, and new playground facility.

Discussion

The City of Waltham continues to seek innovative ways to leverage CDBG funds with other funding sources and partnerships with private and nonprofit entities.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide Rehabilitation Housing Assistance	2020	2025	Affordable Housing	Southern Neighborhood District	Provide Rehabilitation Housing Assistance	CDBG: \$57,000 (funding includes Rehabilitation of Rental Units)	Homeowner Housing Rehabilitated: 3 Household Housing Unit
2	Provide Rehabilitation of Rental Units	2020	2025	Affordable Housing Public Housing	Southern Neighborhood District	Provide Rehabilitation of Rental Units	CDBG: (Part of \$57,000 for Rehabilitation Housing Assistance)	Rental units rehabilitated: 2 Household Housing Unit
3	Provide Accessible & Sustainable Improvements	2020	2025	Non-Housing Community Development	Southern Neighborhood District	Provide Accessible & Sustainable Improvements	CDBG: \$519,570 (Includes Section 108 Loan Repayment)	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,100 Persons Assisted
4	Provide Diverse Public Services	2020	2025	Homeless Non-Homeless Special Needs Non-Housing Community Development	Southern Neighborhood District	Provide Diverse Public Services	CDBG: \$133,054	Public service activities other than Low/Moderate Income Housing Benefit: 1,500 Persons Assisted
5	Administration	2020	2025	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	Southern Neighborhood District	Provide Rehabilitation Housing Assistance Provide Rehabilitation of Rental Units Provide Accessible & Sustainable Improvements	CDBG: \$177,406	Other: 0

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Provide Rehabilitation Housing Assistance
	Goal Description	The City of Waltham, through its Housing Division, will provide up to three (3) zero-interest deferred loans to eligible Waltham homeowners to rehabilitate and preserve their homeownership as well as the safety and affordability of the City's housing stock.
2	Goal Name	Provide Rehabilitation of Rental Units
	Goal Description	The City of Waltham, through its Housing Division, will provide up to two (2) zero-interest deferred loans to eligible Waltham property owners to preserve their rental housing as well as the safety and affordability of the City's housing stock.
3	Goal Name	Provide Accessible & Sustainable Improvements
	Goal Description	The City of Waltham will continue to revitalize facilities and improvements serving low-income beneficiaries with a special focus on the Southern Neighborhood District and concentrations of affordable housing citywide.
4	Goal Name	Provide Diverse Public Services
	Goal Description	The City will allocate 15 percent of its PY48 CDBG funding to not less than ten (10) sub-grantees to undertake a range of public services that serve a diversity of beneficiaries.
5	Goal Name	Administration
	Goal Description	The City of Waltham, through its Planning Department, will effectively administer the CDBG program.

Table 7 - Goals Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

The PY48 AAP organizes 22 planned activities under 5 categories. Each project is associated with goals of this AAP, of which are in turn based on the goals included in the *2020-2025 Consolidated Plan*.

Organization	Program	Program Description	2022-2023 Award
Public Services			
Chesterbrook Community Foundation	Chesterbrook Learning Center	Homework Help and educational enrichment activities for youth	\$6,346
Chesterbrook Community Foundation	Dana Court Learning Center	Homework Help and educational enrichment activities for youth	\$6,346
Community Day Center	Operating Costs of Homeless	Case management, counseling, medical initiatives for homeless	\$20,633
Friends of the Family School	Waltham Family School	Providing educational opportunities for families learning English	\$6,800
John Mazie Memorial Foundation	Mentoring Program	Mentoring program for low income high school students	\$3,173
Latinos en Accion	ESL for Adults in Waltham	English language classes for adults	\$8,076
MHSA	Operating Costs for Feeding & Sheltering Homeless Clients	Providing shelter for men and women every night	\$26,745
MHSA		Providing safe, temporary housing for families who are homeless	
MHSA		Soup Kitchen serves hot, nutritious meals to homeless population	
Opportunities for Inclusion	Inclusion Support	Program for individuals with disabilities	\$20,400
Partnership for Youth	Youth Employment Program	Youth career training for Waltham high school students	\$8,160
Prospect Hill Community Foundation	Prospect Hill Community	Homework help and educational enrichment activities for youth	\$6,346
Salvation Army	HOPE Kitchen	Meals for homeless	\$7,253
Salvation Army	Emergency Assistance	Emergency utilities assistance program	\$7,253
YMCA	Whittemore after school program	Homework help and educational enrichment activities for youth	\$5,523
Total			\$133,054
Capital Improvements			
Work, Community, Independence Inc.	ADA Accessible Improvements	The addition of a handicap ramp and parking lot accessibility improvements	\$30,000
City of Waltham Recreation Dept.	ADA Composite Restroom Facilities	ADA composite restroom installation at Fernald property	\$72,500
City of Waltham Recreation Dept.	Universal Accessible Playground	New ADA playground installation at Fernald property	\$197,070
Total			\$299,570
Section 108 Loan Repayment			
Section 108 Loan Repayment	Annual Repayment to HUD	Principal & Interest for Revitalization - Woerd Avenue Landfill	\$220,000
Total			\$220,000
Housing Division			
Housing Division	Housing Rehab Loan Fund	Provides loans for homeowners for repairs	\$27,000
Housing Division	Administrative Costs	Salary for Housing Rehab Staff	\$30,000
Total			\$57,000
Administration			
Planning Department	Administrative Costs	Salary for Planning Department CDBG Staff Members	\$177,406
Total			\$177,406
Total Budget			\$887,030

Table 8 – Project Information

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

The City of Waltham will maintain its practice of funding Public Services and Administration within its respective caps of 15% and 20% of total PY48 funding. An additional \$220,000 will also be deducted from PY48 funding for the purpose of satisfying the City's annual Section 108 loan repayment obligation. The remaining PY48 funding will then be distributed between planned Public Facilities activities as well as Rehabilitation Housing Assistance and Rehabilitation of Rental Units. Program income from the HOME program and CDBG prior years unexpended funding (\$400,000 from each) will go towards accessibility upgrades at Beaverbrook Senior Apartments.

AP-38 Project Summary

Project Summary Information

Project Name	Public Services
Target Area	Southern Neighborhood District
Goals Supported	Provide Diverse Public Services
Needs Addressed	Provide Diverse Public Services
Funding	CDBG: \$133,054
Target Date	6/30/2023
Estimate of number and type of families that will benefit from the proposed activities	The City of Waltham's Planning Department anticipates the planned activities within this project will benefit 1,107 people. These families will be largely composed of public housing residents, those at risk of or experiencing homelessness, those with a disabled family member, and/or those who do not speak/read English at a professional working proficiency level.
Location Description	The project will take place citywide but will be largely concentrated within the City's Southern Neighborhood District.

Table 9 – Public Services Summary

Public Services Description: A wide range of human services carried out by nonprofit social service organizations to underserved persons and families within Waltham intended to create a more suitable living environment by responding to emergent situations, providing essential aid, or accessing opportunities to meet basic needs. Specific funded programs supported by social service sub-recipients include English as a second language (ESL) instruction, after school programs, food assistance programs, homeless shelter services, case management assistance for homeless, and more.

Public Services Planned Activities:

- **Opportunities for Inclusion | Inclusive Support in the Community: \$20,400**
 - Opportunities for Inclusion is an organization that provides community-based programs to individuals with developmental and intellectual disabilities in Waltham. All program participants are low-moderate income. Programs include therapeutic exercises, community trips, and recreational classes. CDBG funds to go towards operating costs and programs.
- **Friends of the Family School | Waltham Family School Family Support: \$6,800**
 - Friends of the Family School is a family literacy program that empowers low-income families to be literate, self-sufficient and connected to the Waltham community.

Programs include preschool, literacy classes, and bilingual community resources. CDBG funds to go towards programs and operating costs.

- **Middlesex Human Services Agency (MHSA) | Operating Costs for Feeding and Sheltering Homeless Clients: \$26,745**
 - MHSA is an organization that runs programs to support people experiencing homelessness. CDBG funding to go towards operating costs of three programs
 - Bristol Lodge, an overnight shelter for men and women
 - Mary's House, a program providing safe temporary housing for homeless families
 - Soup Kitchen, which serves hot nutritious meals to people experiencing homelessness
- **Latinos en Accion | ESL Program: \$8,076**
 - Latinos en Accion will use CDBG funds to provide English as a second language (ESL) classes to increase literacy in addition to day-to-day skills training to the Waltham community.
- **Waltham Partnership for Youth Inc. | Youth Career Exploration and Training: \$8,160**
 - Waltham Partnership for Youth Inc. provides low-income Waltham youth with career exploration and training opportunities for children between 13 and 19 years old. CDBG funds will go towards supporting costs of programs including internships, mentorship, and training programs.
- **Prospect Hill Community Foundation | Academic Support for Waltham Youth \$6,346**
 - Prospect Hill Community Foundation provides academic enrichment and professional development programs to the youth of Prospect Hill Terrace, which is a low-income WHA property for households below 60% AMI. CDBG to support program costs including tutoring, mentorship, and professional development for children generally age 13 and under.
- **YMCA | Whittemore Before and After School Program: \$5,523**
 - The YMCA provides before and after school programs at the Whittemore Elementary School. CDBG funds will go towards programs to support youth aged 13 and younger.
- **John Maize Memorial Foundation | Mentoring Program: \$3,173**
 - The Mazie Memorial Foundation is a mentoring organization for youth at Waltham High School (generally age 13-19). CDBG funds to support mentoring programs for mostly low-income youth.
- **Chesterbrook Community Foundation | Chesterbrook Learning Center: \$6,346**
 - The Chesterbrook Learning Center is an afterschool program for children age 7-17 located in the Chesterbrook Gardens low-income public housing development. CDBG funds will support their programming.
- **Chesterbrook Community Foundation | Dana Court Learning Center: \$6,346**
 - The Dana Court Learning Center is an afterschool program for children age 7-17 located in the Dana Court low-income public housing development. CDBG funds will support programs.

- **Community Day Center | Operating Costs for Homeless Day Shelter: \$20,633**
 - The Community Day Center provides walk-in shelter services, provides job training services, case management, and clinical staff to assist people experiencing homelessness in Waltham. CDBG funds will support operating costs of the Community Day Center
- **Salvation Army | Utilities Assistance: \$7,253**
 - Will use CDBG funds to provide utility assistance funding to low-income individuals to prevent utility service cut-offs.
- **Salvation Army | Hope Kitchen: \$7,253**
 - CDBG funds will go towards the operation of a community daily meal program in the City

Project Name	Public Facilities
Target Area	Southern Neighborhood District
Goals Supported	Provide Accessible & Sustainable Improvements
Needs Addressed	Provide Accessible & Sustainable Improvements
Funding	CDBG: \$519,570
Target Date	6/30/2023
Estimate of number and type of families that will benefit from the proposed activities	It is estimated that approximately 1,105 families will benefit from the proposed activities.
Location Description	The ADA improvements at Work Community Independence and the Section 108 Woerd Ave. Landfill are in the Southern Neighborhood District. The ADA bathroom and new ADA playground installation at Fernald is not located in the Southern Neighborhood District but will provide amenities that people with disabilities can access. The Fernald is the site of a former State mental institution campus – and the redevelopment of the site is a priority for the City.

Table 10 - Public Facilities Summary

Program Description: Improvements to major infrastructure components of community and affordable housing facilities that will serve as long-term investments for beneficiaries and Section 108 loan repayment.

Public Facilities Planned Activities:

- **Work, Community, Independence Inc. | ADA Accessible Improvements at \$30,000**
 - Work Community Independence Inc. is an organization that provides a home and services for deaf/hard of hearing adults with intellectual and developmental disabilities

as well as physical limitations. The funding will go towards creating an accessible entrance and parking lot accessibility improvements.

- **City of Waltham Recreation Department | ADA Compostable Bathroom at Fernald Property \$72,500**
 - Project to install an ADA compliant compostable bathroom at the Fernald site which provides recreation for families, joggers, dog walkers, etc. and will be located at a new playground to be built.
- **City of Waltham Recreation Department | Universal Accessible Playground: \$197,070**
 - Project to build new ADA compliant playground at the Fernald property. Project will provide ADA accessible recreation opportunities for residents in an existing green space.
- **City of Waltham | Woerd Avenue Landfill Revitalization: \$220,000**
 - CDBG funds to pay the annual principal amount due on the City’s secured Section 108 loan for the testing, capping, and revitalization of the former Woerd Avenue landfill.
- **Waltham Housing Authority | Accessibility Upgrades at Beaverbrook Senior Apartments: \$400,000**
 - \$400,000 in CDBG prior years unexpended funding (and \$400,000 in HOME Program Income) will go towards an accessibility upgrade at Beaverbrook Senior Apartments. Project to improve the site including parking lot and walkway paving, handrail installation to the outside of every apartment front and back door, creation of an ADA accessible bathroom at the Community Center building, door & window replacements at the Community Center building. Project will go through the WestMetro HOME Consortium. The WHA is also applying for additional funds from the DHCD for this project.

Project Name	Rehabilitation Housing Assistance – Homeowner Occupied and Rental Housing
Target Area	Southern Neighborhood District
Goals Supported	Provide Rehabilitation Housing Assistance
Needs Addressed	Provide Rehabilitation Housing Assistance
Funding	CDBG: \$57,000
Target Date	6/30/2023
Description	Rehabilitation of owner-occupied and renter occupied housing citywide through the City’s Housing Rehabilitation Loan Fund to address or substantially improve code compliance, energy efficiency, handicapped accessibility, weatherization, and/or emergency repairs through the offer of zero interest deferred loans. Also includes administration to implement program.

Estimate of number and type of families that will benefit from the proposed activities	The City anticipates up to 3 low-income families who own the home they occupy will be approved through the Housing Rehabilitation Loan Fund. The City anticipates up to 2 low-income families who rent the home they occupy will be approved through the Housing Rehabilitation Loan fund (with the consent of the property owner).
Location Description	The location of the residential structures to be rehabilitated is not known until the Housing Division receives a loan application. Eligible recipients must meet income thresholds and it is anticipated that recipients will be located within the City's Southern Neighborhood District where there is an older housing stock. More than half of houses in Waltham were built prior to 1950 and many face problems such as lead paint and other costly hazards.
Planned Activities	City of Waltham Housing Rehabilitation Loan Fund to provide zero interest deferred loans for housing rehabilitation

Table 11 - Housing Rehabilitation Summary

Project Name	Administration
Target Area	Southern Neighborhood District
Goals Supported	Provide Rehabilitation Housing Assistance Provide Rehabilitation of Rental Units Provide Accessible & Sustainable Improvements Provide Diverse Public Services Administration
Needs Addressed	Provide Rehabilitation Housing Assistance Provide Rehabilitation of Rental Units Provide Accessible & Sustainable Improvements Provide Diverse Public Services
Funding	CDBG: \$177,406
Target Date	6/30/2023
Description	General administration of the CDBG program
Estimate of number and type of families that will benefit from the proposed activities	Administration of the program will assist the total of all families to benefit under the other four (4) goals within this AAP. Funding to help pay for salaries for Planning Department staff

	that administer and manage the CDBG program (3 full time staff and one intern).
Location Description	General administration will be undertaken for all planned activities citywide from the principal offices of the City's Planning Department, located at 25 Lexington Street, Waltham, MA.
Planned Activities	City of Waltham Administration of the CDBG program.

Table 12 - Administration Summary

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

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

The entitlement area is interchangeable with the municipal boundaries of the City of Waltham and encompasses approximately 13.75 square miles. While CDBG activities can be permitted anywhere within the entitlement area, subject to these activities meeting a national objective and all eligibility requirements, the City's southern neighborhoods have historically reported higher rates of poverty and low-incomes as well as greater demographic diversity as recorded in the US Census in addition to related federal programs and surveys. In recognition of these populations, and a larger concentration of human and social service agencies, the City has established a Southern Neighborhood District to better highlight the needs of the geographic area. Presently, of the 13 Census Tracts which make up the entitlement area, 7 can be considered to make up the Southern Neighborhood District. These tracts are: 3683, 3684, 3685, 3686, 3687, 3688, and 3689.02.

Geographic Distribution

Target Area	Percentage of Funds
Southern Neighborhood District	66%

Table 13 - Geographic Distribution

The majority of overall CDBG funds will go towards projects in the Southern Neighborhood District. However, any funding to projects/organizations outside of the Southern Neighborhood District will still target historically disadvantaged populations such as projects to improve ADA accessibility or that are within low-income housing developments. Specifically, two public facilities projects at the Fernald Site are outside of the Southern Neighborhood District. Both of these projects will go towards developing a playground and compostable restrooms that will be ADA accessible in order to serve historically disadvantaged persons with mobility limitations. Note, the CDBG Administration funds are included in the 66% of funds to the Southern Neighborhood District as these funds go towards running programs and managing projects in this area.

Rationale for the priorities for allocating investments geographically

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

- Eligibility - A majority (52%) of the Southern Neighborhood District's population is low- to moderate-income (LMI),
- Over one third of the Southern Neighborhood's population is low-income (37%)
- Precedent – (76.5%) of the public service activities this year are located in the District, and the funded organizations outside of the District still serve those living in the District such as

Waltham Partnership for Youth and the Mazie Memorial Foundation, both of which operate out of Waltham High School. A majority of public service activities awarded in the past six program years were also located in the District.

- Projected Long-Term Need - A majority (±72%) of the City's approximately 938 permanent federal- and state-subsidized housing units are located in the Southern Neighborhood District.

Discussion

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. The Census Tracts making up the Southern Neighborhood District have been identified based on aggregate income calculated from data made available through the HUD Low- and Moderate-Income Summary Data (LMISD) Map Application.

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

Introduction

The City of Waltham, much like all of eastern Massachusetts has experienced year- over-year sustained surges in median home prices. The January 2022 median home listing price in Waltham was \$699,450, versus \$615,000 in January of last year, which is an increase in over 12 percent (realtor.com). This unaffordability of homes is felt by potential first-time homebuyers, low-moderate income individuals/families, and disadvantaged groups.

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

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

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

- Appropriating Community Preservation Act funds to go towards historic renovation projects that can also support affordable housing creation
- Moving CDBG-CV Small Business Assistance funds to go towards CDBG-CV Rental Assistance funds
- Continuing to provide Rental Assistance and Home Rehabilitation programs for residents
- Allocating a minimum five-percent (5%) of annual building permit fees to increase the annual Municipal Housing Trust Fund, and
- Amending local zoning ordinances to permit certain accessory housing uses and establishing procedures to legalize apartments that were not permitted and/or do not presently comply with building and fire codes.

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

Discussion

Throughout the remainder of the five-year strategy, the City, through its Planning Department and

Housing Division, will continue to assess barriers to affordable housing and prepare for changes to future strategies as needed to most effectively respond.

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

Introduction

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

Actions planned to address obstacles to meeting underserved needs:

This year's public service funding will directly assist in helping underserved needs of historically disadvantaged populations. Opportunities for Inclusion and Work, Community, Independence both assist those with developmental and intellectual disabilities. Friends of the Family School, Mazie Memorial Foundation, Partnership for Youth, Prospect Hill Community Foundation, the YMCA, and Chesterbrook Community Foundation, all provide after school enrichment programs for low- and moderate-income children. Funding will also go towards MHSA and the Community Day Center to engage in programs providing support for people experiencing homelessness. CDBG funding will also assist Latinos En Accion and Friends of the Family School to provide ESL training for non-English speakers in Waltham.

The Planning Department and Housing Division also collaborates with the Waltham Police Department Homeless Task Force, local shelters, and organizations to attend meetings and share resources on addressing homelessness.

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 deferred loans to affordable housing owners. This will help preserve the current housing stock. The Planning Department and Housing Division will also work closely with the Waltham Housing Authority to update existing affordable units as referenced by the HOME ADA upgrades project at Beaverbrook Senior Apartments; a WHA property by utilizing HOME PI and CDBG prior year funds. The City also utilizes the Community Preservation Act to fund projects that rehabilitate or create properties that have designated affordable units. Lastly, the Housing Division manages the Tenant Based Rental Assistance program to people in need of emergency housing payment assistance.

Actions planned to reduce lead-based paint hazards

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

City Public Health department, coordinating delivery to maximize resources.

Actions planned to reduce the number of poverty-level families

The American Community Survey (covering 2015-19) estimates that nearly one out of every ten (9.3%) Waltham residents is living below the poverty level. This experience is more prevalent among younger residents, with more than one out of every ten persons aged 34 years old or younger (12.7%) living below the poverty level. The City of Waltham will continue to allocate CDBG funds to sub-grantees primarily in the Southern Neighborhood District that undertake public services directly assisting low-income persons, with particular attention to those living below the poverty level. Specifically, the Salvation Army's Hope Kitchen and Utility Assistance programs and MHSA's Soup Kitchen directly help address rising food and utility costs faced by low-income residents.

Actions planned to develop institutional structure

In order to more seamlessly manage community development programs throughout the City, the Planning Department hired a Principal Planner in October 2021 and the Housing Division brought onboard a Housing Specialist in April 2022.

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

Please refer to Section AP-10 Consultation (91.215(l)).

Discussion

While the City's Planning Department serves as the local administrator and CDBG project lead, the program's impact and success could not continue without the partnership of local private and nonprofit entities and other government agencies. Specifically, the City and the WHA work with MHSA and the Community Day Center to focus on homeless individuals and increasing access to affordable housing options.

Program Specific Requirements

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

Introduction

The amounts and estimate provided below are specific to PY48 only.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80%

Discussion

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