

Annual Action Plan

Application For Funding
For City FY 2020

2019

CITY OF MANCHESTER PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT



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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 2019 - City FY 2020) are based upon the Priority Needs and Goals identified in the City's Consolidated Plan. Since the development of the City's first Consolidated Plan the annual elements have 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, the most recent few, the City has undergone steady and significant changes. In response to those changes and input from the community, new Priority Needs and goals were developed in conjunction with the 2015-2019 Consolidated Plan.

A review of HUD's most recent Low and Moderate Summary Income Data indicates that 49.01% of Manchester's households have incomes that are less than 80% of the median income compared to 52.2% in 2013, 47% in 2005 and 43% in 1990. American Community Survey 2013-2017 data indicates that 14.9% of Manchester's population is below poverty level, 11.2% of Manchester's Citizens do not have health insurance coverage and 21.6% of residents above the age of 18 are not high school graduates. The City's demographic makeup has remained diverse requiring the assimilation of many new immigrants into the community. These citizens bring with them new, differing and not insignificant demands upon the local support infrastructure. Coupled with the needs of the existing low income population, the ability of the City to effectively provide the varied services necessary for these community members in need continues to be a challenge.

The Priority Needs and Goals identified in the Consolidated Plan were created as a result of soliciting input from the community. However, the ability of the City to address these needs and achieve the goals has been made more difficult as a result of decreasing resources. Since FY 2005, the City of Manchester has sustained CDBG reductions in excess of 21% which effectively has 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 meet the increased demands of the community while complying with the applicable Community Development Block Grant (CDBG) regulations has been greatly facilitated by the designation of Manchester Community Resource Center (MCRC) as our Community Based Development Organization (CBDO).

The City's NRSA was realigned in 2015 to include the upper quartile of the most impoverished block groups, as indicated by the most recent American Community Survey Census 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.

The statutes for HUD's formula grant programs set forth three basic goals against which the Consolidated Plan and the City of Manchester's performance under this plan will be reviewed by HUD. The Consolidated Plan as a result must state how it will pursue these goals for all community development programs, as well as all housing programs. The three objectives are: (1) Decent, Affordable Housing; (2) Suitable Living Environment; and (3) Economic Opportunities. The three outcomes are: (1) Availability/Accessibility, (2) Affordability, and (3) Sustainability.

In compliance with the above directives, this Consolidated Plan sets for the following priority needs and goals.

Priority Needs

1. Affordable Housing
2. Provide Fair Housing Counseling and Representation
3. To Provide Emergency Shelter
4. To Provide Outreach to Individuals Living in Streets
5. To Provide Tenant Based Rental Assistance
6. To Provide Transitional Housing
7. To Provide Rapid Re-Housing Opportunities
8. For all applicable Agencies to Use HMIS System
9. To Provide Homeless Prevention Activities
10. Provide Home Ownership Down Payment Assistance
11. Safe and Sanitary Housing
12. Supportive Neighborhood Living Environments
13. To Prevent Youth from Engaging in Crime
14. Youth Counseling, Programming and Supportive Service
15. Provide Elderly Independent Living Support Service
16. Provide Childcare Options for Working Parents
17. Access to Health Care
18. Access to Supportive Services that Target Refugees
19. Provide Support to Abused/Neglected Children
20. Economic Wellbeing for all Manchester Citizens
21. Provide Support to Manchester Businesses

22. Provide Youth and Summer Recreation Programming
23. Safe and Affordable Places for Physical Activity
24. ADA Access to Sidewalks, Streets, etc.
25. To Address Deteriorating Streets, Sidewalks, Etc.
26. Address Deteriorating Conditions in City Buildings
27. Effective Administration of State/Federal Programs
28. To Implement Various Planning Studies
29. To Teach Job Skills Through Classroom & Training

Goals

1. Increase the Number of Affordable Housing Units
2. Equal Access to Affordable Housing Opportunities
3. Address Homelessness Issues
4. Increase Community Supportive Living Environments
5. Increase Manchester High School Graduation Rate
6. Perpetuate the Independent Living of the Elderly
7. Increase Access/Availability to Affordable Childcare
8. Support Health Care Activities for Underinsured
9. Assimilate Refugees Into The Community
10. Decrease the Number of Abused/Neglected Children
11. Increase Manchester Employment Opportunities
12. Increase Recreation Programming for Low/Mod Youth
13. Increase Year Round Access to Recreation Facilities
14. To Create a Universally Accessible City
15. Support the City's Infrastructure System
16. Improve Condition of Buildings Accessed by Public
17. Facilities Efficient Planning/Public Management
18. Prepare Individuals for Gainful Employment

The investment of Entitlement funding plus program income plus unprogrammed funds (CDBG \$1,822,339 HOME \$659,518 & ESG \$155,561) during the upcoming program year will assist 22 agencies and 4 city departments with the implementation of 34 projects. As needs are identified during the program year, new projects may be supported with unprogrammed funds. All of these projects are/will be consistent with the Priority Needs and Goals identified in the 2015-2019 Consolidated Plan.

3. Evaluation of past performance

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

Between FY 2019 and FY 2020, the number of requests for assistance increased slightly. The amount of funding requested by non-City organizations increased from \$1,410,467 to \$1,961,596. The significant number and types of projects contained within our 2020 CIP (16 agencies funded by the City and 12 agencies funded by the CBDO) reflects the City's response to their requests. The 2020 CIP also continued the trend of supporting non-capital City Public Service initiatives that were carried out with Entitlement Funds as well, with Three City Departments administering Programs funded with CDBG funds.

Planning Staff is happy to report that the City's investment of Entitlement funding will support the majority of Priority Needs and Goals identified in the 2015-2019 Consolidated Plan. With the exception of Goal 2 - Equal Access to Affordable Housing Opportunities, Goal 11 – Increase Manchester Employment Opportunities and Goal 15 – Support the City's Infrastructure System, all other goals have been represented. Given that the demand for operational support and requests for Public Service initiatives by nonprofits and City Departments still exists, the City will continue to rely upon its CBDO to meet the needs of the community. As proposed, the City will subgrant approximately \$597,950 to MCRC to support activities that are consistent with the CBDO's mission. As a result, a number of sub-grantee agencies (13 estimated) will receive funding to operate programs without impacting the City's 15% Public Service cap. The City continues to view the CBDO / NRSA designation as critical in order to be able to respond to the needs of the Community. However, it is important to note that Planning Staff is mindful that Entitlement funding should be distributed in a manner that best achieves all of the goals and needs that have been identified in the Consolidated Plan.

The City is confident that the HUD 2019 CAPER will demonstrate that all of the needs and goals identified in the 2015-2019 Consolidated Plan will be addressed. This will be achieved as a result of the development of new needs and goals based upon the self-evaluation of past programs and the citizen participation process.

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. Public hearings were held at City Hall in the Aldermanic Chambers on February 28, 2018 and April 9, 2019.

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.

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

In accordance with the City of Manchester's Citizen Participation Plan, a legal notice was published in the Union Leader on April 15th, 2019 announcing the availability a draft of the HUD FY2018 Annual Action Plan for the City FY2020 for public review. The draft was available for public review during a 30 day comment period from April 19, 2019 at 5:00 p.m. through May 20, 2019.

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.

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 thirty-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.

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)

The Manchester Planning and Community Development Department serves as the lead agency responsible for coordinating the development of the Consolidated Plan. This Department also developed the City’s previous four Consolidated Plans and has a demonstrated ability to bring together local and state agencies for the purpose of identifying resources and bridging gaps in local service programs.

The Planning and Community Development Department monitors the progress of City departments/agencies receiving funding from the Community Development Block Grant, HOME, ESG as well as various other HUD funded programs including but not limited to; Lead Hazard Control Grant Programs. The Planning and Community Development Department’s staff provides technical assistance to social service agencies and the City’s housing providers.

In addition to activities associated with social service activities, Department Staff supports and provides assistance to local organizations seeking to obtain federal, state and local funding for housing opportunities that will enhance the permanent affordable housing inventory in Manchester. It also monitors federal funds distributed to emergency and transitional housing providers and other supportive housing agencies to assure that the allocated funds continue to support the needs of Manchester's homeless population. The Planning and Community

Development Department seeks to assist in the identification of solutions to the problems of Manchester's increasingly diverse population by working in direct partnership with community organizations servicing and advocating for that population.

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 grant 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.

Consolidated Plan Public Contact Information

The Legal Notice for the 2019 Annual Action Plan for HUD 2019 included the following information:

Copies of the draft 2019 Annual Action Plan will be available for public inspection beginning on April 19, 2019 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, Manchester Community Resource Center, 434 Lake Avenue, Manchester.

Available digitally at: <http://www.manchesternh.gov/website/Departments/PlanningandCommDev/CommunityImprovementProgram>

Questions regarding the 2019 Annual Action Plan may be addressed to CIP Coordinator, Todd Fleming in the Planning and Community Development Department at 624-6450.

The public is encouraged to submit comments on the proposed Action Plan until May 11, 2017. 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(I)

1. Introduction

The Department of Planning and Community Development maintains a mailing list with around 100 agencies/ and or people that are kept updated on funding, collaboration, and other opportunities. The Planning Department is also participates in monthly Manchester Continuum of Care meetings. Manchester Community Resource Center also remains an important collaborator with the City as they are the City's CBDO. The City coordinates closely with the Manchester Continuum of Care (MCoC) to address the needs of various homeless populations in the jurisdiction. Prevention/diversion activities are utilized at all MCoC agencies during business hours in alignment with Manchester's coordinated entry work.

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

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 100 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. The Planning and Community Development Community Improvement Program Staff collaborate with the Manchester Health Department on identifying and addressing health needs of Manchester residents.

The City also collaborates with the Southern NH Planning Commission on various planning and zoning studies such as the 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.

The City strongly encourages partnerships among Social Service agencies to create synergies where appropriate and reducing costs. Specifically, the City will ask individual agencies about their partnerships with similar organizations and take that into account when evaluating projects. 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.

The City coordinates closely with the Manchester Continuum of Care (MCoC) to address the needs of various homeless populations in the jurisdiction. Prevention/diversion activities are utilized at all MCoC agencies during business hours in alignment with Manchester's coordinated entry work. Since 2015, the amount of permanent supportive housing beds dedicated for Chronically Homeless (CH) in Manchester has stayed around 54 beds. All MCoC organizations funded through HUD's Continuum of Care Notice of Funding Availability ("NOFA") have agreed to prioritize 100% of turnover beds for chronically homeless, up from 90% in 2015. The MCoC's Permanent Housing and Rapid Rehousing 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 Manchester School District, Child & Family Services and Office of Youth Services. Families in Transition operates a Manchester Emergency Family Shelter which hosts a Head Start daycare, health clinic, a food pantry with a commercial kitchen, and an intake center. This facility assists homeless families in a targeted manner by assisting them with (re)gaining stable housing. 2-1-1 NH, assessment hubs, and a MCoC collaborative team continues to divert or coordinate services for homeless families. Manchester's homeless veterans count increased in 2018 with 47 veterans. Housing options for homeless veterans include the Harbor Homes BAE Systems Independence Hall (which uses the housing first transitional housing model. Harbor Homes also offers a program through the Department of Veteran Affairs that provides low income veteran households with resources for prevention against homelessness. These resources include case management and subsidies. 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.

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 sub-awards, and the encouragement of a collaborative partnership between the MCoC and 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 work groups 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 HMIS data quality, proper usage and following of all HMIS policies and procedures. As part of ongoing technical assistance and monitoring, the City monitors ESG Annual Performance Reviews monthly and shares results with MCoC Data Collection Committee or the General Assembly as needed. The MCoC Data Collection Committee is also spearheading the Coordinated Entry efforts in the City.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	CITY YEAR
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended action plan public hearing. Consultation with City Year will guide the non-homeless special needs assessment, particularly social/public service needs for youth education.

2	Agency/Group/Organization	MANCHESTER COMMUNITY HEALTH CENTER
	Agency/Group/Organization Type	Services-Children Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended and participated in action plan hearing. Agency stressed the importance of funding for health care for the low income population. Consultation with Manchester Community Health Center will provide services in primary care, behavioral health, substance use disorder, nutrition services and case management

3	Agency/Group/Organization	MANCHESTER COMMUNITY RESOURCE CENTER
	Agency/Group/Organization Type	Services-Employment CBDO
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended and participated in action plan hearing. 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 by entitlement and other leveraged resources.

4	Agency/Group/Organization	THE WAY HOME
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended and participated in the action plan public hearing. Consultation with The Way Home will guide the 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

5	Agency/Group/Organization	Neighborworks Southern New Hampshire
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended and participated in the action plan public hearing. Agency emphasized the importance of affordable housing. Consultation with Neighborworks Southern New Hampshire will help to provide affordable housing opportunities

6	Agency/Group/Organization	ST JOSEPH COMMUNITY SERVICES
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	<p>Agency attended and participated in the action plan hearing. Agency emphasized the importance of healthy meals for senior citizens as well as promoting independent living for these individuals. Consultation with St. Joseph's will help guide the needs of the aging population of the community.</p>

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

All agency types were consulted.

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 efforts to end homelessness and the HEARTH Act Performance Measures discussed in a later section. Almost all of the homeless providers that are funded in accordance with this Annual 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 City has put together a task force to directly address the issue of homeless in Manchester. The task force is made up of individuals from city departments, businesses, faith-based groups, service providers, among others. The areas of focus include panhandling, services, capacity, and prevention. The City's past experience and success with ESG Rapid Rehousing programs support a continued emphasis on Rapid Rehousing. This activity is in alignment with the City's efforts to end homelessness and MCoC Goals and meets the National Objective goals of reducing length of time of 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. --Support agencies in need of training and other support in the HMIS data collection process.</p>

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City notified approximately 100 local non-profits, action groups and individuals through email with regard to 2019 Fiscal Year CIP 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 distribute the information to all community groups, there was a Legal Notice published in the local newspaper and information posted on the City's website. An announcement was also posted on the City's website as well as the CIP's social media pages. Each applicant was notified through email and a Legal Notice was published advertising Citizen Participation Public Hearings for the draft Action Plan. One public hearing was 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

A public hearing for the City's 2020 (HUD FY 2019) Action Plan was held by City Community Improvement Program (CIP) Staff at City Hall, Aldermanic Chambers, One City Hall Plaza, on Thursday, February 28th at 6:00 PM (see attached Legal Notice). A public hearing was held on Tuesday, April 9th at 6:00 PM to give citizens another opportunity to comment on the City Community Improvement Budget.

This meeting was held in order to provide City residents an opportunity to comment on the expenditure of the federal fiscal year 2019 HUD monies to be received by the City for expenditure beginning July 2019. These HUD funds may include Community Development Block Grant (CDBG), Home Investment Partnerships (HOME) and Emergency Solutions Grant Program (ESG) 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. This hearing also included 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 included housing and homelessness, public infrastructure, environment, neighborhood investment and revitalization, education, public safety, recreation, economic development and social services.

CIP Staff closed the public hearing by describing the general timeline for the budget process. In the spring 2019, 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	Newspaper Ad	Non-targeted/broad community	A public notice was published in the Union Leader on February 19, 2019 announcing the scheduled public hearing (see UL Public Notice in AD-26 Citizen Participation Comments Attachment). A legal notice announcing the availability of the draft HUD FY2019 Annual Action Plan for public comment and review was published in the Union Leader on April 15, 2019.	Staff invited verbal comments and also solicited written comments as well (see attached, "AD-26 Citizen Participation 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)
2	Internet Outreach	Non-targeted/broad community	Email notices were sent to multiple listservs including the Manchester Continuum of Care, to previously funded agencies and to agencies with a submitted application for City FY2020 funding request. The times, dates and locations were also posted on the City of Manchester website.	Staff invited verbal comments and also solicited written comments as well (see attached, "AD-26 Citizen Participation 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	Public Hearing	Non-targeted/broad community	Eight individuals representing community members or nonprofit agencies attended the public hearing held on February 28, 2019. Seven different nonprofit agencies were represented.	Staff invited verbal comments and also solicited written comments as well. Additionally, all handouts and public hearing minutes have been attached. (see attached, "AD-26 Citizen Participation Comments").	None.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

In 2015, the City re-evaluated the needs of the community and revised the corresponding priority needs and goals in accordance with the adopted Citizen Participation Plan. This exercise was completed as part of the City’s Consolidated Planning Process to yield a new, updated 5 year plan for HUD funding that accurately addresses those identified needs. The City will be entering into Year 5 of the 5-Year Consolidated Plan beginning July 1, 2019. As a component of this Consolidated Plan, the City’s Annual Action Plan for FY 2019/City FY2020, identifies a proposed listing of projects to directly address the priority needs that have recently been improved with a more current needs assessment.

The City plans to use its annual entitlement funding of CDBG, ESG, and HOME to address these needs and goals over the next year. In addition, many projects are able to leverage other public or private funding sources to supplement the Federal funding. The City will not have the resources to allocate Cash to any projects in the upcoming Fiscal Year. Bonding is a financial instrument that the City tends to use annually for larger scale projects with a longer return on investment.

Anticipated Resources

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

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,782,339	38,952	0	1,821,291	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 Remainder 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	609,518	50,000	0	659,518	0	In accordance with the HOME requirements, the City continues to meet and exceed the 25% match commitment for all funds drawn down 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. The match requirement is included in both the City's Subrecipient and Developer's Agreements. HOME matching funds come from both non-profit housing developers and non-profit organizations that operate the City's tenant based rental assistance programs. All sources of HOME match are documented in accordance with CPD Notice 97-03.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	155,561	0	0	155,561	0	In accordance with ESG requirements, the City ESG funding assistance to Subrecipients is on a dollar for dollar matching basis. As such, Subrecipients are required to provide the match and will submit to the City documentation of cash contributions or in-kind calculations as match evidence for eligible expenses. Match sources come from various sources including private donations, foundation awards and/or state grant awards.

Table 5 - Expected Resources – Priority Table

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

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 awarded. 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 drawn down 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. The match requirement is included in both the City's Subrecipient and Developer's Agreements. HOME matching funds come from both non-profit housing developers and non-profit organizations that operate the City's tenant based rental assistance programs. All sources of HOME match are documented in accordance with CPD Notice 97-03.

In accordance with ESG requirements, the City ESG funding assistance to Subrecipients is on a dollar for dollar matching basis. As such, Subrecipients are required to provide the match and will submit to the City documentation of cash contributions or in-kind calculations as match evidence for eligible expenses. Match sources come from various sources including private donations, foundation awards and/or state grant awards.

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

With the exception of publicly owned park facilities, there is currently one city owned property being used to address the needs that are identified in the HUD FY 2019 Annual Action Plan. The renovated Odd Fellows Hall located at 434 Lake Avenue is a City owned four-story, 20,000 square foot building that is being utilized as a Human Service Center. The building is currently occupied by two non-profit organizations that provide various services that benefit low and moderate-income households.

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. The Annual Action Plan is 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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase the Number of Affordable Housing Units	2015	2019	Affordable Housing	Citywide/CDBG-eligible CT-BG	Affordable Housing	HOME: \$523,568	Rental units constructed: 2 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit
2	Equal Access to Affordable Housing Opportunities	2015	2019	Affordable Housing	Citywide/CDBG-eligible CT-BG	Provide Fair Housing Counseling and Representation		

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Address Homelessness Issues	2015	2019	Homeless	Citywide/CDBG-eligible CT-BG	Provide Outreach to Individuals Living in Streets To Provide Emergency Shelter To Provide Rapid Re-Housing Opportunities To Provide Tenant Based Rental Assistance To Provide Transitional Housing	HOME: \$70,000 ESG: \$147,894	Tenant-based rental assistance / Rapid Rehousing: 15 Households Assisted Homeless Person Overnight Shelter: 1280 Persons Assisted Homelessness Prevention: 100 Persons Assisted
4	Increase Community Supportive Living Environments	2015	2019	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Safe and Sanitary Housing Supportive Neighborhood Living Environments	CDBG: \$305,774 HOME: \$3,500	Public service activities other than Low/Moderate Income Housing Benefit: 3315 Persons Assisted Housing Code Enforcement/Foreclosed Property Care: 7600 Household Housing Unit
5	Increase Manchester Highschool Graduation Rate	2015	2019	Non-Housing Community Development	Manchester Neighborhood Revitalization Strategy Area Citywide/CDBG-eligible CT-BG	To Prevent Youth From Engaging in Crime Youth Counseling, Programming & Supportive Service	CDBG: \$423,750	Public service activities other than Low/Moderate Income Housing Benefit: 1935 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Perpetuate the Independent Living of the Elderly	2015	2019	Non-Housing Community Development	Manchester Neighborhood Revitalization Strategy Area Citywide/CDBG-eligible CT-BG	Provide Elderly Independent Living Support Service	CDBG: \$52,000	Public service activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
7	Increase Access/Availability to Afford. Childcare	2015	2019	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Provide Childcare Options for Working Parents	CDBG: \$30,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
8	Support Health Care Activities for Underinsured	2015	2019	Non-Housing Community Development	Manchester Neighborhood Revitalization Strategy Area	Access to Health Care	CDBG: \$60,000	Public service activities other than Low/Moderate Income Housing Benefit: 670 Persons Assisted
9	Assimilate Refugees Into The Community	2015	2019	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Access to Supportive Services That Target Refugees	CDBG: \$25,600	Public service activities other than Low/Moderate Income Housing Benefit: 125 Persons Assisted
10	Decrease the number of Abused/Neglected Children	2015	2019	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Provide Support to Abused/Neglected Children	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit: 390 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
11	Increase Manchester Employment Opportunities	2015	2019	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Economic Wellbeing for all Manchester's Citizens Provide Support to Manchester Businesses		
12	Increase Recreation Programming for Low/Mod youth	2015	2019	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Provide Youth with Summer Recreation Programming	CDBG: \$40,000	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted
13	Increase Year Round Access to Rec. Facilities	2015	2019	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Safe and Affordable Places for Physical Activity	CDBG: \$315,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1076 Persons Assisted
14	To Create a Universally Accessible City	2015	2019	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	ADA Access to Sidewalks, Streets and Buildings	CDBG: \$0	
15	Support the City's Infrastructure System	2015	2019	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	To address Deteriorating Streets, Sidewalks, Etc.		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
16	Improve Condition of Buildings Accessed By Public	2014	2019	Non-Housing Community Development	Citywide/CDBG-eligible CT-BG	Address Deteriorating Conditions in City Buildings	CDBG: \$75,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
17	Facilitate Efficient Planning/Public Management	2015	2019	Planning and Administration	Citywide/CDBG-eligible CT-BG	Effective Administration of State/Federal Programs To Implement Various Planning Studies	CDBG: \$356,467 HOME: \$62,450 ESG: \$7,667	Other: 110378 Other
18	Prepare Individuals for Gainful Employment	2015	2019	Non-Housing Community Development	Manchester Neighborhood Revitalization Strategy Area Citywide/CDBG-eligible CT-BG	To Teach Job Skills Through Classroom & Training	CDBG: \$112,700	Public service activities other than Low/Moderate Income Housing Benefit: 399 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase the Number of Affordable Housing Units
	Goal Description	Increase the number of quality affordable housing opportunities in the City and insure that they are available to all of Manchester's residents. Initiatives to include the development of new housing units through both new construction and the renovation of existing buildings as well as the rehabilitation of the existing housing stock.
2	Goal Name	Equal Access to Affordable Housing Opportunities
	Goal Description	Enforce fair housing and advocate for individuals who have been discriminated against.
3	Goal Name	Address Homelessness Issues
	Goal Description	Decrease the number of homeless individuals/families in the City of Manchester.
4	Goal Name	Increase Community Supportive Living Environments
	Goal Description	Increase the number of healthy neighborhoods in the City, through activities that: improve neighborhood walkability and livability, provide access to places for physical activities; increase the number of affordable safe and sanitary code compliant housing units; provide access to healthy, affordable food sources; provide access to local transportation systems; and effect physical and social improvements that create and maintain a "Supportive Living Environment".
5	Goal Name	Increase Manchester Highschool Graduation Rate
	Goal Description	Increase the High School graduation rate as a result of providing a portfolio of services that help students K-12 stay on track and get back on track to graduation and life success. 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.
6	Goal Name	Perpetuate the Independent Living of the Elderly
	Goal Description	Programs that allow elderly residents to continue living independently in their own homes.

7	Goal Name	Increase Access/Availability to Afford. Childcare
	Goal Description	Programming that allows low-income families to access high quality early learning opportunities for their children.
8	Goal Name	Support Health Care Activities for Underinsured
	Goal Description	Support programming that provides health care to the City's underinsured residents. Targeting the most vulnerable populations with intensive care management services will enable communities to achieve health equity and improve health outcomes by eliminating health disparities, which is defined as differences in length/quality of life and rates and severity of disease and disability because of social position, race/ethnicity, age, education, or other factors.
9	Goal Name	Assimilate Refugees Into The Community
	Goal Description	Foster an environment in which refugees resettling in Manchester can become productive members of the community
10	Goal Name	Decrease the number of Abused/Neglected Children
	Goal Description	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.
11	Goal Name	Increase Manchester Employment Opportunities
	Goal Description	Increase the number of employment opportunities in Manchester through various initiatives that create and retain jobs.
12	Goal Name	Increase Recreation Programming for Low/Mod youth
	Goal Description	Increase the number of recreational opportunities for low and moderate-income youth residing in the City of Manchester.
13	Goal Name	Increase Year Round Access to Rec. Facilities
	Goal Description	By upgrading existing facilities and investing in new facilities, the City will strive to increase year round access to safe and affordable places for physical activity for residents of all ages.

14	Goal Name	To Create a Universally Accessible City
	Goal Description	Provide universal access to all public streets, sidewalks, parks, etc. in the community.
15	Goal Name	Support the City's Infrastructure System
	Goal Description	A planned program providing for appropriate improvements and necessary expansion of the community's infrastructure. Sound infrastructure is vital to both the City's financial and physical integrity.
16	Goal Name	Improve Condition of Buildings Accessed By Public
	Goal Description	Upgrade Manchester's inventory of public buildings including the elimination of architectural barriers.
17	Goal Name	Facilitate Efficient Planning/Public Management
	Goal Description	Facilitate Efficient Planning/Public Management
18	Goal Name	Prepare Individuals for Gainful Employment
	Goal Description	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.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Manchester plans to undertake the following projects in Federal FY 2019 (City FY 2020), which are aligned with the strategies in its Five Year Consolidated Plan.

Projects

#	Project Name
1	Big Brothers Big Sisters of NH-One-to-One Mentoring for At-Risk Youth
2	CASA of New Hampshire Operating Support to abused & neglected children
3	Child Advocacy Center-Forensic Interviews
4	Families in Transition-New Horizons-Housing First
5	ESG 19 Manchester
6	Girls Inc. Fuel Her Fire
7	Health Department Community Schools Project/Healthy Children & Family
8	Holy Cross Family Learning Center ELL/Workforce Development Rent
9	Lamprey Health Care Interpretation Training Program
10	Manchester Community Resource Center CBDO Special Activities
11	Manchester Housing and Redevelopment Authority Kelly Falls Renovation
12	Organization for Refugee and Immigrant Success Youth Farm and Food Leader Project
13	Palace Theatre Palace Theatre Ticket Program
14	Planning & Community Development Community Housing Development Organization HUD Required Set-Aside
15	Planning & Community Development Concentrated Code Enforcement 1
16	Planning & Community Development Concentrated Code Enforcement 2
17	Planning & Community Development Program Administration (Salaries & Benefits)
18	Planning & Community Development Affordable Housing Initiatives
19	Planning & Community Development Community Development Initiatives
20	HUD Required Consolidated Plan Consultant Fee
21	Police Department Targeted Area Officer Support
22	Public Works-Parks, Rec & Cemeteries Sheehan-Basquil Park Phase II
23	Public Works-Parks, Rec & Cemeteries Fun in the Sun 3 sites
25	The Salvation Army Saturday Teen Night
26	The Way Home Tenant Based Rental Assistance
27	Waypoint Home Care Program

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 \$597,950 of funds was sub-granted to MCRC to support activities that were consistent with the CBDO's mission. In addition to CBDO activities, approximately \$270,600 of CDBG funding was appropriated to 11 non-profit organizations and 3 City Departments to provide public service activities.

With the exception of Goal 2 - Equal Access to Affordable Housing Opportunities, Goal 11 – Increase Manchester Employment Opportunities and Goal 15 – Support the City's Infrastructure System, all other goals have been represented.

AP-38 Project Summary
Project Summary Information

1	Project Name	Big Brothers Big Sisters of NH-One-to-One Mentoring for At-Risk Youth
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase Manchester Highschool Graduation Rate
	Needs Addressed	Youth Counseling, Programming & Supportive Service
	Funding	CDBG: \$9,000
	Description	One-to-one mentoring for youth
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	50-Families with at-risk youth.
	Location Description	Activities will be undertaken at the Big Brothers Big Sisters offices located at 670 N Commercial St, Manchester, NH 03101.
	Planned Activities	Mentoring activities for at-risk youth.
2	Project Name	CASA of New Hampshire Operating Support to abused & neglected children
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Decrease the number of Abused/Neglected Children
	Needs Addressed	Provide Support to Abused/Neglected Children
	Funding	CDBG: \$13,000
	Description	Funding to increase volunteer recruitment efforts. The goal is to serve 100% of abuse and neglect cases involving children living in Manchester
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	300- Public service activities other than low/moderate income housing benefits
	Location Description	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.
	Planned Activities	Provide training to volunteers to become child advocates.

3	Project Name	Child Advocacy Center-Forensic Interviews
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Decrease the number of Abused/Neglected Children
	Needs Addressed	Provide Support to Abused/Neglected Children
	Funding	CDBG: \$12,000
	Description	To facilitate forensic interviews and supportive services to child victims of crime.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	90-public service activities other than low/moderate income housing benefit.
	Location Description	Activities will be conducted City Wide.
	Planned Activities	Funds will support coordinated forensic interview process and staffing for child victims/witnesses of crime in Manchester.
4	Project Name	Families in Transition-New Horizons-Housing First
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Address Homelessness Issues
	Needs Addressed	To Provide Tenant Based Rental Assistance
	Funding	HOME: \$40,000
	Description	To provide for rental subsidies to homeless clients and reimburse for administrative costs.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	5-Chronically homeless individuals will benefit as a result of rental subsidies.
	Location Description	Chronically homeless individuals being served at FIT/New Horizons shelter located at 199 Manchester Street will be provided with a Tenant Based Rental Subsidy so that they can transition to permanent housing.
	Planned Activities	<p align="LEFT">Quickly move those with histories of long-term homelessness into permanent housing and support in addressing other challenges that may impact long term housing stability.</p>

5	Project Name	ESG 19 Manchester
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Address Homelessness Issues Facilitate Efficient Planning/Public Management
	Needs Addressed	To Provide Emergency Shelter Provide Outreach to Individuals Living in Streets To Provide Tenant Based Rental Assistance To Provide Rapid Re-Housing Opportunities For All Applicable Agencies To Use HMIS System To Provide Homeless Prevention Activities Effective Administration of State/Federal Programs
	Funding	ESG: \$155,561
	Description	City of Manchester's ESG Program
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1380 people, Homeless and near homeless individuals and families.
	Location Description	Services provided by various agencies including; The Way Home, Child and Family Services, The YWCA and Families In Transition/New Horizons on a Citywide basis.
	Planned Activities	Emergency shelters, homelessness prevention, and rapid rehousing programming.
6	Project Name	Girls Inc. Fuel Her Fire
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase Manchester Highschool Graduation Rate
	Needs Addressed	Youth Counseling, Programming & Supportive Service
	Funding	CDBG: \$14,000
	Description	A supportive environment to teach young girls about financial independence, peer pressure, healthy habits and invoke an interest in technical areas all focused on breaking the cycle of poverty they've been exposed to.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	110 at-risk girls will benefit as result of programming.
	Location Description	the program will take place at 815 Elm St., Manchester.
	Planned Activities	The program will engage the girls in planning for their future with college visits , career fairs and community service projects.
7	Project Name	Health Department Community Schools Project/Healthy Children & Family
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase Community Supportive Living Environments
	Needs Addressed	Supportive Neighborhood Living Environments
	Funding	CDBG: \$20,000
	Description	Community Schools Project at Beech St and Gossler Schools. To fund health and fitness programs to help increase opportunities for physical activity and provide positive outlets for residents to support one another in healthy behaviors.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	50-low/moderate income individuals will benefit as a result of programming.
	Location Description	The program will take place at Beech Steet Elementary and Gossler Elementary school.
	Planned Activities	As Community Schools, these elementary schools have been able to provide better coordination of care among health and social services, leadership development programs for residents of all ages, financial literacy and employability programs, and mentoring and counseling supports for children. Fitness and wellness programming will be provided to income eligible families.
8	Project Name	Holy Cross Family Learning Center ELL/Workforce Development Rent
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Assimilate Refugees Into The Community
	Needs Addressed	Access to Supportive Services That Target Refugees

	Funding	CDBG: \$15,600
	Description	Funding to support staffing and operational costs (rent)for the Family Learning Center Program. Program activities include ESL, citizenship and civics classes.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	100 immigrants and/or refugees will benefit as a result of services.
	Location Description	The program is operated from the leased classroom spaces on the first floor of the Southern New Hampshire Planning Commission at 438 Dubuque St., Manchester.
	Planned Activities	The program teaches English as a second language to immigrants and refugees.
9	Project Name	Lamprey Health Care Interpretation Training Program
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Prepare Individuals for Gainful Employment
	Needs Addressed	To Teach Job Skills Through Classroom & Training
	Funding	CDBG: \$10,000
	Description	Increase the number of healthcare, legal and community interpreters. To provide salaries and wages for the training staff. Training staff will train bilingual individuals to become health care and legal interpreters
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	24 individuals will benefit as a result of training.
	Location Description	The training will take place at various locations in Manchester.
	Planned Activities	Training for low to moderate income bilingual persons residing in Manchester. Individuals will be trained to become health care-community and or legal interpreters serving individuals throughout the Manchester area.
10	Project Name	Manchester Community Resource Center CBDO Special Activities
	Target Area	Manchester Neighborhood Revitalization Strategy Area

	Goals Supported	Increase Community Supportive Living Environments Increase Manchester Highschool Graduation Rate Perpetuate the Independent Living of the Elderly Increase Access/Availability to Afford. Childcare Support Health Care Activities for Underinsured Prepare Individuals for Gainful Employment
	Needs Addressed	Supportive Neighborhood Living Environments To Prevent Youth From Engaging in Crime Youth Counseling, Programming & Supportive Service Provide Elderly Independent Living Support Service Provide Childcare Options for Working Parents Access to Health Care Economic Wellbeing for all Manchester's Citizens Provide Support to Manchester Businesses To Teach Job Skills Through Classroom & Training
	Funding	CDBG: \$597,950
	Description	Funding for CBDO Special Activities in the NRSA carried out by Manchester Community Resource Center or its subcontractors.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	2585 individuals in the NRSA.
	Location Description	434 Lake ave and on site agencies locations where services are provided for individuals in the NRSA.
	Planned Activities	Activities may include: youth education and enrichment, job training and skills development, after school care, child care, health care, elderly services and at-risk youth programming.
11	Project Name	Manchester Housing and Redevelopment Authority Kelly Falls Renovation
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Improve Condition of Buildings Accessed By Public
	Needs Addressed	Address Deteriorating Conditions in City Buildings
	Funding	CDBG: \$75,000
	Description	Renovation of community center located at Kelly Falls housing complex. Improvements will bring facility into compliance with ADA requirements.

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	100 low/moderate income individuals.
	Location Description	Kelley Falls, 315 Kimball St., Manchester
	Planned Activities	Renovate a Non-ADA compliant community center space in Kelly Falls to be used for a new family and youth services program on the west side.
12	Project Name	Organization for Refugee and Immigrant Success Youth Farm and Food Leader Project
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Assimilate Refugees Into The Community
	Needs Addressed	Access to Supportive Services That Target Refugees
	Funding	CDBG: \$10,000
	Description	To provide Manchester High School students a hands-on learning in agricultural production, marketing, and sales.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	25 refugee youth
	Location Description	434 Lake Ave, Manchester and farm in Dunbarton, NH.
	Planned Activities	Case management for at-risk refugee youth as well as participation in the Youth Farm and Food Leader Project.
13	Project Name	Palace Theatre Palace Theatre Ticket Program
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase Manchester Highschool Graduation Rate
	Needs Addressed	Youth Counseling, Programming & Supportive Service
	Funding	CDBG: \$20,000
	Description	Provides funding for Palace Theatre Trust's ticket program, giving low income school children the opportunity to experience the theatre.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	500 school children from low income families that reside in income eligible Census Tracts.
	Location Description	The program is located at 80 Hanover St., Manchester.
	Planned Activities	The program will provide tickets to matinee productions performed by Palace Youth Theatre participants.
14	Project Name	Planning & Community Development Community Housing Development Organization HUD Required Set-Aside
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase the Number of Affordable Housing Units
	Needs Addressed	Affordable Housing
	Funding	HOME: \$91,427
	Description	HOME CHDO set aside to support the development of affordable housing units to comply with Federal requirements.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	3 low income families will benefit from the deveopment of affordable housing units.
	Location Description	Specific project has not been chosen and underwritten.
	Planned Activities	Affordable housing development conducted by Community Housing Development Organizations.
15	Project Name	Planning & Community Development Concentrated Code Enforcement 1
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase Community Supportive Living Environments
	Needs Addressed	Safe and Sanitary Housing Supportive Neighborhood Living Environments
	Funding	CDBG: \$111,133 HOME: \$3,500
	Description	Continuation of the Concentrated Code Enforcement Program created to stabilize and improve conditions increasing the rental housing opportunities in low/moderate income eligible Census Tracts.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	4000 low/moderate individuals will benefit as a result of improved housing conditions
	Location Description	Income eligible Census Tracts located throughout the City of Manchester.
	Planned Activities	Housing code inspections will be conducted in rental housing units located in income eligible census tracts.
16	Project Name	Planning & Community Development Concentrated Code Enforcement 2
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase Community Supportive Living Environments
	Needs Addressed	Safe and Sanitary Housing Supportive Neighborhood Living Environments
	Funding	CDBG: \$95,141
	Description	Continuation of the Concentrated Code Enforcement Program created to stabilize and improve conditions increasing the rental housing opportunities in low/moderate income eligible Census Tracts.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	3600 low/moderate individuals will benefit as a result of improved housing conditions.
	Location Description	Income eligible Census Tracts located throughout the City of Manchester.
	Planned Activities	Housing code inspections will be conducted in rental housing units located in income eligible census tracts.
17	Project Name	Planning & Community Development Program Administration (Salaries & Benefits)
	Target Area	Manchester Neighborhood Revitalization Strategy Area Citywide/CDBG-eligible CT-BG
	Goals Supported	Facilitate Efficient Planning/Public Management
	Needs Addressed	Effective Administration of State/Federal Programs To Implement Various Planning Studies
	Funding	CDBG: \$321,467 HOME: \$62,450

	Description	Funding of CIP staff/expenses for administration of CIP Entitlement Programs.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	110378, all families. The entire City will benefit as a result of HUD programming.
	Location Description	City of manchester, 1 City Hall Plaza, Manchester
	Planned Activities	Funds to be used for consultant services and associated costs of community development, management and facilitation of programs.
18	Project Name	Planning & Community Development Affordable Housing Initiatives
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase the Number of Affordable Housing Units
	Needs Addressed	Affordable Housing
	Funding	HOME: \$432,141
	Description	Funding to increase the supply of decent, safe and affordable housing units through rehabilitation of existing stock or construction of new units.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	6 low-income families will benefit as a result of the development of quality affordable housing units.
	Location Description	To be determind.
	Planned Activities	Affordable housing development.
19	Project Name	Planning & Community Development Community Development Initiatives
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Facilitate Efficient Planning/Public Management
	Needs Addressed	To Implement Various Planning Studies
	Funding	CDBG: \$5,000
	Description	Planning activities to include consultant services and associated costs of community development, management and facilitating programs.

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	110378 citywide
	Location Description	Planning & Community Development Department, City of Manchester, 1 City Hall Plaza, Manchester, NH
	Planned Activities	Funds to be used for consultant services and associated costs of community development, management and facilitation of programs.
20	Project Name	HUD Required Consolidated Plan Consultant Fee
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Facilitate Efficient Planning/Public Management
	Needs Addressed	To Implement Various Planning Studies
	Funding	CDBG: \$30,000
	Description	HUD 5 year Consolidated Plan to be completed in conjunction with Master Plan
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	110378, all families. The entire City will benefit as a result of Planning Studies.
	Location Description	Planning & Community Development Department, City of Manchester, 1 City Hall Plaza, Manchester, NH
	Planned Activities	Update the City's Consolidated Plan.
21	Project Name	Police Department Targeted Area Officer Support
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase Community Supportive Living Environments
	Needs Addressed	Supportive Neighborhood Living Environments To Prevent Youth From Engaging in Crime
	Funding	CDBG: \$72,000
	Description	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 targeted areas of Manchester, specifically the NRSA.

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	3000 low/moderate income individuals
	Location Description	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 income eligible Census Tracts.
	Planned Activities	Police officer presence, community meetings, coordination with other safety departments within the City and with appropriate federal and state agencies.
22	Project Name	Public Works-Parks, Rec & Cemeteries Sheehan-Basquill Park Phase II
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase Year Round Access to Rec. Facilities
	Needs Addressed	Safe and Affordable Places for Physical Activity
	Funding	CDBG: \$315,000
	Description	Funding for Phase II of the Sheehan-Basquill Park Renovation Project. Improvements to include rehabilitation of buildings, pool replacement, construction of a new splash pad, renovated skate park and a small soccer field.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1076 Low/moderate income individuals from surrounding income eligible Census Tracts will benefit from improved facilities.
	Location Description	297 Maple St., Manchester, NH 03103
	Planned Activities	Renovations to park to include buildings, a splash pad, new recreational features and a new pool.
23	Project Name	Public Works-Parks, Rec & Cemeteries Fun in the Sun 3 sites
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase Recreation Programming for Low/Mod youth
	Needs Addressed	Provide Youth with Summer Recreation Programming
	Funding	CDBG: \$40,000

	Description	Organized summer recreational program that provides services to low income youth ages 6-12.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	200 low/moderate income youth
	Location Description	Various locations throughout the city.
	Planned Activities	Organized summer recreational program for low/moderate income youths aged 6 to 12. The program provides daily physical activity along with reading groups, tennis lessons, STEM activities, arts and crafts, field trips, and playground games. The youth also receive a nutritious breakfast and lunch everyday.
24	Project Name	The Salvation Army Saturday Teen Night
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Increase Manchester Highschool Graduation Rate
	Needs Addressed	To Prevent Youth From Engaging in Crime Youth Counseling, Programming & Supportive Service
	Funding	CDBG: \$25,000
	Description	As the only program for teens operating during the evening hours on weekends, the Saturday Teen Night (STN) Program serves over 400 of Manchester's most vulnerable youth (age 13-19 years) annually within the Neighborhood Revitalization Strategy Area (NRSA).
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	400 low/moderate income youth will benefit as a result of project activities.
	Location Description	121 Cedar St., Manchester, NH

	Planned Activities	The STN has two primary goals - (1) Reduce substance use and abuse through the promotion of health behavior and positive connections with adult youth workers, and (2) Through collective investment of community partners, create a system of community care coordination to support access to timely and adequate health-related services for Manchester's most vulnerable teens. The STN fosters social correctness for prevention and reductions of specific risk behaviors, such as substance use, violence, adolescent pregnancy, and the longer-term outcome of helping young people move forward on a positive and effective path.
25	Project Name	The Way Home Tenant Based Rental Assistance
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Address Homelessness Issues
	Needs Addressed	To Provide Tenant Based Rental Assistance
	Funding	HOME: \$30,000
	Description	Tenant based rental assistance provided to low-income families.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	10 low income families will benefit as a result of rental subsidies.
	Location Description	214 Spruce St., Manchester, NH
	Planned Activities	The project goal is to stabilize housing for low income families and individuals through short-term & medium-term tenant based rental assistance.
26	Project Name	Waypoint Home Care Program
	Target Area	Citywide/CDBG-eligible CT-BG
	Goals Supported	Perpetuate the Independent Living of the Elderly
	Needs Addressed	Provide Elderly Independent Living Support Service
	Funding	CDBG: \$10,000
	Description	Provide home care service to frail seniors and individuals with disabilities who are living at or below poverty.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	280 low/moderate income frail seniors will benefit as a result of services.
	Location Description	Various locations throughout the city.
	Planned Activities	Caregivers will provide home care services to ensure living environments are safe and sanitary. Will also assist with daily tasks as necessary.

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 in CDBG-eligible census tracts and block groups, with a focus on the Center City and the NRSA.

CDBG and HOME funds will be available to all agencies, however adherence to all eligibility requirements in regards to income must be documented. Public service activities will be targeted to CDBG-eligible census tracts and block groups throughout the City, and CBDO Special Activities will be solely undertaken in the City’s NRSA.

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	21
Citywide/CDBG-eligible CT-BG	79

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

Revitalization Strategy Area (NRSA) as part of its 2005 Consolidated Plan submission. The resulting NRSA included census tracts and 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.

HUD approved the City's realigned NRSA, and with the submission of the City's Five Year Consolidated Plan, the City requests continued designation and approval of its NRSA as approved by HUD in 2015.

The table included in SP-10 of the 2015 Consolidated Plan entitled "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.

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 12 month waiting list for their garden style apartments. The waiting list for townhouse units is typically exceeds 12 months. MHRA’s waiting list totals 3,000 applicants. The extensive waiting lists of these two agencies indicate a significant demand for housing that is affordable in accordance with HUD standards.

The FY2019 Action Plan will fund projects that strive to achieve production and/or rehabilitation of 6 affordable housing units, focus projects to address the low income neighborhoods within the Neighborhood Revitalization Strategy Area, and provide 16 units with rental subsidies.

One Year Goals for the Number of Households to be Supported	
Homeless	15
Non-Homeless	189
Special-Needs	0
Total	204

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	15
The Production of New Units	2
Rehab of Existing Units	187
Acquisition of Existing Units	0
Total	204

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 2018 New Hampshire Housing Finance Authority Rental Survey, the average rent for a two-bedroom apartment in Manchester is \$1,270/month. By comparison, the affordable gross rent based on estimated 2018 Renter Household Income (\$42,342) in Hillsborough County is \$1,059/month. In New Hampshire, 43% of rental households are paying 30% or more of their household income on rent. Lower income families are likely to be paying an even higher percentage of

their household income towards rent. The very low-income families at 30% of the median income in Manchester are earning \$24,800/year. Based on their income, an affordable unit would need to be \$620/month. Unfortunately, the average rent for a two-bedroom apartment in Manchester is \$1,270/month leaving an income gap of \$650. This gap would only be widened with the need for a security deposit and other upfront costs.

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 152 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) and 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 residents. All MHRA housing is maintained in good physical condition and is inspected annually by MHRA inspectors and regularly 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 1963 Housing Choice Vouchers (HCV), 148 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 at initial lease-up and biennially to assure that they meet local codes and Housing Quality Standards. As of November 1, 2018, MHRA was awarded 40 Mainstream Vouchers for income eligible families who are homeless, at risk of homelessness, at risk of institutionalization, or transitioning out of an institution or other segregating setting and have a disabled household member, who is over 18 years old, but under 62 years old.

MHRA provides a variety of resident initiatives including the Family Self-Sufficiency Program; 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, 152 Low Income Housing Tax Credit Units, and 2111 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 FY2018, management improvements include software improvements, professional training, items to improve public housing management and funding for other improvements. Some of the planned physical improvements include elevator replacement at the Burns Apartments, window replacement at Kelley Falls, scattered site unit renovations and boiler replacement at Tarrytown Rd Apartments.

MHRA continues to look for innovative ways to provide housing and housing assistance and recently completed construction of a project which was developed in consultation with the Mental Health Center of Greater Manchester wherein 20 units of service-assisted housing have been developed for people with disabilities that lead to homelessness.

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

Family Self-Sufficiency Program is available to those housed with a Housing Choice Voucher and residents of public housing. During the 2018 calendar year to March 2019, eight participants graduated with an escrow savings account from the Program by fulfilling their contract of participation . There are currently 24 participants enrolled in the Program with the hopes of adding three more participants in the next few months.

Supportive Service Program for elderly residents and residents with disabilities residing in the low-income Housing Tax Credit properties.

Employment and MHRA resident employment: MHRA hires, trains and employs residents on government-financed projects and employs several assisted housing residents in permanent, full-time positions.

MHRA will continue to work with local non-profits and to participate in coalitions such as 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 provide input 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.

MHRA also provides direct employment opportunities to public housing and HCV residents. Currently, MHRA employs two public housing residents. 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, 41 families have participated and there are 20 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

The greatest challenge to MHRA over the year, and for a number of years, has been continued drastic federal funding prorations which have resulted in significant strains to both the public housing and Housing Choice Voucher programs. Despite the ongoing funding challenges, MHRA remains in solid fiscal standing.

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

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

Introduction

Manchester’s overarching vision is to become a city where all individuals and families have access to decent, safe, and affordable housing along with the support to obtain the appropriate resources necessary to sustain housing. The City has established a homelessness task force focusing on directly addressing the issue of homelessness. Subcommittee groups include panhandling, services, capacity, and prevention. The taskforce is made up of student groups, faith-based organizations, public services, and city departments.

Members of the City of Manchester Planning Department attend Continuum of Care (MCoC) meetings monthly, allowing for adequate communication and collaboration with social service and homeless agencies.

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

The Manchester Continuum of Care (MCoC) has community outreach teams that work to connect the homeless population with resources. Other agencies helping with the outreach process include Manchester Police, the Manchester VA, and Child and Family Services. Manchester Police help with the outreach process by connecting unsheltered homeless to MCoC services. The Manchester VA has an outreach team that works to assess and address homeless veteran’s needs. Child and Family Services have a street outreach team that spends around thirty hours a week on the streets, in high-risk areas. Outreach is ongoing with the Manchester School District and Office of Youth Services.

The MCoC’s Permanent Supportive Housing, Rapid Rehousing, and Transitional Housing are major assets for both homeless families and individuals. Homeless Prevention includes education, encouraging positive landlord relationships, City initiatives around lead poisoning, bedbugs or other infestations, and individualized diversion strategies. 2-1-1 NH, assessment hubs, and community outreach teams continue to divert or coordinate services for homeless families and individuals, and provide referrals to the City’s homeless services/providers. The City and MCoC will continue with these activities and will 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, available to men and women, in the state of New Hampshire which is run by Families in Transition/ New Horizons. It is also the state’s only wet shelter. The shelter has 63 beds for men and 13 beds for women. The shelter often has many more clients in the winter

months, which are accommodated by emergency overflow space, as authorized by the Manchester Fire Department. There is also a separate shelter for women, Angie's, with 16 beds. Shelter executives plan with other MCoC agencies, the City's Mayor, and City department heads from police, health, fire and public works.

Families in Transition/ New Horizons (FIT) also provide a Manchester Emergency Family Shelter, offering 11 bedrooms for families. The facility, which opened in December of 2015, hosts a Head Start daycare, health clinic, a food pantry with a commercial kitchen, and an intake center. The Family Shelter assists homeless families in a targeted manner by assisting them in gaining/regaining stable housing. Annually, the shelter houses 80 parents and 120 children. FIT also provides transitional housing. The Lowell Street Housing Program provides 17 units for families and individuals in need of transitional housing. FIT provides an additional 62 traditional housing units, which are utilized for a period of 18 to 24 months. Residents of this transitional housing receive supportive services.

The domestic violence shelter in Manchester, YWCA's Emily's Place, provides emergency housing for up to six families (18 residents total) at a time. 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 a strong collaboration with a professional facility, Webster House, for children under the age of 19 and in crisis.

Transitional housing is available for homeless youth 18-24, veterans, families and individuals throughout the city with strong programming.

All shelters have case management and strive to connect clients to mainstream resources with an 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, all programs strive to exit 100% of people to some form of permanent housing. 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 exit 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 and having a positive relationship with landlords help to increase opportunities for affordable housing.

Families in Transition, which operates many of the CoC's Transitional Housing (TH) programs,

incorporated a Case Management Needs Identifier into programming in January 2014 that informs an action plan for 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 (18-24) 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 offers enhanced living accommodations.

The family shelter, managed by Families in Transitions, opens doors to professional service opportunities for clients. Access to services in addition to connections to housing remains the two main goals in reducing lengths of shelter stays.

Within the MCoC, all programs strive to exit 100% of people to some form of permanent housing. 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).

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 are 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 has incorporated prevention and diversion strategies into the coordinated entry system, and the City has assisted with this planning.

Discussion

No further discussion.

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

Introduction:

The City of Manchester continues to review policies and take action steps in its effort to remove barriers to affordable housing. While the Zoning Ordinance underwent a complete rewrite in 2001, there have been several changes to the ordinance over the intervening years. Since 2001, the City has taken advantage of the State Statute governing “Innovative Land Controls”. By including uses which can be granted Conditional Use Permits through the Planning Board, the City has, in some cases, removed the need for a developer or landlord to submit applications to multiple land use boards. Currently, the City’s regulations do not require new multi-family developments of three units or less be reviewed by the Planning Board.

Unlike some other surrounding communities, Manchester’s Zoning Ordinance does not differentiate between affordable, adequate, senior or luxury housing units. The ordinance does regulate the density of the proposed units and that density varies, depending on the zoning district. That said, the City of Manchester’s minimum square-footage requirements for lot area for multi-family units are low, from 500 SF/unit in some zoning districts to 3,500 SF/unit in other zoning districts. Because the majority of the land area of Manchester is serviced by public sewer and water lines, the City is able to reduce the required lot areas, which is not possible when septic systems and private wells are required.

When it comes to building codes, the process for development of new buildings for new housing stock or redevelopment of existing buildings into housing stock is more complex and may present barriers. While the City of Manchester Planning and Community Development Department has adopted the 2006 edition of the International Building Code (IBC), the State has adopted the 2009 edition. The City has adopted the 2009 edition of the International Existing Building Code (IEBC), whereas the State has adopted the 2006 edition. The City enforces the more stringent of the two. The Manchester Fire Department enforces the Life Safety Codes, which sometimes conflicts with the IBC or IEBC. The City should take steps to better coordinate between the Building Codes and the Fire Codes.

City inspectors review all building plans, perform intermittent inspections throughout the construction process, and conduct final inspections prior to issuing a Certificate of Occupancy. All rental property falls under the jurisdiction of the Certificate of Compliance program, which is intended to be pro-active rather than re-active in identifying Building Code issues. Because staffing is limited, the Code Enforcement Officers inspect properties on a 3 year cycle. The City should take steps to reduce the time period for inspections, which would identify issues earlier, require landlords to make necessary corrections earlier, and improve the overall quality of affordable housing.

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 Community Improvement Program is ideally located in the Planning and Community Development Department enabling us to work together collaboratively to identify barriers and work towards solutions. Unfortunately, the regulatory requirements are not flexible and require creative work around solutions to be discussed between several members of the Staff in order to implement the needed solutions.

One of the major barriers that was discovered is the City's conflicting Building and Fire Codes. These two documents are designed to ensure the safety of housing throughout the City, so their ability to work together towards this end is crucial in creating and maintaining safe, decent and sanitary housing. Currently, the City Planning Department has begun working with the Fire Department to review Architectural Building Plans together to ensure a seamless blend of requirements and avoiding last minute construction delays and preventing future code violations. Unfortunately, this initiative is only employed for new construction, but in the future efforts can be made to utilize this relationship when existing housing violations are discovered.

In an effort to address the issue of a sub-par inspection cycle, the City, through DHUD entitlement funding will again pay for 2 inspectors that currently make up the Concentrated Code Enforcement Division. The City realized the great need for additional staffing in this division and allocated City resources to fund a third Officer and with the addition of this extra person we expect to inspect more units per year and will hopefully allow the City to reduce the inspection cycle to once every two years. The shorter inspection cycle of residential, multi-family buildings will identify violations earlier and help to maintain the quality of housing before it gets too deteriorated. In addition to CDBG and HOME funded Inspectors, the City is also administering a HUD funded Lead Hazard Reduction Demonstration Grant. The City has added to its Policies and Procedures in order to receive funding a mandatory Code inspection must be done if the Certificate of Compliance (COC) has expired. If the COC is valid an intermediate evaluation will be done. Regardless of the COC status, the property must be brought up to the City's minimum standard Housing Code by the end of the construction period. Also, the City's CDBG funded Housing Rehab Program will continue to operate through the upcoming Fiscal Year which provides grants to low income property owners to address document Code violations in their homes.

Discussion:

No Further Discussion

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

For the most part, the City has been able to address all of Goals and Priority Needs identified in the Consolidated Plan. However, due to the continued demand for resources to support social services, affordable housing and homelessness prevention, there are needs that could be considered underserved. Those underserved needs include: Provide Support to Manchester Businesses; Provide Fair Housing Counseling and Representation; Address Deteriorating Conditions in City Buildings; To Address Deteriorating Streets, Sidewalks, Etc. and ADA Access to Sidewalks, Streets, Sidewalks, etc. Although the City did not commit any of its Entitlement funding to address these needs, it is important to note that the City utilized Entitlement funding from previous years and leveraged other sources of funding to address identified Priority Needs. Approximately, \$40,424,289 of Federal, State, Bond and Enterprise funding has been included in the Mayor's 2020 budget to address the following Priority Needs: Supportive Neighborhood Living Environments; Access to Health Care; Address Deteriorating Conditions in City Buildings; Safe and Affordable Places for Physical Activity; ADA Access to Sidewalks, Streets, etc. and To Address Deteriorating Streets, Sidewalks, Etc. 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. Planning Department staff is promoting Equal Access to Affordable Housing Opportunities through its interactions with various affordable housing providers in the community.

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, ESG 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, tenant based rental assistance, housing rehabilitation programming, concentrated code enforcement, community housing development organization affordable housing development and traditional affordable housing development.

Actions planned to reduce lead-based paint hazards

The following provides a description of the strategies in place for the remediation and management of

lead based paint and related health problems in the City.

Effectiveness of Lead Hazard Control Program (Manchester Housing Initiatives)

Brought over \$13,194,854 in federal funds into the City; Have inspected 1088 units, creating 1061 lead-safe homes over the last decade; Have trained 126 lead abatement contractors and workers; Will repair at least 180 housing units during this program period.

Other Program Elements

The City of Manchester has been involved in preventing childhood lead poisoning since the 1970s. In 1997, Manchester was identified as a high-risk community for lead poisoning. In response, the City implemented a comprehensive program to eliminate the hazards of lead-based paint, focused in particular on achieving improved health outcomes for under-income families. In 2017, 652 New Hampshire children under the age of six were found to have Elevated Blood Lead Levels (EBLLs) over 5 micrograms per deciliter in Manchester. This represents a third of the state's lead elevation cases.

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.

In April 2018, the City was awarded a \$4,400,603.22 million dollar Lead Hazard Reduction Demonstration Grant, of which \$3,694,854 million are federal dollars and \$705,748.56 are match dollars. These funds are allocated to support lead hazard assessment and construction, training, education and outreach activities, and to cover administration of the project.

Upon completion of the 2015 grant, Manchester will exceed all of its benchmarks with 224 Units Completed and Cleared, Risk Assessments completed in 233 housing units, Community Outreach and Education provided to 9248 individuals and 102 individuals trained

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
- Homelessness Prevention/Rapid Rehousing Services
- Domestic Violence Prevention
- Drug and Substance Abuse Treatment
- Crime Prevention
- Immigrant & Refugee Services
- Support to Abused and Neglected Children
- Comprehensive Program Services:
- Employment and Skills Training
- Vocational and Remedial Education
- Budgeting and Personal Finance
- New Citizen Assimilation Initiatives
- Affordable Housing
- Child Development Programs/Day Care Services
- Elderly Services
- Pediatric Health Care
- Concentrated Code Enforcement
- Housing Rehabilitation Services
- Recreation Programs

Youth Counseling, Programming & Supportive 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 1,963 units of rental assistance under its Housing Choice Voucher (HCV) Program, 148 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 Neighborworks Southern New Hampshire, The Way Home, Families In Transition, Helping Hands, Harbor Homes 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.

Discussion:

No further discussion in this section.

Program Specific Requirements

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

Introduction:

The following narratives and charts describe 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(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	85.00%

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:

All Home Ownerships projects will be consistent with the provisions of 24 CFR Part 92. The program recapture guidelines shall be as follows:

a) The HOME assistance provided will be in the form of a loan with varying repayment terms. In the event that the HOME affordability requirements are not complied with, the City will recapture the HOME investment in accordance with 24 CFR 92.254(a)(5)(ii). A Promissory Note/Restrictive Covenant and Mortgage will be recorded to secure the debt. The Restrictive Covenant will only be discharged in the event that affordability period has expired or the HOME funding has been recaptured.

b) The affordability period term will be determined by the amount of HOME funds provided:

5 years where the per unit amount of HOME funds provided is less than \$15,000;

10 years where the per unit amount of HOME funds provided is less than \$15,000 to \$40,000; and

15 years where the per unit amount of HOME funds provided exceeds \$40,000.

c) The HOME loan will become due and payable in full upon the following circumstances:

- the borrower ceases to use the property as their principal place of residence before the expiration of the above referenced five, ten, or fifteen year affordability term,

- In the event that the home ownership property includes rental units, the borrower fails to rent the HOME-assisted rental unit(s) to an income-eligible household in accordance with 24 CFR 92.252,

- sale or transfer of the property.

-upon expiration of the five, ten or fifteen year affordability term, as applicable, the loan shall be forgiven.

d) The amount of HOME assistance/HOME investment subject to recapture is the direct subsidy that

enabled the homebuyer to purchase the property. The HOME subsidy is defined as the difference between the fair market value of the Property at the date of purchase by the Participating Owners and the affordable purchase price paid by the Participating Owners on that date.

e) If the property is sold before expiration of the affordability term, and if the net proceeds (i.e. the sales price minus loan repayment, other than HOME funds, and closing costs) are not sufficient to recapture the full HOME investment plus enable the homeowner to recover the amount of the homeowner's Subsidy and any capital improvement investment, the City may choose to divide the net proceeds. The net proceeds may be divided proportionally as set forth in the following formula:

Home Investment X Net Proceeds = HOME Amount to

HOME Investment + Homeowner Investment Recaptured

f) All recaptured funds will be deposited into the City of Manchester's HOME program income account and will be used to carry out additional HOME-eligible activities.

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:

The HOME assistance provided will be in the form of a loan with varying repayment terms. In some cases the loan may be forgiven upon successful completion of the affordability period. A Mortgage and a Restrictive Covenant shall provide for the recapture of the HOME subsidy by the City in the event that the requirements of 24 CFR 92.254(a)(4) are not met. The following documents will be executed and recorded with the Hillsborough County Registry of Deeds in order to secure the debt and insure compliance with 24 CFR 92.254: Mortgage Deed, Restrictive Covenant, and Promissory Note. Once the affordability period has expired or the HOME funding is recaptured, the Restrictive Covenant will be discharged.

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 entitled "City of Manchester, NH Written Standards for the Provision of ESG Assistance (May 2014)"

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

Under the requirements of the Homeless Emergency Assistance and Rapid Transition to Housing: Continuum of Care Program (HEARTH Act), the City of Manchester Continuum of Care (MCoC) has designed and implemented a local Coordinated Entry System (CES). MCoC's CES is a powerful tool designed to ensure that homeless persons and persons at risk of homelessness are matched, as quickly as possible, with the intervention that will most efficiently and effectively end and/or prevent homelessness. *See attachment entitled "The City of Manchester Continuum of Care Coordinated Entry System – Written Standards and Policies & Procedures."*

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).

Sub-awards are made through the City's budget process and approved by the Board of Mayor and Alderman. ESG allocations to nonprofit organizations will be made in accordance with the mandated caps in the HEARTH Act. The City strives to ensure that sub-awards are consistent with the goals identified in the Consolidated Plan and that the ESG dollars are maximized to complement other homelessness work being done in the community through other funding sources including the CoC Super NOFA renewal and bonus projects awarded by HUD.

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 added one member to the Leadership Committee in August 2014 who continues to participate today.

The MCoC Homeless Liaison Committee routinely meets with homeless people, performs surveys based on community needs/MCoC data collection around emerging issues for this sector of our community. 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 reviews the 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 \$3,000/household divided over 6 months in a declining subsidy). The Way Home, a MCoC member organization, will continue to be actively involved with Rapid Rehousing through operating ESG funded Homeless Prevention Rapid Rehousing Programs. Their experience with these programs will play a large role in ensuring that the final MCoC-wide policies and procedures target households that are likely to succeed in a RRH program.

The City is routinely in contact with ESG- funded programs on any and all concerns on data quality and poor outcomes. This is conducted through written communications and technical assistance visits. The MCoC is a resource for the City and programs to ensure/build positive outcomes and work collaboratively to address challenges identified within programs.

In conjunction with the CIP budget process, the City of Manchester solicits requests for funding from City Departments, various community agencies and organizations, for profit developers, businesses, etc. on an annual basis (a legal notice is published in the Newspaper in December). The requests are evaluated by CIP Staff and determinations are made with reference to Entitlement Funding eligibility requirements. CIP Staff recommendations on the distribution of Entitlement funding are provided to the Mayor and the funding is appropriated as a part of the City's budget process. For FY 2020, additional Unprogrammed CDBG funds may be allocated to projects that are consistent with the City's Consolidated Plan. Projects may include but not be limited to; services necessary to address the Opioid Epidemic; services and facility improvements necessary to address homelessness issues; improvement of facilities that will increase year round access to recreation facilities and infrastructure/ improvements to City neighborhoods located in income eligible Census Tracts. As a part of this process, HOME funds are allocated to non-profit organizations, Community Housing Development Organization and for-profit developers for activities such as Tenant Based Rental Assistance and Housing Development. As housing development requests are generally not received as a part of the annual CIP budget process, funding is set aside in a HOME Housing Initiative project and a HOME CHDO project. Both non-profit and for-profit developers have the opportunity to request funding for projects at any time during the year. Proposals can be submitted to the Committee on Community Improvement which meets on a monthly basis. Proposals for other HOME activities such as TBRA are also considered outside of the annual CIP budget process. Funding proposals are considered, evaluated and underwritten on a first-come, first-serve basis. The CIP staff of the Planning and Community Development Department are available to assist in answering questions on the process for applying for CIP HOME funds and information is available on the City's web site <http://www.manchesternh.gov/Departments/Planning-and-Comm-Dev/Community-Improvement-Program>.

Attachments

Citizen Participation Comments

Annual Action Public Hearing:

2/28/2019

Todd Fleming, CIP Coordinator for the City of Manchester, officially opened the Annual Action Plan hearing for the HUD FY19/City FY20 budget process. Mr. Fleming gave a brief introduction to the audience that outlined the expenditure of \$1,833,319 (HUD FY18/City FY 19) in entitlement funding which consists of the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnership Program funds. He explained that projects identified for funding must meet one of the HUD National Objectives. Further description was given of CDBG funds, Public Services, Capital Improvements, Infrastructure, Universal Accessibility Improvements to Public Facilities, and Administration and Planning. Funding for HUD FY19/City FY20 is expected to be level funding from last year.

Sarah MacAulay, CIP Planner for the City of Manchester, summarized the use of Emergency Solutions Grant (ESG) funding that is used to address homeless needs and activities within five categories which include: Street Outreach, Emergency Shelter, Rapid Re-housing, Homeless Prevention, and inputting data and accomplishments into the Homeless Management Information System (HMIS). Within the annual allocation of about \$135,000 (for HUD FY 19, ESG funds are anticipated to be \$150,641) there is a small percentage dedicated to Administration (7.5 percent) and a maximum of 60 percent can be allocated to Street Outreach and Emergency Shelter activities. Ms. MacAulay also noted that the City coordinates with the Manchester Continuum of Care (MCoC) and is an active member of the Continuum. The MCoC is a collection of 30+ agencies from the City that work to service the needs of the homeless. In 2018 the CoC was awarded approx. \$1.5 million for 19 projects.

Mr. Fleming, discussed the use of HOME Funds. He explained that the allocation for HOME funds was around \$675,000 annually with a 10% administrative cap and were a lot more restrictive than CDBG funds. The only uses of HOME funds are Tenant Based Rental Assistance, Down payment/Homebuyer Assistance, Housing Rehabilitation, and Affordable Housing Development. Mr. Fleming encouraged those with potential affordable housing development projects to contact CIP Staff.

Josh Ahmad-Kahloon, Lead Program Manager, discussed the Lead Based Paint Hazard Reduction Program. He explained that approximately \$3.7 million is available to assist property owners with the remediation of lead hazards and housing code violations a minimum of 180 units of housing will be brought into compliance. This is a 42 month program.

Mr. Fleming gave the closing remarks, explaining the current needs and their associated goals. He also explained the Action Plan timeline. If the public felt that an important project or need was not represented within the Consolidated Plan/Action Plan that the City could amend the Consolidated Plan.

Public Comment:

Meghan Brady, President at St. Joseph Community Services, discussed the Meals on Wheels service they provide as well as transportation, community dining and support services. She referenced New Hampshire demographic trends making it one of the oldest states by average age in the nation. The increase in poverty for the elderly population is driving more demand for these services and she notes promoting the independent living of the elderly is a goal. She expressed her hopes for CIP funding to help this program keep up with increased demand.

Beth Boucher, former member and former employee of City Year, here to advocate for the program. City Year New Hampshire deploys highly skilled AmeriCorps members to serve in 8 elementary schools in the city of Manchester: Bakersville, Beech Street, Gossler Park, Henry Wilson, McDonough, Parker-Varney, Hallsville and Northwest Elementary. They also have vacation camps and an after school program.

Mary Slincy, Executive Director at The Way Home, commented that the housing market in the city is tight and getting tighter. She explained how rising rents are posing problems for the city's most vulnerable populations. One of the programs they provide is housing counseling for the extremely low income population and work with landlords to help individuals who have a history of problems with renting.

Kris McCracken, Manchester Community Health Center, stated that they served 14,579 people last year for primary care, behavioral health, substance use disorder, nutrition services and case management. Over 80% of patients live in poverty and over 69% are on Medicaid.

Renie Denton, Executive Director, Manchester Community Resource Center, partners with the City for all other community based development organization special activities. MCRC also has two programs that are funded, the Youth Summer Employment program and the Adult Workforce Development.

Jennifer Vadney, Neighborworks Southern New Hampshire, works to revitalize neighborhoods and preserve and create affordable housing opportunities for families at 80, 60 and 50% area median income. The need is great in Manchester.

Todd Fleming then thanked everyone for coming and sharing their comments and reminded everyone that they can submit written comments to the CIP Staff up until the date the Annual Action Plan is submitted. Mr. Fleming then closed the Public Hearing.

LEGAL NOTICE
(HUD/CIP Citizen Participation Meetings)

The City of Manchester Community Improvement Program Staff will be conducting a public hearing on the HUD FY2019 and City FY2020 Community Improvement Program (CIP) which includes funds allocated through the U.S. Department of Housing and Urban Development, (HUD). The hearing will be held on Thursday, February 28 at 6:00 PM at City Hall in the Aldermanic Chambers, 3rd Floor, located at 1 City Hall Plaza, Manchester.

The meeting is being held in order to provide City residents an opportunity to comment on the expenditure of the federal fiscal year 2019 HUD monies to be received by the City for expenditure beginning July 2019. 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 hearing 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 2019/2020 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 624-6450. 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

City of Manchester, NH

Written Standards for the Provision of ESG Assistance

(January 2017)

Working in consultation with the Manchester Continuum of Care (MCoC) and ESG workgroups, the City of Manchester developed written standards for provision of ESG assistance that take into consideration HUD's final Written Standards for ESG released in May 2014.

These written standards include:

- Policies and procedures for evaluating individuals' and families' eligibility for assistance under Emergency Solutions Grant (ESG). Policies and procedures for evaluating individuals' and families eligibility must be consistent with the definition of homeless (24 CFR 576.2) as well as with record-keeping requirements.
- Policies and procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers.
- Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance.

Other City ESG requirements/standards include or provide that:

- Policies and procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers.
 - Coordinated assessment and a centralized intake form will facilitate coordination between agencies, as will regular attendance and participation by ESG funded agencies in the MCoC General Assembly meetings and the Homeless Liaison committee meetings.

- All agency staff of an agency receiving ESG funding will be knowledgeable in the Continuum's partner agencies' services and are expected to attend partner trainings and presentations at the Continuum meetings.
- A standard centralized program entry criteria/intake form developed in consultation with the MCoC and other agencies/community stakeholders will begin being utilized by Continuum and ESG-funded agencies by August 2014.
- All Subrecipients of ESG funding must have written, non-discriminatory process for termination of services given to clients at intake. The non-discrimination policy as well as the appeals process shall be posted on site at the place of program activity delivery.
- All Subrecipients shall be responsible for connecting each client to any/all mainstream resources that the client is eligible for. Subrecipients shall also be responsible for providing each client with life-skills training, such as budgeting, managing money and a household, resolving conflict, shopping for food and needed items, improving nutrition, using public transportation, parenting and other skills as needed. The City expects ESG funded agencies to work together to provide this training to clients to help avoid duplication of efforts and to utilize other non-profits and volunteers to help with this training.

ACTIVITY SPECIFIC WRITTEN STANDARDS

Emergency Shelter

All Emergency Shelters shall also adhere to State Administrative Ruling PART He-M 314 Rights of Persons Using Emergency Shelters (Statutory Authority: RSA 126-A:31).

Determining the length of stay.

- The goal of any emergency shelter program funded through ESG is to reduce the length of stay to 30 days or less.

Safeguards to meet the safety and shelter needs of special populations (e.g., victims of domestic violence) and individuals and families who have the highest barriers to housing and are likely to be homeless the longest.

- Victims of domestic violence will be sheltered in a safe, undisclosed location; sometimes it will be necessary for safety reasons to shelter a participant outside the City of Manchester and agencies will work collaboratively with other shelters to ensure safety. Police escort will be provided for extreme cases.
- Shelters in the City shall have security cameras, locked windows and doors, bag searches, curfews as appropriate. All family shelters will have locking doors, windows and window guards.

Assessing, prioritizing and reassessing individuals and families' needs for essential services related to emergency shelters.

- Programs funded with ESG shall utilize centralized intake to determine immediate needs for the night, and follow up with case management within the first 72 hours of entry into a shelter.
- Intake and needs assessment (within the first 72 hours of entry) is followed by connection to services such as HHS, obtaining ID and birth certificate, TANF, medical/mental health.
- Ongoing case management shall be provided to individuals at least every 2 weeks or more frequently as needed.
- Ongoing case management shall be provided to families at least once a week or more frequently as needed.
- Regular case management/emergency staff shall be present at shelters M-F during the day; 2-1-1 is available for after hours referrals.

Street Outreach

In Manchester, street outreach activity funded with ESG monies is offered to homeless, runaway and all youth in an effort to reach the target audience—those who are homeless, living in dangerous situations or those at risk of homelessness.

Outreach to youth will offer assistance with everything from food, clothing and shelter; to medical care; substance abuse treatment; protection from sexual exploitation, victimization, disease and pregnancy; abuse/neglect services; housing; mental health services; and crisis counseling. Outreach to youth shall provide intervention, prevention and education services in the following locations:

- On the streets

- In schools and enrichment centers
- At youth hang-outs

Each Subrecipient receiving ESG funding for street outreach will be required to develop written standards, including policies and procedures for safeguards for special populations (homeless youth), and assessing, prioritizing and re-assessing the individual/family needs for essential services related to street outreach.

- ***Determining safeguards for special populations (homeless youth).***
[standards in process of being developed by street outreach workgroup]
- ***Assessing, prioritizing and re-assessing the individual/family needs for essential services related to street outreach.***
[standards in process of being developed by street outreach workgroup]

Rapid Rehousing (RRH) and Homeless Prevention (HP)

Rapid Rehousing and Homeless Prevention ESG or HOME funding may be used for rental assistance and housing relocation and stabilization services associated with those clients receiving rental assistance, in accordance with ESG or HOME requirements. There must be a written lease between the tenant and the owner of rental housing assisted with HOME or ESG funds that is for a period of not less than one year, unless by mutual agreement between the tenant and the owner for a shorter period is specified.

All participants receiving ESG rapid re-housing and homeless prevention assistance must be homeless (by HUD definition) for rapid re-housing or at imminent risk of homelessness, which is documented in writing for prevention. Priority must be provided for those individuals/households in a potentially dangerous situation, those with serious health concerns, unsheltered families and those who literally have nowhere else to go (shelters, friends, family, etc.). All participants must have some income but not to exceed 30% of AMI as directed by HUD. Participants receiving HOME-funded assistance (tenant based rental assistance) must meet eligibility and income requirements set forth by the 2014 HOME Rule.

Potential participants must have an initial intake assessment where all income, former housing status/information, skills, education, and any additional pertinent information is gathered. Subrecipients will have a written non-discriminatory policy on how this information is reviewed and how decisions are made regarding assistance. If a household is not approved for rapid re-housing or homeless prevention assistance it is the responsibility of the Subrecipient to work with the client/household to access other services to help them to achieve housing.

In accordance with eligibility and subsidy requirements of the funding source, households receiving rapid re-housing or homeless prevention assistance will be responsible for paying a portion of their income towards their rent (extreme circumstances may be excepted on a case by case basis). Households receiving rapid re-housing or homeless prevention assistance must meet with a case manager a minimum of one time per month. These meetings will include budgeting assistance, connecting to mainstream resources assistance, job skills/educational resources referrals, education on how to be a good tenant and other assistance based on individual needs.

Subrecipients of funding for RRH or HP activities will be expected to develop relationships with area landlords and work to decrease rental rates based on their provision of case management, funding for rent and supportive services for their potential tenants.

Determining the share of rent and utilities costs that each program participant must pay, if any, while receiving homelessness prevention or rapid re-housing assistance.

- A sustainability plan and budget will be created for beneficiaries on a case by case basis. In certain extreme circumstances, a rent subsidy may be paid at 100% for up to 3 months, after which time a declining subsidy is expected as part of all program participants' budget and sustainability plans. The participants' share of rent will be determined on a case by case basis and in accordance with the funding source requirements. No ESG or HOME funds received from the City of Manchester for RRH or HP activities will be used for security deposits or utilities. Rent subsidy calculations shall be in accordance with the funding source regulations for tenant based rental assistance (HOME Rule Section 92.209(h)) and based on the current Fair Market Value rent standards as determined by HUD (24 CFR 576.106(d)(1)).

How long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time.

- As noted above, agencies are expected to design a sustainability plan and budget that includes a declining subsidy. A rationale should be included in the plan that explains how the plan is designed to secure housing immediately in the short term and promote sustainability in the long term.

The type, amount, and duration of housing stabilization and/or relocation services to provide a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participants receives

assistance; or the maximum number of times the program participants may receive assistance.

- Program participants may receive rapid rehousing or homeless prevention housing relocation and stabilization services such as case management, housing counseling that are tied to short-term financial assistance with a rental subsidy.
- The maximum amount of financial assistance a program participant may receive through either the rapid rehousing or homeless prevention program is \$3,000 for a period spanning no longer than eight (8) consecutive months and must be accompanied by services including case management. Any services or financial assistance provided will be in accordance with HEARTH Act, HUD and/or other federal funding source requirements (e.g., HOME Investments Partnerships). In no case will total rental assistance exceed 24 months during any 3 year period.
- After financial subsidy has concluded, services such as case management and follow up /check-in/after care is strongly encouraged to take place at least once within 60 days after financial subsidy has ended. After care attempts and services shall be recorded and reported to the City.
- For rapid rehousing: Certification of income eligibility will occur once at program entry, upon notification of tenants' income change, and once again within the window of 30-45 days before the last rental subsidy payment is made.
- For homeless prevention: Certification of income eligibility will occur once at program entry, upon notification of tenants' income change, and/or every 3 months--the final re-certification within the window of 30-45 days before the last rental subsidy payment is made.

Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance.

- All Subrecipients shall utilize the centralized intake form/process as a baseline for program eligibility. Following determination of program eligibility, an at-risk assessment will be

utilized to prioritize families with children and families/individuals fleeing domestic violence.

The risk factors (for homeless prevention activities), that will be used to help determine individuals and families that are most in need of homeless prevention assistance to avoid becoming homeless.

- Risk factors for homeless prevention activities include:
 - Imminent and likely loss of housing
 - Eviction notice
 - Significant change in income and expenses due to health, economic or other disaster crisis (e.g. fire, flood).

Grantee SF-424's and Certification(s)

OMB Number: 4040-0004
Expiration Date: 12/31/2019

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 06/12/2019	4. Applicant Identifier: 020300396	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Manchester		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 02-6300517	* c. Organizational OUNS: 0450090730003	
d. Address:		
* Street1: 1 City Hall Plaza	Street2: <input type="text"/>	
* City: Manchester	County/Parish: <input type="text"/>	
* State: New Hampshire	Provincial: <input type="text"/>	
* Country: USA: UNITED STATES	* Zip / Postal Code: 03101-9715	
e. Organizational Unit:		
Department Name: Planning & Community Develop.	Division Name: Community Improvement Program	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mr.	* First Name: Paul	
Middle Name: D	* Last Name: Fleming	
Suffix: <input type="text"/>	Title: CIP Coordinator	
Organizational Affiliation: <input type="text"/>		
* Telephone Number: 603-624-6453	* Fax Number: 603-624-6529	
* Email: pfleming@manchesternh.gov		

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <input type="text" value="City or Township Government"/> <p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/> <p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/> <p>* Other (specify):</p> <input type="text"/>	
<p>* 10. Name of Federal Agency:</p> <input type="text" value="U. S. Department of Housing and Urban Development"/>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <input type="text" value="14.210"/> <p>CFDA Title:</p> <input type="text" value="Community Development Block Grant"/>	
<p>* 12. Funding Opportunity Number:</p> <input type="text"/> <p>* Title:</p> <input type="text"/>	
<p>13. Competition Identification Number:</p> <input type="text"/> <p>Title</p> <input type="text"/>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <input type="text"/> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <input type="text" value="CDBG Entitlement"/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </div>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: [Tax: NH]	* b. Program/Project: [Lot: NH]
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: [07/01/2019]	* b. End Date: [06/30/2020]
18. Estimated Funding (\$):	
* a. Federal	[1,762,339.00]
* b. Applicant	[]
* c. State	[]
* d. Local	[]
* e. Other	[]
* f. Program Income	[38,952.00]
* g. TOTAL	[1,801,291.00]
* 18. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on []	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)	
<input checked="" type="checkbox"/> ** 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: [Mrs.]	* First Name: [Joyce]
Middle Name: []	
* Last Name: [Craig]	
Suffix: []	
* Title: [Mayor]	
* Telephone Number: [603-624-8503]	Fax Number: []
* Email: [jcraig@manchester.nh.gov]	
* Signature of Authorized Representative: [Joyce Craig]	* Date Signed: [6/13/19]

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 06/12/2019	4. Applicant Identifier: 80333006	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Manchester		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 02-8068513	* c. Organizational DUNS: 0150090730300	
d. Address:		
* Street1: 1 City Hall Plaza	Street2: <input type="text"/>	
* City: Manchester	County/Parish: <input type="text"/>	
* State: NH: New Hampshire	Province: <input type="text"/>	
* Country: USA: UNITED STATES	* Zip / Postal Code: 03101-9715	
e. Organizational Unit:		
Department Name: Planning & Community Develop.	Division Name: Community Improvement Program	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mr.	* First Name: Paul	
Middle Name: D	* Last Name: Piering	
Suffix: <input type="text"/>	Title: CIP Coordinator	
Organizational Affiliation: <input type="text"/>		
* Telephone Number: 603-824-6450	Fax Number: 603-824-6828	
* Email: ppiering@manchesterrob.gov		

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <input type="text" value="City or Township Government"/> <p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/> <p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/> <p>* Other (specify):</p> <input type="text"/>	
<p>* 10. Name of Federal Agency:</p> <input type="text" value="U. S. department of Housing and Urban Development"/>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <input type="text" value="14.231"/> <p>CFDA Title:</p> <input type="text" value="Emergency Solutions Grant Program"/>	
<p>* 12. Funding Opportunity Number:</p> <input type="text"/> <p>* Title:</p> <input type="text"/>	
<p>13. Competition Identification Number:</p> <input type="text"/> <p>Title:</p> <input type="text"/>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <input type="text"/> <p style="text-align: right;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </p>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <input type="text" value="ESG Reinvestment"/>	
<p>Attach supporting documents as specified in agency instructions.</p> <p style="text-align: right;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </p>	

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: * b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed:

17. Proposed Project:

* a. Start Date: * b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="155,561.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="155,561.00"/>

*** 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 in attachment.)**

Yes No

If "Yes", provide explanation and attach:

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: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 06/12/2018	4. Applicant Identifier: 60330306	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Manchester		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 02-9009217	* c. Organizational DUNS: 0450090750000	
d. Address:		
* Street1: 1 City Hall Plaza	Street2: <input type="text"/>	
* City: Manchester	County/Parish: <input type="text"/>	
* State: NH: New Hampshire	Province: <input type="text"/>	
* Country: USA: UNITED STATES	Zip / Postal Code: 03101-9715	
e. Organizational Unit:		
Department Name: Planning & Community Develop.	Division Name: Community Improvement Program	
f. Name and contact information of person to be contacted on matters involving this application:		
* Title: CIP Coordinator	* First Name: Todd	
Middle Name: J	* Last Name: Fleming	
Suffix: <input type="text"/>	Organizational Affiliation: <input type="text"/>	
* Telephone Number: 603-624-6400	Fax Number: 603-624-6529	
* Email: t.fleming@manchester.nh.gov		

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <input type="text" value="C: City or Township Government"/> <p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/> <p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/> <p>* Other (specify):</p> <input type="text"/>	
<p>* 10. Name of Federal Agency:</p> <input type="text" value="U. S. Department of Housing and Urban Development"/>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <input type="text" value="14.230"/> <p>CFDA Title:</p> <input type="text" value="Home Investment Partnerships Program"/>	
<p>* 12. Funding Opportunity Number:</p> <input type="text"/> <p>* Title:</p> <input type="text"/>	
<p>13. Competition Identification Number:</p> <input type="text"/> <p>Title:</p> <input type="text"/>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <input type="text"/> <p style="text-align: right;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </p>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <input type="text" value="ECOEI entitlement"/>	
<p>Attach supporting documents as specified in agency instructions.</p> <p style="text-align: right;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </p>	

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: * b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed:

17. Proposed Project:

* a. Start Date: * b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="505,518.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text" value="50,000.00"/>
* g. TOTAL	<input type="text" value="655,518.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12872 Process?**

a. This application was made available to the State under the Executive Order 12872 Process for review on:

b. Program is subject to E.O. 12872 but has not been selected by the State for review.

c. Program is not covered by E.O. 12872.

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

Yes No

If "Yes", provide explanation and attach:

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: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

Janice Cray
Signature of Authorized Official

6/13/19
Date

Mayor
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2017, 2018, 2019 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

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

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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

James Cary
Signature of Authorized Official

6/13/19
Date

Mayor
Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(e):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Amie Cray
Signature of Authorized Official

6/13/19
Date

Mayor
Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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

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

Jane Cray
Signature of Authorized Official

6/13/19
Date

Mayor
Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

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

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

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

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

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

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

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Jane Clay
Signature of Authorized Official

6/13/19
Date

Mayor
Title

Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility;
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Janie Clay
Signature of Authorized Official

6/13/19
Date

Mayor
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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

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

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

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1601-1663, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 d-3 and 290 e 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-525); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Manchester	10/13/19

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