

# Annual Action Plan

Application For Funding  
For City FY 2015

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2014

CITY OF MANCHESTER PLANNING AND COMMUNITY DEVELOPMENT  
DEPARTMENT



**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT**

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Annual Action Plan  
2014

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**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

Planning and Land Use Management  
Building Regulations  
Community Improvement Program  
Zoning Board of Adjustment

Leon L. LaFreniere, AICP  
Director

Pamela H. Goucher, AICP  
Deputy Director - Planning & Zoning

Matthew M. Sink  
Deputy Director - Building Regulations

June 5, 2014

Mr. Robert D. Shumeyko, Director  
U.S. Department of Housing & Urban Development  
Community Planning & Development Division  
Thomas P. O'Neill, Jr. Federal Building  
10 Causeway Street, 3rd Floor  
Boston, MA 02222-1092

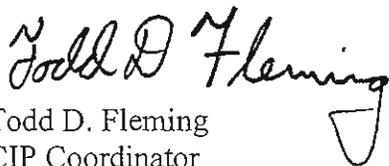
Re: City of Manchester's 2014 Action Plan

Dear Mr. Shumeyko:

Enclosed in the E Con Planning Suite, please find the City of Manchester's 2014 Action Plan. Please note that the City is also requesting a realignment of its Neighborhood Revitalization Strategy. This documentation is included as an attachment with the Action Plan.

If you have any questions, please feel free to contact me at 624-6450.

Sincerely,

  
Todd D. Fleming  
CIP Coordinator

Enclosure



# CITY OF MANCHESTER

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Re: City of Manchester's 2014 Action Plan

Dear Mr. Shumeyko:

Enclosed please find the original SF-424's and Certifications that were completed as a part of the City of Manchester's 2014 Action Plan. The Action Plan was submitted on the E-Con Planning Suite. Please note that the City is also requesting a realignment of its Neighborhood Revitalization Strategy. This documentation was submitted as an attachment with the Action Plan and is included herein as an enclosure.

If you have any questions, please feel free to contact me at 624-6450.

Sincerely,

  
Todd D. Fleming  
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## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

As proposed the programs and projects included in this year's Annual Action Plan (FFY 2014 - City FY 2015) are based upon the Key Strategies identified in the City's Consolidated Plan. Since the development of the City's first Consolidated Plan the annual elements have pretty much been consistent with the priorities identified in the Consolidated Plan with little variance in the strategies from year to year. However, over the past several years and more so over the most recent few, the City has undergone steady and significant changes which impact on its ability to comply with the key strategies as well as to consider a revision of some of them so as to be consistent with current needs and priorities of the City.

A review of HUD's 2013 Low and Moderate Summary Income Data indicates that 52.2% of Manchester's households have incomes that are less than 80% of the median income compared to 47% in 2005 and 43% in 1990. American Community Survey 2008-2012 data show that 14.1% of Manchester's population is below poverty level. As the City has gotten progressively poorer its demographic make up has changed as well becoming more diverse and assimilating many new immigrants from all over the world into the community. These latest citizens bring with them new, differing and not insignificant demands upon the local support infrastructure. Coupled with the needs of a growing low income population the City has been challenged to appropriately and effectively provide the varied services necessary for these community members.

The strategies in the Consolidated Plan were created towards the end of addressing the needs of both of these populations however the ability of the City to carry out these key strategies has been made more difficult as a result of decreasing resources. Since the United States Department of Housing and Urban Development (HUD) FY 2010, Manchester has sustained a CDBG reduction in excess of 20% which effectively also reduced the public service cap making public services assistance to the increasing low income households and minority populations of Manchester even more difficult.

The City's ability to deal with the increased demands and changing priorities while complying with the applicable Community Development Block Grant (CDBG) regulations has been greatly facilitated by having a section of the City designated as a Neighborhood Revitalization Strategy Area (NRSA) several

years ago in combination with the Manchester Community Resource Center (MCRC) becoming a designated Community Based Development Organization (CBDO).

As discussed later in Section AP-50 "Geographic Distribution" of this Action Plan, the City is requesting a realignment of the NRSA to align with the 2010 Census and most recent income data.

## **2. Summarize the objectives and outcomes identified in the Plan**

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

Working closely under agreement with MCRC and utilizing their designation as a CBDO to carry out specific activities, the City has earmarked \$422,900 CDBG Entitlement Funds for the CBDO towards the end of addressing particular key strategies, including health and human services, education and skills development and recreation, which are identified in the Consolidated Plan and as contained within the design of the NRSA. In accordance with 24 CFR 570.204, "Special Activities by a Community Based Development Organization (CBDO)," the City recognizes that a Manchester Community Resource Center, as the designated CBDO, is free to subcontract with any agency of its choosing in order to carry out activities that are in alignment with the CBDO's mission to serve persons in the City's Neighborhood Revitalization Strategy Area (NRSA), subject to all applicable requirements of U.S. Department of Housing and Urban Development's Community Development Block Grant Program.

The City has designated \$81,405 of HOME Investment Partnerships Program (HOME) Funds for project support for the City's local Community Housing Development Organizations to use on their affordable housing projects, the exact project(s) as of yet to be determined. \$328,989 of HOME Funds have been earmarked for the City's Housing Initiatives Program.

In addition to limited housing rehabilitation and development, the City will utilize \$125,000 of HOME Funds for support of tenant based rental assistance. The prevention of chronic homelessness and the placement of the homeless into permanent housing remains a major concern with success dependent upon the City's ability to provide a sufficient supply of affordable housing to households with extremely low incomes. Sheltering of the homeless will continue to be an ongoing City responsibility and function until such time as the inventory of affordable housing units is sufficient to accommodate the extremely low/very low-income. The City will address this need utilizing \$19,500 of CDBG Funds and \$125,737 of Emergency Solutions Grant (ESG) Funds to assist six agencies operating homelessness prevention programs and HMIS data collection.

In addition, the City will continue to invest funding to support education and skills development for low income individuals. \$287,800 of CDBG funds has been earmarked to support education and skills programming provided by agencies including, but not necessarily limited to, Manchester Community Resource Center, Girls Inc., Holy Cross Family Learning Center, and select CBDO Special Activities in the NRSA.

The City continues to view the strategy relating to infrastructure improvements as a priority. For this coming year a total of \$360,000 of CDBG and \$9,749,800 of City funding has been designated for improvements to neighborhood streets and sidewalks as well as the municipal water and sewer systems.

In addition, the City has set aside both CDBG and HOME funds for planning and administration. The Community Improvement Program includes funding to complete various planning studies and Staff Support in the amount of \$10,000 (CDBG). Staff administrative costs are covered with \$300,046 of CDBG, \$40,379 of HOME and \$10,194 of ESG funds.

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

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

During the last program year (HUD FY 2013, City FY 2014) as in recent years, the City continued to experience a significant increase in both the number of requests for assistance and the amount of funds requested by non-City organizations; primarily for operational support. The significant number and types of projects contained within the City's 2014 Community Improvement Plan (CIP) in which 25 agencies are funded reflects the City's response to their requests. The 2014 CIP also included an increase in the number of non-capital City initiatives that were carried out with Entitlement Funds as well, with four City Departments administering Programs funded with CDBG funds during the past reporting period.

Given the increased demand for operational support by the nonprofits, and requests for new initiatives by City Departments, the percentage of CDBG funds directed towards non-capital projects has continued to increase. During the HUD 2013 program year (City FY 2014), the City was able to use CDBG funds to accommodate such public service type activities through its affiliation with Manchester Community Resource Center (MCRC) - a designated Community Based Development Organization (CBDO). Approximately \$500,000 of funds was sub-granted to MCRC to support activities that were consistent with the CBDO's mission. As a result, thirteen sub-grantee agencies were able to receive funding to operate 15 programs without impacting the City's 15% Public Service cap. At that time, the City viewed the CBDO /NRSA designation as critical in order to be able to respond to the needs of the community. Absent these NRSA activities being funded by the CBDO, the City's ability to provide support to a

significant number of the non-profit organizations providing severely needed services operating in the community would be limited.

As the demand for public service projects has increased, it has been more difficult to support all of the strategy elements identified in the City's Action Plan. In recent years, including 2014, only a small percentage of Entitlement funds were committed to support Economic Development, Infrastructure Improvements and Recreational Opportunities strategy elements. Although the distribution of Entitlement funding has shifted to social service agencies, Manchester has been able to leverage other sources of funding to support all of the City's strategy elements. Based on the shifts that have taken place, the City has made every effort to distribute Entitlement funding among all of the City's Key Strategy elements. As a result of our efforts, the amount of funding committed to social service agencies has decreased slightly.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City will include mechanisms for citizen participation in the development of each Annual Action Plan, as follows:

- 1) Two public hearings will be held each year to solicit input for the proposed Action Plan and budget and to allow comment on program performance.
- 2) The Director of Planning and Community Development will accept written testimony regarding the Annual Action Plan.
- 3) The Community Improvement Program staff will continue to track citizen complaints/concerns/comments received by the City.

The Department of Planning and Community Development maintains a citizen participation mailing list containing community service, housing and economic development agencies, community leaders, and persons who expressed interest in the City's community development programs or the consolidated planning process. There were approximately 75 agencies and/or persons on the list at the time this citizen participation program was [originally] written. Citizens who contribute comments at public hearings or submit written testimony may be added to the citizen participation mailing list, as will any other persons who express interest in participation. Persons/organizations included in the mailing list will be notified of specific opportunities for further participation in the consolidated planning process.

The City will actively promote opportunities for citizen participation. It will publicize public hearings and opportunities to submit written testimony as follows: (1) letters sent to community leaders and all persons/organizations who have requested to be on the mailing list; (2) a notice in the Union Leader; (3)

a press release sent to local media may be sent; and (4) a notice posted on the City's Internet web site at [www.manchesternh.gov](http://www.manchesternh.gov).

(ii) The City will encourage participation by low and moderate income persons by including agencies that represent such persons in its mailings and requesting that such agencies help publicize opportunities for participation. All of the opportunities described in section (i) above, are accessible to low and moderate income persons.

(iii) The City will work with Manchester Housing and Redevelopment Authority (MHRA) to encourage participation amongst residents of public housing complexes.

#### **Citizen Comment on the Citizen Participation Plan and Amendments**

The City released a draft version of the original Citizen Participation plan for public review and a seven-day public comment period. A notice of the plan's release was published in the Union Leader and sent to persons on the City's Citizen Participation mailing list. Comments received were reviewed and considered for inclusion in this final version of this Citizen Participation Plan. Should any amendments be made to the Citizen Participation Plan, the City will again follow the same procedures.

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

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

City Staff invited verbal comments and solicited written comments as well. See attached document, "AP-05/AP-12 Summary of Public Hearing Comments."

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

No comments were not accepted.

#### **7. Summary**

See previous narrative in this section.

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

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

Describe the agency/entity 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	MANCHESTER	Planning and Community Development
HOME Administrator	MANCHESTER	Planning and Community Development
ESG Administrator	MANCHESTER	Planning and Community Development

**Table 1 – Responsible Agencies**

**Narrative (optional)**

In 1975 the City of Manchester created the Community Improvement Program (CIP) as a formal mechanism to manage the receipt of various types of federal and state grants and programs.

The CIP budget integrates the planning and policy considerations of a capital improvement budget with other community needs. Since its inception, the City, through CIP, has applied for and received several major grants both on an entitlement basis and through various competitive processes.

The City has demonstrated a capacity for administering all grants received, either directly or through a designated operating agency. In all cases of project implementation, the operating agency is provided with guidelines that must be followed and that cover all aspects of the project.

**Consolidated Plan Public Contact Information**

The Legal Notice for the Action Plan included the following information:

Copies of the draft Action Plan and draft Analysis of Impediments to Fair Housing (AI) will be available for public inspection beginning on April 9, 2014 at the following locations during regular business hours: Planning & Community Development Dept., One City Hall Plaza, Manchester, NH; Manchester City Library, 405 Pine Street, Manchester, NH; West Side Library, 76 Main Street, Manchester, NH

Available digitally at:

<http://www.manchesternh.gov/website/Departments/PlanningandCommDev/CommunityImprovementProgram/tabid/1404/Default.aspx>

Questions regarding the Action Plan or AI may be addressed to Senior Planner, Todd Fleming in the Planning and Community Development Department at 624-6450.

The public is encouraged to submit comments on the proposed Action Plan and AI until May 9, 2014. Please submit written comments to the City of Manchester Department of Planning and Community Development, One City Hall Plaza, Manchester, NH 03101.

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

### **1. Introduction**

**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 Department of Planning and Community Development maintains a citizen participation mailing list containing community service, housing and economic development agencies, community leaders, and persons who expressed interest in the City's community development programs or the consolidated planning process. There were approximately 75 agencies and/or persons including representatives from health, mental health, social service and workforce development agencies on the list at the time this Action Plan was written. Citizens who contribute comments at public hearings or submit written testimony may be added to the citizen participation mailing list, as will any other persons who express interest in participation. Recently, the City contracted with the regional planning commission to complete an Analysis of Impediments to Fair Housing Choice (AI) in Manchester. The City is also currently working the Southern NH Regional Planning Commission on a regional analysis of Impediments to Fair Housing. Another City partner is the Manchester Housing and Redevelopment Authority (MHRA). MHRA provides valuable input for the City's Consolidated Plan, Action Plan, and CAPER as well as other updates throughout the year. They also develop affordable housing units with City HOME funds that address the needs of the population.

As previously mentioned in this Action Plan, the City works closely with the CBDO--Manchester Community Resource Center--during the preparation of the Action Plan and throughout the program year to assess and evaluate social service needs in the City.

**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.**

As also noted elsewhere in this Action Plan, the City coordinates closely with the Manchester Continuum of Care (MCoC) to address the needs of various homeless populations in the jurisdiction.

**Chronically homeless individuals and families.** Manchester has increased its permanent supportive housing beds dedicated for chronically homeless from 20 in 2009, to 55 in 2012 and to 89 in 2014. The

MCoC intends to dedicate an additional 20 beds by 2015 for a total of 107 dedicated CH beds. All MCoC organizations funded through HUD's Continuum of Care Notice of Funding Availability (NOFA) have agreed to prioritize 85% of turnover beds for chronically homeless in the next year, which should create the additional 60 beds required to meet this goal by 2015. In the 2013 CoC NOFA, a new project application was submitted in Tier 2 for Permanent Supportive Housing (PSH) with a Housing First approach for 4 chronically homeless individuals.

**Households with dependent children.** The MCoC counted no unsheltered families in the 2014 Point in Time count, which is down from 2 unsheltered families in 2013 count. The MCoC's permanent housing & the City's ESG-funded rapid rehousing projects are major assets for families. Homeless prevention includes education, positive landlord relationships, City initiatives around lead poisoning, bedbugs or other infestations, and individualized diversion strategies. Outreach is ongoing with the school district, Child & Family Services and Office of Youth Services. Families in Transition is developing a new emergency family shelter that will assist homeless families.

**Veterans.** Due to the new Harbor Homes transitional facility for veterans, Manchester's homeless veterans count has increased to 61 in 2014, up from 17 in the 2013 Point in Time Count. Additionally, 5 veterans were reported as unsheltered in the most recent Point in Time Count (up from 3 unsheltered in the prior year's count). New permanent supportive housing includes TWH Hanover Hall VA, 9 units, households with children (reported as chronically homeless dedicated); and Harbor Homes Somerville Street, 6 units (3 of those are chronically homeless dedicated), veteran single men and women. New transitional housing includes Harbor Homes Somerville Street, 20 units veterans of all types (single men/women, men/women with children, intact families, etc.).

**Unaccompanied Youth.** The City's Homeless Steering Committee Youth Subcommittee has resulted in a more collaborative approach to serving this population. Discharge planning has been greatly enhanced from the juvenile justice system and key collaborations have been built, resulting in more effective services for the City's homeless youth. Child and Family Services provides runaway, homeless and street youth with a number of youth-specific services including a street outreach program, a transitional housing program, a drop-in center, individual counseling, substance abuse assistance, and additional services as needed. The MCoC works with the City to monitor the success of these services and to identify other services that will work toward ending youth homelessness.

**At risk.** Homelessness service providers funded through the MCoC and ESG work closely with TANF to ensure that eligible families receive financial assistance to further ensuring housing stability. Funding also supports homeless prevention activities such as housing counseling and financial services support for at-risk of homeless individuals and families. Agencies also partner with Manchester City Welfare, which provides temporary rental assistance for those who are at risk of homelessness.

**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**

The Manchester Continuum of Care (MCoC) utilizes monthly general meetings, public comment periods and staff meetings to collaborate with the City and the City's ESG Subrecipients for effective use and evaluation of ESG funding. The MCoC assists ESG Subrecipients with monitoring and performance outcomes of programs funded by ESG within the MCoC's geographic service area. The MCoC's consultation activities include, but are not limited to, the provision of HMIS and other programmatic technical assistance to ESG Subrecipients, the provision of comments regarding the City's ESG projects and activity grant subawards, and the encouragement of a collaborative partnership between the MCoC, the City and ESG Subrecipients. The MCoC Leadership Committee includes a representative from the City Planning and Community Development Department's Community Improvement Program, which oversees ESG activities, funding, monitoring and reporting. Additionally, the City has established workgroups with MCoC member organizations to develop written standards, performance measurements, and policies and procedures for ESG Subrecipients. The MCoC Data Collection Committee works closely with all reporting agencies and the City to ensure quality HMIS data quality, usage and following of all HMIS policies and procedures. As part of on-going technical assistance and monitoring, the City monitors ESG Annual Performance Reviews (APR) monthly and shares results with MCoC Data Collection Committee or the General Assembly as needed.

The MCoC and the City are also important partners together in the planning for state ESG resources. Additionally, the State Bureau of Homeless and Housing Services maintains the contract with the HMIS provider and oversees HMIS functions for ESG-funded projects including those carried out by the City's ESG Subrecipients.

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

1	<b>Agency/Group/Organization</b>	MANCHESTER COMMUNITY RESOURCE CENTER
	<b>Agency/Group/Organization Type</b>	Services-Employment CBDO
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Public services needed in the NRSA
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended action plan public hearing, and consultation with the Community Based Development Organization (CBDO) will identify the needs and gaps in social services in the City, and will guide workforce development activities funded with entitlement and other leveraged resources.
2	<b>Agency/Group/Organization</b>	MANCHESTER HOUSING AND REDEVELOPMENT AUTHORITY
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended action plan public hearing, and consultation with the Manchester Housing and Redevelopment Authority will assist the City in determining the public housing needs and challenges, such as long waits (up to 8 years) for Section 8 housing.
3	<b>Agency/Group/Organization</b>	Granite United Way
	<b>Agency/Group/Organization Type</b>	Regional organization Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended action plan public hearing, and consultation with Granite United Way Homeless Services Coordinator and other Staff will guide homelessness needs strategy and the implementation of activities to support the City 10 Year Plan to End Homelessness. The Coordinator was consulted in the writing of various homeless needs sections of this action plan, as well as collaboration with the MCoC.
4	<b>Agency/Group/Organization</b>	EASTER SEALS SOCIETY OF NEW HAMPSHIRE
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended action plan public hearing, and consultation with Easter Seals will guide the non-homeless special needs assessment, particularly social/public service needs for child care in the NRSA, which will allow parents to work and maintain employment.
5	<b>Agency/Group/Organization</b>	HELPING HANDS OUTREACH CENTER
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Veterans Homelessness Strategy Substance abuse and treatment services/facilities
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended action plan public hearing, and consultation with Helping Hands will guide the homeless needs assessment, particularly homeless individuals and homeless veterans, as well as the assessment of substance abuse treatment needs and challenges in the City.

6	<b>Agency/Group/Organization</b>	CHILD AND FAMILY SERVICES
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended action plan public hearing, and consultation with Child and Family Services will guide the non-homeless special needs assessment, particularly social/public service needs for the elderly living in the NRSA; and the homeless youth outreach needs and gaps in service.
7	<b>Agency/Group/Organization</b>	Child Advocacy Center
	<b>Agency/Group/Organization Type</b>	Services - Victims Child victims of crime
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended action plan public hearing, and consultation with Child Advocacy Center ensures that services needs for child victims of crime will be provided to City residents.
8	<b>Agency/Group/Organization</b>	THE WAY HOME
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended action plan public hearing, and consultation with The Way Home will guide homelessness needs strategy and the implementation of rapid rehousing and homeless prevention. Additionally, consultation with the agency to determine affordable housing and tenant based rental assistance activities under the affordable housing strategy.
9	<b>Agency/Group/Organization</b>	New American Africans
	<b>Agency/Group/Organization Type</b>	Immigrant and refugee services
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended action plan public hearing, and consultation with New American Africans assists the City to identify housing, employment and social service needs for immigrant and refugee populations.
10	<b>Agency/Group/Organization</b>	New Horizons for New Hampshire
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency attended action plan public hearing, and consultation with New Horizons will guide homelessness needs strategy and ensure support for emergency shelters and essential services and Housing First opportunities is provided in the City.
11	<b>Agency/Group/Organization</b>	FAMILIES IN TRANSITION
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation with Families in Transition will guide homelessness needs strategy and ensure support for family emergency shelters and essential services is provided in the City. Additionally consultation with the agency to determine affordable housing and tenant based rental assistance activities under the affordable housing strategy.
12	<b>Agency/Group/Organization</b>	Southern NH Planning Commission
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Fair housing, AI
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City contracted and partnered with SNHPC to update its Analysis of Impediments to Fair Housing. Consultation with this organization to review and assess the City's needs and appropriate fair housing activities.

Table 2 – Agencies, groups, organizations who participated

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

N/A

**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	Families in Transition	<p>The initiatives that are outlined as a part of the City's Emergency Shelter, Transitional Housing and Strategies for the Homeless Strategic Plan are consistent with the goals of the City's 2008 Ten-Year Plan to End Homelessness and the HEARTH Act Performance Measures discussed in a later section. All homeless providers that are funded in accordance with this Action Plan are also part of the Manchester Continuum of Care (MCoC) designed to provide timely access to important community based services. Employment training, medical care, mental health and substance abuse counseling, housing and other services facilitate an individual or family's ability to attain and maintain a stable living environment. The goals of the Ten-Year Plan include the following:--Rapidly re-house the homeless--Prevent people from becoming homeless--Provide adequate employment/educational services--No one sleeps or lives on the streets--Focus on needs of homeless Veterans--Increase access to supportive services--Build public awareness--Maintain a steering committee to serve as community champions for the Ten-Year Plan. The City's past experience and success with ESG rapid rehousing programs supports a continued emphasis on rapid re-housing. This activity is in alignment with the City's 10-Year Plan to End Homelessness and the MCoC Goals and meets the National Objective goals of reducing the length of time homeless and reducing recidivism into homelessness. Other Strategy Elements include:--Participate in the MCoC process to access additional available resources to meet the needs of Manchester's Homeless population.--Continue to collaborate with non-profit organizations to support rapid re-housing, relocation, stabilization services and homeless prevention services.--Support organizations that provide ESG-eligible emergency shelter essential services.--Offer street outreach to homeless individuals that do not access services from the traditional shelter setting.--Continue to support the operation of the Manchester Homeless Services Center; a place where Manchester's homeless adults can find a safe refuge from the elements, have lunch and most importantly access a variety of services in one centralized location.--Support agencies in need of training and other support in the HMIS data collection process.--Continue to coordinate with the City's Homeless Service Coordinator to implement the goals and objectives that have been outlined as a part of the 2008 Ten-Year Plan to End Homelessness.</p>

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

### **Narrative (optional)**

The City contacted approximately 75 local non-profits, action groups and individuals through email about the beginning of the upcoming Fiscal Year budget process. The contact list included community service, housing and economic development agencies, community leaders, private developers and persons who have received or applied for funding in the past. In an effort to spread the information to all community groups, there was a Legal Notice published in the local newspaper and information posted on the City's website. Once applications were received, the Mayor and Aldermen scheduled public meetings to hear from each non profit who applied for City FY 2015 funding (31 agencies) to attend and explain the agencies' respective funding requests. After these meetings, each applicant was notified through email and a Legal Notice was published advertising Citizen Participation Public Hearings for the draft Action Plan. Two public hearings were held to solicit input from citizens and businesses in Manchester on how Manchester should spend its federal funding allocation to address issues in the community.

## **AP-12 Participation – 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**

Two public hearings for the City's 2015 (HUD FY 2014) Action Plan were held by City Community Improvement Program (CIP) Staff at Manchester Community Resource Center, 434 Lake Ave. (NRSA neighborhood) on Wednesday, January 22, 2014 at 6:30 p.m. and on Thursday January 23 at 6:30 p.m. at the Cashin Senior Center on the west side. A Legal Notice for both public hearings was published in the Union Leader on Jan. 6 & again on Jan. 13 (see attached Legal Notice).

These hearings were held in order to provide City residents an opportunity to comment on the expenditure of the federal fiscal year 2014 HUD monies to be received by the City for expenditure beginning July 1, 2014. These HUD funds include Community Development Block Grant (CDBG), Home Investment Partnerships (HOME), Emergency Solutions Grant Program (ESG), and may also include HUD Section 108 monies.

Manchester citizens, including public housing residents, public and private agencies, community groups, businesses and other interested parties were invited and encouraged to attend so they could voice their concerns and express their opinions on the priority needs of the community. These hearings also included discussions and citizen comments about the Manchester Continuum of Care (MCoC) and the coordination between the City and the MCoC of funds spent to support homelessness needs and services. The overall discussion topics included housing and homelessness, public infrastructure, environment, neighborhood investment and revitalization, education, public safety, recreation, economic development and social services.

CIP Staff closed each public hearing by describing the general timeline for the budget process. In the spring 2014, the Mayor will draft a budget with potential funding amounts and the Board of Mayor and Aldermen will have an opportunity to recommend revisions to any funding amounts they believe should be different and vote on a final City budget. In accordance with the City's budget process, all Action Plan public hearing participants were encouraged to submit written and oral comments to CIP Staff and Aldermen should they desire to.



**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	Sixteen individuals representing community members or nonprofit agencies attended one of two public hearings held in January 2014. Ten different agencies were represented, and an elected official, Alderman Long, representing the Center City (including the majority of the NRSA) and Ward 3 was in attendance.	Staff invited verbal comments and also solicited written comments as well (see attached, "AP-05/AP-12 Summary of Public Hearing Comments").	None.	
2	Newspaper Ad	Non-targeted/broad community	Public notices published in the Union Leader on Jan. 6 and Jan. 13 2014 (see attached Legal Notice).	Staff invited verbal comments and also solicited written comments as well (see attached, "AP-05/AP-12 Summary of Public Hearing Comments").	None.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Internet Outreach	Homeless service providers	Email notices were sent to multiple listervs including the Manchester Continuum of Care, Greater Manchester Social Services Association and to currently funded agencies. Six representatives from nonprofit agencies providing homeless services/shelter attended one of the two public hearings.	Staff invited verbal comments and also solicited written comments as well (see attached, "AP-05/AP-12 Summary of Public Hearing Comments").	None.	

Table 4 – Citizen Participation Outreach



## Expected Resources

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

#### Introduction

As proposed the programs and projects included in this year’s Annual Action Plan (FFY 2014 - City FY 2015) are based upon the Key Strategies identified in the City’s Consolidated Plan. Since the development of the City’s first Consolidated Plan the annual elements have pretty much been consistent with the priorities identified in the Consolidated Plan with little variance in the strategies from year to year. However, over the past several years and more so over the most recent few, the City has undergone steady and significant changes which impact on its ability to comply with the key strategies as well as to consider a revision of some of them so as to be consistent with current needs and priorities of the City.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,659,749	65,000	0	1,724,749	0	During the budget process each agency submits an application for funding that identifies the leveraged resources that are available for their specific project or agency should federal funding be secured. The leveraged resources are identified in the application and are included as part of this plan for each project identified for funding. Additionally, each Subrecipient Agreement identifies the cumulative cost per unit and the HUD cost per unit. This calculation allows CIP staff to perform a cost benefit analysis based on HUD resources and all additionally leveraged resources for the program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	542,698	36,800	0	579,498	0	In accordance with the HOME requirements, the City continues to meet and exceed the 25% match commitment for all funds drawdown for affordable housing development. The City submits an annual match report in September as part of the CAPER to document the fulfillment of this requirement.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	135,931	0	0	135,931	0	In accordance with ESG requirements, the City ESG funding assistance to Subrecipients is on a dollar for dollar matching basis. As such, Subrecipients will provide documentation of their own funds (non-ESG) or in-kind calculations provided for eligible expenses.

Table S - 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**

During the budget process each agency submits an application for funding that identifies the leveraged resources that are available for their specific project or agency should federal funding be secured. The leveraged resources are identified in the application and are included as part of

this plan for each project identified for funding. Additionally, each Subrecipient Agreement identifies the cumulative cost per unit and the HUD cost per unit. This calculation allows CIP staff to perform a cost benefit analysis based on HUD resources and all additionally leveraged resources for the program.

In accordance with the HOME requirements, the City continues to meet and exceed the 25% match commitment for all funds drawdown for affordable housing development. The City submits an annual match report in September as part of the CAPER to document the fulfillment of this requirement.

In accordance with ESG requirements, the City ESG funding assistance to Subrecipients is on a dollar for dollar matching basis. As such, Subrecipients will provide documentation of their own funds (non-ESG) or in-kind calculations provided for eligible expenses.

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

At this time, the City does not anticipate utilizing publically owned land or property to carry out any of the activities included in this plan.

**Discussion**

Inasmuch as the priorities and needs of the community far outweigh the annual HUD entitlement; not all of the key strategies identified within this Action Plan will be addressed through projects funded with HUD entitlement funding. Rather, some of these strategies and activities will be realized through projects and programs that use a variety of non-HUD resources, including local property tax generated dollars, state funding and other federal funds. Not all of the strategies noted are targeted towards activities that strictly benefit low and moderate income City residents. However, the projects that have been designated to receive funding are intended to address a myriad of needs of the community, these being social and health services, education, recreation, infrastructure, transportation, housing and public safety. While some of these activities are not specifically targeted towards low and moderate-income residents, the resulting impacts from improvements realized will also benefit this segment of Manchester's citizenry. These strategies are contained within this document as the development of the HUD Consolidated Plan and also in the ensuing Annual Action Plan. Both documents are in effect part and parcel of the City's process for the development of the Community Improvement Program Budget. The HUD funded activities represent one element of the entire Community



Improvement Program.

## 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	Safe and Sanitary Housing/Livable Community	2014	2015	Affordable Housing Healthy Neighborhoods	Citywide/CDBG-eligible CT-BG	To Reduce sub-standard Living Conditions To assist local businesses with meeting City codes Promote Safe Livable Neighborhoods	CDBG: \$173,400	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted Housing Code Enforcement/Foreclosed Property Care: 4000 Household Housing Unit
2	Reduce youth related criminal activity	2014	2015	Non-Homeless Special Needs	Citywide/CDBG-eligible CT-BG	To Keep Youth off the Streets	CDBG: \$5,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
3	Job Creation	2014	2015	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Employment Opportunities To assist local businesses with meeting City codes	CDBG: \$0	Jobs created/retained: 0 Jobs
4	Job Retention	2014	2015	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Employment Opportunities To assist local businesses with meeting City codes	CDBG: \$0	Jobs created/retained: 0 Jobs

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Affordable Housing Development	2014	2015	Affordable Housing	Citywide/CDBG-eligible CT-BG	Affordable Housing	HOME: \$410,394	Rental units constructed: 10 Household Housing Unit Rental units rehabilitated: 15 Household Housing Unit Homeowner Housing Added: 5 Household Housing Unit
6	Maintain the Existing Housing Stock	2014	2015	Affordable Housing	Citywide/CDBG-eligible CT-BG	Affordable Housing	CDBG: \$0 HOME: \$0	Public service activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Housing Code Enforcement/Foreclosed Property Care: 0 Household Housing Unit
7	Equal Access to Affordable Housing Opportunities	2014	2015	Affordable Housing	Citywide/CDBG-eligible CT-BG	Provide Fair Housing Counseling and Representation	CDBG: \$7,000	Other: 200 Other
8	Educational Enrichment of Youth	2014	2015	Non-Homeless Special Needs	Manchester Neighborhood Revitalization Strategy Area	Counseling/Afterschool Prog./Supportive Services Arts, Music & Theater Opportunities for Low/Mod.	CDBG: \$317,900	Public service activities other than Low/Moderate Income Housing Benefit: 3004 Persons Assisted
9	Perpetuate the Independent Living of the Elderly	2014	2015	Non-Homeless Special Needs	Manchester Neighborhood Revitalization Strategy Area	Provide Skilled Homecare Assist. and Meal Delivery	CDBG: \$43,000	Public service activities other than Low/Moderate Income Housing Benefit: 920 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Encourage Job Retention for Working Parents	2014	2015	Non-Homeless Special Needs	Manchester Neighborhood Revitalization Strategy Area	Provide Childcare Options for Working Parents	CDBG: \$27,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
11	Support Health Care Activities for Underinsured	2014	2015	Non-Homeless Special Needs	Manchester Neighborhood Revitalization Strategy Area	Access to Health Care	CDBG: \$52,500	Public service activities other than Low/Moderate Income Housing Benefit: 685 Persons Assisted
12	Assimilate Refugees Into The Community	2014	2015	Non-Homeless Special Needs	Manchester Neighborhood Revitalization Strategy Area	Access to Supportive Services That Target Refugees	CDBG: \$5,000	Public service activities other than Low/Moderate Income Housing Benefit: 35 Persons Assisted
13	Address Homelessness Issues	2014	2015	Homeless	Citywide/CDBG-eligible CT-BG	To Provide Emergency Shelter Provide Outreach To Individuals Living in Streets To Provide Tenant Based Rental Assistance To Provide Transitional Housing To Provide Rapid Re-Housing Opportunities	CDBG: \$45,357 HOME: \$125,000 ESG: \$118,237	Tenant-based rental assistance / Rapid Rehousing: 164 Households Assisted Homeless Person Overnight Shelter: 1905 Persons Assisted Homelessness Prevention: 110 Persons Assisted
14	Collect Data on the Homeless Population	2014	2015	Homeless	Citywide/CDBG-eligible CT-BG	For all applicable agencies to use HMIS System	ESG: \$7,500	Other: 4 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
15	Recreation Opportunities for low/moderate Youth	2014	2015	Non-Homeless Special Needs	Manchester Neighborhood Revitalization Strategy Area	Provide youth with Summer Recreation Programming	CDBG: \$30,850	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted
16	Increase Community Wide Entertainment Initiatives	2014	2015	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Provide Outdoor Entertainment to Low/Mod. Citizens	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
17	To Create a Universally Accessible City	2014	2015	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	ADA Access to Sidewalks, Streets and Buildings	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted
18	Support the City's Infrastructure System	2014	2015	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	To Address Deteriorating Streets, Sidewalks, Etc.	CDBG: \$360,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2295 Persons Assisted
19	Support the City's Public Facilities	2014	2015	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Address Deteriorating Conditions in City Buildings	CDBG: \$199,621	Other: 4 Other
20	Administration of HUD Entitlement Funding	2014	2015	Planning and Administration	Citywide/CDBG-eligible CT-BG	To Provide Support Staff	CDBG: \$300,046 HOME: \$40,379 ESG: \$10,194	Other: 109565 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
21	Implement Planning Studies As Appropriate	2014	2015	Planning and Administration	Citywide/CDBG-eligible CT-BG	To Implement Various Evaluation Tools	CDBG: \$10,000	Other: 109565 Other
22	Prepare Individuals for Gainful Employment	2014	2015	Non-Housing Community Development	Manchester Neighborhood Revitalization Strategy Area Citywide/CDBG-eligible CT-BG	To Teach Job Skills through Classroom & Training	CDBG: \$115,300	Public service activities other than Low/Moderate Income Housing Benefit: 565 Persons Assisted
23	Decrease the Number of Abused/Neglected Children	2014	2015	Non-Homeless Special Needs	Citywide/CDBG-eligible CT-BG	Provide Support to Abused/Neglected Children	CDBG: \$26,500	Public service activities other than Low/Moderate Income Housing Benefit: 175 Persons Assisted

Table 6 – Goals Summary<TYPE=[text] REPORT\_GUID=[9B4786E64DDAC839A8E119B13CB7DB46]>

**Goal Descriptions**

1	<b>Goal Name</b>	Safe and Sanitary Housing/Livable Community
	<b>Goal Description</b>	Over the past ten years, the City has invested a significant portion of its entitlement funding on activities that promote healthy neighborhoods. Ongoing initiatives have included: Concentrated Code Enforcement, Healthy Homes Peer Intervention, Municipal Infrastructure Program, Dilapidated Building Demolition Program, Housing Rehabilitation/Lead Hazard Control Program, Affordable Housing Initiatives, Weed 'n Seed Program, Project Greenstreets, Comprehensive Neighborhood Revitalization Projects (Rimmon Heights, Hallsville and Piscataquog), etc. The designation of the City's first Neighborhood Revitalization Strategy Area in 2005 further enhanced the City's efforts to improve the overall health of neighborhoods in the community. The City's Neighborhood Revitalization Strategy is a comprehensive approach designed to: improve the infrastructure; increase the number of affordable, safe and sanitary housing units in the neighborhood; increase the number of available jobs; and effect physical and social improvements that create and maintain a "livable" environment. Code enforcement program created to stabilize and improve conditions increasing the rental housing opportunities in low/moderate income areas.
2	<b>Goal Name</b>	Reduce youth related criminal activity
	<b>Goal Description</b>	Ensure a safe environment through crime prevention and police enforcement programs. Provide Weed 'n Seed programming to combat violent crime, drug abuse, and gang activity in specific inner-City neighborhoods of Manchester.
3	<b>Goal Name</b>	Job Creation
	<b>Goal Description</b>	Consistent with the City's Master Plan, the City Wide Economic Development Strategy will emphasize economic vitality. Economic vitality is the ability of a community to respond to change, to retrain itself for emerging business opportunities and to provide an entrepreneurial spirit that builds businesses and jobs. No initiatives supported with HUD funding this period.
4	<b>Goal Name</b>	Job Retention
	<b>Goal Description</b>	Consistent with the City's Master Plan, the City Wide Economic Development Strategy will emphasize economic vitality. Economic vitality is the ability of a community to respond to change, to retrain itself for emerging business opportunities and to provide an entrepreneurial spirit that builds businesses and jobs. No initiatives supported with HUD funding this period.

5	<b>Goal Name</b>	Affordable Housing Development
	<b>Goal Description</b>	<p>In response to the findings of various task forces on affordable housing and recommendations of the City Master Plan, the City will continue to make every effort to produce a balanced housing market that provides opportunities for all City residents ranging from upscale market rate housing to affordable housing. The City's Homeownership and Affordable Housing Strategy will continue to support program elements that will:</p> <p>Support the creation of a balanced housing market in terms of a variety of housing types and income ranges, in ownership versus rental units, in housing production, and in density.</p> <ul style="list-style-type: none"> <li>• The City should closely monitor trends in the housing market. A healthy rental vacancy rate is approximately 4% with an owner vacancy rate somewhat higher than that. When vacancy rates significantly exceed this number (such as in the current market), the strategy should be to encourage the improvement of current stock rather than new production, while in markets with significantly lower rates, new production should be encouraged.</li> <li>• Most of the vacant residentially zoned land in Manchester has already been developed. Future housing development will therefore have to be in areas of redevelopment, rehabilitation and infill.</li> <li>• Encourage mixed-use buildings. Mixed-use as discussed here includes residential uses with selected retail and office uses but excluding intense uses such as auto-oriented uses and drive-up windows and excluding bars and nightclubs in the neighborhoods. Mixed-use is particularly suitable for downtown and neighborhood center areas. While the Mill Yard should remain primarily devoted to business, it is appropriate to add housing units within some of the mills.</li> <li>• Promote and support healthy and safe housing. A significant share of Manchester's housing is older (with 63.4% built prior to 1970). Improving the quality of the older housing with rehabilitation assistance is a key effort for the City.</li> <li>• Support the development of energy efficient and sustainable housing.</li> </ul> <p>Continue to capitalize the City's Affordable Housing Trust Fund</p>

6	<b>Goal Name</b>	Maintain the Existing Housing Stock
	<b>Goal Description</b>	Utilize HOME and/or CDBG funding to operate homeowner rehabilitation programs for inner City neighborhoods and other areas of the City deemed in need of assistance.  Utilize HOME, CDBG and Office of Healthy Homes funding to eliminate health hazards in housing occupied by very low and low-income families.  No initiatives supported with HUD funding this period.
7	<b>Goal Name</b>	Equal Access to Affordable Housing Opportunities
	<b>Goal Description</b>	Enforce fair housing and advocate for individuals who have been discriminated against.
8	<b>Goal Name</b>	Educational Enrichment of Youth
	<b>Goal Description</b>	Educational and enrichment programming to inspire and empower adolescents to be compassionate, courageous and committed leaders in their communities. Activities include after school tutoring, mentoring, counseling, recreational programming and arts/music theater opportunities for youth residing in low-income neighborhoods.
9	<b>Goal Name</b>	Perpetuate the Independent Living of the Elderly
	<b>Goal Description</b>	Provide support and services to Manchester's frail elderly.
10	<b>Goal Name</b>	Encourage Job Retention for Working Parents
	<b>Goal Description</b>	Supportive services that allow parents to work and provide for their families.
11	<b>Goal Name</b>	Support Health Care Activities for Underinsured
	<b>Goal Description</b>	Programming that provides access to health care Manchester's lowest income, uninsured or underinsured residents.

12	<b>Goal Name</b>	Assimilate Refugees Into The Community
	<b>Goal Description</b>	Coordinate and support the implementation of services in a network to provide refugee populations with access to safe housing and all essential services.
13	<b>Goal Name</b>	Address Homelessness Issues
	<b>Goal Description</b>	<p>All homeless providers that are funded in accordance with this Action Plan are also part of the Manchester Continuum of Care (MCoC) designed to provide timely access to important community based services. Employment training, medical care, mental health and substance abuse counseling, housing and other services facilitate an individual's or family's ability to attain and maintain a stable living environment. The initiatives that are outlined as a part of this strategy are consistent with the goals of the City's 2008 Ten-Year Plan to End Homelessness and the HEARTH Act Performance Measures discussed in a later section. The goals of the Ten-Year Plan include the following:</p> <ul style="list-style-type: none"> <li>• Rapidly re-house the homeless</li> <li>• Prevent people from becoming homeless</li> <li>• Provide adequate employment/educational services</li> <li>• No one sleeps or lives on the streets</li> <li>• Focus on needs of homeless veterans</li> <li>• Increase access to supportive services</li> <li>• Build public awareness</li> </ul> <p>Maintain a steering committee to serve as community champions for the Ten-Year Plan</p>
14	<b>Goal Name</b>	Collect Data on the Homeless Population
	<b>Goal Description</b>	Support agencies in need of training and other support in the HMIS data collection process.
15	<b>Goal Name</b>	Recreation Opportunities for low/moderate Youth
	<b>Goal Description</b>	The city will continue to utilize CDBG funding to support youth recreation activities that benefit Manchester's disadvantaged youth.

16	<b>Goal Name</b>	Increase Community Wide Entertainment Initiatives
	<b>Goal Description</b>	Support Citywide entertainment events that promote a sense of community among all of Manchester's citizens.
17	<b>Goal Name</b>	To Create a Universally Accessible City
	<b>Goal Description</b>	Universal accessibility accommodations to public sidewalks, streets, parks, buildings etc. No initiatives supported with HUD funding this period.
18	<b>Goal Name</b>	Support the City's Infrastructure System
	<b>Goal Description</b>	A planned program providing for adequate maintenance, appropriate improvements and necessary expansion of the City's infrastructure is vital to the City's physical and financial integrity. Systemic identification and resolution of infrastructure defines and ensures that City residents will not be unfairly burdened by the need to address costly emergency repairs or rehabilitation of parks, bridges, roads sewers, parking facilities etc. Through the multi-year Community Improvement Plan infrastructure needs are addressed in a prioritized manner that sequences the improvements so as not to unduly burden the Manchester taxpayer. CDBG funding will be utilized to improve the infrastructure of income eligible census tracts as well as the Neighborhood Revitalization Strategy Area.
19	<b>Goal Name</b>	Support the City's Public Facilities
	<b>Goal Description</b>	Upgrade and maintain Manchester's inventory of Public Facilities including the elimination of architectural barriers in City Buildings.
20	<b>Goal Name</b>	Administration of HUD Entitlement Funding
	<b>Goal Description</b>	The focus of this strategy is to effectively administer entitlement funding and complete planning studies that improve the quality of City services. Effective management of community development activities is critical to efficient and effective delivery of City services and facilities. As in the past, the HUD funds will be used to leverage larger commitments of funds from other sources to complete the elements of the strategy.
21	<b>Goal Name</b>	Implement Planning Studies As Appropriate
	<b>Goal Description</b>	Conduct studies and analyses that improve the quality of the City.

22	<b>Goal Name</b>	Prepare Individuals for Gainful Employment
	<b>Goal Description</b>	Assist Manchester residents to attain self-sufficiency by providing access to employment, education, information and referral in a multi-cultural environment. Programs are designed to promote the development of each individual's work-maturity competencies, emotional growth and social development through the acquisition of appropriate job skills, workplace training, knowledge, and attitudes. Activities include adult workforce development, job training and ESL skills development and youth employment programs.
23	<b>Goal Name</b>	Decrease the Number of Abused/Neglected Children
	<b>Goal Description</b>	The City will work with applicable agencies such as Court Appointed Special Advocates of NH and The Child Advocacy Center of Hillsborough County to provide services to abused and neglected children. The goal is to provide these children with the best possible services so that they can begin the healing process and stop the cycle of violence.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

HOME funded activities will result in an estimated benefit to 74 extremely low-income households, 25 low-income households and 20 moderate-income households.

## AP-35 Projects – 91.220(d)

### Introduction

The City of Manchester plans to undertake the following projects in federal FY 2014 (City FY 2015), which are aligned with the strategies in its Five Year Consolidated Plan.

#	Project Name
1	210115 CASA of NH - Support to Abused and Neglected Children
2	210215 Girls Inc. - Girls Center
3	210315 Granite United Way - BRINGIT
4	211315 Holy Cross Family Learning Center-Operations
5	211415 CBDO Special Activities in the NRSA
6	211515 Child Advocacy Center - Forensic Interviews
7	310115 Manchester Community Resource Center - Summer Youth Employment Program
8	310015 Manchester Community Resource Center - Workforce Development
9	411115 Police Department - Weed and Seed Officer
10	411215 Police Department - Weed and Seed Teen Night
11	510215 Highway Department - Fun in the Sun
12	510415 Intown Manchester - Summer Entertainment Series in Veterans Park
13	510515 Palace Theatre - Operations
14	610015 Families in Transition-Lowell St. Tenant Assistance
15	610215 Granite United Way - Homeless Services Coordinator
16	610315 Harbor Homes, Inc-Veterans FIRST BAE Independence Hall
17	610415 New Horizons for NH-Housing First
18	610615 Planning & Community Development - Concentrated Code Enforcement
19	610715 Planning & Community Development - Fair Housing Activities
20	610815 Planning & Community Development - HOME CHDO Set-Aside
21	610915 Planning & Community Development - HOME Housing Initiatives
22	611015 Planning & Community Development - Homeless Services Center
23	611115 Serenity Place - Crisis Services (Detox) Program
24	611415 The Way Home - Tenant Based Rental Assistance
25	710315 Highway Department - Intersection Improvement Project
26	710515 Highway Department - Municipal Infrastructure
27	810515 Planning & Community Development - MERF Loan Repayment
28	810615 Planning & Community Development - Community Development Initiatives
29	810815 Planning & Community Development - Odd Fellows Hall Repayment
30	810915 Planning & Community Development - Planning & Administration
31	811015 Planning & Community Development - Section 108 Loan Repayment
32	ESG14 Manchester

Table 7 – Project Information

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

Due to the demand and the need for social services demonstrated by non profit organizations, the City has prioritized the appropriation of its CDBG funding to support these activities. Approximately \$423,000 of funds was sub-granted to MCRC to support activities that were consistent with the CBDO's mission. In addition to CBDO activities, approximately \$340,000 of CDBG funding was appropriated to 8 non profit organizations and 3 City Departments to provide public service activities.

Unfortunately, as a result of the emphasis that has been placed upon the provision of social services, the City was unable to allocate entitlement funding to all of the goals and objectives identified in the Annual Action Plan. The Goals that were not funded included Job Creation, Job Retention, Maintain the Existing Housing Stock and To Create a Universally Accessible City. The needs associated with these goals will be realized through projects and programs funded with a variety of non-HUD resources. It is important to note that some of these activities will continue to be funded with previous years Entitlement dollars.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

<b>1</b>	<b>Project Name</b>	210115 CASA of NH - Support to Abused and Neglected Children
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Decrease the Number of Abused/Neglected Children
	<b>Needs Addressed</b>	Provide Support to Abused/Neglected Children
	<b>Funding</b>	CDBG: \$13,000
	<b>Description</b>	Training of volunteers to serve as guardians ad litem (children's advocates) for Manchester's abused and neglected children.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 100 children who are victims of abuse and neglect will benefit from guardian ad litem advocate support funded through this program. Beneficiaries are presumed benefit - extremely low income.
	<b>Location Description</b>	Some of the activities will take place in various places within the City of Manchester. Funding for this project is targeted for guardian ad litem training and support, which will primarily take place at the Court Appointed Special Advocates of New Hampshire offices at 138 Coolidge Ave., Manchester NH, 03102.
<b>Planned Activities</b>	Training and support for guardian ad litem advocates who represent child victims of abuse and neglect.	
<b>2</b>	<b>Project Name</b>	210215 Girls Inc. - Girls Center
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG

	<b>Goals Supported</b>	Educational Enrichment of Youth
	<b>Needs Addressed</b>	Counseling/Afterschool Prog./Supportive Services
	<b>Funding</b>	CDBG: \$12,500
	<b>Description</b>	After school program to teach young girls about financial independence, peer pressure, healthy habits and to invoke an interest in technical areas -- all focused on breaking the cycle of poverty that the girls have been exposed to.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 150 low to moderate income girls will benefit from after school program services held at Girls Inc. Girls Center.
	<b>Location Description</b>	The Girls Inc. Girls Center is located in the City's west side neighborhood at 340 Varney St., Manchester NH 03102
	<b>Planned Activities</b>	Girls Center after school programming activities include mentoring, recreation, classes, a healthy snack and a supportive environment to teach young girls about financial independence, peer pressure, healthy habits and to invoke an interest in technical areas.
<b>3</b>	<b>Project Name</b>	210315 Granite United Way - BRINGIT
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Educational Enrichment of Youth Assimilate Refugees Into The Community
	<b>Needs Addressed</b>	Counseling/Afterschool Prog./Supportive Services Access to Supportive Services That Target Refugees
	<b>Funding</b>	CDBG: \$7,500
	<b>Description</b>	Open-enrollment drop-in center offering academic assistance and recreational activities for youth.
	<b>Target Date</b>	6/30/2015

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 70 low-moderate income at-risk youth will benefit from the proposed activities.
	<b>Location Description</b>	BRINGIT!! program activities will take place at Hillside Middle School in Manchester. CDBG-income eligible students will be transported by bus from schools to the program location.
	<b>Planned Activities</b>	Program activities will include after school tutoring, sports and other enrichment activities.
4	<b>Project Name</b>	211315 Holy Cross Family Learning Center-Operations
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Assimilate Refugees Into The Community Prepare Individuals for Gainful Employment
	<b>Needs Addressed</b>	Access to Supportive Services That Target Refugees To Teach Job Skills through Classroom & Training
	<b>Funding</b>	CDBG: \$15,300
	<b>Description</b>	Funding to support staffing and operational costs for the Family Learning Center Program, which includes ESL/Citizenship and other services for low income persons.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 90 low to moderate income individuals will benefit from this project.
	<b>Location Description</b>	The project is located on the City's west side at 438 Dubuque St.
	<b>Planned Activities</b>	Activities will include citizenship, sewing and ESL classes for the City's newest refugees and immigrants.
5	<b>Project Name</b>	211415 CBDO Special Activities in the NRSA
	<b>Target Area</b>	Manchester Neighborhood Revitalization Strategy Area

<b>Goals Supported</b>	Educational Enrichment of Youth Perpetuate the Independent Living of the Elderly Encourage Job Retention for Working Parents Support Health Care Activities for Underinsured Assimilate Refugees Into The Community Recreation Opportunities for low/moderate Youth
<b>Needs Addressed</b>	To Keep Youth off the Streets Counseling/Afterschool Prog./Supportive Services Provide Skilled Homecare Assist. and Meal Delivery Provide Childcare Options for Working Parents Access to Health Care Access to Supportive Services That Target Refugees Provide youth with Summer Recreation Programming
<b>Funding</b>	CDBG: \$422,900
<b>Description</b>	Funding for CBDO special activities in the NRSA carried out by Manchester Community Resource Center or its subcontractors.
<b>Target Date</b>	6/30/2015
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 2,600 low to moderate income individuals will benefit from the proposed Special Activities in the NRSA, which will be carried out directly by the Community Based Development Organization or subcontracted by the CBDO to agencies working in the NRSA.
<b>Location Description</b>	434 Lake Avenue and on site at agencies' locations where services are provided for individuals in the NRSA.
<b>Planned Activities</b>	Activities may include: youth education and enrichment, job training and skills development, after school care, child care, health care, immigrant and refugee services, elderly services and at-risk youth programming.
<b>6</b>	<b>Project Name</b> 211515 Child Advocacy Center - Forensic Interviews

	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Decrease the Number of Abused/Neglected Children
	<b>Needs Addressed</b>	Provide Support to Abused/Neglected Children
	<b>Funding</b>	CDBG: \$13,500
	<b>Description</b>	Project to facilitate forensic interviews and supportive services to child victims of crime.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 100 children from low to moderate income families will benefit from the proposed activities.
	<b>Location Description</b>	The training and support will take place at 960 Auburn Street.
	<b>Planned Activities</b>	Funds will support coordinated forensic interview process and staffing for child victims/witnesses of crime in Manchester.
7	<b>Project Name</b>	310115 Manchester Community Resource Center - Summer Youth Employment Program
	<b>Target Area</b>	Manchester Neighborhood Revitalization Strategy Area Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Prepare Individuals for Gainful Employment
	<b>Needs Addressed</b>	To Teach Job Skills through Classroom & Training
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	Operation of the Manchester's summertime Youth At Work Program. The program will employ Manchester's at risk youth ages 14-21 years old. It is a blended approach between classroom education and hands-on work to teach leadership and job readiness skills. Additionally, funds will be used to support 100% of the Summer Coordinator and 5% of the Director's salary.
	<b>Target Date</b>	9/5/2014

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 25 at-risk youth will benefit from summer-time employment activities.
	<b>Location Description</b>	The activities will take place at 434 Lake Ave., Manchester, NH 03103, and in the field at various workplace opportunities.
	<b>Planned Activities</b>	Classroom instruction, leadership development, job readiness skills and practice. Part-time seasonal employment.
8	<b>Project Name</b>	310015 Manchester Community Resource Center - Workforce Development
	<b>Target Area</b>	Manchester Neighborhood Revitalization Strategy Area Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Prepare Individuals for Gainful Employment
	<b>Needs Addressed</b>	To Teach Job Skills through Classroom & Training
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	Program to provide employment related services including: resume and cover letter writing workshops, innovative job search resources, and additional short-term job training programs.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 450 low to moderate income individuals will benefit from the proposed activities.
	<b>Location Description</b>	The activities will take place at 434 Lake Ave., Manchester, NH 03103
	<b>Planned Activities</b>	Job training, skills development, computer training, access to job books, computers, fax, resume help.
9	<b>Project Name</b>	411115 Police Department - Weed and Seed Officer
	<b>Target Area</b>	Manchester Neighborhood Revitalization Strategy Area
	<b>Goals Supported</b>	Safe and Sanitary Housing/Livable Community

	<b>Needs Addressed</b>	Promote Safe Livable Neighborhoods
	<b>Funding</b>	CDBG: \$72,900
	<b>Description</b>	Operational funding for positions to collaborate with Federal, State and local agencies, organizations and individuals to combat violent crime, drug abuse, and gang activity in specific areas of Manchester, with a targeted focus in the NRSA.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 300 residents of the NRSA will benefit from Weed and Seed activities such as community meetings; over 5,000 residents living the NRSA area will benefit (LMA benefit) from police presence and coordination.
	<b>Location Description</b>	All CDBG-funded activities will take place in NRSA neighborhoods.
	<b>Planned Activities</b>	Police officer presence, community meetings, coordination with other safety departments within the City and with appropriate federal and state agencies.
10	<b>Project Name</b>	411215 Police Department - Weed and Seed Teen Night
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Reduce youth related criminal activity
	<b>Needs Addressed</b>	To Keep Youth off the Streets
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	Funding to provide Police Department staffing to operate Teen Night at the Salvation Army.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 100 at risk youth aged 14-21 will benefit from the proposed activities.
	<b>Location Description</b>	Saturday Teen Night will take place at the Salvation Army located at 121 Cedar St., Manchester, NH 03101.

	<b>Planned Activities</b>	Saturday Teen Night will provide a safe place for Manchester's at-risk youth on weekend evenings. Age appropriate activities and mentoring will be provided.
11	<b>Project Name</b>	510215 Highway Department - Fun in the Sun
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Encourage Job Retention for Working Parents Recreation Opportunities for low/moderate Youth
	<b>Needs Addressed</b>	Provide Childcare Options for Working Parents Provide youth with Summer Recreation Programming
	<b>Funding</b>	CDBG: \$30,850
	<b>Description</b>	Organized summer recreation and enrichment program providing services to inner-city youth.
	<b>Target Date</b>	9/5/2014
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 300 low-moderate income children will benefit from Fun in the Sun summer programming.
	<b>Location Description</b>	The activities will take place at JFK Stadium in Manchester, NH
	<b>Planned Activities</b>	Summer youth recreation activities include organized games, crafts, and sports.
12	<b>Project Name</b>	510415 Intown Manchester - Summer Entertainment Series in Veterans Park
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Increase Community Wide Entertainment Initiatives
	<b>Needs Addressed</b>	Provide Outdoor Entertainment to Low/Mod. Citizens
	<b>Funding</b>	CDBG: \$10,000

	<b>Description</b>	The "Summer in the City" entertainment series in Veteran's Park to promote a sense of a proud, safe community by utilizing the outdoor stage as a gathering place for all members of the community to enjoy free entertainment.
	<b>Target Date</b>	8/31/2014
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 1000 individuals will benefit as a result of the outdoor concerts. As it is a community wide event, it will have a fifty two percent Low Moderate income area benefit.
	<b>Location Description</b>	Veterans Park, Manchester N.H.
	<b>Planned Activities</b>	Seven to ten summer concerts to be held at the Veterans Park Pavilion. Concerts are free and open to the public.
13	<b>Project Name</b>	510515 Palace Theatre - Operations
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Educational Enrichment of Youth
	<b>Needs Addressed</b>	Arts, Music & Theater Opportunities for Low/Mod.
	<b>Funding</b>	CDBG: \$21,000
	<b>Description</b>	Funding for operational costs for delivering professional, educational theater for Manchester's elementary schools located in low-moderate area income locations-primarily in the NRSA.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 1875 low to moderate income school aged children, primarily from elementary schools located in the NRSA will benefit from free theater performance tickets throughout the school year.
	<b>Location Description</b>	Activities will take place at the Palace Theatre located at 80 Hanover St., Manchester, NH 03101
	<b>Planned Activities</b>	Free theater performance tickets will be distributed to elementary aged children attending Beech, Wilson Bakersville and other low-income schools.

14	<b>Project Name</b>	610015 Families in Transition-Lowell St. Tenant Assistance
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Address Homelessness Issues
	<b>Needs Addressed</b>	To Provide Tenant Based Rental Assistance
	<b>Funding</b>	HOME: \$30,000
	<b>Description</b>	HOME funds for security deposit assistance and rental assistance to help very low income tenants secure and remain in safe, affordable housing.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	32 very low and 7 low income families will benefit as a result of receiving monthly rent subsidies.
	<b>Location Description</b>	Lowell Street
	<b>Planned Activities</b>	Rental subsidies provided to families occupying the units at Lowell Street.
15	<b>Project Name</b>	610215 Granite United Way - Homeless Services Coordinator
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Address Homelessness Issues
	<b>Needs Addressed</b>	To Provide Homeless Prevention Activities
	<b>Funding</b>	CDBG: \$25,857
	<b>Description</b>	Financial support for the City's Homeless Service Coordinator position, which is responsible for overseeing Manchester's homelessness efforts, and working with the Continuum of Care and the Steering Committee to End Homelessness.
	<b>Target Date</b>	6/30/2015

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 1500 homeless individuals and families will benefit from the Homeless Coordinator's work and outreach.
	<b>Location Description</b>	Activities will take place within the Continuum of Care and through service agencies provide homelessness activities.
	<b>Planned Activities</b>	Coordination of groups, service agencies and programs. Service delivery at the Homeless Services Center, which will provide homeless individuals access to showers, laundry and lunch during the daytime hours when the traditional emergency shelters are closed.
16	<b>Project Name</b>	610315 Harbor Homes, Inc-Veterans FIRST BAE Independence Hall
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Safe and Sanitary Housing/Livable Community Address Homelessness Issues
	<b>Needs Addressed</b>	Affordable Housing To Provide Tenant Based Rental Assistance
	<b>Funding</b>	HOME: \$30,000
	<b>Description</b>	General operating support for the BAE Independence Hall, a veterans housing facility located at 335 Somerville Street, which serves honorably discharged, homeless veterans.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	26 eligible individuals will benefit from the activity.
	<b>Location Description</b>	335 Somerville Street, Manchester, NH

	<b>Planned Activities</b>	The residents are able to access a myriad of supportive services, such as case management, health care, employment services, and assistance in accessing any benefit programs that they may be eligible for. Veterans live for up to two years in their own rooms or apartments while they address the issues that led to their homelessness. Most of our residential clients have some form of severe mental illness, a history of substance use disorder, or both, which are addressed. The ultimate goal of the Veterans FIRST program is to help homeless veterans reach the highest possible level of sustainable independence.
17	<b>Project Name</b>	610415 New Horizons for NH-Housing First
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Address Homelessness Issues
	<b>Needs Addressed</b>	Affordable Housing To Provide Tenant Based Rental Assistance To Provide Homeless Prevention Activities
	<b>Funding</b>	HOME: \$15,000
	<b>Description</b>	HOME funds for rental assistance to help extremely/very low income homeless individuals secure and remain in safe, affordable housing.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Two very low income households will benefit from the proposed activities.
	<b>Location Description</b>	Tenant based rental assistance will be provided in Manchester, NH
	<b>Planned Activities</b>	Tenant based rental assistance will be provided to homeless individuals in the Housing First model. Additional support will be given to this project through the Manchester Continuum of Care and ESG technical assistance.
18	<b>Project Name</b>	610615 Planning & Community Development - Concentrated Code Enforcement
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG

	<b>Goals Supported</b>	Safe and Sanitary Housing/Livable Community
	<b>Needs Addressed</b>	To Reduce sub-standard Living Conditions
	<b>Funding</b>	CDBG: \$70,775 HOME: \$3,725
	<b>Description</b>	Continuation of code enforcement program created to stabilize and improve conditions increasing the rental housing opportunities in low/moderate income areas.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A minimum of 4000 low/moderate households will benefit as a result of code compliance inspections.
	<b>Location Description</b>	Code compliance inspections will take place in Census tracts in which the percentate of low/moderate income households exceeds 51%.
	<b>Planned Activities</b>	Code enforcement inspections.
19	<b>Project Name</b>	610715 Planning & Community Development - Fair Housing Activities
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Equal Access to Affordable Housing Opportunities
	<b>Needs Addressed</b>	Provide Fair Housing Counseling and Representation
	<b>Funding</b>	CDBG: \$7,000
	<b>Description</b>	Funding used to carry out informational sessions to identify fair housing practices for tenants and landlords.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This activity will be open to all City residents through various informational sessions being held throughout the City. The activity is part of CDBG Administration.

	<b>Location Description</b>	Specific locations yet to be determined.
	<b>Planned Activities</b>	Funding used to carry out informational sessions to identify fair housing practices for tenants and landlords.
20	<b>Project Name</b>	610815 Planning & Community Development - HOME CHDO Set-Aside
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Affordable Housing Development
	<b>Needs Addressed</b>	To Reduce sub-standard Living Conditions Affordable Housing
	<b>Funding</b>	HOME: \$81,405
	<b>Description</b>	HOME Community Housing Development Organization (CHDO) set aside to support the development of affordable housing units.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 households are estimated to benefit from this activity.
	<b>Location Description</b>	Specific project still to be determined and underwritten, but preliminary assumptions are to utilize the funding for the rehabilitation of housing units located at 393-395 Spruce St.
	<b>Planned Activities</b>	HOME Community Housing Development Organization (CHDO) set aside to support the development of affordable housing units.
21	<b>Project Name</b>	610915 Planning & Community Development - HOME Housing Initiatives
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Affordable Housing Development
	<b>Needs Addressed</b>	To Reduce sub-standard Living Conditions Affordable Housing

	<b>Funding</b>	HOME: \$328,989
	<b>Description</b>	Funding to increase the supply of decent, safe and affordable housing units through rehabilitation of existing housing stock to include remediation of lead-based paint and other improvements necessary to bring these properties into compliance with minimum codes. Funds to be used to operate the Manchester Housing Initiatives Program.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	25 households are estimated to benefit from this activity.
	<b>Location Description</b>	Project locations are yet to be determined, but will focus on serving residents in the City's low/mod income Census Tracts.
	<b>Planned Activities</b>	Funding to increase the supply of decent, safe and affordable housing units through rehabilitation of existing housing stock to include remediation of lead-based paint and other improvements necessary to bring these properties into compliance with minimum codes. Funds to be used to operate the Manchester Housing Initiatives Program.
22	<b>Project Name</b>	611015 Planning & Community Development - Homeless Services Center
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Address Homelessness Issues
	<b>Needs Addressed</b>	To Provide Emergency Shelter
	<b>Funding</b>	CDBG: \$19,500
	<b>Description</b>	Homeless Services Center operating in day time hours to serve the homeless population five days a week with lunch, basic services and access to a multitude of social services agencies within the City.
	<b>Target Date</b>	6/30/2015

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimate 550 homeless adult individuals will benefit from the proposed activities.
	<b>Location Description</b>	Project will be undertaken at the Homeless Services Center located at 140 Central St., Manchester, NH 03101.
	<b>Planned Activities</b>	Homeless individuals will be provided access to showers, laundry, lunch and homeless support services - including access to mainstream resources.
23	<b>Project Name</b>	611115 Serenity Place - Crisis Services (Detox) Program
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Support Health Care Activities for Underinsured Address Homelessness Issues
	<b>Needs Addressed</b>	Access to Health Care To Provide Transitional Housing
	<b>Funding</b>	CDBG: \$7,500
	<b>Description</b>	Operational support for detox facility.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 35 individuals will receive detox/crisis center services.
	<b>Location Description</b>	Activities will take place at Serenity Place's recovery/detox facility in Manchester, NH
	<b>Planned Activities</b>	Substance abuse detox services and transitional living.
24	<b>Project Name</b>	611415 The Way Home - Tenant Based Rental Assistance
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Address Homelessness Issues

	<b>Needs Addressed</b>	Affordable Housing To Provide Tenant Based Rental Assistance To Provide Homeless Prevention Activities
	<b>Funding</b>	HOME: \$50,000
	<b>Description</b>	HOME funds for security deposit assistance and rental assistance to help very low income tenants secure and remain in safe, affordable housing.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 22 families will benefit from the proposed activities
	<b>Location Description</b>	214 Spruce St. and various units throughout the City.
	<b>Planned Activities</b>	Tenant based rental assistance.
25	<b>Project Name</b>	710315 Highway Department - Intersection Improvement Project
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Support the City's Infrastructure System
	<b>Needs Addressed</b>	To Address Deteriorating Streets, Sidewalks, Etc.
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	Replace or upgrade traffic signals at various intersections consistent with State/Southern NH Planning Commission safety analysis.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that the targeted intersection improvements will benefit about 915 people.

	<b>Location Description</b>	Proposed activity locations are: Mammoth Rd./Hanover St., Queen City Ave./South Willow St., Hanover St./Union St., and Maple St./Lake Ave.
	<b>Planned Activities</b>	Replace or upgrade traffic signals at various intersections consistent with State/Southern NH Planning Commission safety analysis.
26	<b>Project Name</b>	710515 Highway Department - Municipal Infrastructure
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Support the City's Infrastructure System
	<b>Needs Addressed</b>	To Address Deteriorating Streets, Sidewalks, Etc.
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	To improve City infrastructure for enhanced traffic flow and safety that may include street reconstruction, sidewalk renovation, curbing, drainage improvements, and other upgrades.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that these improvements will benefit 1,380 people.
	<b>Location Description</b>	Potential project locations are: Hanover St. (Maple St. - Ashland St.), Penacook St. (Pine St. - Beech St.), Amherst St. (Beech St. - Maple St.), Auburn St. (Pine St. - Union St.), Manchester St. (Beech St. - Maple St.), and Central St. (Wilson St. - Belmont St.).
<b>Planned Activities</b>	To improve City infrastructure for enhanced traffic flow and safety that may include street reconstruction, sidewalk renovation, curbing, drainage improvements, and other upgrades.	
27	<b>Project Name</b>	810515 Planning & Community Development - MERF Loan Repayment
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Support the City's Public Facilities
	<b>Needs Addressed</b>	Address Deteriorating Conditions in City Buildings

	<b>Funding</b>	CDBG: \$22,721
	<b>Description</b>	Funding set aside to cover half of the costs of annual re-payment to CDFA for Energy Efficiency improvements Loan. Improvements were completed in the Manchester Public Library.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project provided a benefit to two City buildings.
	<b>Location Description</b>	The two City libraries that received energy upgrades from this grant were located at: 405 Pine St., and 76 Main St.
	<b>Planned Activities</b>	Funding set aside to cover half of the costs of annual re-payment to CDFA for Energy Efficiency improvements Loan. Improvements were completed in the Manchester Public Library.
28	<b>Project Name</b>	810615 Planning & Community Development - Community Development Initiatives
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Implement Planning Studies As Appropriate
	<b>Needs Addressed</b>	To Implement Various Evaluation Tools
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	Funds to be used for consultant services and associated costs of community development, management and facilitate programs.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This is an Administration activity.
	<b>Location Description</b>	The activity will be carried out by the City of Manchester - Planning and Community Development Department located in City Hall.

	<b>Planned Activities</b>	Funds to be used for consultant services and associated costs of community development, management and facilitate programs.
29	<b>Project Name</b>	810815 Planning & Community Development - Odd Fellows Hall Repayment
	<b>Target Area</b>	Manchester Neighborhood Revitalization Strategy Area
	<b>Goals Supported</b>	Support the City's Public Facilities
	<b>Needs Addressed</b>	Address Deteriorating Conditions in City Buildings
	<b>Funding</b>	CDBG: \$134,400
	<b>Description</b>	To pay for a portion of the debt service on the City's Community Resource Center located at 434 Lake Ave.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The activity targets low/mod individuals and families that can participate in events and services located within the building. Typically, this group of residents is from the surrounding CDBG income eligible Census Tracts.
	<b>Location Description</b>	The City's Community Resource Center located at 434 Lake Ave (Odd Fellows Building).
	<b>Planned Activities</b>	To pay for a portion of the debt service on the City's Community Resource Center located at 434 Lake Ave.
30	<b>Project Name</b>	810915 Planning & Community Development - Planning & Administration
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Administration of HUD Entitlement Funding
	<b>Needs Addressed</b>	To Provide Support Staff
	<b>Funding</b>	CDBG: \$300,046 HOME: \$40,379
	<b>Description</b>	Funding of CIP staff/expenses for administration of CIP program.
	<b>Target Date</b>	6/30/2015

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This is an Administrative activity.
	<b>Location Description</b>	Administration of the CIP program will be carried out at City Hall.
	<b>Planned Activities</b>	Funding of CIP staff/expenses for administration of CIP program.
31	<b>Project Name</b>	811015 Planning & Community Development - Section 108 Loan Repayment
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Support the City's Public Facilities
	<b>Needs Addressed</b>	Address Deteriorating Conditions in City Buildings
	<b>Funding</b>	CDBG: \$42,500
	<b>Description</b>	Funding set aside to cover costs of annual re-payment to HUD by developer for Bridge and Elm St. project.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This activity is to provide the annual debt service repayment to HUD for the Bridge and Elm St. project.
	<b>Location Description</b>	Project is located at 1200 Elm St., Manchester, NH.
	<b>Planned Activities</b>	Funding set aside to cover costs of annual re-payment to HUD by developer for Bridge and Elm St. project.
32	<b>Project Name</b>	ESG14 Manchester
	<b>Target Area</b>	Citywide/CDBG-eligible CT-BG
	<b>Goals Supported</b>	Address Homelessness Issues Collect Data on the Homeless Population

<b>Needs Addressed</b>	To Provide Emergency Shelter Provide Outreach To Individuals Living in Streets To Provide Rapid Re-Housing Opportunities For all applicable agencies to use HMIS System To Provide Homeless Prevention Activities
<b>Funding</b>	ESG: \$135,931
<b>Description</b>	City of Manchester's ESG program
<b>Target Date</b>	6/30/2015
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimate 1,280 homeless/at-risk of homelessness individuals and families will benefit from the proposed activities.
<b>Location Description</b>	Activities will take place at the New Horizons Emergency Shelter, 199 Manchester St. Manchester NH 03103; The Way Home, 214 Spruce Street; Families in Transition's Family Emergency Shelter 11 Liberty St., Manchester NH 03104; Child and Family Services Runaway Youth and Street Outreach, 464 Chestnut St., Manchester NH 03101; and YWCA Emily's Place (DV Shelter for women and children) at an undisclosed location.
<b>Planned Activities</b>	Emergency shelters for individuals and families; rapid rehousing and homeless prevention activities including relocation and stabilization services and financial assistance; shelter for women fleeing domestic violence; street outreach (youth only); data collection and support; administrative support staff.

## AP-50 Geographic Distribution – 91.220(f)

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

All funds are proposed to be available on a citywide basis with the main focus on the Center City, the NRSA and CDBG-eligible census tracts and block groups.

CDBG and HOME funds will be available to all agencies, however adherence to all income eligibility requirements must be met and documented. Public service activities will be citywide, and CBDO Special Activities will be solely undertaken in the City's approved NRSA. As discussed in other sections within this Action Plan, the City is proposing a realignment of its NRSA to correspond to updated income information.

ESG funding sets specific guidelines as to the allocation, which is not focused geographically except that the funds will be distributed to agencies working and serving Manchester. The specified caps on certain activities will be adhered to.

### Geographic Distribution

Target Area	Percentage of Funds
Manchester Neighborhood Revitalization Strategy Area	32
Citywide/CDBG-eligible CT-BG	68

Table 8 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The City aims to direct these resources to low and moderate income individuals and families and to provide benefits in areas identified as low-moderate income census tract and block groups. Targeting public services to persons in the NRSA ensures that resources are directed to the most impoverished areas of the City. Locating affordable housing units in areas that are integrated and accessible to other services, networks is a rationale for investing in particular geographic neighborhoods.

### Discussion

Request for Realigned Neighborhood Revitalization Strategy Area (see attachment "Realigned Neighborhood Revitalization Strategy Area, including map of realigned boundaries).

In 2005 the City of Manchester requested approval of its neighborhood revitalization strategy as part of its 2005 Consolidated Plan submission. The resulting Neighborhood Revitalization Strategy Area (NRSA) included census tract block groups in the core of the downtown and primarily east side neighborhoods.

Each of those block groups were within the upper quartile of block groups that comprise the highest average number of households whose incomes are below 80% of the Area median Income (AMI), as per the 2000 U.S. Census Data.

Subsequent to the original approval of the City's NRSA, the 2010 Census data and the most recent income information data assembled by HUD resulted in a shift of the upper quartile of the lowest income block groups. The shift includes additional west side neighborhood areas and an expansion into southern areas of the City.

As the City submits its Annual Action Plan for 2014, it is requesting that HUD allow for realignment of the NRSA to include the upper quartile of the most impoverished block groups, as indicated by the most recent data. (See Map entitled "City of Manchester Revised Neighborhood Strategy Area Submitted with Action Plan 2014").

The table attached in "Realigned Neighborhood Revitalization Strategy Area" shows 25% of the City's census tract block groups that are the most impoverished. The table indicates the total number of persons in each block group and what percentage of the total population is comprised of individuals whose household income is below 80% of AMI. Per HUD's guidance (Notice CPD-96-01), one block group was excluded from the realigned, revised NRSA due to it being noncontiguous with the other census tract block groups in the defined area.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

Affordable housing continues to be a challenge for those families in Manchester that are earning less than 80% of the median income. Although we have seen rents stabilizing, both of the City’s affordable housing providers, Neighborworks Southern NH (NSNH) and Manchester Housing and Redevelopment Authority (MHRA) report waiting lists. NSNH currently has a 60-90 day waiting list for their garden style apartments and 1-3 years for their townhouse units. MHRA’s waiting list totals 9,257 applicants. The extensive waiting lists of these two agencies indicate a significant demand for housing that is affordable in accordance with HUD standards.

The FY2014 Action Plan will fund projects that strive to achieve production and/or rehabilitation of 30 affordable housing units, focus projects to address the low income neighborhoods within the Neighborhood Revitalization Strategy Area, and provide 79 units with rental subsidies. Due to the poor economy, increasing utility costs and the increasing number of foreclosures, the City has decided to place a moratorium on its home ownership activities.

One Year Goals for the Number of Households to be Supported	
Homeless	79
Non-Homeless	0
Special-Needs	0
Total	79

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	79
The Production of New Units	30
Rehab of Existing Units	25
Acquisition of Existing Units	0
Total	134

Table 10 - One Year Goals for Affordable Housing by Support Type

#### Discussion

A few of the contributing factors for the need of affordable housing are current rent amounts and foreclosure rates. For example, according to the 2013 New Hampshire Housing Finance Authority Rental

Survey, the average rent for a two-bedroom apartment in Manchester is \$1,041/month. The estimates of affordability stated in the Rental Survey concluded that only 20.1% of the two-bedroom units surveyed in Hillsborough County would be affordable to a 3-person household earning 50% of the median income. The very low-income families at 30% of the median income are earning \$22,950/year. Based on their income, an affordable unit would need to be \$574/month. Unfortunately, the average rent for a two-bedroom apartment in Manchester is \$1,041/month leaving an income gap of \$467. This gap would only be widened with the need for a security deposit and other upfront costs. Another contributing factor is the amount of foreclosures seen in the past few years. For February 2014, Realtytract.com reported the following: 1 in every 1,514 housing units in Manchester received a foreclosure filing, compared to 1 in every 1,469 housing units in the State of New Hampshire. Foreclosures are still an issue in the City that contributes to a greater need for affordable housing.

The affordability and availability of units for the very low and low income are drivers for the City to continue to develop and rehab housing units. In an effort to target this population, these activities are primarily focused in the Neighborhood Revitalization Strategy Area. The use of HOME funds will enable the City to provide rental subsidies to make existing housing affordable and to create additional units to increase supply.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The mission of the Manchester Housing and Redevelopment Authority (MHRA), the public housing authority for the City of Manchester, is to provide and sustain affordable, secure, quality living environments for low income families and individuals and to provide personal and economic enrichment and independence opportunities for residents. In pursuit of this mission, MHRA offers housing and housing assistance, as well as associated supportive services to its residents. MHRA owns and manages 1,270 units of public housing which are available to families, the elderly and persons with disabilities who earn within 80% of the area median income. In addition to public housing, MHRA has developed 132 units of service-assisted housing for very low income (50% median income) elderly and people with disabilities using funds from the Low Income Housing Tax Credit Program (LIHTC) from the City, as well as state, federal and private resources. MHRA's larger developments have community centers and on-site maintenance staff and all housing has 24-hour emergency maintenance service for all housing residents. All MHRA housing is maintained in good physical condition and is inspected annually by MHRA inspectors and randomly by inspectors from the U.S. Department of Housing and Urban Development (HUD) and by inspectors representing other interested parties.

MHRA also provides rental assistance for households with incomes below 50% of the area median income utilizing 1,813 Housing Choice Vouchers (HCV), 104 Veterans Affairs Supportive Housing Vouchers (VASH) for homeless veterans, and 100 vouchers for Non-Elderly Persons with Disabilities. In addition, MHRA also administers 23 units of assistance (at Robinson House) through the Section 8 Moderate Rehabilitation Program for Single Room Occupancy Dwellings for Homeless Individuals (Mod SRO). All voucher and Mod SRO units are inspected initially and annually to assure that they meet local codes and Housing Quality Standards.

MHRA provides a variety of resident initiatives including the Family Self-Sufficiency Program; employment opportunities for residents; activities for youth; Elderly Services, including the Supportive Service Program in MHRA's LIHTC properties; and outreach efforts to assist residents to understand and access various services, including Medicare and Medicaid. Additionally, MHRA partners with local entities to provide various programs for residents.

### **Actions planned during the next year to address the needs to public housing**

MHRA will continue to provide housing and housing assistance through its 1,270 public housing units, 132 Low Income Housing Tax Credit Units, and 2,040 units of rental assistance.

MHRA gets funding from HUD under the Public Housing Capital Fund Program for two areas of activity,

(1) management improvements and (2) physical improvements. For FY 2014 MHRA's budget under this grant is \$1,401,117. Management improvements include items to improve public housing management and funding for resident initiatives and training. Planned physical improvements include interior rehabilitation of several scattered sites, heat pipe replacement at Elmwood Gardens, exterior trim and siding replacement at Elmwood Gardens, repairs to the stairwells at Kelley Falls, roofing replacement at scattered sites, window replacement at Gallen Apartments and elevator upgrades at Burns Apartments.

MHRA continues to look for innovative ways to provide housing and housing assistance and is presently working on a project with the Mental Health Center of Greater Manchester wherein 20 units of service-assisted housing would be developed for its clients.

Resident initiatives designed to enrich the lives of MHRA's residents, to enhance opportunities for employment, and to enable elderly/disabled residents to continue to live independently will be continued. These initiatives include the following:

Family Self-Sufficiency Program for Housing Choice Voucher residents (with 32 participants currently enrolled).

Employment and MHRA resident employment: MHRA hires, trains and employs residents on government-financed projects. MHRA works with area providers to offer educational/vocational and supportive service programs to public housing residents.

The Youthbuild Program, a partnership with Southern New Hampshire Services, offers young people aged 18 to 24 on-site GED courses as well as career development training.

MHRA will continue to work with local non-profits and to participate in coalitions such as GMAA (Greater Manchester Association of Service Agencies) and the Continuum of Care to increase housing opportunities for Manchester's homeless and low income residents. MHRA will continue to coordinate with partner agencies to assist low income residents to become economically self-sufficient.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

MHRA encourages its residents to participate in management decisions. One public housing resident sits on MHRA's Board of Commissioners. In addition, MHRA has a Resident Advisory Board comprising public housing and the Housing Choice Voucher Program (HCV) residents which reviews and comments on the Annual and the Five Year Plans, as well as on other policies as they arise.

MHRA also provides direct employment opportunities to public housing and HCV residents. Currently, MHRA employs two public housing residents and one participant in the HCV program. In addition, a number of MHRA's employees are former residents/participants.

MHRA's Homeownership Program allows eligible HCV residents to use their assistance toward the purchase of a home in MHRA's jurisdiction. Families who participate in this program must be first-time homebuyers and must attend and complete a homeownership and housing counseling program. Successful residents may use their voucher toward payment of the mortgage for up to 15 years, depending on the term of the original mortgage. Since the beginning of the program, 33 families have participated and there are 24 currently enrolled.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

N/A

**Discussion**

MHRA has seen challenges and successes over the past year. The greatest challenge has been continued significant federal formula funding reductions which have resulted in strains to both the public housing and Housing Choice Voucher programs. In addition, other funding cuts on the state level resulted in the closure of MHRA's Congregate Services Program (CSP).

Despite the ongoing funding challenges, MHRA remains in solid fiscal standing. Utilizing an energy services contract (where reduced operating costs pay directly for property improvements that improve energy efficiency and lower operating costs) MHRA has recently completed improvements that otherwise would have been out of reach. Such improvements included new high efficiency HVAC systems, high efficiency lighting, and water conserving toilets and appliances.

Also in 2013, MHRA received 20 additional VASH Vouchers, and was the recipient of a grant from the Mary Gale Foundation to assist in exterior repairs at Mary Gale Apartments.

In an effort to address the needs of Manchester's low income renters, MHRA will continue to look for non-traditional opportunities to develop new affordable housing.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

No one living on the streets is one of the eight overarching goals in Manchester's 10-Year Plan to End Homelessness. The Manchester Continuum of Care (MCoC) has an outreach team which includes a registered nurse, a Projects for Assistance in Transition from Homelessness (PATH) worker, shelter staff, youth outreach, and volunteers that go places known to have camps. They routinely check in on people, work to engage them in services and advise them of shelter options. Manchester Police have also been part of outreach and seek to connect unsheltered homeless to MCoC services.

The Homeless Services Center offers a variety of basic needs, including showers, laundry and hot lunch. This Center also creates opportunities for outreach workers and service providers to help people connect to resources they need to (re)gain stable housing. On-site services include: VA, healthcare, mental health, Goodwill job training, reading program and housing assistance.

The MCoC counted no unsheltered families on the 2014 Point in Time (PIT) count conducted in January 2014 – this is down from 2 unsheltered families of 4 people in the 2013 PIT. The MCoC's permanent housing & rapid rehousing are major assets for families. Homeless prevention includes education, building/maintaining positive landlord relationships, City initiatives around lead poisoning, bedbugs or other infestations, individualized diversion strategies, and, where appropriate, financial assistance such as rent subsidy or security deposit. Outreach is ongoing with the Manchester School District, Child & Family Services and Manchester Office of Youth Services.

2-1-1 NH continues to divert or coordinate services for homeless families and individuals, and provides referrals to the City's homeless services/providers.

The City and MCoC will continue with these activities and work together to enhance capabilities in engaging homeless people and motivating them to connect with area resources.

**Addressing the emergency shelter and transitional housing needs of homeless persons**

Manchester has the largest adult shelter in the state of New Hampshire -- New Horizons, which is also the state's only wet shelter. Emergency shelter is available to men and women. The main shelter has 76

beds and routinely has over that many clients in the winter months as authorized by the Manchester Fire Department. Overflow space is also available at the Manchester Homeless Services Center. There is also a separate shelter for women-Angie's with 16 beds.

Families in Transition and the Manchester Welfare Department co-run a family shelter with 19 beds. Families in Transition has added case management and greater access to supportive services at this shelter over the last year and is frequently able to move shelter clients into one of their housing programs from the shelter. Families in Transition also has a specialty shelter for single women and families with 22 beds.

There is a domestic violence shelter in Manchester with 11 beds. This shelter is also part of a system of care where women and their children may be moved to another part of the state or out of state if they are in great danger.

Child and Family Services has access to 3 safe house shelter beds for children under the age of 18 and at least one bed at a professional facility, Webster House, for children in crisis

Families in Transition is developing a new facility for a family emergency shelter that will host a Head Start daycare, health clinic, a food pantry with commercial kitchen and an intake center. This facility will assist homeless families in a targeted manner by assisting them in (re)gaining stable housing.

Transitional housing is available for homeless youth aged 18-22, veterans, families and individuals throughout the City.

All shelters have case management and strive to connect clients to mainstream resources with end goal of (re)gaining permanent housing.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Within the MCoC, approximately 90% of people exit to some form of permanent housing, which reduces the extent to which recidivism occurs. In addition to ensuring that people exit to stable housing destinations, all CoC- and ESG- funded programs make certain that individuals and families currently in the homeless services system are connected to all appropriate resources that will help them to sustain stable housing upon exit, (mental health, substance use, employment training, etc). Currently, the CoC utilizes HMIS to monitor and measure recidivism through the use of a report that lists all clients who

exits to nonpermanent housing destinations. When agencies appear to have persistent difficulties in people returning to homelessness or exiting to unstable housing destinations, they are flagged and processes are analyzed to determine how outcomes can be improved. All of this, combined with budgeting, life skills classes, landlord relationships with the City/agencies help to increase opportunities for affordable housing.

Families in Transition, which operates most of the CoC's TH programs, incorporated a Case Management Needs Identifier into programming in Jan, 2014 that informs an action plan participants entering TH. Immediate goals are set to progress through a 3-phase housing readiness model. Each participant is re-evaluated every 3 months on progress toward achieving goals. Child & Family Services TH is a 12-18 month program that provides supportive housing, life skills, and support services to youth (18-22 years old) who are homeless or transitioning out of foster care. The program promotes self-sufficiency and reduces the risk of future homelessness. The adult emergency shelter, New Horizons, utilizes a Tier System to monitor/encourage success and offer enhanced living accommodations. They also partner with MCoC outreach and the homeless services center in getting clients connected to services to enhance capabilities to secure solid housing. The emergency family shelter is now being co-managed by Families in Transition (and the City Welfare Department), which opens doors to professional service opportunities for clients. Access to services in addition to connections to housing remain the 2 main goals in reducing lengths of shelter stays.

Manchester has increased its permanent supportive housing beds dedicated for chronically homeless from 20 in 2009, to 55 in 2012 and to 89 in 2014. All MCoC organizations funded through HUD's Continuum of Care Notice of Funding Availability ("NOFA") have agreed to prioritize 85% of turnover beds for chronically homeless in the next year. In the 2013 NOFA, a new project application was submitted in Tier 2 for Permanent Supportive Housing (PSH) with a housing first approach for 4 chronically homeless individuals.

All programs serving the homeless in Manchester include connections to mainstream resources, job skills development referrals/assistance and information on educational resources within the case management spectrum. The City continues to work with and support these programs.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

State discharge plans specifically do not allow discharge from healthcare, mental health, foster care or corrections into homelessness. The City is in close communication with shelters and the MCoC Homeless

Liaison committee to ensure this does not happen. If such an occasion does occur, the City is willing and able to get involved at an executive level to correct such discharges. The Healthcare for the Homeless program works very closely with City hospitals to ensure homeless individuals be released to a proper care setting. The MCoC also works to educate corrections on the importance of helping prisoners apply for entitlements for which they are eligible prior to release.

The City recognizes the importance of prevention efforts as does the MCoC. Programs divert people through other supports if possible. City funded partner and MCoC member agency, The Way Home, is a solid resource for prevention assistance and utilizes budget and life skills training as part of this. If it is determined that a client should move to a lower priced unit to maintain housing, The Way Home does have access to a security deposit assistance program to help make this possible. Clients are also educated on the many resources available within the community to help them keep their housing, grocery and other costs down. The Section 8 waiting lists in New Hampshire are approximately eight years long, so this resource is difficult to acquire for very low income households. Manchester Housing and Redevelopment Authority is a strong partner in providing low cost housing but availability continues to be low.

The City will continue to fund homeless prevention activities, which may include financial assistance for rent and/or security deposits. The MCoC is working to incorporate prevention and diversion strategies into the coordinated assessment system, and the City is assisting with the coordinated assessment/centralized intake planning.

**Discussion**

See previous narrative in this section.

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

## AP-75 Barriers to affordable housing – 91.220(j)

### Introduction

In addition to the barriers to affordable housing previously discussed in the Affordable Housing Strategy, the impediments identified in the City's 2013 Analysis of Impediments to Fair Housing Choice (AI) can also be viewed as barriers to affordable housing. The following impediments were identified in the City's 2013 Analysis of Impediments to Fair Housing Choice (AI).

- **Insufficient, Quality Affordable Housing:** The concentration of affordable housing in the center city and west side creates accessibility issues. Also, the deteriorated housing stock of the City reduces acceptable vacancies because of their sub standard conditions.
- **Crime and Safety:** Crime maps show the majority of criminal activity in areas of Manchester where affordable housing options are concentrated.
- **Housing Options for the Homeless/At-Risk of Homelessness:** This population desperately needs supportive services to be offered in tandem with their affordable units to help build the necessary skills to gain independence.
- **Language and Cultural Barriers:** A lack of information in languages other than English, along with a lack of resources, education and integration for immigrants and refugees presents a barrier to fair housing for those households that come from different cultures and speak different languages.
- **Insufficient Fair Housing Information, Training, Education and Outreach:** Respondents revealed they were unable to find fair housing information and/or what their rights are. Also, a need for continued outreach and education to property owners/managers and landlords to increase awareness of fair housing laws.
- **Insufficient Public Transportation and Services outside the Center City:** Although bus service covers a majority of the City, limited service and gaps to certain areas of the City make it hard for these households to live outside of the center city.

**Discrimination and Patterns of Segregation:** Discrimination still plays a role in existing patterns of segregation in the City of Manchester.

**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**

The City will continue to take action steps in an effort to remove barriers to affordable housing. Action steps that the City has taken in the past have included the following: a newly revised and accepted

zoning ordinance; flexible parking arrangements; density provisions; housing development in the Mill yard and upper story downtown commercial space as well as the adoption of new building codes.

## Discussion

The FY2014 Action Plan has identified potential projects to address the inefficiencies uncovered by the 2013 Analysis of Impediments to Fair Housing Choice resulting in initiatives that minimize the City's barriers to affordable housing.

- **Insufficient, Quality Affordable Housing:** The creation of additional affordable housing units through either development or rehabilitation. The promotion of the City's Housing Rehab and Lead Hazard Control programs to ensure minimum health and safety codes are met for affordable units. Continue to fund homeless prevention and rapid re-housing activities to assist Manchester residents in gaining housing stability and temporary services to bridge to long-term stability.
- **Crime and Safety:** Provide funding for crime prevention and healthy neighborhoods programs that are aimed at addressing crime in the City. Support the Neighborhood Watch Groups to increase citizen participation and reduce crime in conjunction with the Police Weed & Seed Program.
- **Housing Options for the Homeless/At-Risk of Homelessness:** Provide funding for housing assistance and services for this population. Maintain coordination between the City's Homeless Services Coordinator and the Manchester Continuum of Care (MCOC) network. Support the MCOC's request for funding of permanent supportive housing. Programming to be provided by Families In Transition, Harbor Homes, New Horizons, The Way Home and the YWCA.
- **Language and Cultural Barriers:** Further promoting the integration of immigrant and refugee populations into the community. Offering supportive services to those with limited English proficiency as well as effectively communication these resources to the targeted population. Services to be provided through programming offered by New American Africans, Granite United Way – B.R.I.N.G. I.T. and the Holy Cross Family Learning Center.
- **Insufficient Fair Housing Information, Training, Education and Outreach:** Create a webpage dedicated to Fair Housing information. Develop print and electronic materials to undertake an outreach campaign to increase knowledge of fair housing information, tenant rights and resources. **Insufficient Public Transportation and Services outside the Center City:** Collaborate with the Manchester Transit Authority to analyze the current services offered and identify areas to increase or extend.
- **Discrimination and Patterns of Segregation:** Facilitate a series of workshops targeted towards property owners/managers to increase awareness and education on a variety of relevant topics that pertain to fair housing rights. Analyze and evaluate City policies and regulations to ensure that impediments are not being created by land use and zoning policies. Funding has been committed to the Planning and Community Development Department to contract for these

services.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

This section consists of actions and strategies to be implemented by the City that will: address obstacles to meeting underserved needs; to foster and maintain affordable housing; to reduce lead based paint hazards; to develop institutional structure and to enhance coordination between public and private housing and social service agencies.

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

Due to decreased entitlement funding and increased demand for resources to support social service agencies, it is becoming more and more difficult to address all of the City's needs that are identified in the Consolidated Plan. Underserved needs include: employment opportunities; to retain jobs; to make universal accommodations to sidewalks, streets, and public buildings; to address deteriorating streets, sidewalks, street lighting, trees, etc.; and to address deteriorating conditions in City owned buildings. Although the City only committed 15% of its Entitlement funding to address these needs, it is important to note that the City leveraged other sources of funding for these initiatives. \$10,000,000 of State, Bond and Enterprise funding has been included in the Mayor's 2015 budget for various infrastructure improvements. Economic development initiatives will be supported by the City's newly staffed Economic Development Office. The Economic Development Director and his support staff will provide technical assistance to businesses and connect them with available resources in an effort to create jobs and increase Manchester's tax base.

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

The City's efforts in this regard are evident through its continued financial support to the various housing related initiatives provided directly by the City, and by local housing advocacy organizations. As noted in the activity summary, the City allocates HOME, ESGP and CDBG funds to carry out its affordable housing program. The range of activities in the coming year will include but not be limited to the following: homeless prevention counseling, rapid re-housing activities, abatement of lead hazards, tenant based rental assistance, fair housing activities, community based development organization affordable housing development and traditional affordable housing development.

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

The City of Manchester has been actively involved in childhood lead poisoning prevention since the

1970's. Since 1997 when Manchester was identified as a high risk community for lead poisoning, the City has implemented a comprehensive approach designed to eliminate the hazards of lead based paint. In 2011, test results showed that 36% of children under the age of six with elevated Blood Lead Levels resided in Manchester. When compared to the rest of the state, Manchester experiences more than five times as many cases of lead poisoning for a child under the age of 6.

To better coordinate its lead poisoning prevention activities, the Health Department has formed the Manchester Partnership for Safe and Healthy Homes. This group of stakeholders is comprised of pediatric providers, the public health community, tenants, property owners, other city officials and community-based organizations. As a result of these initiatives, the City has achieved the following milestones: Brought over \$6,600,000 in Federal funds into the City; trained over 1150 NH renovators in lead safe work practices; and Inspected 657 units, creating 637 Lead safe homes.

In 2010 the City applied for and was granted a \$3.9 million dollar Lead Hazard Reduction Demonstration (LHRD) Grant. These funds will be matched with an additional \$1.4 million of local and State funds, for a total of nearly \$5.5 million to be used to remediate lead paint and related hazards over a period of 3.5 years. Goals of the program include: Focused lead hazard control activities in a target area identified with high lead hazard risk factors. Paint inspections/risk assessments in at least 275 units. Over the coming program year, it is anticipated that the City will eliminate lead hazards in a minimum of 30 units of housing as it closes out the 2010 LHRD grant.

In late 2014, the City will apply again for a \$2.5 million dollar Lead Hazard Reduction Demonstration Grant to continue activities to reduce lead-based hazards.

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

While no single agency or office in the City of Manchester has overall charge of an “anti-poverty strategy”, many programs operate under the premise of mitigating the cause of poverty, and making significant, permanent improvements in the lives of low and very low-income residents. It is also clear that the effort to increase the supply of affordable housing, services and jobs is an important part of an anti-poverty strategy. The lack of sufficient affordable housing in any community contributes to the economic difficulties of individuals or families who can barely afford – or who cannot afford – shelter. Conversely, when low or very low-income individuals are expending no more than thirty percent of their income on housing, they presumably have the ability to pay for other essential needs, such as food, utilities and healthcare. Thus, the City’s and agencies’ programs and policies address the spectrum of issues often facing the poor or near poor in our society.

Other efforts to reduce poverty, administered by Manchester Community Resource Center and various local human service agencies include:

### **Emergency and Crisis Oriented Services:**

- Health Services
- Nutrition
- Energy Assistance
- Domestic Violence Prevention
- Drug and Substance Abuse Treatment
- Crime Prevention
- Immigrant & Refugee Services

### **Comprehensive Program Services:**

- Employment and Skills Training
- Vocational and Remedial Education
- Budgeting and Personal Finance
- New Citizen Assimilation Initiatives
- Counseling
- Affordable Housing
- Child Development Programs/Day Care Services
- Elderly Services
- Mental Health and Mental Retardation Services
- Veterans Services
- Rehabilitation Services
- Recreation Programs
- Youth Service

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

The institutional structure for housing in Manchester, other than those of the CIP staff and both local non profit and for profit housing providers, primarily involves Manchester Housing and Redevelopment Authority (MHRA).

MHRA was established by state statute as the local housing authority and the redevelopment agency for the City. Five commissioners who are appointed for staggered five-year terms by the Mayor govern the Authority. MHRA owns and manages 1,270 units of family and elderly housing in various sites throughout the City. It also administers 1,813 units of rental assistance under its Housing Choice

Voucher (HCV) Program, 104 VASH vouchers, 100 Vouchers for Non-Elderly Persons with Disabilities and assists 23 additional households through the MOD/SRO Program.

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

The coordination of efforts between MHRA, which administers local housing resources, local non-profits such as NGM, The Way Home, Families In Transition, Helping Hands and New Horizons along with other service providers in the community, is emphasized. Representatives of the organizations mentioned above are also active in the Greater Manchester Association of Social Service Agencies, the Continuum of Care and other coalitions.

MHRA is active in coordinating with a number of partner agencies to provide programs to assist low-income families to become economically self-sufficient. Programs mobilize a wide array of area resources to remove barriers to economic self-sufficiency for public housing residents. In concert with its partner agencies, MHRA promotes school to work and welfare to work training and transition.

The Manchester Continuum of Care (MCoC) exists to promote coordination between Manchester's homeless service providers and other community leaders in the ongoing development of a comprehensive system of care. MCoC will help in the coordination and use of community resources to prevent homelessness by helping families and individuals move from homelessness to successful placement in permanent housing.

It is also important to note that there is coordination between the City and Manchester Community Resource Center (MCRC). MCRC has been designated as the City's Community Based Development Organization.

### **Discussion**

No further discussion in this section

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

#### Introduction

The following narrative describes the City of Manchester's compliance with CDBG, HOME and ESG program specific requirements.

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

##### Reference 24 CFR 91.220(l)(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	65,000
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
<b>Total Program Income:</b>	<b>65,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	70.00%

**HOME Investment Partnership Program (HOME)**  
**Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City does not intend to invest HOME funds in any activity or form that is not described in Section 92.205(b) of the HOME regulations.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

In accordance with 24 CFR 92.254 of the HOME program requirements, the City of Manchester shall impose one of the recapture requirements outlined in 24 CFR 92.254 (a.)(5)(ii)(A)(1-3) or it's own recapture requirement approved by the DHUD, to ensure that the City recoups all or a portion of the HOME assistance to the homebuyers, if the housing does not continue to be the principal residence of the assisted low-income family for the duration of the period of affordability determined by the City of Manchester. At a minimum the affordability period shall meet the requirements referenced in 24 CFR 92.254 (a.)(4). The recapture requirement shall be implemented in the form of a deed restriction that runs with the land for the duration of the affordability period.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

In accordance with 24 CFR 92.254 of the HOME program requirements, The City shall require the recapture of HOME funding in the event that the affordability requirements referenced in 24 CFR 254 a(1-4) are not met. The recapture requirement shall be implemented in the form of a deed restriction that runs with the land for the duration of the affordability period.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that

will be used under 24 CFR 92.206(b), are as follows:

The City has no plans to use HOME funds to refinance existing debt that is secured by multifamily housing that is rehabilitated with HOME funds.

**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

*See attachment for the City of Manchester's draft ESG written standards (May 2014).* The City of Manchester is following the minimum standards required by the HEARTH Act and HUD. Working in consultation with the Manchester Continuum of Care (MCoC) and ESG workgroups, the City of Manchester has drafted written standards for provision of ESG assistance that take into consideration the final Written Standards for ESG released in May 2014. Each Subrecipient receiving ESG funding will be required to coordinate with other agencies undertaking the same or similar activity to develop universally applicable written standards, including policies and procedures, and written standards for assessing, prioritizing and re-assessing the individual/family needs for services/benefits related to the specific activity funded under ESG.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The Manchester Continuum of Care (MCoC) has established a Coordinated Assessment Task Force. This group which was formed in the summer of 2013 was specifically tasked with developing and updating the Coordinated Assessment Tool along with working toward two centralized assessment locations in the city and ensuring that the entire community is aware of these locations and their function. In addition, this task force is also working on policies and procedures around prioritization

for all types of housing within the continuum. The Coordinated Assessment Tool is currently being piloted by five MCoC programs to work through any issues and implement Continuum wide implementation early this summer.

The Coordinated Assessment Tool is designed specifically to target diversion options for those that could remain safely housed with short term rental assistance or other targeted assistance. Currently, Child and Family Services receives State Grant In-Aid (SGIA) funds to provide temporary rental assistance to extremely low-income families. The Way Home also receives State Grant in Aid and City ESG funds for use with individuals. Harbor Homes, Inc. operates an Supportive Services for veteran families program. In addition, Manchester City Welfare and NH DHHS Emergency Assistance will provide rental assistance in specific situations to prevent persons from becoming homeless. Additional resources that are available for homeless prevention include: tenant/landlord mediation through The Way Home, short-term utility assistance through Southern NH Services, and credit repair as well as help with eviction/foreclosure proceedings through NH Legal Assistance. Many MCoC member organizations also operate public food pantries and clothing assistance for homeless and at-risk of homeless persons.

The State is planning to create a functional state-wide Coordinated Assessment system by 2015. MCoC Leadership is engaged in this process. The entire system will incorporate 2-1-1 NH. The Technical Assistance (TA) request made to HUD by the state was approved and we will be working with two representatives one from Abt Associates and one from The National Center on Family Homelessness to move forward in the planning process.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

In making ESG funding recommendations and decisions, the City consults with the Manchester CoC and other stakeholders working on homelessness issues. The City also utilizes data from:

- Housing inventory chart
- Point in time counts
- HMIS data
- HPRP data from APRs and QPRs
- Homeless Hotline (2-1-1 NH call data)
- NH Homeless Access Survey

As part of the City's annual budget-setting process, the Mayor's budget recommendations will be made public and a public hearing will be held for comment. Final funding decisions are made by an elected Board of Mayor and Alderman.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR

576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The City of Manchester meets the homeless participation requirement by soliciting comments and feedback from homeless or formerly homeless individuals primarily through the MCoC and through its public participation process. The MCoC includes formerly homeless individuals in its membership and the Homeless Liaison Committee has nominated a formerly homeless individual to the MCoC Leadership Committee who will join the leadership by or before August 2014.

The MCoC Homeless Liaison Committee routinely meets with homeless persons, performs surveys based on community needs/MCoC data collection around emerging issues for this sector of our community. This resource is available to the City and willing to perform any and all surveys, comments and open communication in an environment where homeless people feel comfortable--camps, shelters, Homeless Services Center. The Homeless Liaison Committee also puts a trusted and expert outreach person in the lead role of ensuring that the homeless persons' voices are heard.

The MCoC conducts an official survey of homeless individuals each summer, which is shared with the City. The survey is filled with much of the ESG HMIS required data, along with additional indicators which aid in the collaborative service delivery system of the MCoC.

5. Describe performance standards for evaluating ESG.

The City and a representative of Manchester Continuum of Care Leadership Committee review the City's ESG subrecipients' Annual Performance Review (APR) reports on a monthly basis. All reports are monitored for data quality. Outcomes are reviewed individually based on program type. Positive outcomes are expected based on program. For example, shelters are reviewed for length of stay, connections to mainstream resources and other HUD goals. Rapid rehousing and prevention programs are expected to achieve higher program outcomes--ultimately permanent supportive housing.

Programs that are funded through the ESG program target participants who are most likely to achieve success with fairly limited assistance over a short time frame (approximately

**AP-05 EXECUTIVE SUMMARY  
AP-12 PARTICIPATION**

**Summary of Public Hearing Comments**

Dick Webster-(Manchester Housing and Redevelopment Authority)-Thankful for support-9,000 applicants looking for Section 8 vouchers. Working to build 21 apartments on S. Main St. and collaborate with the Mental Health Center. Expressed his support for the efforts the City contributes to the continuum.

Erin McIntyre-(The Child Advocacy Center of Hillsborough County)-Able continue interviewing child victims because of the City's support. She explained that they are the only program in the community.

Erin Boylan (Easter Seals) Serves 200+ children and families in Manchester, and provides GED classes and childhood development. Mentioned the importance of health and human services for their collaborative network.

Renie Denton-(Manchester Community Resource Center) (MCRC)-Thank to partners at the City; expressed her appreciation for funding the CBDO. Workforce development program helps the difficult to employ learn job skills and become employed. The workforce is plagued with issues like housing, transportation, etc. They rely on the services provided by other non-profits in order to help their workforce to be employed. Summer youth employment program-do City beautification projects and employs youth to help them understand the issues facing this vulnerable age group.

Lorraine Wade-(Community Emergency Response Team)(CERT)-Volunteers at the Elliot. They are second responders to City disasters. Looking for funding for the group and dog/cat shelter. Trained second responders with necessary equipment and training.

Honore Murenzi-(New American Africans)- Expressed gratitude for previous funding. Spoke in support of the work the organization does to assimilate refugee families into the community. The population is plagued by a lot of assimilation issues and needs the supportive services in order to succeed. The adolescents are being pulled into every direction making them less likely to succeed. Family hierarchy is upset because children are able to speak English and they use that against their non-English speaking parents. Drugs are becoming a larger problem. The bad influences are overwhelming and it is difficult for the teenagers to understand these changes and know how to deal with these challenges. Spoke in support of youth organizer to work with this segment of the population.

Jolee-(Translated) Mother of 8 children speaking in support of the New American Africans program-she and her husband do not work. The problem they are facing in school-they require the after school program to allow them to continue in school. Transportation is very difficult for the kids to get to the after school program. Requesting the after school program provides snacks to motivate the kids. Trying to raise successful children and need them to continue with their schooling.

Mandy Lancaster-(Child and Family Services)- asked the City to continue supporting homeless youth.

Susan Howland- (Homeless Services Coordinator, Granite United Way)-10 Year Plan to End Homelessness-emphasizing the need for support of homeless programs. Making funding decisions in alignment with 10 year plan does not include youth aspect; much bigger problem than it used to be. Money needs to be allocated toward rapid re-housing activities.

Mary Sloney-(The Way Home)-Commented on the importance of rental assistance and case management. The use of funds for this purpose-consider partnering HOME with ESG funds for the collaboration with COC on rapid rehousing. Discussed the emerging issue of healthy housing and integrated pest management. Working on this issue with tenants and landlords together to help non-profits build infrastructure to work on this. In light of the regulatory environment there is a lot of value in grassroots, peer education model-shared the story of an 83 year old resident that called her because she lost all of her belongings from an illegal eviction. Family center brought the elderly person together with a middle aged volunteer. The volunteer was moving forward from being an alcoholic-they were able to assist each other in moving forward. Try to continue funding the grassroots initiatives.

Kevin Kitner-(New Horizons for NH)-Gratitude for previous funding. Requesting money for 2 housing units. Similarly following other examples from other communities. A team has been assembled to help case manage homeless individuals and provide a housing unit for them and in turn reduces the need for other supportive services needed (ex. Police). The focus of housing first allows for individuals to address their issues while living in a safe and stable apartment.

## Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities, which benefit low and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including Section 108 Guaranteed Loans during program year(s) July 1, 2013 - June 30, 2014 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of very low, low and moderate income in a manner that ensures that at least 70% of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funding including Section 108 Loan Guarantee Funds by assessing any amount against properties owned and occupied by persons of low and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

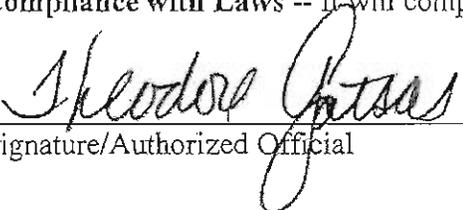
**Excessive Force** -- It has adopted and is enforcing:

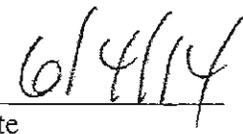
1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility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

**Compliance with Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USE 2000d), the Fair Housing Act (42 USE 3601-3619), the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107), Executive Orders 11063, 11625, 12138, 12432 and 12892, Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and implementing regulations.

**Lead-Based Paint** -- Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with §570.608;

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

  
Signature/Authorized Official

  
Date

Theodore L. Gatsas, Mayor  
Title

## Specific HOME Certifications

The HOME participating jurisdiction certifies that:

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

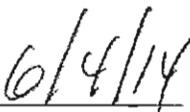
The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's annual approved housing strategy for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

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

**Matching Funds** - It will obtain matching amounts required under 92.219 – 92.222 of this title.

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

  
Signature/Authorized Official

  
Date

Theodore L. Gatsas, Mayor  
Title

## ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

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

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

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

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

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

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

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Theodore Gatsas  
Signature/Authorized Official

6/6/14  
Date

Theodore L. Gatsas, Mayor  
Title

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application    * If Revision, select appropriate letter(s) <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision  *Other (Specify) _____	
3. Date Received:		4. Applicant Identifier: MC330306
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
<b>State Use Only:</b>		
6. Date Received by State:		7. State Application Identifier:
<b>8. APPLICANT INFORMATION:</b>		
*a. Legal Name: CITY OF MANCHESTER, NH		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 026000517		*c. Organizational DUNS: 045-009073
d. Address:		
*Street 1:	DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT	
Street 2:	ONE CITY HALL PLAZA	
*City:	MANCHESTER	
County:	_____	
*State:	NH	
Province:	_____	
*Country:	USA	
*Zip / Postal Code	03101	
e. Organizational Unit:		
Department Name: PLANNING AND COMMUNITY DEVELOPMENT		Division Name: COMMUNITY IMPROVEMENT PROGRAM
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix:	MR.	*First Name: TODD
Middle Name:	D.	
*Last Name:	FLEMING	
Suffix:	_____	
Title:	CIP Coordinator	
Organizational Affiliation:		
*Telephone Number: 603-624-6530		Fax Number: 603-624-6529

\*Email: tfleming@manchesternh.gov

OMB Number: 4040-0004

Expiration Date: 01/31/2009

**Application for Federal Assistance SF-424**

Version 02

**\*9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

**\*10 Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**11. Catalog of Federal Domestic Assistance Number:**

14-239 \_\_\_\_\_

CFDA Title:

HOME \_\_\_\_\_

**\*12 Funding Opportunity Number:**

\_\_\_\_\_

\*Title:

\_\_\_\_\_

**13. Competition Identification Number:**

\_\_\_\_\_

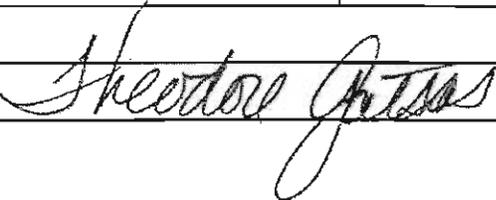
Title:

\_\_\_\_\_

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

CITY OF MANCHESTER, NH



Prefix: <u>MR.</u>	*First Name: <u>Theodore</u>
Middle Name: <u>L</u>	
*Last Name: <u>Gatsas</u>	
Suffix: _____	
*Title: MAYOR	
*Telephone Number: 603-624-6500	Fax Number: 603-624-6576
* Email: <a href="mailto:tgatsas@manchesternh.gov">tgatsas@manchesternh.gov</a>	
*Signature of Authorized Representative: 	*Date Signed: <u>6/1/14</u>

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Standard Form 424 (Revised 10/2005)  
Prescribed by OMB Circular A-102

<b>Application for Federal Assistance SF-424</b>		Version 02
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s) <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	*Other (Specify) _____
3. Date Received:		4. Applicant Identifier: MC330306
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
<b>8. APPLICANT INFORMATION:</b>		
*a. Legal Name: CITY OF MANCHESTER, NH		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 026000517		*c. Organizational DUNS: 45-009073
d. Address:		
*Street 1:	DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT	
Street 2:	ONE CITY HALL PLAZA	
*City:	MANCHESTER	
County:	_____	
*State:	NH	
Province:	_____	
*Country:	USA	
*Zip / Postal Code	03101	
e. Organizational Unit:		
Department Name: PLANNING AND COMMUNITY DEVELOPMENT		Division Name: COMMUNITY IMPROVEMENT PROGRAM
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix:	MR.	*First Name: TODD
Middle Name:	D.	
*Last Name:	FLEMING	
Suffix:	_____	
Title:	CIP Coordinator	
Organizational Affiliation:		
*Telephone Number: 603-624-6530		Fax Number: 603-624-6529

\*Email: tfleming@manchesternh.gov

OMB Number: 4040-0004

Expiration Date: 01/31/2009

**Application for Federal Assistance SF-424**

Version 02

**\*9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

**\*10 Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**11. Catalog of Federal Domestic Assistance Number:**

14-231 \_\_\_\_\_

CFDA Title:

ESG \_\_\_\_\_

**\*12 Funding Opportunity Number:**

\_\_\_\_\_

\*Title:

\_\_\_\_\_

**13. Competition Identification Number:**

\_\_\_\_\_

Title:

\_\_\_\_\_

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

CITY OF MANCHESTER, NH

\*15. Descriptive Title of Applicant's Project:

ESG ENTITLEMENT

OMB Number: 4040-0004

Expiration Date: 01/31/2009

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

\*a. Applicant: 1<sup>ST</sup> NH

\*b. Program/Project: 1<sup>ST</sup> NH

17. Proposed Project:

\*a. Start Date: 7/1/2014

\*b. End Date: 6/30/2015

18. Estimated Funding (\$):

\*a. Federal \$135,931

\*b. Applicant \_\_\_\_\_

\*c. State \_\_\_\_\_

\*d. Local \_\_\_\_\_

\*e. Other \_\_\_\_\_

\*f. Program Income \_\_\_\_\_

\*g. TOTAL \_\_\_\_\_

\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_\_

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E. O. 12372

\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

Yes  No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Prefix: <u>Mr.</u>	*First Name: <u>Theodore</u>
Middle Name: <u>L.</u>	
*Last Name: <u>Gatsas</u>	
Suffix: _____	
*Title: MAYOR	
*Telephone Number: 603-624-6500	Fax Number: 603-624-6576
* Email: tgatsas@manchesternh.gov	
*Signature of Authorized Representative: <i>Theodore Gatsas</i>	*Date Signed: <i>6/4/14</i>

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)  
Prescribed by OMB Circular A-102

Application for Federal Assistance SF-424		Version 02
<b>*1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		<b>*2. Type of Application</b> * If Revision, select appropriate letter(s) <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision  *Other (Specify) _____
3. Date Received:		4. Applicant Identifier: MC330306
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
<b>8. APPLICANT INFORMATION:</b>		
*a. Legal Name: CITY OF MANCHESTER, NH		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 026000517		*c. Organizational DUNS: 045-009073
d. Address:		
*Street 1:	DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT	
Street 2:	ONE CITY HALL PLAZA	
*City:	MANCHESTER	
County:	_____	
*State:	NH	
Province:	_____	
*Country:	USA	
*Zip / Postal Code	03101	
e. Organizational Unit:		
Department Name: PLANNING AND COMMUNITY DEVELOPMENT		Division Name: COMMUNITY IMPROVEMENT PROGRAM
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix:	MR.	*First Name: TODD
Middle Name:	D.	
*Last Name:	FLEMING	
Suffix:	_____	
Title:	CIP Coordinator	
Organizational Affiliation:		
*Telephone Number: 603-624-6530		Fax Number: 603-624-6529

\*Email: tfleming@manchestermh.gov

OMB Number: 4040-0004

Expiration Date: 01/31/2009

**Application for Federal Assistance SF-424**

Version 02

**\*9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

**Type of Applicant 2: Select Applicant Type:**

**Type of Applicant 3: Select Applicant Type:**

\*Other (Specify)

**\*10 Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**11. Catalog of Federal Domestic Assistance Number:**

14-218 \_\_\_\_\_

**CFDA Title:**

CDBG \_\_\_\_\_

**\*12 Funding Opportunity Number:**

\_\_\_\_\_

**\*Title:**

\_\_\_\_\_

**13. Competition Identification Number:**

\_\_\_\_\_

**Title:**

\_\_\_\_\_

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

CITY OF MANCHESTER, NH, Hillsborough county, New Hampshire

\*15. Descriptive Title of Applicant's Project:

CDBG ENTITLEMENT

OMB Number: 4040-0004

Expiration Date: 01/31/2009

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

\*a. Applicant: 1<sup>ST</sup> NH

\*b. Program/Project: 1<sup>ST</sup> NH

17. Proposed Project:

\*a. Start Date: 7/1/2014

\*b. End Date: 6/30/2015

18. Estimated Funding (\$):

*a. Federal	_____	\$1,659,749
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	
*f. Program Income	_____	
*g. TOTAL	_____	

\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_\_
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E. O. 12372

\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

Yes       No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Prefix: MR.	*First Name: THEODORE
Middle Name: L.	
*Last Name: GATSAS	
Suffix:	
*Title: MAYOR	
*Telephone Number: 603-624-6500	Fax Number: 603-624-6576
* Email: tgatsas@manchesternh.gov	
*Signature of Authorized Representative: <i>Theodore Gatsas</i>	*Date Signed: 6/4/14

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)  
Prescribed by OMB Circular A-102

## Notices

### Legal Notice

#### (HUD/CIP Citizen Participation Meetings)

The City of Manchester Community Improvement Program Staff will be conducting two public hearings on the HUD FY2014 and City FY2015 Community Improvement Program (CIP) which includes funds allocated through the U.S. Department of Housing and Urban Development, (HUD). The hearings will be held on Wednesday, January 22nd at 6:30 PM at the Dearborn Memorial Building Oddfellows Hall, 4th Floor, located at 434 Lake Avenue, Manchester. Additionally, on Thursday, January 23rd at 6:30 PM at the William B. Cashin Senior Center located at 151 Douglas Street, Manchester.

These meetings are being held in order to provide City residents an opportunity to comment on the expenditure of the federal fiscal year 2014 HUD monies to be received by the City for expenditure beginning July 2014. These HUD funds may include Community Development Block Grant (CDBG), Home Investment Partnerships (HOME), Emergency Solutions Grant Program (ESG), and may also include HUD Section 108 Monies.

Manchester Citizens, including public housing residents, public and private agencies, community groups, businesses and other interested parties are invited and encouraged to attend so they may voice their concerns and express their opinions on the priority needs of the community. These hearings will also include discussion and citizen comments about the Manchester Continuum of Care (MCoC) and the coordination between the City and the MCoC of funds spent to support homelessness needs and services. The overall discussion topics may include housing and homelessness, public infrastructure, environment, neighborhood investment and revitalization, education, public safety, recreation, economic development and social services.

The comments received at these meetings will assist CIP Staff in the development of the 2015 Annual Action Plan, an element of the five-year Consolidated Plan. The Action Plan and Public Hearings are mandated by HUD as a condition of the receipt of funds from that federal agency.

For further information, please contact CIP Coordinator, Todd Fleming, at the Manchester Planning and Community Development Department at 624-6460. Individuals requiring special accommodations for access to the hearings are requested to contact this Department at the above number at least 72 hours prior to the hearing.

Signed: Leon L. LaFreniere, AICP  
Director of Planning &  
Community Development

(UL - Jan. 6, 13)

## Realigned Neighborhood Revitalization Strategy Area

In 2005 the City of Manchester requested approval of its neighborhood revitalization strategy as part of its 2005 Consolidated Plan submission. The resulting Neighborhood Revitalization Strategy Area (NRSA) included census tract block groups in the core of the downtown and primarily east side neighborhoods. Each of those block groups were within the upper quartile of block groups that comprise the highest average number of households whose incomes are below 80% of the Area median Income (AMI), as per the 2000 U.S. Census Data.

Subsequent to the original approval of the City's NRSA, the 2010 Census data and the most recent income information data assembled by HUD resulted in a shift of the upper quartile of the lowest income block groups. The shift includes additional west side neighborhood areas and an expansion into southern areas of the City.

As the City submits its Annual Action Plan for 2014, it is requesting that HUD allow for realignment of the NRSA to include the upper quartile of the most impoverished block groups, as indicated by the most recent data. (See Map entitled "City of Manchester Revised Neighborhood Strategy Area Submitted with Action Plan 2014").

The table below shows 25% of the City's census tract block groups that are the most impoverished. The table indicates the total number of persons in each block group and what percentage of the total population is comprised of individuals whose household income is below 80% of AMI. Per HUD's guidance (Notice CPD-96-01), one block group was excluded from the realigned, revised NRSA due to it being noncontiguous with the other census tract block groups in the defined area.

<b>Summarized Low and Moderate Income Data-Manchester, NH</b>				
<b>TRACT</b>	<b>BLKGRP</b>	<b>LOWMOD</b>	<b>LOWMODUNIV</b>	<b>LOWMODPCT</b>
001500	2	631	633	99.7
001400	2	1104	1142	96.7
000500	6	435	465	93.5
001600	4	591	644	91.8
001300	2	994	1143	87
001400	1	890	1065	83.6
001300	4	646	783	82.5
002100	1	1321	1640	80.5
002000	1	754	940	80.2
001800	3	1075	1349	79.7
001600	3	611	777	78.6
000300	1	512	661	77.5
001900	1	1337	1728	77.4
001300	1	451	587	76.8
001500	1	794	1040	76.3
000600	2	857	1135	75.5
000500	4	294	390	75.4
001600	5	597	810	73.7
000400	2	364	501	72.7
001500	3	957	1321	72.4
000500	1	140	194	72.2
002400	4	1629	2260	72.1
001900	2	573	797	71.9
000300	4	375	531	70.6
001600	2	769	1108	69.4
002000	2	1027	1489	69

*\*\*not included; not contiguous as required by CDBG regulations*

Sources: [www.hud.gov/offices/cpd/systems/census/nh/lowmod/sumfv13.xls](http://www.hud.gov/offices/cpd/systems/census/nh/lowmod/sumfv13.xls);  
[www.hud.gov/offices/cpd/systems/census/nh/lowmod/blockgroup.xls](http://www.hud.gov/offices/cpd/systems/census/nh/lowmod/blockgroup.xls)

# City of Manchester Revised Neighborhood Revitalization Strategy Area Submitted with Action Plan 2014

-  Block Groups comprising revised 2014 NRSA
-  Revised Neighborhood Revitalization Strategy Area consisting of the lowest quartile HUD rated "LOWMODPCT" block groups.

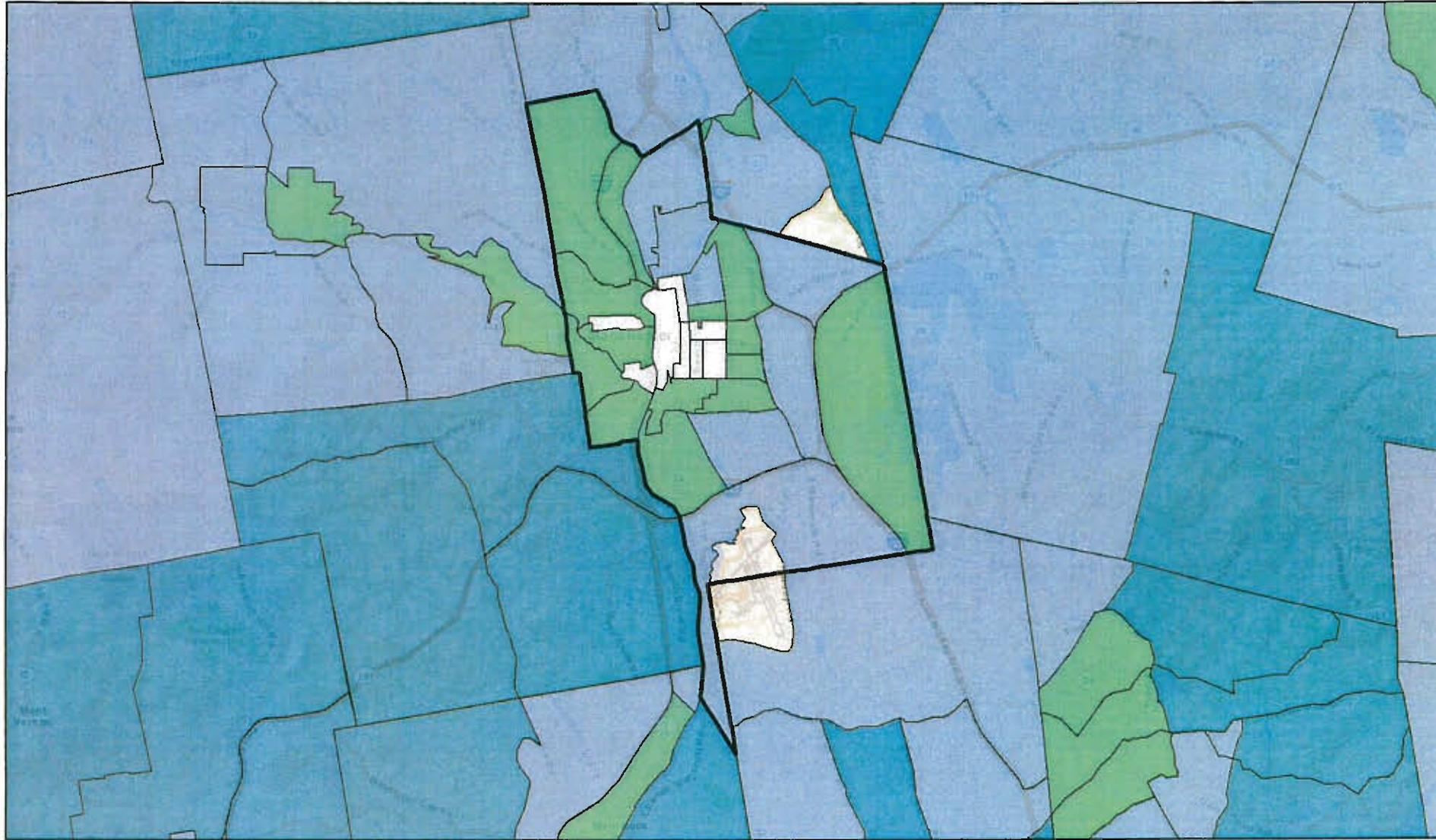
## NOTES:

1. This map was created by the City of Manchester Planning and Community Development Department (D. Beauchesne) in March, 2014.
2. Because HUD's annual 2013 LOWMOD Persons and Percentage counts are benchmarked to Y2000 U.S. Census data, Y2000 U.S. Census block group polygons and ID numbers are used on this map to show the locations of the block groups that make up the revised 2014 NRSA.
3. The Y2000 block groups shown on this map were identified by the U. S. Department of H.U.O. as the lowest quartile "LOWMODPCT" FY2013 block groups in the City of Manchester, NH. (ref. [www.hud.gov/offices/cpd/systems/census/lowmod](http://www.hud.gov/offices/cpd/systems/census/lowmod)).
4. Except for Neighborhood Revitalization Strategy Area and block group boundary lines, all other data shown on this map were originally derived from the City of Manchester digital base map.

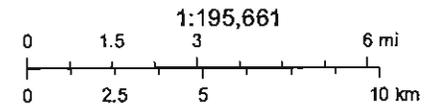
0 750 1,500 2,250 3,000 Feet



# City of Manchester, NH - Median Household Income

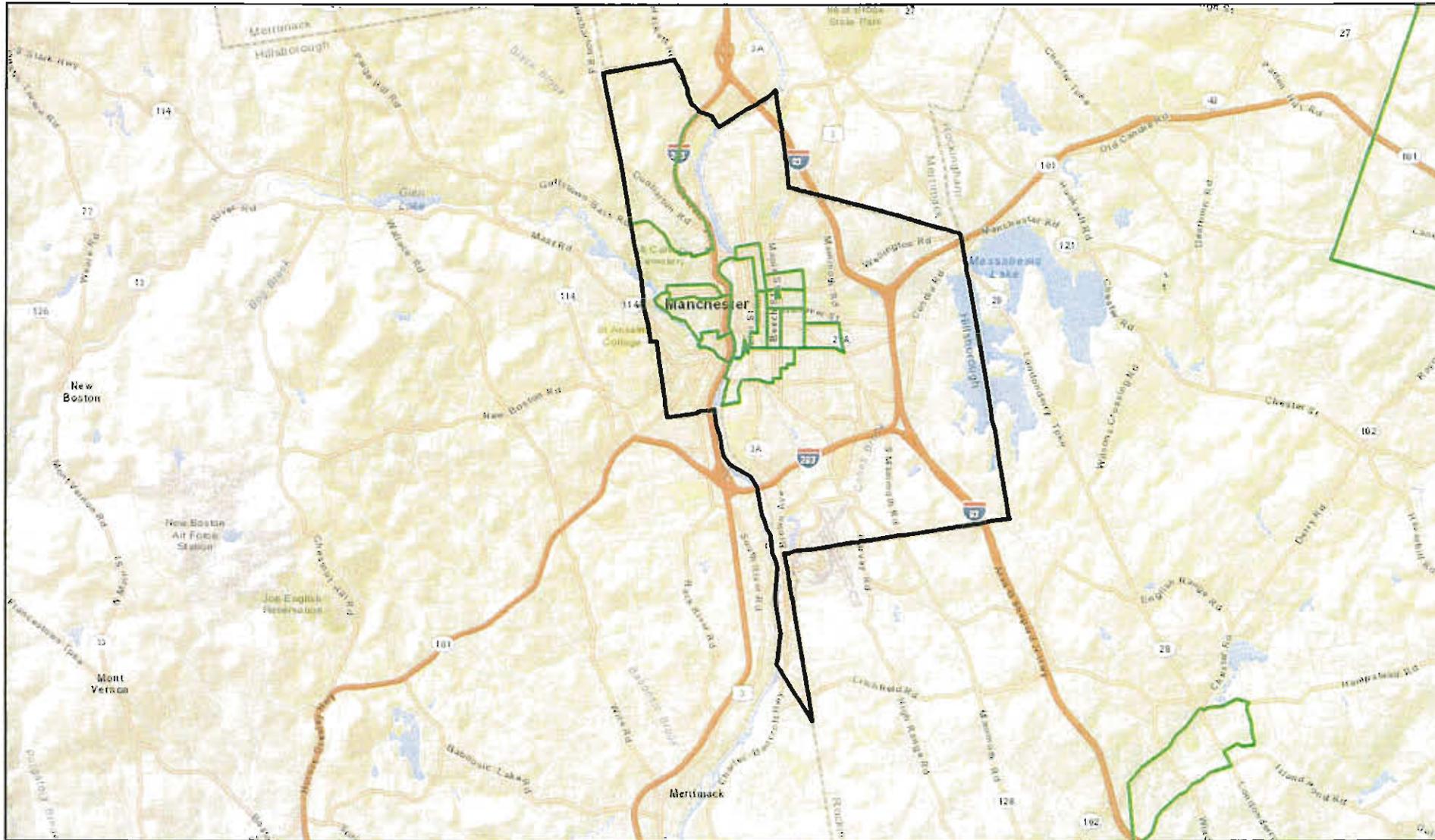


May 1, 2014



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCA, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

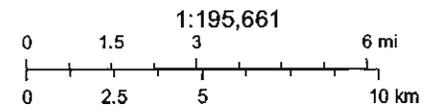
# City of Manchester, NH - Low-Mod Census Tracts



May 1, 2014

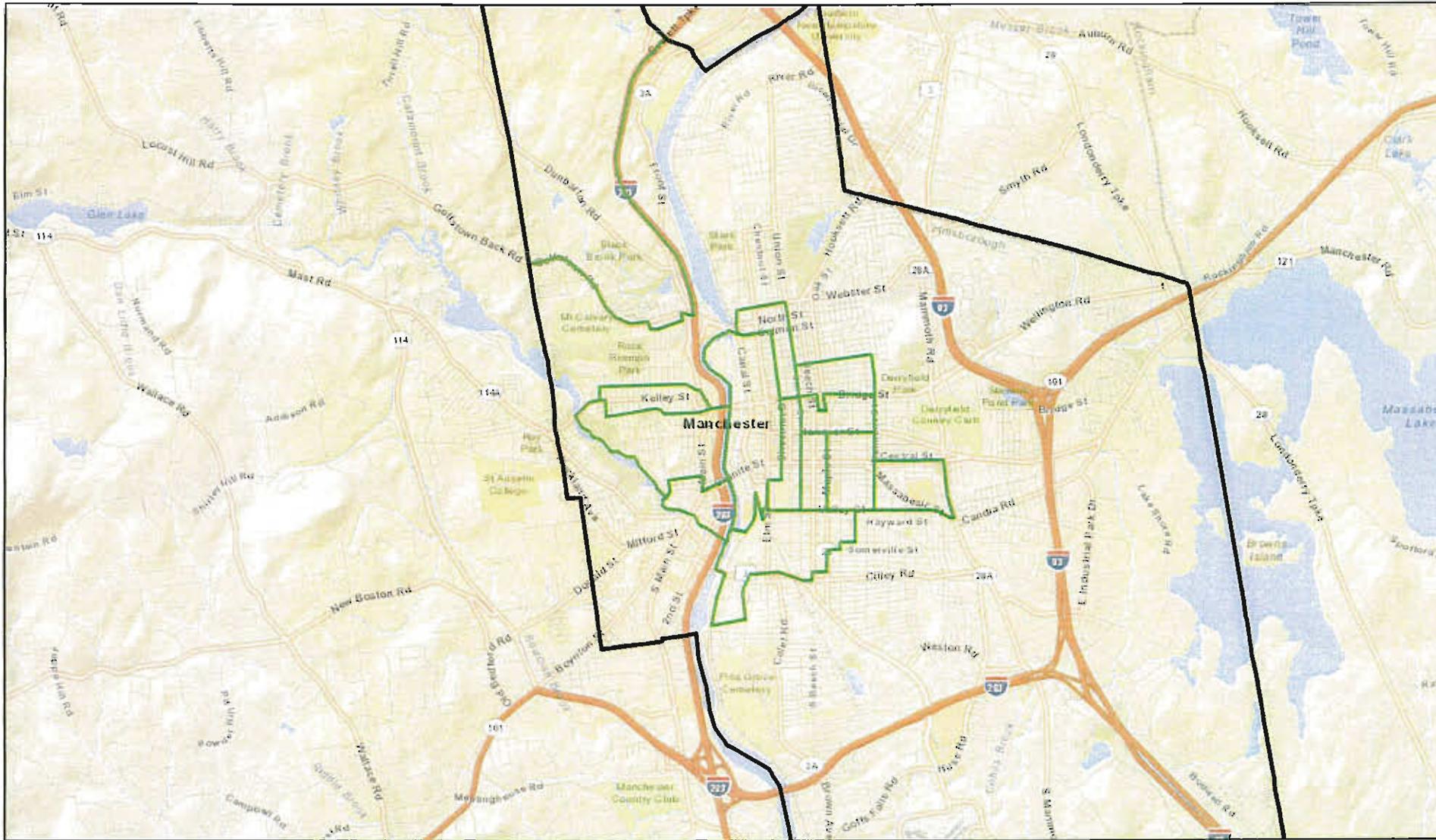
Override 1

Low Mod Tract



Sources: Esri, HERE, DeLorme, USGS, Intermap, Increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

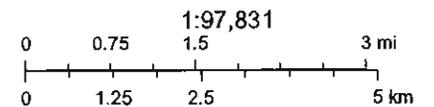
# City of Manchester, NH - Low-Mod Census Tracts



May 1, 2014

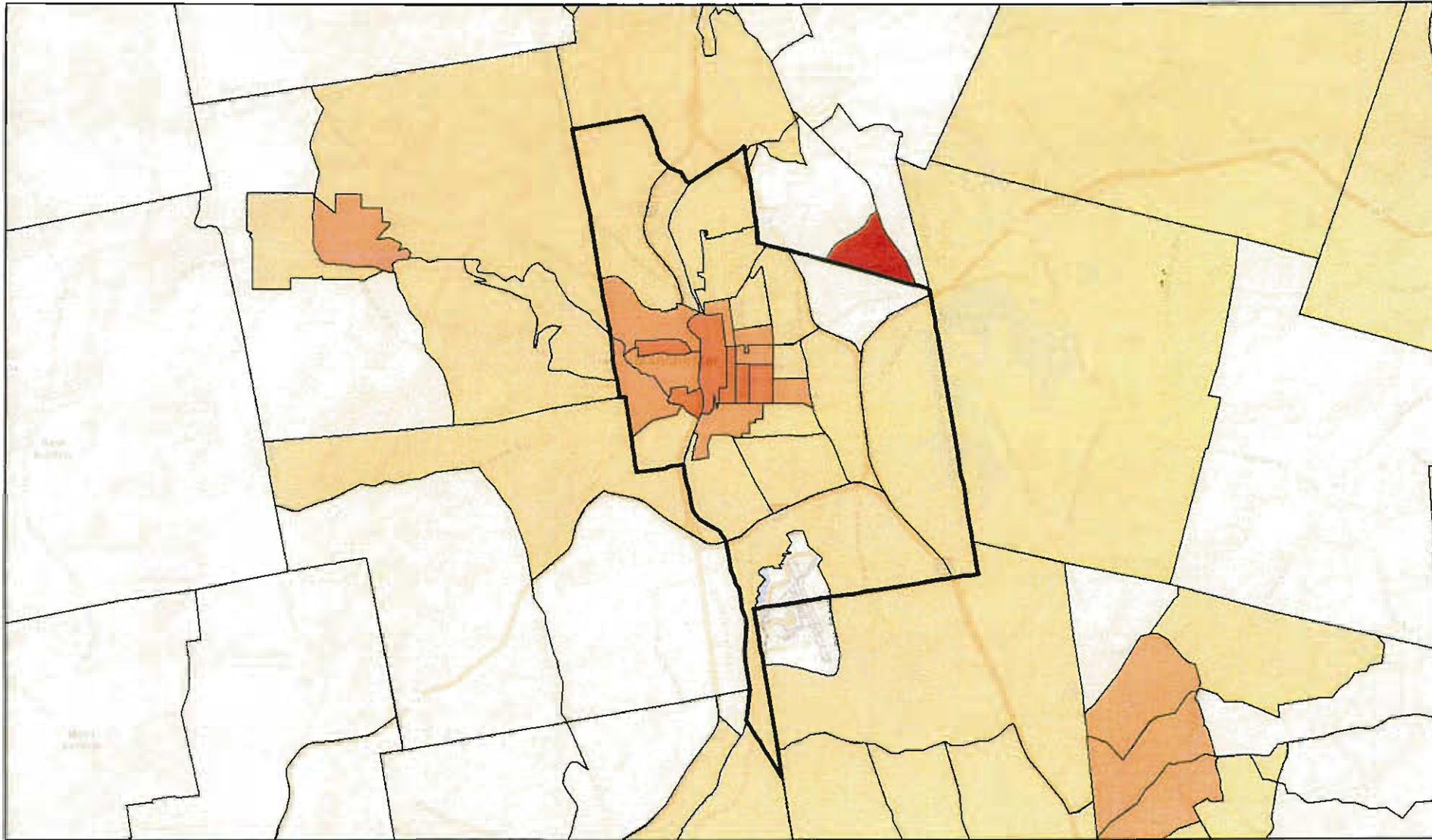
Override 1

Low Mod Tract

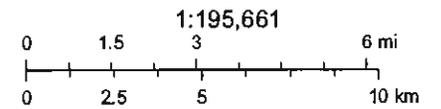


Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCA, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

# City of Manchester, NH - Low income (LI) households

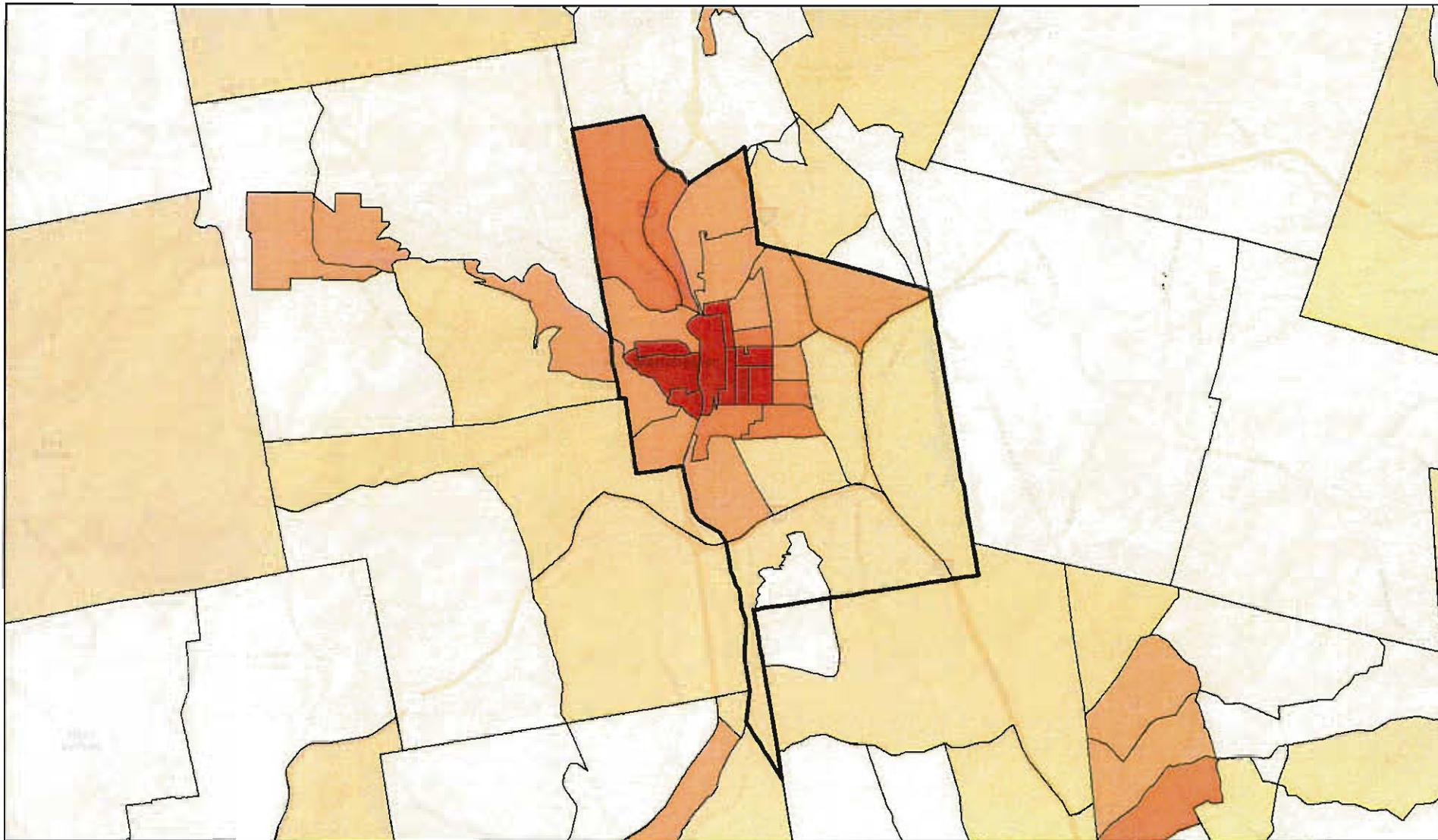


May 1, 2014

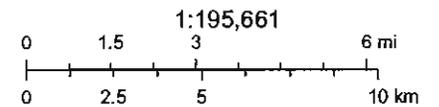


Sources: Esri, HERE, DeLorme, USGS, Intermap, Increment P Corp., NRCA, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

# City of Manchester, NH - % Renter Occupied Housing

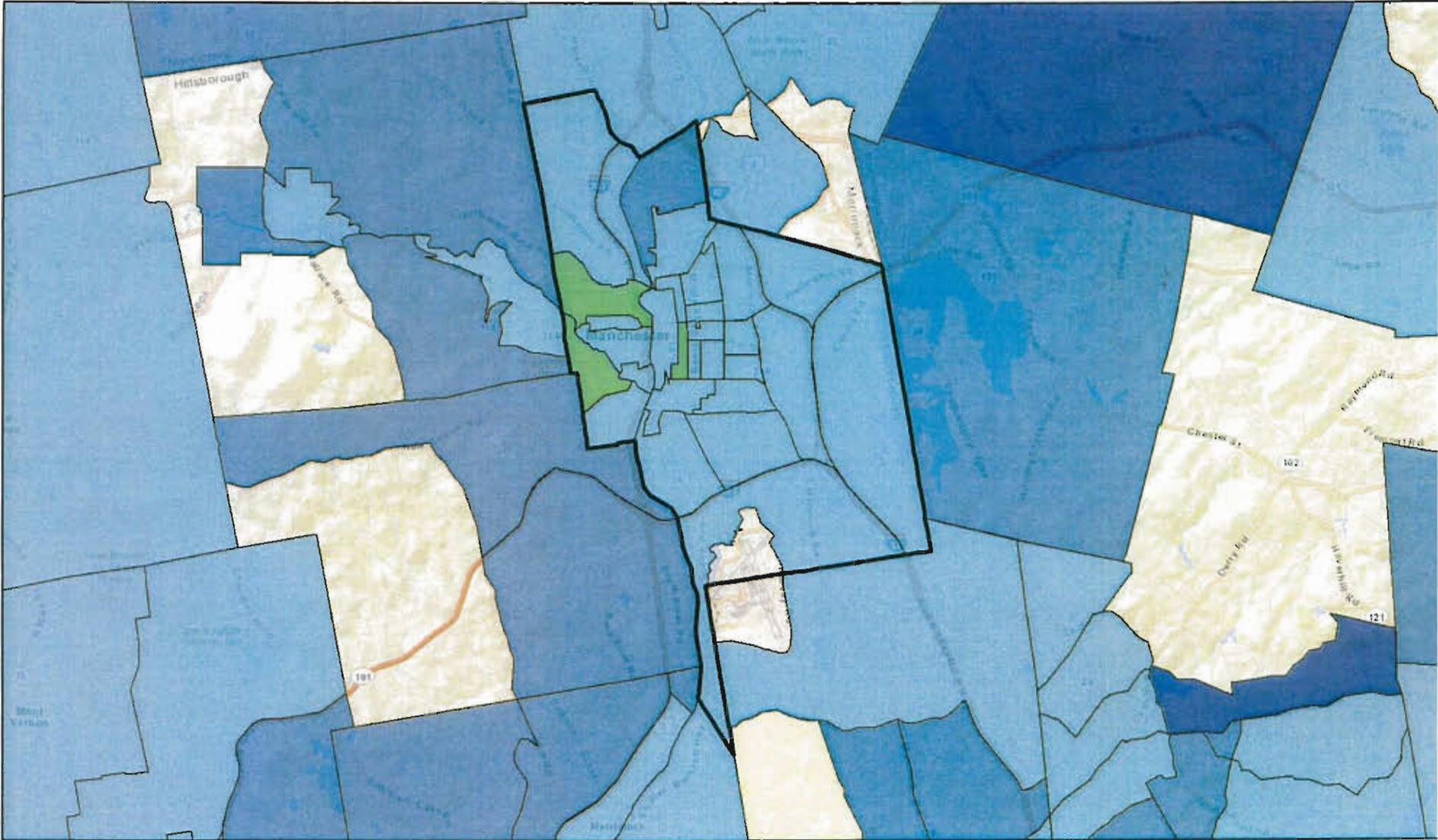


May 1, 2014

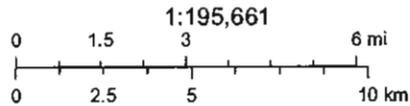
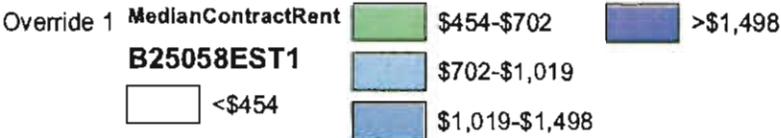


Sources: Esri, HERE, DeLorme, USGS, Intermap, Increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

# City of Manchester, NH - Median Contract Rent



May 1, 2014

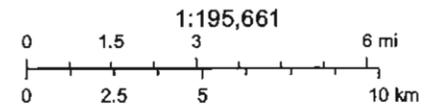


Source: Esri, HERE, DeLorme, USGS, Intermap, Increment P Corp., NRCA, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

# City of Manchester, NH - % Renter units affordable to 30% HAMFI

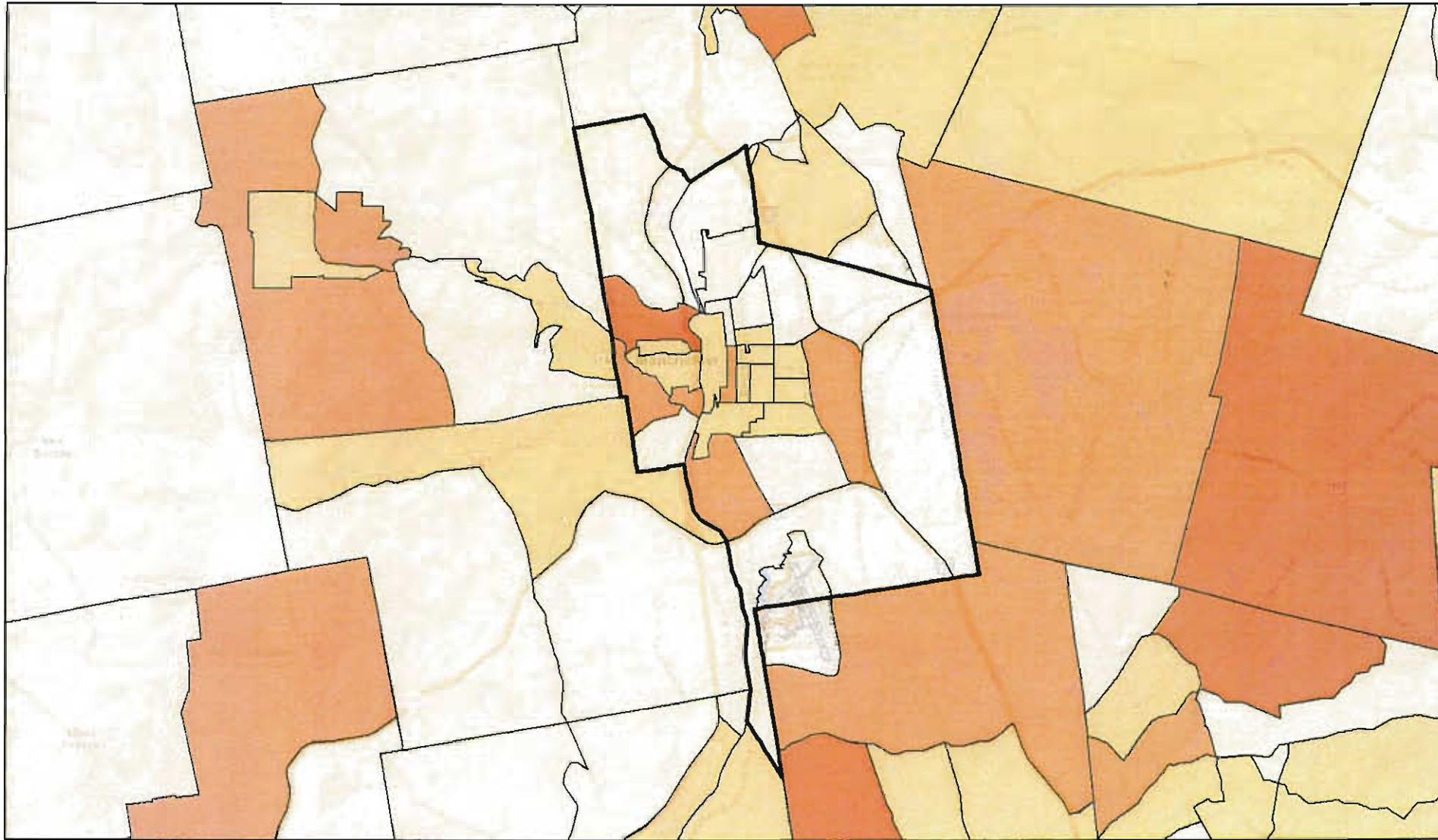


May 1, 2014

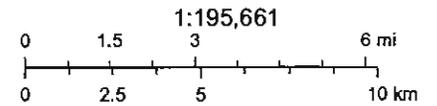
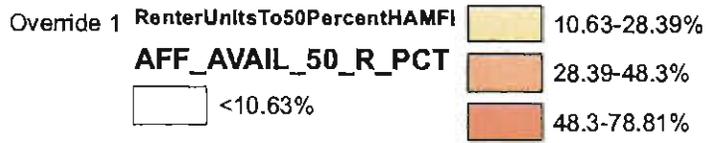


Sources: Esri, HERE, DeLorme, USGS, Intermap, Incent P Corp., NRCA, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

# City of Manchester, NH - % Renter units affordable to 50% HAMFI

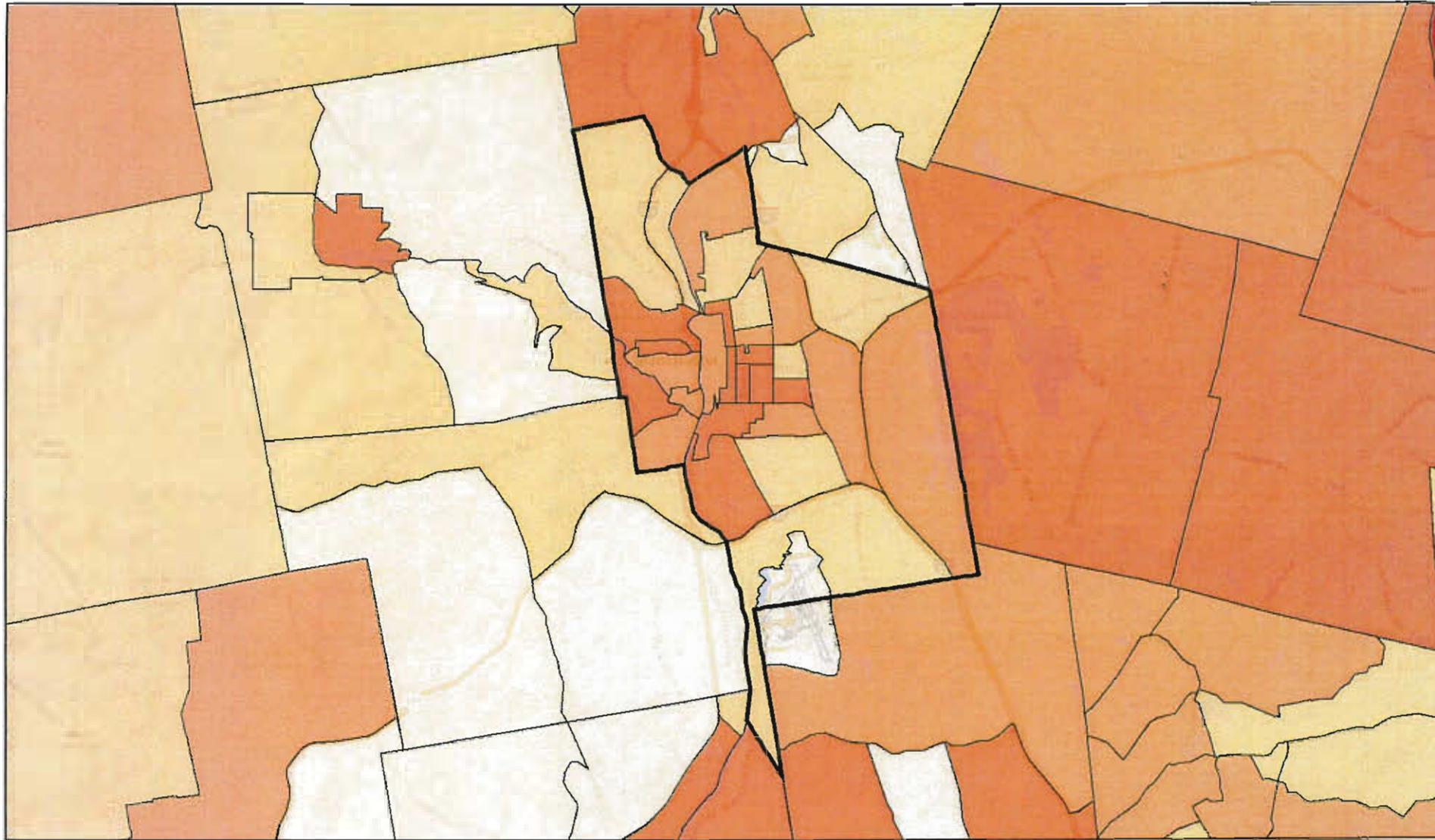


May 1, 2014

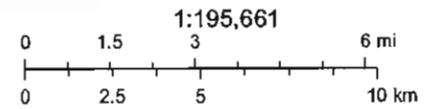
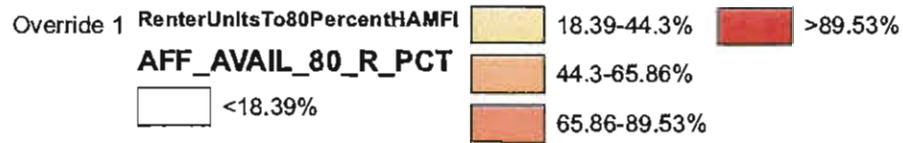


Sources: Esri, HERE, DeLorme, USGS, Intermap, Increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

# City of Manchester, NH - % Renter units affordable to 80% HAMFI

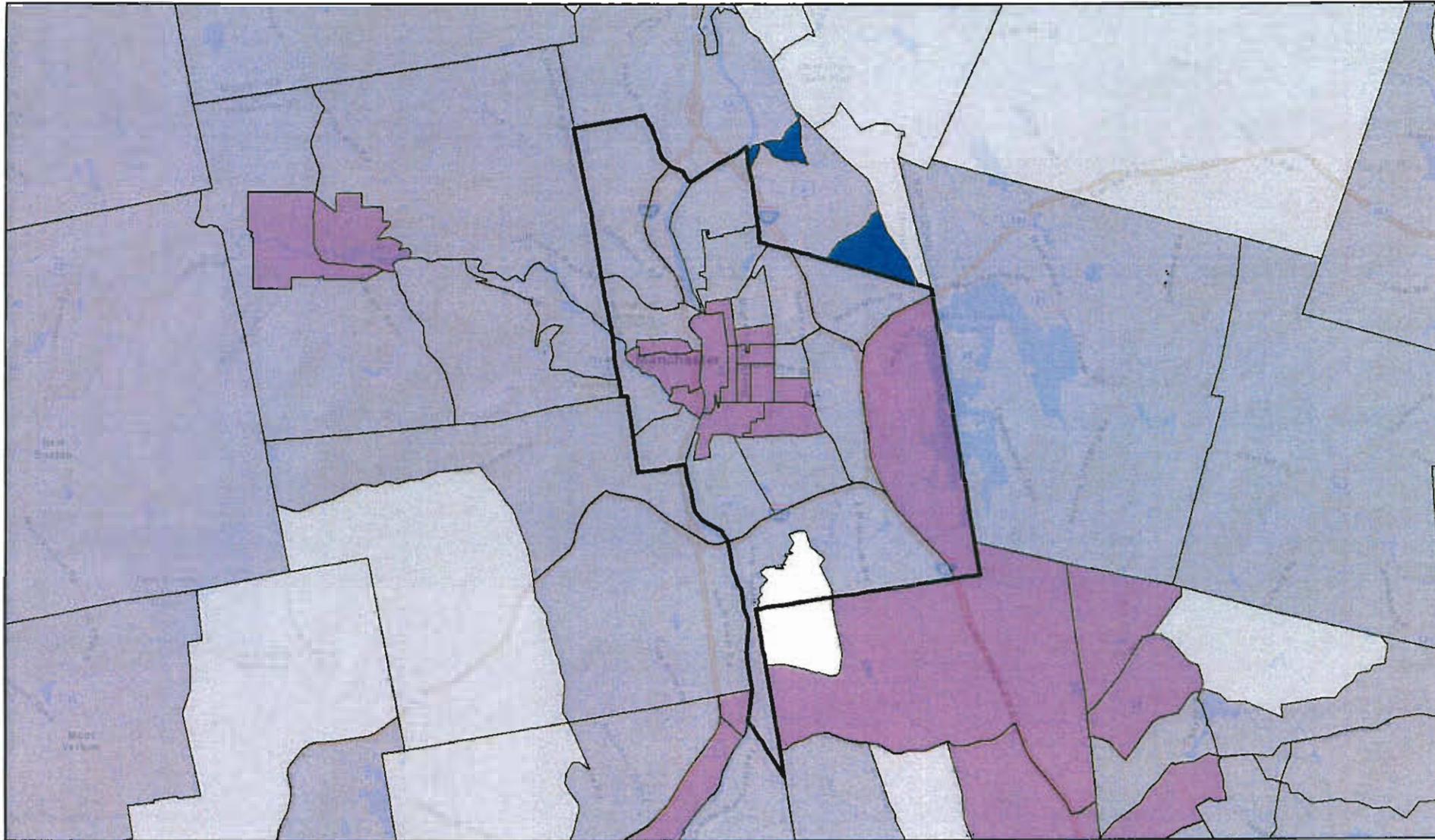


May 1, 2014



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCA, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

# City of Manchester, NH - Housing Cost Burden HAMFI



May 1, 2014

Override 1 **HousingCostBurden**

**B25106\_CB\_PCT**

 <11.6% Paying>30%

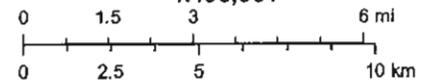
 11.6-29.15% Paying>30%

 29.15-44.93% Paying>30%

 44.93-72.98% Paying>30%

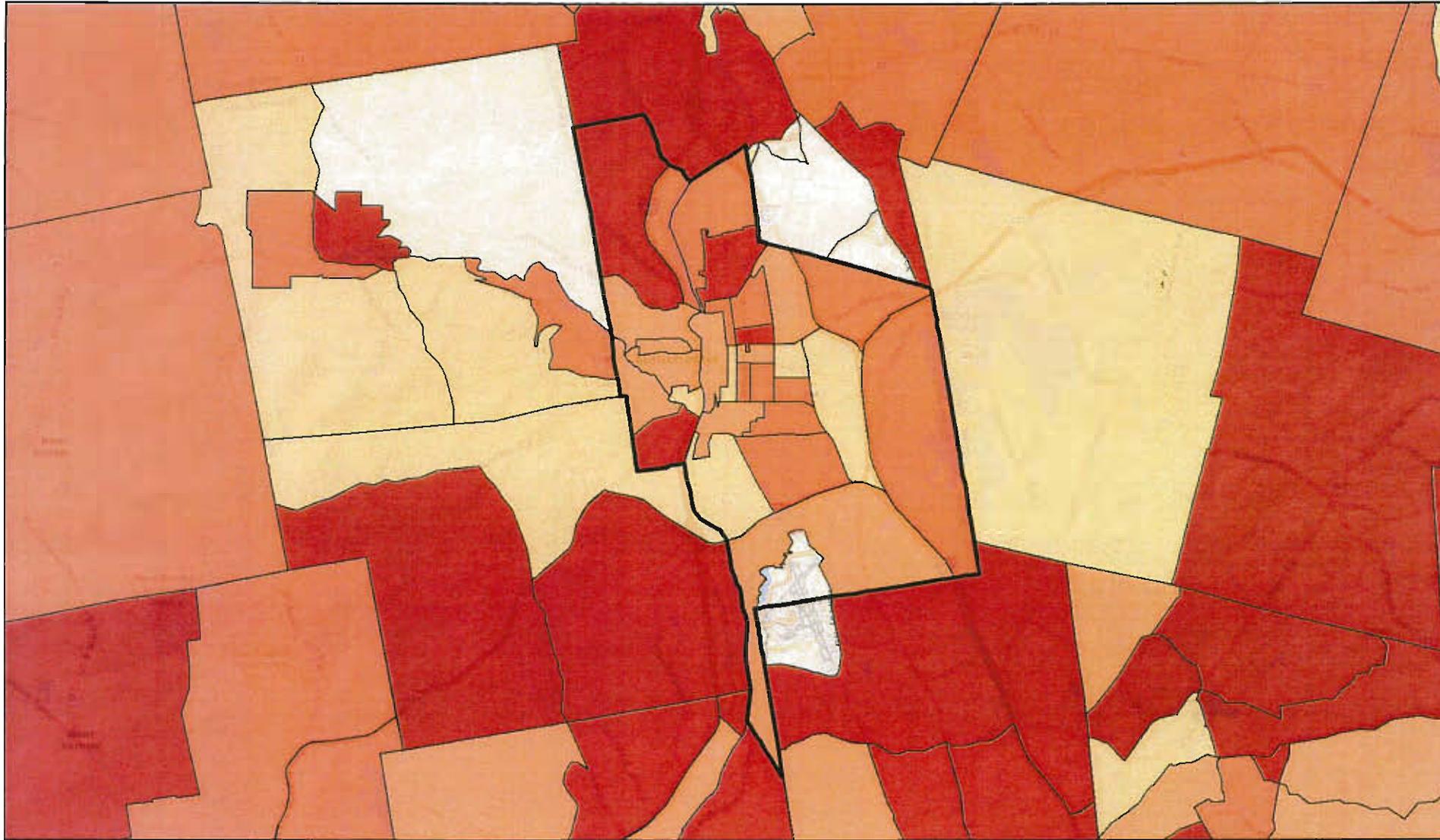
 >72.98% Paying>30%

1:195,661

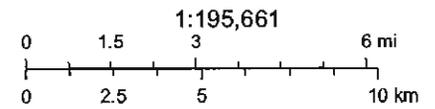


Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCA, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

# City of Manchester, NH - % of ELI Households with Severe Cost Burden

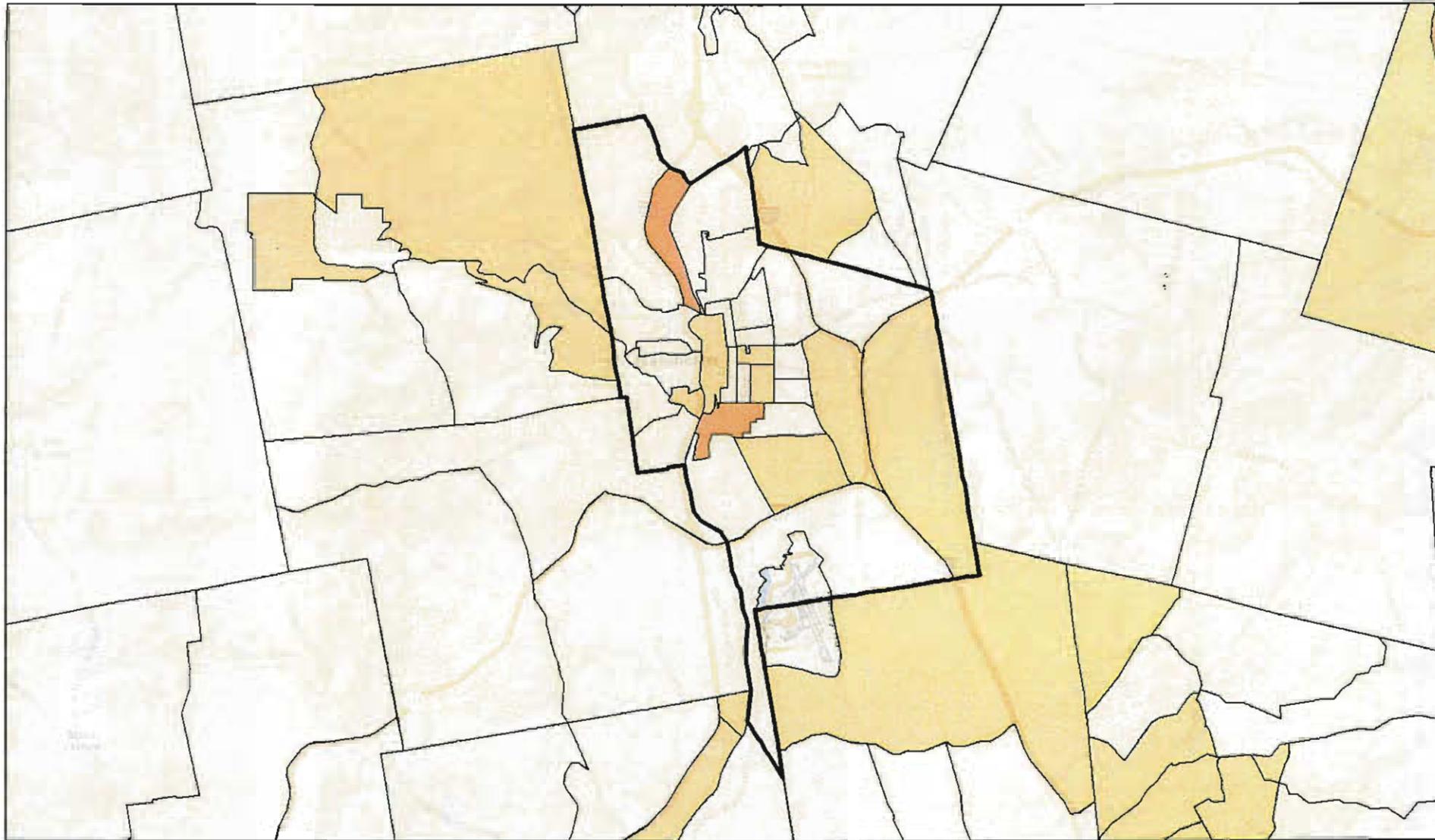


May 1, 2014

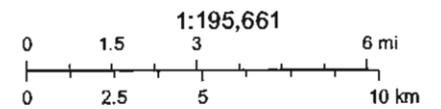
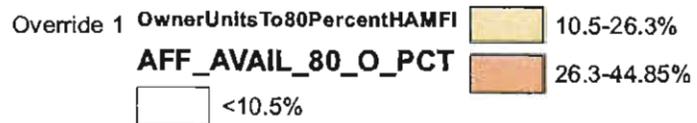


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# City of Manchester, NH - % Owner units affordable to 80% HAMFI



May 1, 2014



Sources: Esri, HERE, DeLorme, USGS, Intermap, Incent P Corp., NRCAI, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community