

City of Lowell Massachusetts

ANNUAL ACTION PLAN **Program Year 2014-2015**

For
ESG, CDBG, HOME, HOPWA Programs

Office of the City Manager
Department of Planning and Development
JFK Civic Center, 50 Arcand Drive
Lowell, MA 01852
978-674-4252

May 2014

In May 2012, the Federal Department of Housing and Urban Development's (HUD) Office of Community Planning and Development introduced the eCon Planning Suite, a collection of new online tools to assist grantees in creating market-driven, leveraged housing and community development plans. One of these tools, the Consolidated Plan Template, allows grantees to develop and submit their Five Year Consolidated Plans and Annual Action Plans online. The following document is an exported version of the City of Lowell's Annual Action Plan for the 2014-2015 Program Year, entered into HUD's Integrated Disbursement and Information System (IDIS). This version has been modified from the one submitted through IDIS to include relevant discussion pertaining to Lowell's Comprehensive Master Plan, and other local planning initiatives.

May
2014

City of Lowell - Annual Action Plan
2014-2015

CITY OF LOWELL, ANNUAL ACTION PLAN FISCAL YEAR 2014 – 2015, Fifth Program Year Action Plan

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Process

AP-05 Executive Summary

1. Introduction

This Annual Action Plan outlines the activities which will be undertaken during the program year beginning July 1, 2014 and ending June 30, 2015 using Federal funds granted to the City of Lowell by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG), Home Investment Partnership (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs. Projects and activities described in this plan are intended to primarily benefit low-income and moderate-income residents of the City of Lowell, neighborhoods with high concentrations of low- or moderate-income residents, and the City as a whole. HOPWA funds will be distributed to eligible activities throughout Middlesex and Essex Counties.

This plan is the product of extensive public outreach, consistent with the city of Lowell's Five-Year Consolidated Plan. This public participation has included multiple public hearings, and consultation with over 100 agencies, groups, and organizations involved in the development of affordable housing, creation of job opportunities for low- and moderate-income residents, and/or the provision of services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless individuals. A complete draft of this plan was made available for public review and comment for a 60-day period beginning March 17, 2014. The availability of the plan is advertised in the local newspaper and the complete documents are available for review on the City's website (www.lowellma.gov) and in print form at the Department of Planning and Development, the Pollard Memorial Library, and the Office of the City Clerk. The activities and accomplishments outlined in this report are based on the Federal Fiscal year 2014-2015 available funding as outlined in the table below.

Source	CDBG	HOME	ESG	HOPWA	Total
2014-15 Entitlement	\$1,972,075	\$598,592	\$163,710	\$1,087,727	\$3,822,104
Est. 2014-15 Program Income	\$48,000	\$10,000	\$0	\$0	\$58,000
Unexpended Prior Year Funds	\$378,973	\$269,940	\$0	\$67,803	\$716,716
Estimated Total Funds Available	\$2,399,048	\$878,532	\$163,710	\$1,155,530	\$4,596,820

Table 1 - FY14-15 Anticipated Resources

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 table below outlines the priority need categories that HUD has found to be eligible to be supported with Consolidated Plan program funds. The chart describes the amount and percentage of total

Consolidated Plan funds that will be spent on each priority need category during the 2014-15 program year covered by this plan. The plan considers allocating program funding to the four primary Master Plan thematic areas also detailed in the attached table. Anticipated program accomplishments are detailed in the Housing, Homelessness, Community Development, Non-homeless Special Needs, and HOPWA sections of this report as well as in the project worksheets for the individual planned activities. HUD encourages grantees to incorporate performance-based standards in project selection and contracting with Consolidated Plan funds. As a result, for the 2014-15 program year the City of Lowell will draft contracts relating to reimbursement more specifically to accomplishments. Where possible, the focus will be on outcome accomplishments rather than output accomplishments. All reimbursement requests will still require documentation as proscribed in the appropriate Federal regulations and City policies.

Consolidated funds for the 2014-15 program year will be allocated among the following nationally reportable outcomes, which have been established by HUD and detailed in the table below. Proposed accomplishments for each specific goal and objective are summarized in the tables in the Annual Goals and Objectives section of this report.

Goal	2014-15 Funding	2014-15 Percentage	Five-Year Target
Homeless/HIV/AIDS	\$1,135,690	33%	16%
Nonhomeless Special Needs	\$57,500	2%	1%
Affordable Housing	\$486,000	14%	40%
Public Facilities	\$546,500	16%	16%
Infrastructure	\$635,000	19%	8%
Economic Development	\$331,750	10%	12%
Public Services	\$226,743	7%	7%
Master Plan Theme	2014-15 Funding	2014-15 Percentage	
Lifetime City	\$1,222,904	36%	
Economic Development	\$331,750	10%	
Neighborhood Character	\$759,500	22%	
Capacity Building	\$1,102,029	32%	
Outcomes	Availability/Accessibility	Affordability	Sustainability
Provide Decent Affordable Housing	\$675,199	\$921,491	\$0
Create Suitable Living Environment	\$718,743	\$10,000	\$747,000
Create Economic Opportunities	\$346,750	\$0	\$0

Table 2 - FY 14-15 Summary of Goals and Objectives, Percent numbers rounded

3. Evaluation of past performance

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

In October 2013 the City completed the Consolidated Annual Performance and Evaluation Report for the 2012-13 program year. The goals and objectives for the reporting period were based on priority needs identified in the 2010-2015 Five Year Consolidated Plan. The Five-Year Plan also recognized four thematic funding areas that correspond to the vision of the City of Lowell's Comprehensive Master Plan.

More than 90 activities were funded during the 2012-13 program year. The specific outputs of these activities are included in the table below. In addition to these outputs, collective impact of these activities resulted in substantial improvements to the lives and neighborhoods of Lowell's low- and moderate-income residents and persons living with HIV/AIDS throughout Middlesex and Essex County.

During the 2012-13 program year, measurable progress was made on the majority of the five-year goals established in the 2010-15 Consolidated Plan. Delays were encountered by some physical projects, making it difficult to complete the activity and report total accomplishments by the close of the program year. These projects are still underway and will report accomplishments in subsequent program years.

FY 2012-2013 Goals and Objectives							
Objective/Outcome	Master Plan Theme	Source of Funds	Performance Indicators	5-Year Plan Goals	FY 12-13 Proposed Goals	FY 12-13 Actual Outcome	5-Year Outcomes to Date
Specific Annual Objective							
Decent Affordable Housing							
Increase Availability/Accessibility of Decent Affordable Housing							
Improve the availability of affordable housing through the creation of new housing units	Lifetime City	HOME	Number of permanent affordable housing units created	100	45	0	2
Improve the ability of LMI households with HIV/AIDS to remain in decent affordable housing units	Capacity Building	HOPWA	Number of households receiving housing-related supportive services	1,720	276	225	969
Sustain quality standards of affordable housing	Neighborhood Character	CDBG	Number of units inspected for compliance with health and sanitary codes	7,200	720	720	2880
Support homebuyers with pre- and post-purchase counseling services	Capacity Building	CDBG	Number of households assisted with homebuyer counseling	400	40	37	182
Improve the Affordability of Decent Affordable Housing							
Improve the affordability of homeownership	Lifetime City	HOME	Number of households purchasing a home as a result of receiving pre-purchase counseling and downpayment assistance	175	30	19	75
Improve the affordability of housing through rehabilitation assistance	Lifetime City	CDBG HOME	Number of housing units assisted with repairs and lead-paint abatement	175	16	5	29
Improve the affordability of housing through rental and utility assistance	Capacity Building	CDBG ESG	Number of households receiving rent and/or utility assistance	225	29	489	600
Identify and afford decent housing for LMI households with HIV/AIDS with financial assistance and services	Lifetime City	HOPWA	Number of homeless or at-risk households assisted in finding decent affordable housing	140	11	165	268
Suitable Living Environment							
Increase Availability/Accessibility of the Suitable Living Environment							
Increase opportunities for LMI youth through educational, recreational, leadership-development programs	Capacity Building	CDBG	Number of youth participating in programs	3,570	472	501	1,836
Improve availability and accessibility of programs that maintain and enhance the quality of life for the elderly and special needs populations	Lifetime City	CDBG	Number of individuals receiving services	32,100	6259	1,371	4,424
Support programs that provide emergency food and shelter to homeless and at-risk households	Lifetime City Capacity Building	CDBG ESG	Number of individuals receiving services	37,510	6974	9,749	22,587
Increase availability and accessibility of public facilities for LMI youth, elderly, and special needs populations	Lifetime City Capacity Building	CDBG	Number of new public facilities created or existing facilities renovated	15	5	3	16
Improve the Affordability of a Suitable Living Environment							
Improve the affordability of a LMI households living environment through the provision of household goods	Capacity Building	CDBG	Number of households receiving furnishing and household goods to equip them for new apartments	825	95	113	188
Improve the Sustainability of a Suitable Living Environment							
Improve the City's public infrastructure and public parks	Neighborhood Character	CDBG	Number of infrastructure/park projects completed	5	18	4	8
Sustain City neighborhoods through activities that improve the physical environment	Neighborhood Character	CDBG	Number of neighborhood improvement projects	160	1	4	10
Economic Opportunities							
Increase the Availability/Accessibility of Economic Opportunities							
Support programs that provide LMI residents with training and technical support to obtain employment	Economic Development	CDBG	Number of individuals receiving employment-related services	765	163	79	277
Support new businesses with small business loans and technical assistance	Economic Development	CDBG	Number of businesses receiving assistance	95	25	6	44
Increase the availability and accessibility of jobs for LMI persons through financial incentive programs to businesses relocating to the City	Economic Development	CDBG	Number of businesses receiving assistance	500	n/a	0	0

Evaluation of FY12-13 Performance

May
2014

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4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The citizen participation program is instrumental in obtaining input from the community and organizations in designing programs that will best meet the needs of the low- and moderate-income populations.

As required by HUD rules and regulations, the City of Lowell complies with regulation 24 CFR 91.105, Citizen Participation Plan for local governments. Further discussion about the Citizen Participation process including efforts to broaden participation, for the creation of the 2014-2015 Action Plan, along with public comments and the City's responses is included in the Citizen Participation and Consultation sections of this Plan.

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.

The Draft Annual Action Plan was available for review and public comment between March 17 and May 16, 2014. One comment was received. See comment below.



14 MAY 16 AM 9:11
DIVISION OF
PLANNING & DEVELOPMENT

Board of Directors

May 15, 2014

*Gary Baker
President*

Allison Lamey
Community Development Director
The City of Lowell
Division of Planning and Development
50 Arcand Drive
Lowell, MA 01852

*Annmarie Galli
Vice President*

*Philip Maynard
Clerk*

*Annmarie Gavin
Treasurer*

Dear Allison,

*Larry Beane
Attorney*

I am writing to appeal the decision not to fund the Lowell Transitional Living Center (LTL) Winter Emergency Bed Program (WEBP) through the City of Lowell's ESG funding.

Ellen Breen

Kathy Brough

The WEBP a seasonal program that provides an important safety net in the community by ensuring "seasonal overflow" beds when the shelter is full and assures placement without any sobriety restrictions. The program provides a critical alternative to those who are homeless and living on the streets or in places not meant for human habitation, ensuring that they have a safe place to stay on the coldest nights.

*John Gianino
Emeritus*

Sean Moriaarty

Margaret Quinlan

Michael Szabados

Mabel Strouble

The program opens in mid- November and closes in early April. In FY2013-14, 459 unique individuals stayed at least one night, with an average overnight census of 46 people per night. These winter beds are located at 189 and 193 Middlesex Street and supervised by seasonal and permanent LTL staff. Case management hours, including Shelter Case Managers and the Outreach Case Manager, are staggered to facilitate direct case management working closely with this vulnerable population during peak hours of activity (7:00AM to 9:00AM and 5:00PM to 7:00PM). This practice ensure that we can provide greater engagement opportunities and in fact 53 of the clients were able to transition into the Dorm beds over the course of the winter in order to receive maximum case management services.

Administrative

*David McCloskey
Executive Director*

*Anne Malavich
Manager Client Services*

*Tom Barrington
Direct Care Supervisor*

The 2014 PIT count recorded a slight (4%) reduction in individual homelessness in Lowell however the 2014 WEBP's nightly census showed no decrease compared with 2013. In fact the 2012 to 2013 WEBP data indicated an increase of 42% and remained at that level in 2014. Review of client records for WEBP 2014 show that 12% of Winter Protocol guests have already moved as some point to the Sober Dormitory. More significantly, 21 WEBP guests were housed either directly from the streets, or after transitioning to sober living in the Dormitory.

*Janet Barsorian
Kitchen Manager*

*Elaine Miller
Development Officer*

205-209 Middlesex St., Lowell, MA 01852 (978) 458-9888 Fax (978)458-3222

Public Comment

May
2014

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As referenced in The City of Lowell Draft of the Annual Action Plan distributed on March 17, 2014, street homeless and chronically homeless individuals continue to be an important target population for HUD. In the summary paragraph of Lowell's plan (page – 121) it reads:

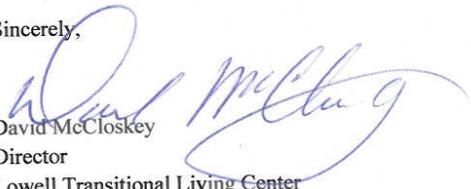
Lastly, HUD strongly encourages jurisdictions to target funding toward assisting individuals and families living on the streets and in emergency shelter. Therefore in accordance with City of Lowell's 10-Year Plan, individuals who are currently homeless—especially those who have been chronically homeless—should be targeted for use of these funds. Clients who do not have prospects to become stably housed in the near future should not be turned away from ESG assistance. Instead, case managers should work closely with these individuals to identify and overcome key barriers to obtaining permanent stable housing (page 121- Draft of the Annual Action Plan).

The WEPB program provides exactly this opportunity by providing shelter and case management services for clients with little or no stable housing prospects. This hard to engage “street population” does not easily come to the shelter during most of the year. The Winter Protocol allows LTLC the opportunity to build relationships and introduce the services that can help move the individual beyond the streets and into the continuum of care toward stable housing. Guests of the Winter Protocol stay the night for many reasons, although primarily it is because of issues with substance use or mental health that make it difficult for them to comply with basic shelter behavior expectations. The mission of the Winter Protocol is essentially “harm reduction”, providing a warm secure environment and meals to an extremely vulnerable target population.

The WEPB program has worked as a bridge for many clients back into LTLC services. For example financial barriers need to be addressed either through employment search (a full time specialist has been sited at LTLC) or through acquisition of mainstream resources. When the client is ready for housing search the next steps are coordinated by the Housing Case Managers. LTLC has the staff resources on site to work directly with the client and to provide a pathway to permanent housing. The Winter Protocol has operated for fourteen years with very little public funding support. The City of Lowell ESG funding represents approximately 30% of the funding necessary to sustain the program each winter. The remainder of the funding has been raised each year through private sources including; business investment, faith community donations, foundation grants and individual private donors.

The City of Lowell ESG funding is critical to our continued operation of this vital program. We respectfully request a review of the decision not to fund the program. The WEPB is an important safety net and provides direct support to the most vulnerable homeless individuals in our community.

Sincerely,


David McCloskey
Director
Lowell Transitional Living Center

205-209 Middlesex St., Lowell, MA 01852 (978) 458-9888 Fax (978)458-3222

Public Comment p2

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The City of Lowell • Department of Planning and Development
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P: 978.674-4252 • F: 978.970.4262
www.LowellMA.gov

May 16, 2014

David McCloskey
Executive Director
Lowell Transitional Living Center
205-209 Middlesex Street
Lowell, MA 01852

Diane Nichols Tradd
Acting DPD Director

Re: Response to Written Comments addressing Lowell's Draft FY 2014-2015 Annual Action Plan

Dear Mr. McCloskey:

Thank you for your comments concerning Lowell's Draft Annual Action Plan for the 2014-2015 program year. As has been the case in past years, these grant programs are highly competitive. As a result, many excellent projects could not be funded at the levels they might otherwise merit. The Citizen Advisory Committee and the Administration worked hard to be as generous as possible, while ensuring that the goals and objectives of the Consolidated Plan are met.

The City is committed to meeting the goals of its 10-Year Plan to End Homelessness. Consistent with HUD priorities, Lowell has begun to shift the focus of its ESG funding toward programs that support homeless individuals moving out of shelter into permanent housing. At the same time we are compelled to ensure that these federal grant dollars are used as effectively and efficiently as possible to target the greatest needs of Lowell's most vulnerable populations.

As a point of clarification, your comments refer to LTLC's Winter Emergency Bed Program, which is not the program described in your FY14-15 application for funds, nor was that program funded in 2013-14. While an important program, it is less consistent with the rehousing model emphasized by HUD. Rather, the Homeless Detox/Housing Stabilization Program, which has been funded in the past through Lowell ESG and was the subject of the 2014-15 application is more aligned with Lowell's homeless priorities.

Concerns raised during recent program monitoring visits as well as challenges in quality and timely reporting under both the ESG and McKinney-Vento grant programs, however resulted in the Committee's decision to not fund the LTLC for 2014-2015. As a grantee under these federal programs, Lowell is responsible for ensuring compliance with all grants we administer. Nevertheless, the City recognizes that LTLC, working in collaboration with the Southern Middlesex Opportunity Council (SMOC), is committed to improving both its management operations as well as its programming for Lowell's homeless individuals. Should additional funds become available during the 2014-15 program year, and noticeable changes in the operations of the shelter be present, the City may consider supporting LTLC's Homeless Detox/Housing Stabilization Program.

We look forward to meeting with you and your team to discuss how we can help ensure that Lowell's homeless individuals receive the services and housing that they need while meeting the regulatory requirements of our funding sources.

Should you have any questions or wish to discuss this matter further please don't hesitate to contact me at 978-674-4252 or alamey@lowellma.gov.

Sincerely,

Allison Lamey
Community Development Director

cc: Susan Gentili, Division Director for Emergency Services, SMOC
Community Development File

The City of **LOWELL** *Alive. Unique. Inspiring.*

Public Comment Response

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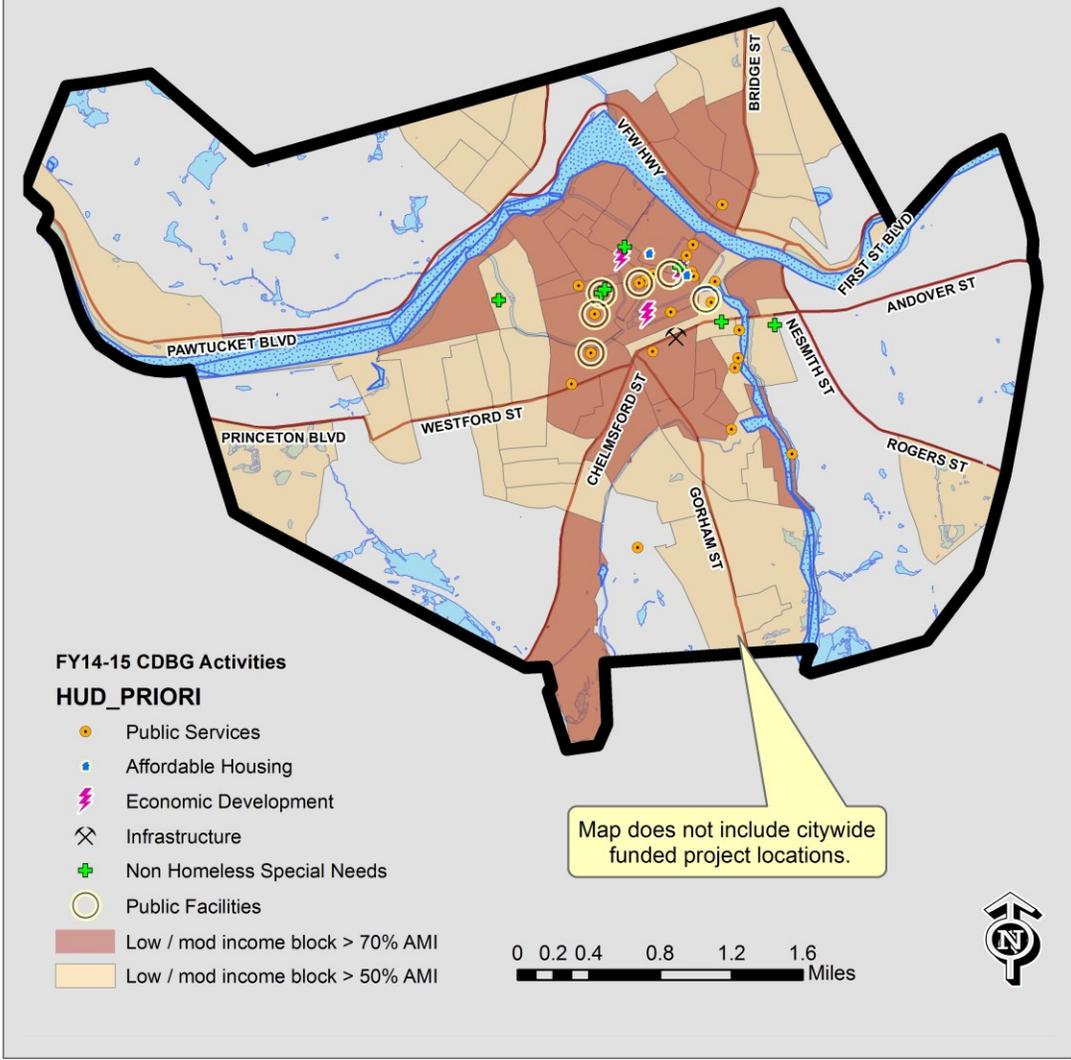
6. Summary of comments or views not accepted and the reasons for not accepting them

The Draft Annual Action Plan was available for review and public comment between March 17 and May 16, 2014. One public comment was responded to. Please see refer to response letter above.

7. Summary

The activities listed in the attached table, and maps, have been selected to receive Consolidated Plan program funds during the 2014-2015 program year. Maps illustrating the locations of Consolidated Plan-funded programs are included at the end of this section. More details about projects selected for funding are included in section AP-35 of this document.

City of Lowell, FY 2014-2015 CDBG Funded Project Locations, by HUD Priority

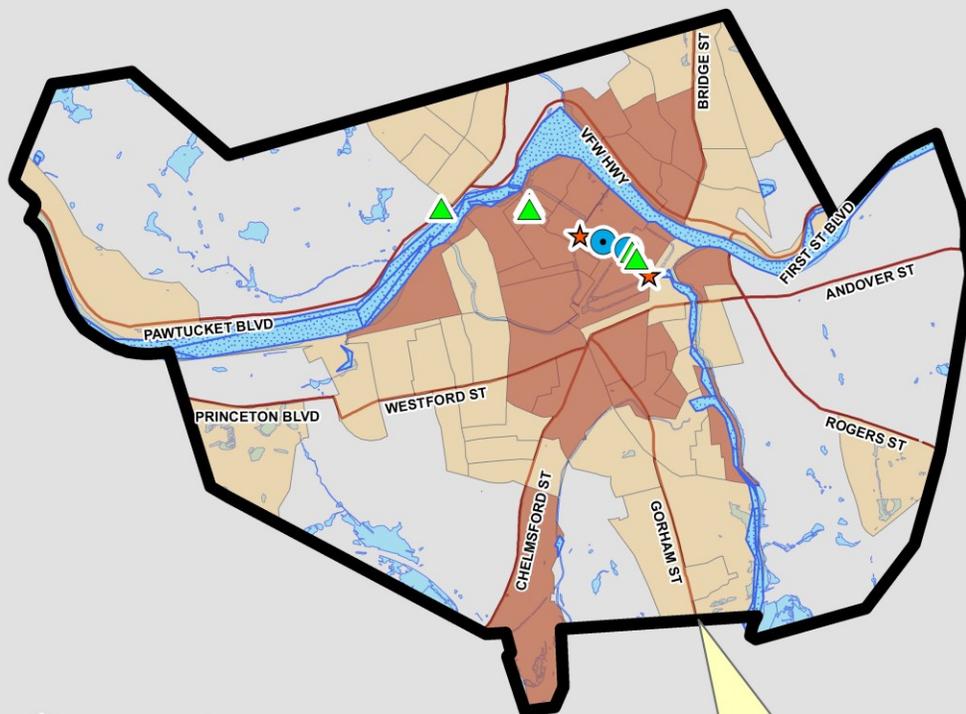


CDBG Funded Activities

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City of Lowell, FY 2014-2015 ESG, HOME, & HOPWA Funded Project Locations



- ▲ FY14-15 ESG Funded Activities
- FY14-15 HOME Funded Activities
- ★ FY14-15 HOPWA Funded Activities
- Low / mod income block > 70% AMI
- Low / mod income block > 50% AMI

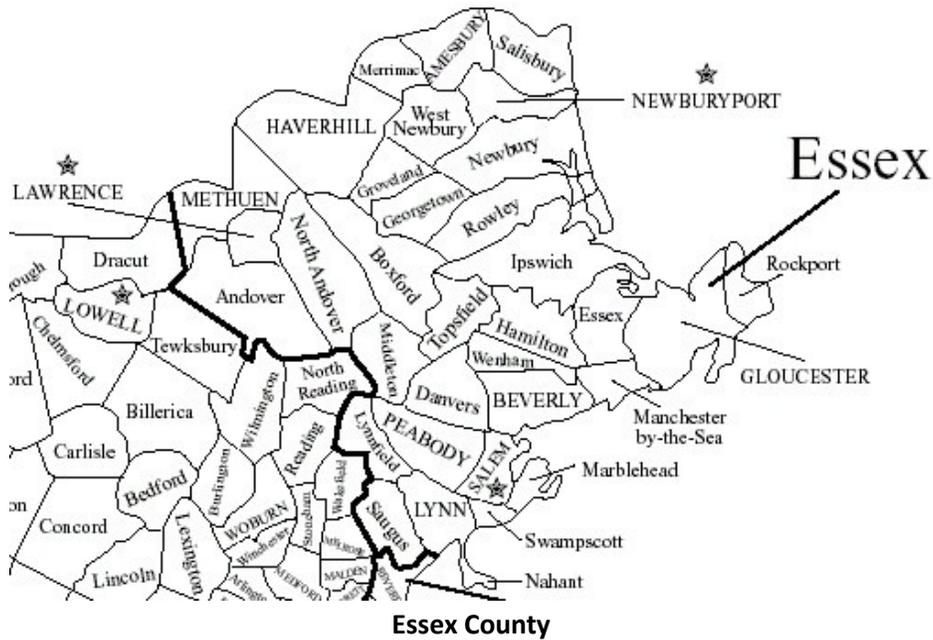
Map does not include citywide, confidential, & outside Lowell HOPWA funded project locations.



HOPWA, ESG, & HOME Funded Activities

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Organization-Activity	2014-2015 Award
CDBG Non-Public Service Cap Activities	
Acre Family Child Care, Inc. - Family Childcare Business Development	\$ 38,750
Boys & Girls Club of Greater Lowell, Inc. - Roof Replacement	\$ 48,500
City of Lowell, Council on Aging - Senior Center Lease	\$ 336,000
City of Lowell, DPD - Economic Development Assistance Fund	\$ 50,000
City of Lowell, DPD - Emergency Repair Program	\$ 35,000
City of Lowell, DPD - Hamilton Canal District Infrastructure/Construction Mgmt	\$ 335,000
City of Lowell, DPD - Sanitary Code Enforcement	\$ 42,500
City of Lowell, DPD - Section 108 Deb Service	\$ 185,000
City of Lowell, DPD - Urban Renewal Area Slum/Blight	\$ 25,000
City of Lowell, Parks and Rec. - Lowell Dog Park	\$ 25,000
City of Lowell, Office of City Manager - Neighborhood Impact Initiative	\$ 275,000
Coalition for a Better Acre - Business Association	\$ 5,000
Community Teamwork, Inc - Asset Development/IDA Initiative	\$ 10,000
Community Teamwork, Inc - Merrimack Valley Small Business Assistance Center	\$ 20,000
Habitat for Humanity of Greater Lowell - Critical Repairs	\$ 25,000
Lowell Parks & Conservation Trust, Inc - Urban Forestry Project	\$ 32,000
Lowell Telecommunications Corp. - Studio B Redesign	\$ 20,000
Mill City Grows/United Teen Equality Center - Promoting Local Foods and Jobs for Youth	\$ 50,000
Trinity Financial - Innovation Hub	\$ 23,000
Whistler House Museum of Art - Building Restoration Project Phase III	\$ 25,000
YWCA of Lowell - Acre Youth Center Phase VI Rehab	\$ 10,000
FY 14-15 CDBG Non-PS Cap Contingency Reserves	\$ 66,540

CDBG Public Service Cap Activities	
Angkor Dance Troupe - Creative Workforce Program	\$ 5,000
Asian Task Force Against Domestic Violence - Lowell Asian Initiative	\$ 10,000
Boys & Girls Club of Greater Lowell, Inc. - Music Clubhouse	\$ 10,000
Cambodian Mutual Assistance Association - Cambodian Business Resource Center	\$ 5,000
City of Lowell, Council on Aging - Senior Programs	\$ 10,000
Community Family Inc. - Alzheimer's Outreach Fund	\$ 5,000
Community Teamwork, Inc - New Entry's World PEAS Food Hub	\$ 8,743
Community Teamwork, Inc - Big Brothers/Big Sisters Mentoring	\$ 10,000
Community Teamwork, Inc - Emergency Hotel Placement	\$ 5,000
Community Teamwork, Inc - Fuel Assistance Program	\$ 10,000
Community Teamwork, Inc - YouthBuild Lowell	\$ 7,500
Girls Inc. of Greater Lowell - Youth Enrichment Programs	\$ 10,000
Greater Lowell Family YMCA - Summer Camperships	\$ 5,000
Habitat for Humanity of Greater Lowell - Outreach	\$ 10,000
House of Hope - The Hope Chest	\$ 10,000
Lifelinks, Inc - Urban Youth Collaborative	\$ 10,000
Lowell Association for the Blind - Advocacy and Services	\$ 10,000
Lowell Community Health Center - Teen BLOCK Reaches Out	\$ 10,000
Lowell House, Inc - Serving the Dually Diagnosed	\$ 9,500
Lowell Telecommunications Corp. - Studio B Redesign (Equipment)	\$ 10,000
Lowell West End Gym - Youth Boxing Program	\$ 7,500
Lowell Wish Project - Beds 4 Kids	\$ 10,000
Mental Health Association of Greater Lowell - Bilingual Advocates	\$ 8,000
Merrimack Valley Catholic Charities - Lowell Food Pantry Collaborative	\$ 30,000
Merrimack Valley Food Bank - Food Distribution Program	\$ 10,000
Merrimack Valley Food Bank - Mobile Pantry	\$ 10,000
Merrimack Valley Housing Partnership/Cambodian Mutual Assistance Association - First Time Homebuyer Training	\$ 8,500
Middlesex Community College - Out of School Youth Development	\$ 10,000
Rebuilding Together Lowell - Build Day	\$5,000
Retarded Adult Rehabilitation Association - RARA Programs and Services	\$ 5,000
St. Paul's Kitchen - Staffing	\$ 8,000
United Teen Equity Center - GED Pathways to Foster Success	\$ 10,000
Whistler House Museum of Art - Youth Summer Art Program	\$ 5,000
YWCA of Lowell - Youth Enrichment Training Institute	\$ 5,000
YWCA of Lowell/Mill City Grows - Community Garden Program	\$ 10,000

ESG Activities	
Alternative House - Domestic Violence Shelter	\$ 20,000
Community Teamwork, Inc - SHIFT Coalition	\$ 44,750
House of Hope - Housing Resource Center	\$ 10,000
House of Hope - Shelter Operations	\$ 10,000
International Institute of Lowell - Homeless Prevention	\$ 44,750
FY 14-15 ESG Contingency Reserves	\$ 21,931
HOME Activities	
City of Lowell, DPD - First Time Homebuyer Program Down payment Assistance	\$ 200,000
City of Lowell, DPD - HOME Housing Rehab	\$ 100,000
Merrimack Valley Housing Partnership - First Time Homebuyer Down payment Assistance	\$ 55,000
FY 14-15 HOME Reserved for Rolling Applications	\$ 462,672
HOPWA Activities	
AIDS Action Committee of MA, Inc - Rental Assistance Program	\$ 49,875
AIDS Action Committee of MA, Inc - Emergency Housing & St. Paul's Residence	\$ 55,092
AIDS Action Committee of MA, Inc - Middlesex HOCH Program	\$ 79,104
Commonwealth Land Trust -	\$ 130,000
Emmaus - Rental Assistance	\$ 32,000
Emmaus - Supportive Services	\$ 48,000
Independent Ways	\$ 25,000
Institute for Health and Recovery - Project HEAL	\$ 29,925
Justice Resource Institute - Assisted Living Program	\$ 182,345
Lowell House, Inc - Housing Information Services	\$ 54,050
Lowell House, Inc - Supportive Services	\$ 50,688
Lynn Housing Authority/Neighborhood Development - Housing Information Services	\$ 15,000
Lynn Housing Authority/Neighborhood Development - Rental Assistance	\$ 15,587
Lynn Housing Authority/Neighborhood Development - Sagamore Hill Apartments	\$ 25,000
North Shore Community Action Program	\$ 50,000
Serenity Supportive Housing - Rental Assistance	\$ 12,000
South Middlesex Opportunity Council - HOPWA Program	\$ 57,156
Tri-City Community Action Program, Inc - Benefits & Specialized Housing	\$ 51,499
Victory Programs, Inc - Ruah House	\$ 43,869
FY 14-15 HOPWA Reserved for Rolling Applications	\$ 116,708

Project List

PR-05 Lead & Responsible Agencies

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	LOWELL	City of Lowell Dept. of Planning & Development
HOPWA Administrator	LOWELL	City of Lowell Dept. of Planning & Development
HOME Administrator	LOWELL	City of Lowell Dept. of Planning & Development
ESG Administrator	LOWELL	City of Lowell Dept. of Planning & Development

Table 3 – Responsible Agencies

AGENCIES ADMINISTERING PROGRAMS AND ACTIVITIES:

As the entitlement grantee for the CDBG, HOME, ESG, and HOPWA programs, the City of Lowell Department of Planning and Development (DPD) is the lead agency for the development of this Annual Action Plan. The DPD will also act as one of several public and private agencies that will administer programs and activities under the plan. The DPD oversees planning, economic development, community development, housing, lead paint abatement, Historic Board, and urban renewal programs. To meet the administrative responsibility for grants management, and address community needs and sentiment, DPD staff also reviews program data quarterly throughout the program year to ensure that activities are effectively meeting community needs. Other agencies and organizations that will aid in the administration of activities under this plan are listed in the consultation section of this Action Plan.

Consolidated Plan Public Contact Information

City of Lowell
Department of Planning and Development
JFK Civic Center/50 Arcand Drive
Lowell, MA 01852

AP-10 Consultation

1. Introduction

ACTION PLAN DEVELOPMENT PROCESS

The Annual Action Plan encompasses an application process whereby organizations, such as City departments, nonprofit social service agencies, and private for-profit businesses have the opportunity to submit proposals to fund projects that will eventually define the City of Lowell's Annual Action Plan. The primary objective of the CDBG, HOME, ESG, HOPWA and Lead Paint Abatement programs is to provide decent housing and a suitable living environment with expanding economic opportunities principally for low-income and moderate-income persons.

The initial step of the Plan's development process began in November with the advertisement of the planning process, availability of funds, and the Request for Proposal (RFP). On November 18, 2013, the schedule of the Annual Action Plan process and RFP was made available to all interested parties through an advertisement in the Lowell Sun, on the City's website, and through postings in English, Spanish, Portuguese, and Khmer. The notice of RFP availability was also e-mailed to all current subrecipients and parties that have shown interest in anticipation of the RFP. Those without email access were informed by telephone. Applications were available at the DPD. RFP documents were also available on-line via the City of Lowell's website at www.lowellma.gov. The application deadline was at 12:00 PM on December 20, 2013.

As part of the development of 2010-2015 Five-Year Consolidated Plan, the City revised some process for selecting recipients and the dispersing of CDBG, HOME, and HOPWA funds. Rather than dispersing the City's full HOME award during a single application round, as was done in the past, the City introduced a rolling application process in FY 2010-2011 and will continue this practice in FY14-15. At this time however, given the uncertainty of the HOME program funding and the number of multi-year commitments made to local projects, an RFP for HOME funds was not released as part of this annual action plan. This change allows the City to consider qualified proposals that are presented throughout the year, depending on availability of funds.

The City has also made changes in the way it distributes HOPWA program funds. In an effort to help provide some consistency to project sponsors in designing their programs and planning project budgets, the City changed its Request for Proposal process for the 2010-2011 program year that allowed applicants to submit proposals for the use of HOPWA funds over a five-year term beginning July 1, 2010. This change also allows the City to help predict the level of accomplishments that may be achieved over the five-year Consolidated Plan period and helps to reduce the paperwork associated with annual applications and grant agreements. The City will draft grant agreements with selected project sponsors, eligible for renewal each year over the course of the next five years, subject to availability of funds and compliance with reporting requirements. Annual HOPWA appropriation to a selected activity will be

adjusted to correspond with the City's annual allocation from HUD. All seven agencies operating in Middlesex County discussed in the HOPWA section of this document have been awarded five-year awards under this new process. Beginning with the 2014 program year Lowell will also administer HOPWA funds for Essex County, which will be selected through an annual competitive RFP process and reviewed by the Essex County HOPWA Advisory Committee.

Additionally, in an effort to support as many eligible programs as possible amid continuous cuts to the CDBG program at the national level, the City is making awards for projects under the public service cap at a minimum of \$5,000 and a maximum of \$10,000.

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))

Public and assisted housing providers, private and governmental health, mental health, and service agencies are participants in the network described in this document. They are also the organizations with which the City worked to develop the Annual Action Plan, and they are expected to continue active participation in the upcoming years. The City has a well-developed Continuum of Care organization with a full-time City staff member assigned. In addition, the City maintains a Hunger Homeless Commission that is comprised of homeless shelter and service providers. The City strongly encourages and examines collaboration activity as criteria in its RFPs for Consolidated Plan funds. A collaborative not only enhances the coordination of services among agencies but also helps consolidate the reporting requirements of block grant programs.

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.

DPD is the Collaborative Applicant for the Lowell Continuum of Care (CoC). DPD staff work closely with CoC members as well as members of the Citizens Advisory Committee (CAC) to review homeless priorities and determine how ESG funds will be allocated. The CoC informed the development of the ESG Written Standards and continues to advise on the operation and administration of HMIS and other relevant procedures. CoC members include:

- Alternative House
- Bridgewell, Inc. / Pathfinder
- Community Teamwork, Inc.
- Crescent House
- House of Hope, Inc.
- Lowell Housing Authority
- Lowell Transitional Living Center
- The Princeton House

- United Teen Equality Center
- Vinfen

A set of Written Standards governing the use of ESG funds for homelessness prevention and rapid re-housing activities was completed in coordination with the Substantial Amendment to the 2011-2012 Annual Action Plan for the second allocation of ESG funds. Input from Lowell’s Continuum of Care members as well as feedback from sub grantees of Lowell’s Homelessness Prevention and Rapid Re-Housing Program (HPRP) were considered in the development of these standards. To increase the level of coordination between the CoC and the city’s homeless programs, staff responsible for the administration of the ESG program is now attending CoC meetings on a regular basis. Input and data from the CoC members has been integrated throughout the written standards and was used as a main point of reference in the prioritization of FY14-15 ESG funding. Direct interactions with CoC service providers has allowed DPD staff to prioritize funding in support of the needs that are not currently being addressed by other federal, state and local funding sources.

DPD has also implemented a Performance and Outcome Measurement System in order to quantify the effectiveness of programs and establish clearly defined outcomes. Using goals set by the subrecipients in their proposals for funding, DPD drafts ‘performance based contracts’, contracts which relate reimbursement specifically to accomplishments. Where possible, the focus is on outcome accomplishments rather than output accomplishments. For example, a rapid re-housing program might be reimbursed based on the number of participants who actually attain stable, permanent housing as opposed to the number of people who receive case management services. In this example, if the subrecipient received \$10,000 and proposed to help 10 families attain permanent housing, a performance-based reimbursement system would allow them to invoice for \$1,000 for each family that moves into a new home.

Subrecipients are reimbursed only when they can provide accurate and appropriate documentation that demonstrates program accomplishments and can provide backup documentation for eligible costs as spelled out in the contractual agreement. Subrecipients who do not accomplish their proposed goals are not reimbursed for their full grant amount, and funds are recaptured at fiscal year-end and made available for other eligible ESG programs.

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

City of Lowell staff, who administer the City’s ESG and CoC programs, coordinates with the Massachusetts’s Department of Housing and Community Development in preparation of this Annual Action Plan. DHCD administers the states homeless assistance programs.

The Lowell CoC, in coordination with the State's HMIS, has also implemented an HMIS Data Quality Plan that includes policies, procedures and performance measures for participation in Lowell's State-administered HMIS.

The CoC continues to input data to the State's Homeless Management Information System (HMIS), which has been installed at five homeless provider locations (The state's ETO system is an online, web based system) Data is collected annually to create a Housing Gaps Analysis Chart that is used by the community to determine the unmet need within the CoC system for emergency shelters, transitional housing programs and permanent housing sites for homeless persons.

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

1	Agency/Group/Organization	ACRE FAMILY DAY CARE CENTER
	Agency/Group/Organization Type	Microenterprise Training
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings.
2	Agency/Group/Organization	AIDS ACTION COMMITTEE
	Agency/Group/Organization Type	Housing Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Housing Need Assessment HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
3	Agency/Group/Organization	ALTERNATIVE HOUSE, INC.
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-homeless

	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings.
4	Agency/Group/Organization	ANGKOR DANCE TROUPE, INC.
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
5	Agency/Group/Organization	ASIAN TASK FORCE AGAINST DOMESTIC VIOLENCE, INC.
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
7	Agency/Group/Organization	CAMBODIAN MUTUAL ASSISTANCE ASSOCIATION
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
8	Agency/Group/Organization	LOWELL COUNCIL ON AGING
	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?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
9	Agency/Group/Organization	LOWELL
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Lowell, DPD is the prime grantee for U.S. Department of Housing and Urban Development (HUD) funds for the Community Development Block Grant (CDBG), Home Investment Partnership (HOME), Emergency Shelter Grant (ESG), Lead Based Paint Hazard Control Grant, and Housing Opportunities for Persons with AIDS (HOPWA) programs. Programs and activities described in this plan are intended to primarily benefit low-income and moderate income residents of the City of Lowell, neighborhoods with high concentrations of low-income and moderate-income residents, and the city as a whole. HOPWA funds will be distributed to eligible activities throughout Middlesex and Essex County.
11	Agency/Group/Organization	COALITION FOR A BETTER ACRE
	Agency/Group/Organization Type	Housing Community Development Corporation
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Anti-poverty Strategy Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
12	Agency/Group/Organization	COMMUNITY FAMILY, INC.
	Agency/Group/Organization Type	Services-Elderly Persons

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
13	Agency/Group/Organization	Community Teamwork, Inc.
	Agency/Group/Organization Type	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Service-Fair Housing Regional organization Regional Antipoverty Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
14	Agency/Group/Organization	GIRLS, INC. OF GREATER LOWELL
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
15	Agency/Group/Organization	BOYS AND GIRLS CLUB OF GREATER LOWELL, INC.
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
17	Agency/Group/Organization	Habitat for Humanity of Greater Lowell
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
18	Agency/Group/Organization	House of Hope, Inc.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
19	Agency/Group/Organization	JUSTICE RESOURCE INSTITUTE DBA JRI HEALTH
	Agency/Group/Organization Type	Housing Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Housing Need Assessment HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings.
20	Agency/Group/Organization	LIFELINKS, INC.
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
21	Agency/Group/Organization	Institute for Health and Recovery
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings.
22	Agency/Group/Organization	LOWELL ASSOCIATION FOR THE BLIND
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
23	Agency/Group/Organization	LOWELL COMMUNITY HEALTH CENTER
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
24	Agency/Group/Organization	LOWELL HOUSE, INC.
	Agency/Group/Organization Type	Housing Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Housing Need Assessment HOPWA Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings.
25	Agency/Group/Organization	LOWELL PARKS & CONSERVATION TRUST, INC.
	Agency/Group/Organization Type	Local Land Trust Foundation
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
26	Agency/Group/Organization	LOWELL TELECOMMUNICATIONS CORP
	Agency/Group/Organization Type	Other government - Local Municipal Cable Television
	What section of the Plan was addressed by Consultation?	Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
27	Agency/Group/Organization	LOWELL TRANSITIONAL LIVING CENTER INC
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee. LTLC is also on the CoC board and participate in the City's year plan to end homelessness.
28	Agency/Group/Organization	LOWELL WEST END GYM, INC.
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
29	Agency/Group/Organization	LOWELL WISH PROJECT, INC.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
30	Agency/Group/Organization	MENTAL HEALTH ASSOCIATION OF GREATER LOWELL, INC.
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
31	Agency/Group/Organization	MERRIMACK VALLEY CATHOLIC CHARITIES (MVCC)
	Agency/Group/Organization Type	Services-homeless Faith Based Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.

32	Agency/Group/Organization	MERRIMACK VALLEY FOOD BANK, INC.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
33	Agency/Group/Organization	MERRIMACK VALLEY HOUSING PARTNERSHIP
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
34	Agency/Group/Organization	MIDDLESEX COMMUNITY COLLEGE
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
36	Agency/Group/Organization	South Middlesex Opportunity Council
	Agency/Group/Organization Type	Housing Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Housing Need Assessment HOPWA Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings.
37	Agency/Group/Organization	St . Paul's Soup Kitchen
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
38	Agency/Group/Organization	Tri-City Community Action Program, Inc.
	Agency/Group/Organization Type	Housing Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Housing Need Assessment HOPWA Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings.
39	Agency/Group/Organization	UNITED TEEN EQUALITY CENTER
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
40	Agency/Group/Organization	YWCA OF LOWELL
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
41	Agency/Group/Organization	VICTORY PROGRAMS INC.
	Agency/Group/Organization Type	Housing Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Housing Need Assessment HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings.
42	Agency/Group/Organization	Whistler House Museum of Art
	Agency/Group/Organization Type	Cultural Institution
	What section of the Plan was addressed by Consultation?	Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
43	Agency/Group/Organization	GREATER LOWELL FAMILY YMCA
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
44	Agency/Group/Organization	International Institute of Boston, Inc.
	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?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings.
45	Agency/Group/Organization	Mill City Grows
	Agency/Group/Organization Type	Services-Health Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.
46	Agency/Group/Organization	LHAND
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Persons with HIV/AIDS Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment HOPWA Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City of Lynn was consulted in assisting with distribution and administration of HOPWA funds to organizations serving individuals with HIV/AIDS in Essex County.
47	Agency/Group/Organization	Recreational Adult Resource Association (RARA)
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agencies occurs continuously throughout the year. The City of Lowell, DPD staff assists previously funded and unfunded organizations with any technical assistance, and seeks to improve coordination of services while reducing duplicate efforts. The City awarded this agency with a HUD grant for FY 2014-2015 and will consult with them on a quarterly basis throughout the year. Additionally, this organization was consulted, through the City's annual Request for Proposal for HUD funds as well as three Public Hearings. The 2nd public hearing the agency was given the opportunity to speak with City Staff, residents, and the Citizens Advisory Committee.

Table 4 – Agencies, groups, organizations who participated

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

All agencies and groups were proactively invited to participate in the decision making process and are encouraged to provide feedback to draft Annual Action Plan. Additionally, within the Department of Planning and Development; the following groups are consulted: Community Development, Housing, Economic Development, Planning and Project Management, Code Enforcement, and Project Review.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	City of Lowell, DPD	Public and assisted housing providers, private and governmental health, mental health, and service agencies are participants in the network described in this document. They are also the organizations with which the City worked to develop the Annual Action Plan, and they are expected to continue active participation in the upcoming years.
LHA Annual Plan	Lowell Housing Authority	The City of Lowell and the Lowell Housing Authority consult with one another during the preparation of each agency's Annual Plan to ensure goals and actions are consistent with one another. Both the City of Lowell and the LHA strive to improve the quality of housing stock of Lowell's households and ensure services are available to meet the needs of low- and moderate-income residents.
City of Lynn	LHAND	City of Lynn's FY 14-15 Annual Action Plan and City of Lynn/Lynn Housing Authority and Neighborhood Development were consulted. LHAND is assisting with distribution and administration of HOPWA funds to organizations serving individuals with HIV/AIDS in Essex County.

Table 5 – Other local / regional / federal planning efforts

Narrative (optional)

PARTICIPATION PROCESS

Consultation was also aided heavily by citizen participation. Local feedback is instrumental in obtaining input from the community and organizations in designing programs that will best meet the needs of the low and moderate income populations. As required by the Department of Housing and Urban Development (HUD) Rules and Regulations, the City of Lowell complies with regulation 24 CFR 91.105, Citizen Participation Plan for local governments. Further discussion about the Citizen Participation Process including efforts to broaden participation, for the creation of the 2014-2015 Action Plan, along with public comments and the City's responses is included in the Citizen Participation sections of this Plan.

AP-12 Participation

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

SUMMARY OF CITIZEN PARTICIPATION PROCESS

Citizen participation is a vital component of the Annual Action Plan Development Process. The citizen participation program is instrumental in obtaining input from the community and organizations in designing programs that will best meet the needs of the low and moderate income population. This step of the process consists of a series of public hearings at which citizens provide input that will be used to help the City select projects and activities for FY 2014-2015 in order to reach the five-year goals established in the Consolidated Plan. Their input, along with the assistance of the Citizen Advisory Committee, helps to ensure that Lowell's Federal funds are appropriately allocated. Throughout the process, the Housing and Community Development staff of the City's Department of Planning and Development provide technical assistance to applicants and the Citizen Advisory Committee members. All public hearings were held at the Lowell Senior Center, 276 Broadway Street in Lowell. This location is in the heart of one of Lowell's lowest-income neighborhoods, is a fully accessible facility, and includes ample available free parking.

This public participation has included multiple public hearings, and consultation with over 100 agencies, groups, and organizations involved in the development of affordable housing, creation of job opportunities for low-income and moderate-income residents, and/or provision of services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. A complete draft of this plan has been made available for public review and comment for a 60-day period beginning March 17, 2014. The City of Lowell learned that it would be administering HOPWA funds for Essex County during its original 30 day comment period. As a result, the City extended its comment period to allow the public more time to offer comments on this change. The availability of both the draft plan and the final plan is advertised in the local newspaper and the complete documents are available for review on the City's website (www.lowellma.gov) and in print form at the Department of Planning and Development, the Pollard Memorial Library, and the Office of the City Clerk.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Khmer, Portuguese, Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted /broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>PUBLIC HEARING #1Thursday, Nov. 21, 2013 at 6:00 PM Lowell Senior Center</p> <p>Provide technical assistance on submission of RFP, review FY 11-12 CAPER, and obtain input on housing and community development needs. Approximately 10 people attended.</p>	<p>Comments consisted of questions regarding technical assistance on applying for Federal funds, eligibility of use of funds, and information on the RFP process. Additionally, a power point was presented reviewing the City of Lowell's consolidated plan and previous use of HUD funds.</p>	<p>All comments were accepted.</p>	

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	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Khmer, Portuguese, Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/ broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>PUBLIC HEARING #2 Thursday, Jan. 16, 2014 at 6:00 PM</p> <p>Lowell Senior Center</p> <p>Opportunity for all CDBG-Public Service applicants to present their proposals to the Citizen Advisory Committee as part of the annual project selection process.</p>	<p>Comments consisted of the competitiveness of funding availability, priorities of the use of federal funds in the City of Lowell, and advice on forming partnerships within agencies that provide similar services.</p>	<p>All comments were accepted.</p>	

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 Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Khmer, Portuguese, Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/ broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>PUBLIC HEARING #3</p> <p>Thursday, March 27, 2014 at 6:00 PM</p> <p>Lowell Senior Center</p> <p>Citizens are invited to provide input on the Draft Annual Action Plan</p>	<p>See executive summary section for public comments</p>	<p>All comments were received</p>	

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)
4	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Khmer, Portuguese, Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/ broad community</p> <p>Residents of Public and Assisted Housing</p>	Public Notice ads were posted in The Lowell Sun newspaper informing residents and potential applicants about the availability of federal funds available, the RFP for those funds, as well as associated public hearings.	Technical assistance in preparing the RFP was encouraged and accommodated to all parties interested.	N/A	
5	Internet Outreach	Non-targeted/ broad community	All notices, RFPs, and plans are available on the City of Lowell website.			http://www.lowellma.gov

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)
6	Newspaper Ad	Non-targeted/ broad community	Extended comment period an additional 30 days to account for additional HOPWA funded activities. Ad ran in Boston Globe.			

Table 6 – Citizen Participation Outreach

Annual Action Plan

AP-15 Expected Resources

Introduction

The activities and accomplishment goals outlined in this document are based on the Federal Fiscal Year 2014-2015 available funding as outlined in the tables below.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,972,075	48,000	378,973	2,399,048	0	Funds will be used to support a variety of social service programs, economic development activities, as well as public facility and infrastructure improvements.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	598,592	10,000	269,940	878,532	0	HOME funds will be used to provide down payment assistance to first time homebuyers, support home-owner rehabilitation activities, and support the creation/rehabilitation of multi-unit affordable housing projects.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	1,087,727	0	67,803	1,155,530	0	HOPWA funds will support supportive service activities and direct financial assistance to households with HIV/AIDS.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	163,710	0	0	163,710	0	ESG funds will support operating costs and essential services at homeless shelters. Funds will also support homelessness prevention and rapid re-housing activities.

Table 7 - 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

Consolidated Plan funds are expected to leverage more than \$11.4M in private and public support for the activities funded with 2014-15 program year entitlement funds. Approximately \$7.2M is expected from other federal sources; another \$1.1M is expected from programs operated by the State of Massachusetts; and approximately \$3.1M is expected from local and private resources. The project sheets contained within this Plan include the allocation of these matching funds among the specific projects selected to receive Consolidated Plan funds in FY 2013-14. Additionally the City of Lowell and its

program partners will seek funds from the following sources to support the goals identified in this Plan: Lead-Based Paint Hazard Control Grant, contributions of HOME funding through the Massachusetts Department of Housing and Community Development to Lowell projects, project-based Section 8 certificates through the Lowell Housing Authority, Low-Income Housing Tax Credits, project financing at favorable interest rates from the Lowell Development and Financial Corporation and local lenders, and private contributions to subrecipients.

The City of Lowell has documented more than \$4 million in excess matching funds from prior program years to meet HOME Program match requirements. Nevertheless, Lowell will continue to identify funding from the Massachusetts Rental Voucher Program, operated by the Department of Housing and Community Development, as a source of additional match during the 2014-2015 program year. In order to meet its ESG match requirements, the City of Lowell requires all ESG subrecipients to demonstrate a 100% match using other eligible federal, state, local, or private resources. While the commitment of some sources was still pending at the time this Plan was prepared, the City expects \$691,035 will be leveraged during the 2014-2015 program year to support ESG activities described in this plan.

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

During the 2014-15 program year CDBG funds are expected to be used to support the development of community gardens on city-owned property and make improvements to city-owned outdoor and recreation space. These projects are targeted in neighborhoods with high concentrations of low- and moderate-income households.

Otherwise, the City of Lowell does not anticipate the use of publically owned land or property to meet needs identified in this plan.

Discussion

Priority of funds will be given to low to moderate income census tracts.

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	DH-1.1	2010	2015	Affordable Housing	n/a	Affordable Housing	HOME: \$0	Homeowner Housing Rehabilitated: 0 Household Housing Unit Direct Financial Assistance to Homebuyers: 0 Households Assisted Other: 0 Other
2	DH-1.2	2010	2015	Affordable Housing	n/a	Homeless/HIV/AIDS	HOPWA: \$609,144	HIV/AIDS Housing Operations: 586 Household Housing Unit
3	DH-1.3	2010	2015	Affordable Housing	n/a	Affordable Housing	CDBG: \$42,500	Housing Code Enforcement/Foreclosed Property Care: 700 Household Housing Unit
4	DH-1.4	2010	2015	Affordable Housing	n/a	Affordable Housing Public Services	CDBG: \$8,500	Public service activities for Low/Moderate Income Housing Benefit: 50 Households Assisted
5	DH-2.1	2010	2015	Affordable Housing	n/a	Affordable Housing Public Services	HOME: \$255,000	Direct Financial Assistance to Homebuyers: 22 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	DH-2.2	2010	2015	Affordable Housing	n/a	Affordable Housing Public Services	CDBG: \$85,000 HOME: \$100,000	Public service activities for Low/Moderate Income Housing Benefit: 21 Households Assisted Homeowner Housing Rehabilitated: 11 Household Housing Unit Direct Financial Assistance to Homebuyers: 300 Households Assisted
7	DH-2.3	2010	2015	Affordable Housing Public Service	n/a	Homeless/HIV/AIDS Affordable Housing Public Services	CDBG: \$10,000 ESG: \$89,500	Public service activities for Low/Moderate Income Housing Benefit: 25 Households Assisted Homelessness Prevention: 130 Persons Assisted
8	DH-2.4	2010	2015	Non Homeless Special Needs	n/a	Homeless/HIV/AIDS	HOPWA: \$365,924	Housing for People with HIV/AIDS added: 2 Household Housing Unit HIV/AIDS Housing Operations: 89 Household Housing Unit
9	DH-2.5	2013	2014	Affordable Housing Homeless	n/a	Affordable Housing	HOME: \$0	Tenant-based rental assistance / Rapid Rehousing: 0 Households Assisted
10	SL-1.1	2010	2015	Non-Housing Community Development	n/a	Public Services	CDBG: \$95,000	Public service activities other than Low/Moderate Income Housing Benefit: 867 Persons Assisted
11	SL-1.2	2010	2015	Non-Housing Community Development	n/a	Non-homeless Special Needs Public Services	CDBG: \$57,500	Public service activities other than Low/Moderate Income Housing Benefit: 3294 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	SL-1.3	2010	2015	Non-Housing Community Development	n/a	Homeless/HIV/AIDS Non-homeless Special Needs Public Services	CDBG: \$71,743 ESG: \$40,000	Public service activities other than Low/Moderate Income Housing Benefit: 2037 Persons Assisted Other: 35 Other
13	SL-1.4	2010	2015	Public Facilities/Infrastructure	n/a	Public Facilities Public Services	CDBG: \$464,500	Public service activities other than Low/Moderate Income Housing Benefit: 3915 Persons Assisted Other: 2 Other
14	SL-2.1	2010	2015	Non-Housing Community Development	n/a	Public Services	CDBG: \$10,000	Public service activities for Low/Moderate Income Housing Benefit: 50 Households Assisted
15	SL-3.1	2010	2015	Public Facilities/Infrastructure	n/a	Public Facilities Infrastructure	CDBG: \$385,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3688 Persons Assisted Other: 1 Other
16	SL-3.2	2010	2015	Public Facilities/Infrastructure	n/a	Public Facilities Infrastructure	CDBG: \$352,000	Other: 7 Other
17	SL-3.3	2010	2015	Public Facilities/Infrastructure	n/a	Public Facilities Infrastructure	CDBG: \$0	Buildings Demolished: 0 Buildings Other: 0 Other
18	EO-1.1	2010	2015	Economic Development	n/a	Economic Development Public Services	CDBG: \$68,750	Public service activities other than Low/Moderate Income Housing Benefit: 31 Persons Assisted Businesses assisted: 115 Businesses Assisted
19	EO-1.2	2010	2015	Economic Development	n/a	Economic Development	CDBG: \$93,000	Businesses assisted: 21 Businesses Assisted
20	EO-1.3	2010	2015	Economic Development	n/a	Economic Development	CDBG: \$185,000	Other: 1 Other

Table 8 – Goals Summary

Goal Descriptions

1	Goal Name	DH-1.1
	Goal Description	Improve the availability of affordable housing through the creation of new housing units.
2	Goal Name	DH-1.2
	Goal Description	Improve the availability of LMI households with HIV/AIDS to remain in decent affordable housing units.
3	Goal Name	DH-1.3
	Goal Description	Sustain quality standards of affordable housing.
4	Goal Name	DH-1.4
	Goal Description	Support homebuyers with pre- and post- purchase counseling services.
5	Goal Name	DH-2.1
	Goal Description	Improve the affordability of homeownership.
6	Goal Name	DH-2.2
	Goal Description	Improve the affordability of housing through rehabilitation assistance.

7	Goal Name	DH-2.3
	Goal Description	Improve the affordability of housing through rental and utility assistance
8	Goal Name	DH-2.4
	Goal Description	Identify and afford decent housing for LMI households with HIV/AIDS with financial services and assistance.
9	Goal Name	DH-2.5
	Goal Description	Improve the affordability of housing for unsheltered homeless households through rental assistance.
10	Goal Name	SL-1.1
	Goal Description	Increase opportunities for LMI youth through educational, recreational, leadership-development programs.
11	Goal Name	SL-1.2
	Goal Description	Improve availability and accessibility of programs that maintain and enhance the quality of life for elderly and special needs populations.
12	Goal Name	SL-1.3
	Goal Description	Support programs that provide emergency food and shelter to homeless and at-risk households.
13	Goal Name	SL-1.4
	Goal Description	Increase availability and accessibility of public facilities for LMI youth, elderly, and special needs populations.
14	Goal Name	SL-2.1
	Goal Description	Improve the affordability of a LMI households living environment through the provision of household goods.

15	Goal Name	SL-3.1
	Goal Description	Improve the City's public infrastructure and public parks.
16	Goal Name	SL-3.2
	Goal Description	Sustain City neighborhoods through activities that improve physical environment.
17	Goal Name	SL-3.3
	Goal Description	Sustain City neighborhoods through demolition of vacant and abandoned properties.
18	Goal Name	EO-1.1
	Goal Description	Support programs that provide LMI residents with training and technical support to obtain employment.
19	Goal Name	EO-1.2
	Goal Description	Support new businesses with small business loans and technical assistance.
20	Goal Name	EO-1.3
	Goal Description	Increase the availability and accessibility of jobs for LMI persons through financial incentive programs to business relocating to the City.

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

- 22 extremely low-income, low-income, and moderate-income families will be provide affordable housing services as defined by HOME

through the following programs:

- City of Lowell, DPD - First Time Homebuyer Program
- City of Lowell, DPD - HOME Housing Rehab
- Merrimack Valley Housing Partnership - First Time Homebuyer Down payment Assistance Program

AP-35 Projects

Introduction

The following tables list the activities and programs that will be supported using HUD program funds during the 2014-2015 program year.

The Objectives of these funds are to:

1. Creating Suitable Living Environments
2. Providing Decent Affordable Housing
3. Creating Economic Opportunities

#	Project Name
1	CDBG ADMIN/PLANNING
2	HOME ADMIN/PLANNING
3	HESG ADMIN/PLANNING/PROJECTS
4	HOPWA ADMIN/PLANNING
5	CITY OF LOWELL, COA - Senior Center Lease
6	CITY OF LOWELL, COA - Senior Programs
7	CITY OF LOWELL, DPD - Emergency Housing Repair Program
8	CITY OF LOWELL, DPD - Economic Development Assistance
9	CITY OF LOWELL, DPD - Sanitary Code Enforcement
10	CITY OF LOWELL, DPD - HCD Infrastructure/Construction Mgmt.
11	CITY OF LOWELL, DPD - Section 108 Debt Service
12	CITY OF LOWELL, DPD - HOME Housing Rehab.
13	CITY OF LOWELL, DPD - First Time Homebuyer Program
14	CITY OF LOWELL, MANAGERS OFFICE - Neighborhood Impact Initiative
15	CITY OF LOWELL, PARKS & REC. - Lowell Park
16	ACRE FAMILY CHILDCARE, INC.- Family Childcare Business
17	AIDS ACTION COMMITTEE OF MA, INC. - Rental Assistance Program
18	AIDS ACTION COMMITTEE OF MA, INC. - Emergency Housing & St. Paul's Residence
19	AIDS ACTION COMMITTEE OF MA, INC. - Middlesex HOCH Program
20	ALTERNATIVE HOUSE, INC. - Domestic Violence Shelter
21	ANGKOR DANCE TROUPE - Creative Workforce Program
22	ASIAN TASK FORCE AGAINST DOMESTIC VIOLENCE - Lowell Asian Initiative Against Domestic Violence
23	BOYS & GIRLS CLUB OF GREATER LOWELL, INC. - Roof Replacement
24	BOYS & GIRLS CLUB OF GREATER LOWELL, INC. - Music Clubhouse
25	CAMBODIAN MUTUAL ASSISTANCE, INC. - Cambodian Business Resource Center

#	Project Name
26	COALITION FOR A BETTER ACRE - Business Association
27	COMMUNITY FAMILY, INC. - Alzheimer Outreach Fund
28	COMMUNITY TEAMWORK, INC. - SHIFT Coalition
29	COMMUNITY TEAMWORK, INC. - Fuel Assistance Program
30	COMMUNITY TEAMWORK, INC. - Big Brothers Big Sisters Mentoring
31	COMMUNITY TEAMWORK, INC. - YOUTHBUILD OF LOWELL
32	COMMUNITY TEAMWORK, INC. - Emergency Hotel Placement
33	COMMUNITY TEAMWORK, INC. - New Entry's World PEAS Food Hub
34	COMMUNITY TEAMWORK, INC. - Asset Development / IDA Initiative
35	COMMUNITY TEAMWORK, INC. - Lowell Merrimack Valley Small Business Center
36	GIRLS, INC. OF GREATER LOWELL - Youth Enrichment Programs
37	GREATER LOWELL FAMILY YMCA - Campership
38	HABITAT FOR HUMANITY OF GREATER LOWELL - Outreach
39	HABITAT FOR HUMANITY OF GREATER LOWELL - Critical Repairs
40	HOUSE OF HOPE, INC. - The Hope Chest
41	HOUSE OF HOPE, INC. - House of Hope Shelter
42	HOUSE OF HOPE, INC. - Housing Resource Center
43	INSTITUTE FOR HEALTH AND RECOVERY - Project HEAL
44	INTERNATIONAL INSTITUTE OF LOWELL - Homeless Support for Refugees
45	JUSTICE RESOURCE INST. dba JRI HEALTH - Assisted Living Program
46	LIFELINKS, INC. - Urban Youth Collaborative
47	LOWELL ASSOCIATION FOR THE BLIND - Advocacy and Services
48	LOWELL COMMUNITY HEALTH CENTER - Teen BLOCK Reaches Out
49	LOWELL HOUSE, INC. - Serving the Dually Diagnosed
50	LOWELL HOUSE, INC. - HIV/AIDS Housing Information Services
51	LOWELL HOUSE, INC. - HIV/AIDS Supportive Services
52	LOWELL PARKS & CONSERVATION TRUST, INC. - Urban Forestry Project
53	LOWELL TELECOMMUNICATIONS CORP. - Studio B
54	LOWELL TELECOMMUNICATIONS CORP. - Studio B Redesign
55	LOWELL WEST END GYM - Youth Boxing Program
56	LOWELL WISH PROJECT - Beds 4 Kids
57	MENTAL HEALTH ASSOCIATION OF GREATER LOWELL - Bilingual Advocates
58	MERRIMACK VALLEY CATHOLIC CHARITIES - Food Pantry Collaborative
59	MERRIMACK VALLEY FOOD BANK, INC. - Food Distribution Program
60	MERRIMACK VALLEY FOOD BANK, INC. - Mobile Pantry
61	MERRIMACK VALLEY HOUSING PARTNERSHIP - MVHP First Time Homebuyer Down payment Assistance
62	MERRIMACK VALLEY HOUSING PARTNERSHIP & CMAA - MVHP First Time Homebuyer Training
63	MIDDLESEX COMMUNITY COLLEGE - Out of School Youth Development

#	Project Name
64	RECREATIONAL ADULT RESOURCE ASSOCIATION - RARA Programs and Services
65	SOUTH MIDDLESEX OPPORTUNITY COUNCIL - SMOC HOPWA Program
66	ST. PAUL'S SOUP KITCHEN - Staffing
67	TRI-CITY COMMUNITY ACTION PROGRAM, INC. - TRI-CAP Benefits and Specialized Housing
68	TRINITY FINANCIAL - Innovation Hub at 110 Canal St. HCD
69	UNITED TEEN EQUALITY CENTER - GED Pathways to Foster Success
70	UNITED TEEN EQUALITY CENTER - Promoting Local Foods and Jobs for Youth
71	VICTORY PROGRAMS, INC. - Ruah House
72	WHISTLER HOUSE - Youth Summer Art Program
73	WHISTLER HOUSE - WH Bldg. Restoration Project - Phase 3
74	YWCA OF LOWELL - Youth Enrichment Training Institute
75	YWCA OF LOWELL - Acre Youth Center Phase VI Rehab
76	YWCA OF LOWELL - MILL CITY GROWS - Community Garden Program
77	CITY OF LOWELL, DPD - Urban Renewal Area Spot Blight
78	REBUILDING TOGETHER LOWELL - Build Day
79	INDEPENDENT WAYS
80	LYNN HOUSING AUTHORITY / NEIGHBORHOOD DEVELOPMENT - Rental Assistance
81	LYNN HOUSING AUTHORITY / NEIGHBORHOOD DEVELOPMENT - Housing Information Services
82	LYNN HOUSING AUTHORITY / NEIGHBORHOOD DEVELOPMENT - Sagamore Hill Apartments
83	COMMONWEALTH LAND TRUST - Windsor House Rental Assistance
84	EMMAUS - Rental Assistance
85	EMMAUS - Supportive Services
86	NORTH SHORE COMMUNITY ACTION COUNCIL
87	SERENITY SUPPORTIVE HOUSING - Rental Assistance
88	FY 14-15 CDBG Contingency Reserves
89	FY 14-15 HOME Contingency Reserves
90	FY 14-15 ESG Contingency Reserves
91	FY 14-15 HOPWA Contingency Reserves

Table 9 – Project Information

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

The City of Lowell will continue to support non-profit agencies, the local housing authority, homeless providers, and special needs groups in their goal to meet the underserved persons of the community. The City will continue to communicate with these groups as their needs change or the demand dramatically increases over the next year. The City will provide technical assistance to providers in the pursuit of Federal, State, and other funding sources. The primary obstacle to meeting underserved needs of low-income and moderate income populations continues to be the availability of funds. Organizations serving these populations continue to experience significant reductions in funding from

both governmental and private sources. The City of Lowell's Consolidated Plan program funding levels have also been reduced by nearly 8% from the 2001-02 Program Year. Reductions in State aid to the City of Lowell and the local budget have prohibited the City from being able to cover this funding gap, leaving many worthy and valuable programs unfunded or under-funded. Additionally, the 2011-2012 fiscal year reduced Community Development Block Grant funding by 16% and HOME funding by 12% from the previous fiscal year while the 2012-13 Program year saw cuts of 11% and 39% cuts, respectively to these programs. This challenge is beyond the capacity of the local jurisdiction to satisfactorily address.

Projects

AP-38 Projects Summary

Project Summary Information

1	Project Name	CDBG ADMIN/PLANNING
	Target Area	N/A
	Goals Supported	DH-1.3 DH-1.4 DH-2.2 DH-2.3 SL-1.1 SL-1.2 SL-1.3 SL-1.4 SL-2.1 SL-3.1 SL-3.2 SL-3.3 EO-1.1 EO-1.2 EO-1.3
	Needs Addressed	Homeless/HIV/AIDS Non-homeless Special Needs Affordable Housing Public Facilities Infrastructure Economic Development Public Services
	Funding	CDBG: \$404,015
	Description	CDBG Administration and Planning
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	Citywide
	Planned Activities	CDBG General Program Administration
2	Project Name	HOME ADMIN/PLANNING
	Target Area	N/A
	Goals Supported	DH-2.1 DH-2.2
	Needs Addressed	Affordable Housing
	Funding	HOME: \$60,859
	Description	Home Administration and Planning
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	Citywide
	Planned Activities	General Program Administration
3	Project Name	HESG ADMIN/PLANNING/PROJECTS
	Target Area	N/A
	Goals Supported	DH-2.3 SL-1.3
	Needs Addressed	Homeless/HIV/AIDS
	Funding	ESG: \$12,278

	Description	The Hearth Emergency Solutions Grant (HESG), formerly called Emergency Shelter Grant, is grant program awarded through the U.S. Department of Housing and Urban Development, designed to assist households who are homeless or at-risk of becoming homeless. Particular emphasis is placed on helping individuals or families connect with or remain in permanent housing after they experience a housing crisis or homelessness. Eligible activities include short-term homelessness prevention assistance to prevent households at imminent risk of losing their home; and assistance to homeless households moving into permanent affordable housing. ESG funds may also be used to support shelter operating costs, essential services, and outreach activities. Includes projected admin. of \$12,278.25
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	Citywide
	Planned Activities	General Program Administration for Shelter, Homelessness Prevention, Rapid Re-housing activities
4	Project Name	HOPWA ADMIN/PLANNING
	Target Area	N/A
	Goals Supported	DH-1.2
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$32,632
	Description	HOPWA Administration and Planning
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	Middlesex and Essex Counties
	Planned Activities	General Program Administration
5	Project Name	CITY OF LOWELL, COA - Senior Center Lease

	Target Area	N/A
	Goals Supported	SL-1.4
	Needs Addressed	Non-homeless Special Needs Public Facilities
	Funding	CDBG: \$336,000
	Description	CDBG funds will be used for the payments required under the long-term lease agreement between the City of Lowell and the City Barns, LLC for the new Senior Center facility. The lease agreement provides for the ultimate acquisition of the facility by the City upon completion of the lease terms for the price of \$1. The lease is for a 20 year term beginning April 2003 and ending April 2023.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	3000 People
	Location Description	276 Broadway St. Lowell, MA
	Planned Activities	See Summary
6	Project Name	CITY OF LOWELL, COA - Senior Programs
	Target Area	N/A
	Goals Supported	SL-1.2
	Needs Addressed	Non-homeless Special Needs
	Funding	CDBG: \$10,000
	Description	CDBG funds will be used to provide services for health/fitness, nutrition, outreach, referrals, socialization, education, recreation and transportation to low income seniors of Lowell.
	Target Date	6/30/2014
	Estimate the number and type of families that will benefit from the proposed activities	3000 People
	Location Description	276 Broadway St, Lowell MA

	Planned Activities	See Summary
7	Project Name	CITY OF LOWELL, DPD - Emergency Housing Repair Program
	Target Area	N/A
	Goals Supported	DH-2.2
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$35,000
	Description	Funds will support emergency housing repair activities on eligible housing units.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	3 Households
	Location Description	Citywide
	Planned Activities	See Summary
8	Project Name	CITY OF LOWELL, DPD - Economic Development Assistance
	Target Area	N/A
	Goals Supported	EO-1.2
	Needs Addressed	Economic Development
	Funding	CDBG: \$50,000
	Description	Economic Development funds to support business retention/attraction activities. Delivery of Supportive Services include both financial and t/a to a wide range of businesses, including independent retailers to high tech companies. IE: Best Retail Practices, Downtown Venture fund, and Sign/Facade Improvements.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	10 Businesses
	Location Description	Citywide

	Planned Activities	See Summary
9	Project Name	CITY OF LOWELL, DPD - Sanitary Code Enforcement
	Target Area	N/A
	Goals Supported	DH-1.3
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$42,500
	Description	Funds will support the salaries of health inspectors for the purpose of inspecting dwelling units for sanitary and health code violations. Inspections supported with CDBG dollars are limited to the City's two Urban Renewal Areas, as well as neighborhoods targeted for funding under the City Manager's Neighborhood Impact Initiative.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	700 Households
	Location Description	Designated Urban Renewal areas and City Manager Neighborhood Impact Initiative
	Planned Activities	see summary
10	Project Name	CITY OF LOWELL, DPD - HCD Infrastructure/Construction Mgmt.
	Target Area	N/A
	Goals Supported	SL-3.1
	Needs Addressed	Infrastructure
	Funding	CDBG: \$335,000
	Description	Community Development Block Grant funds will support the project delivery expenses associated with the construction management of the infrastructure improvements for the Hamilton Canal District. This activity will support the development of new streets and sidewalks, permanent affordable housing units, office and retail space for new businesses and non-profits, and new public facilities and open space in approximately 15 acres of currently vacant space in the JAM Plan.
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	3688 Persons
	Location Description	Hamilton Canal District
	Planned Activities	See Summary
11	Project Name	CITY OF LOWELL, DPD - Section 108 Debt Service
	Target Area	N/A
	Goals Supported	EO-1.3
	Needs Addressed	Economic Development
	Funding	CDBG: \$185,000
	Description	Multi-year commitment to pay debt service on a \$2.5 million Section 108 Loan for redevelopment of a former mill complex into housing and commercial space. 108 Loan will support commercial portion of the project and result in 72 new jobs.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	50 Arcand Drive
	Planned Activities	See Summary
12	Project Name	CITY OF LOWELL, DPD - HOME Housing Rehab.
	Target Area	N/A
	Goals Supported	DH-2.2
	Needs Addressed	Affordable Housing
	Funding	HOME: \$100,000
	Description	The Housing Rehab Program will utilize HOME Investment Partnership Program funds to make repairs to housing units occupied by low- and moderate-income residents. Units assisted through the HOME program will be brought into compliance with local and state building codes.
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	3 households
	Location Description	Citywide
	Planned Activities	See Summary
13	Project Name	CITY OF LOWELL, DPD - First Time Homebuyer Program
	Target Area	N/A
	Goals Supported	DH-2.1
	Needs Addressed	Affordable Housing
	Funding	HOME: \$200,000
	Description	The First Time Homebuyer Program provides funding for the down payments and closing costs for income-eligible first time homebuyers. Households participating in the City's down payment assistance program are required to have completed pre-purchase counseling through the Merrimack Valley Housing Partnership.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	30 Households
	Location Description	50 Arcand Drive
	Planned Activities	See Summary
14	Project Name	CITY OF LOWELL, MANAGERS OFFICE - Neighborhood Impact Initiative
	Target Area	Neighborhood Impact Initiative - TBD
	Goals Supported	SL-3.2
	Needs Addressed	Infrastructure
	Funding	CDBG: \$275,000

	Description	The Neighborhood Impact Initiative will target Lowell block groups where 51% or more of the population is low or moderate-income and where significant deterioration has led to limited private investment and declining property values. The comprehensive program will help stabilize neighborhoods through concentrated investment of staff and financial resources from all City departments.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	Lower Belvidere
	Planned Activities	See Summary
15	Project Name	CITY OF LOWELL, PARKS & REC. - Lowell Park
	Target Area	N/A
	Goals Supported	SL-3.1
	Needs Addressed	Public Facilities
	Funding	CDBG: \$25,000
	Description	CDBG funds will be used to in a LMA area to provide a benefit to the surrounding community.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	1 Park
	Location Description	1375 Gorham St
	Planned Activities	See Summary
16	Project Name	ACRE FAMILY CHILDCARE, INC.- Family Childcare Business
	Target Area	N/A
	Goals Supported	EO-1.1
	Needs Addressed	Economic Development
	Funding	CDBG: \$38,750

	Description	Acre Family Child Care trains low income women to operate home based family child care businesses and then supports their businesses with technical assistance, referrals, marketing, and professional development classes. Acre supports prospective and/or licensed Family Care Educators throughout the City of Lowell.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	25 Businesses
	Location Description	517 Moody St.
	Planned Activities	See Summary
17	Project Name	AIDS ACTION COMMITTEE OF MA, INC. - Rental Assistance Program
	Target Area	N/A
	Goals Supported	DH-2.4
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$49,875
	Description	AIDS Action Committee provides housing related services, including rental subsidies, to low and moderate incomes persons with HIV/AIDS. HOPWA funds will be used to assist households moving into and maintaining affordable housing. The rental assistance program uses HOPWA dollars to support both an emergency assistance (STRMU) as well as a permanent placement (supportive services) program.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	16 Households
	Location Description	Confidential
	Planned Activities	See Summary
18	Project Name	AIDS ACTION COMMITTEE OF MA, INC. - Emergency Housing & St. Paul's Residence
	Target Area	N/A

	Goals Supported	DH-2.1
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$55,092
	Description	AIDS Action Committee will use HOPWA funds to support residential case management to residents within the existing Emergency Transitional Program and St. Paul's SRO Residence. This activity provides a critical component in the provision of quality housing to formerly homeless and chronically homeless individuals with HIV/AIDS.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	25 Households
	Location Description	Confidential
	Planned Activities	See Summary
19	Project Name	AIDS ACTION COMMITTEE OF MA, INC. - Middlesex HOCH Program
	Target Area	N/A
	Goals Supported	DH-2.4
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$79,104
	Description	AIDS Action Committee will utilize HOPWA funds to support access to affordable, scatter-site housing for chronically homeless individuals living with HIV/AIDS through a tenant-based rental assistance program.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	7 Households
	Location Description	Confidential
	Planned Activities	See Summary
20	Project Name	ALTERNATIVE HOUSE, INC. - Domestic Violence Shelter
	Target Area	N/A

	Goals Supported	SL-1.3
	Needs Addressed	Homeless/HIV/AIDS
	Funding	ESG: \$20,000
	Description	ALTERNATIVE HOUSE WILL CONTINUE TO PROVIDE EMERGENCY SHELTER TO WOMEN WHO ARE VICTIMS OF DOMESTIC VIOLENCE AND THEIR CHILDREN. FUNDS TO HELP PAY FOR UTILITIES, PHONE AND REPAIRS/MAINT OF THE SHELTER
	Target Date	3/31/2015
	Estimate the number and type of families that will benefit from the proposed activities	22 Persons
	Location Description	Confidential
	Planned Activities	See Summary
21	Project Name	ANGKOR DANCE TROUPE - Creative Workforce Program
	Target Area	N/A
	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$5,000
	Description	Angkor Youth employment program will provide part time employment for senior students who are of low to moderate income. The youth will learn invaluable skills of responsibility, hard work, and leadership.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	10 Persons
	Location Description	40 French St.
	Planned Activities	See Summary
22	Project Name	ASIAN TASK FORCE AGAINST DOMESTIC VIOLENCE - Lowell Asian Initiative Against Domestic Violence
	Target Area	N/A

	Goals Supported	SL-1.2
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Asian Task Force Against Domestic Violence offers advocacy, outreach, training, assistance and referrals to the Greater Lowell area; with a specific focus on providing culturally appropriate case management service to meet the highly sensitive needs of the Cambodian community.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	110 Persons
	Location Description	100 Merrimack St
	Planned Activities	See Summary
23	Project Name	BOYS & GIRLS CLUB OF GREATER LOWELL, INC. - Roof Replacement
	Target Area	N/A
	Goals Supported	SL-1.4
	Needs Addressed	Public Facilities
	Funding	CDBG: \$48,500
	Description	Boys and Girls Club of Greater Lowell Inc. will use CDBG funds to partially fund the third phase of a roof replacement of the leaking roof. This project will benefit programs as the Club for low income youth, and improve the quality of the neighborhood facilities for low income youth and residents.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	1 public facility roof
	Location Description	657 Middlesex St
	Planned Activities	See Summary
24	Project Name	BOYS & GIRLS CLUB OF GREATER LOWELL, INC. - Music Clubhouse
	Target Area	N/A

	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Boys and Girls Club of Greater Lowell Inc. is creating a music clubhouse to serve at risk, very low income youth, ages 11-18; who would not otherwise have opportunities for music education.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	20 Persons
	Location Description	657 Middlesex St
	Planned Activities	See Summary
25	Project Name	CAMBODIAN MUTUAL ASSISTANCE, INC. - Cambodian Business Resource Center
	Target Area	N/A
	Goals Supported	EO-1.1
	Needs Addressed	Economic Development
	Funding	CDBG: \$5,000
	Description	The CMAA will provide the linguistic, cultural, and informational context to serve as a bridge between Cambodians and existing agencies.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	75 Businesses
	Location Description	120 Cross St.
	Planned Activities	See Summary
26	Project Name	COALITION FOR A BETTER ACRE - Business Association
	Target Area	N/A
	Goals Supported	EO-1.1

	Needs Addressed	Economic Development
	Funding	CDBG: \$5,000
	Description	CBA will create a Latino Business Association by organizing Latino businesses citywide. The CBA anticipates that collectively, this group will be better able to advocate for and receive the resources they need to improve their business and the financial resources of their families.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	15 Businesses
	Location Description	517 Moody Street
	Planned Activities	See Summary
27	Project Name	COMMUNITY FAMILY, INC. - Alzheimer Outreach Fund
	Target Area	N/A
	Goals Supported	SL-1.2
	Needs Addressed	Non-homeless Special Needs
	Funding	CDBG: \$5,000
	Description	TCF will provide subsidized high quality adult day health services, including specialized Alzheimer care to 10 needy residents. Subsidized services are time limited to assist care-giving families who are facing difficult circumstances. The projects prevent unnecessary nursing home placement, provides care to elders, and supports families.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	10 Persons
	Location Description	236 Broadway St.
	Planned Activities	See Summary
28	Project Name	COMMUNITY TEAMWORK, INC. - SHIFT Coalition
	Target Area	N/A

	Goals Supported	DH-2.3
	Needs Addressed	Homeless/HIV/AIDS
	Funding	ESG: \$44,750
	Description	Funds will be used to help pay for full time homelessness prevention coordinator who serves as a comprehensive point of info and referral to assist clients who are homeless or in danger of homelessness. Also, funds will be used for payments on behalf of clients to pay rent arrearages and start-up costs to prevent homelessness or rapidly rehouse those who are already homeless.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	80 Households
	Location Description	199 Crosby St
	Planned Activities	See Summary
29	Project Name	COMMUNITY TEAMWORK, INC. - Fuel Assistance Program
	Target Area	N/A
	Goals Supported	DH-2.3
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Elderly and low income Lowell residents who have exhausted their fuel assistance benefits or are slightly over income for other fuel assistance programs will receive assistance toward their utility heating bill in order to prevent termination of services. Payments will be made directly to vendors only.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	25 Households
	Location Description	45 Kirk St.

	Planned Activities	See Summary
30	Project Name	COMMUNITY TEAMWORK, INC. - Big Brothers Big Sisters Mentoring
	Target Area	N/A
	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	CDBG funds will be used to match at-risk youth with a carefully screened and trained adult mentors who will spend one-on-one time together. Mentors will serve as a role model, provide friendship, and support to address the individual youth's needs; with the goal of raising self-esteem, increasing decision making skills, and improving academics.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	20 Persons
	Location Description	155 Merrimack St.
	Planned Activities	See Summary
31	Project Name	COMMUNITY TEAMWORK, INC. - YOUTHBUILD OF LOWELL
	Target Area	N/A
	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$7,500
	Description	CDBG FUNDS WILL BE USED TO PROVIDE COMPREHENSIVE SYSTEM OF SERVICES FOR DROPOUTS AT RISK, AGED 17-24 YERS. SERVICES INCLUDE ALTERNATIVE EDUCATION TO ENABLE THE PARTICIPANTS TO EARAN A GED; GEN EMPLOYMENT TRAINING AND TRAINING IN SPECIFIC TECHNOLOGY AND CONSTRUCTION SKILLS ENABLING THE PARTICIPANTS TO GET A JOB; LEADERSHIP SKILLS TO ENABLE THEM TO BE ACTIVE MEMBERS IN THE COMMUNITY.
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	32 Persons
	Location Description	167 Dutton St.
	Planned Activities	See Summary
32	Project Name	COMMUNITY TEAMWORK, INC. - Emergency Hotel Placement
	Target Area	N/A
	Goals Supported	SL-1.3
	Needs Addressed	Public Services
	Funding	CDBG: \$5,000
	Description	This program provides households with an emergency short stay in a local hotel while working to secure permanent stable replacement housing. Typical scenarios include households displaced by fire or other disasters, such as flooding; families displaced by condemnation or closing of a property by the City where households must vacate immediately.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	16 Persons
	Location Description	17 Kirk St.
	Planned Activities	See Summary
33	Project Name	COMMUNITY TEAMWORK, INC. - New Entry's World PEAS Food Hub
	Target Area	N/A
	Goals Supported	SL-1.3
	Needs Addressed	Public Services
	Funding	CDBG: \$8,743

	Description	This project will increase connections to affordable locally produced fruits and vegetables via the World PEAS Food Hub. World PEAS will make available fresh, locally grown produce, to low income residents of Lowell through a SNAP CSA program, double voucher incentives at the Lowell's farmers market, and through community partnerships
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	70 Persons
	Location Description	199 Crosby St
	Planned Activities	See Summary
34	Project Name	COMMUNITY TEAMWORK, INC. - Asset Development / IDA Initiative
	Target Area	N/A
	Goals Supported	DH-2.2
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$10,000
	Description	CDBG funds will be used to match federal dollars awarded through US Dept. of Health and Human Services Asset for Independence Grant. Five participants of Lowell are expected to purchase their first home
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	5 Households
	Location Description	199 Crosby St
	Planned Activities	See Summary
35	Project Name	COMMUNITY TEAMWORK, INC. - Lowell Merrimack Valley Small Business Center
	Target Area	N/A
	Goals Supported	EO-1.2
	Needs Addressed	Economic Development

	Funding	CDBG: \$20,000
	Description	MVSBC will provide technical assistance to low and moderate income entrepreneurs by offering training, counseling, and/or application to the micro-loan program. Through technical and financial assistance, the MVSBC will strengthen Lowell's economy by increasing and stabilizing business, in turn, creating jobs.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	10 Businesses
	Location Description	88 Middle St.
	Planned Activities	See Summary
36	Project Name	GIRLS, INC. OF GREATER LOWELL - Youth Enrichment Programs
	Target Area	N/A
	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Girls Inc. will provide innovative, research based programming to address the gender inequality in our society and the strengths and needs of low-income girls ages 5-18. Programs will focus on topics such as science, technology, economic literacy, and community action.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	100 Persons
	Location Description	220 Worthen St.
	Planned Activities	See Summary
37	Project Name	GREATER LOWELL FAMILY YMCA - Campership
	Target Area	N/A
	Goals Supported	SL-1.1

	Needs Addressed	Public Services
	Funding	CDBG: \$5,000
	Description	Funds will be used to provide low and moderate income children the opportunity to attend YMCA Camp Massapoag, which is a traditional recreational summer camp, which will provide education and outreach to at risk youth.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	50 Persons
	Location Description	35 YMCA Dr.
	Planned Activities	See Summary
38	Project Name	HABITAT FOR HUMANITY OF GREATER LOWELL - Outreach
	Target Area	N/A
	Goals Supported	DH-2.2
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Funds will be used to serve 10 low income families in Lowell's Acre Neighborhood
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	10 Households
	Location Description	124 Main St.
	Planned Activities	See Summary
39	Project Name	HABITAT FOR HUMANITY OF GREATER LOWELL - Critical Repairs
	Target Area	N/A
	Goals Supported	DH-2.2
	Needs Addressed	Affordable Housing

	Funding	CDBG: \$25,000
	Description	CDBG funds will be used to galvanize the Greater Lowell community to serve low income veterans, elderly, and their families by providing expertise, materials and labor for projects that address safety, mobility, visit-ability, and energy efficiency; allowing them to safely remain in their homes
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	5 Households
	Location Description	124 Main St.
	Planned Activities	See Summary
40	Project Name	HOUSE OF HOPE, INC. - The Hope Chest
	Target Area	N/A
	Goals Supported	EO-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	House of Hope will use CDBG funds to offset some of the operational costs of the House of Hope Chest Program. Funding will allow for internship opportunities and job readiness training to homeless and rehoused parents who have little-to-no job experience.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	15 Persons
	Location Description	397 Market St.
	Planned Activities	See Summary
41	Project Name	HOUSE OF HOPE, INC. - House of Hope Shelter
	Target Area	N/A
	Goals Supported	SL-1.3

	Needs Addressed	Homeless/HIV/AIDS
	Funding	ESG: \$10,000
	Description	FUNDS WILL BE USED TO OFFSET SOME OF THE OPERATING COSTS WHICH WILL ALLOW HOUSE OF HOPE TO USE PRIVATE DONATIONS TO PROVIDE DIRECT SUPPORTS SUCH AS TRANSPORTATION, MEDICATION AND EMERGENCYCHILD CARE TO FAMILIES LIVING IN THE SHELTER.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	162 Persons
	Location Description	812 Merrimack St.& 35 Varnum Ave.
	Planned Activities	See Summary
42	Project Name	HOUSE OF HOPE, INC. - Housing Resource Center
	Target Area	N/A
	Goals Supported	SL-1.3
	Needs Addressed	Homeless/HIV/AIDS
	Funding	ESG: \$10,000
	Description	funds will be used to help offset costs for rapid rehousing
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	26 Persons
	Location Description	817 Merrimack St.
	Planned Activities	See Summary
43	Project Name	INSTITUTE FOR HEALTH AND RECOVERY - Project HEAL
	Target Area	N/A
	Goals Supported	DH-2.4
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$29,925

	Description	The Institute for Health and Recovery's Project HEAL provides Tenant-Based Rental Assistance and comprehensive housing case management services to individuals and families in Lowell living with HIV/ AIDS.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	4 Households
	Location Description	97 Central St
	Planned Activities	See Summary
44	Project Name	INTERNATIONAL INSTITUTE OF LOWELL - Homeless Support for Refugees
	Target Area	N/A
	Goals Supported	DH-2.3
	Needs Addressed	Homeless/HIV/AIDS
	Funding	ESG: \$44,750
	Description	funds will be used for low income, at risk refugee residents and families, with case mgmt., to improve housing stability and employment
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	50 Persons
	Location Description	144 Merrimack St.
	Planned Activities	See Summary
45	Project Name	JUSTICE RESOURCE INST. dba JRI HEALTH - Assisted Living Program
	Target Area	N/A
	Goals Supported	DH-1.2
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$182,345

	Description	JRI provides services to individuals and families utilizing a HOPWA subsidy or a TBRA Section 8 subsidy in the Lowell HOPWA region. Services include housing intake and eligibility determination, wait-list management, housing search services, tenant selection, needs assessment, service planning, referrals and ongoing case management. Program has been expanded to assist eligible households in the Greater Lowell area.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	47 Households
	Location Description	Confidential
	Planned Activities	See Summary
46	Project Name	LIFELINKS, INC. - Urban Youth Collaborative
	Target Area	N/A
	Goals Supported	EO-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Funds will be used for a summer employment/education program that introduces Lowell youth from minority and low income environments to explore a career in the field of human services by providing eight weeks of hands-on summer employment in a unique and inspiring 'earn while you learn' program.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	16 Persons
	Location Description	285 Mill Rd.
	Planned Activities	See Summary
47	Project Name	LOWELL ASSOCIATION FOR THE BLIND - Advocacy and Services
	Target Area	N/A

	Goals Supported	SL-1.2
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	CDBG funds will be used to provide comprehensive services and transportation for the blind and visually impaired.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	40 Persons
	Location Description	169 Merrimack St.
	Planned Activities	See Summary
48	Project Name	LOWELL COMMUNITY HEALTH CENTER - Teen BLOCK Reaches Out
	Target Area	N/A
	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	This program at The Lowell Community Health Center is an innovative youth peer leader-led project that includes intensive training for peer leaders. Peer leaders provide health education to pre-teens of the prevention of violence, teen pregnancy, substance abuse, and HIV.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	400 Persons
	Location Description	161 Jackson St.
	Planned Activities	See Summary
49	Project Name	LOWELL HOUSE, INC. - Serving the Dually Diagnosed
	Target Area	N/A
	Goals Supported	SL-1.2

	Needs Addressed	Public Services
	Funding	CDBG: \$9,500
	Description	This project represents a low cost, well leveraged, collaborative approach in serving individuals with co-occurring disorders of addiction, mental illness and addresses this with treatment (medical and case mgmt.)
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	20 Persons
	Location Description	555 Merrimack St.
	Planned Activities	See Summary
50	Project Name	LOWELL HOUSE, INC. - HIV/AIDS Housing Information Services
	Target Area	N/A
	Goals Supported	DH-1.2
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$54,050
	Description	Lowell House provides services to HIV/ AIDS clients in their homes and on-site. Services include case-management, substance abuse treatment, intensive care, nutritional services, daily living supports, transportation, housing information and placement.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	30 Households
	Location Description	555 Merrimack St.
	Planned Activities	See Summary
51	Project Name	LOWELL HOUSE, INC. - HIV/AIDS Supportive Services
	Target Area	N/A
	Goals Supported	DH-1.2

	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$50,688
	Description	Lowell House provides services to HIV/AIDS clients in their homes and on-site. Services include case management, substance abuse treatment, intensive care, nutritional services, daily living supports, transportation, housing information and placement.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	50 Households
	Location Description	555 Merrimack St.
	Planned Activities	See Summary
52	Project Name	LOWELL PARKS & CONSERVATION TRUST, INC. - Urban Forestry Project
	Target Area	N/A
	Goals Supported	SL-3.2
	Needs Addressed	Public Facilities
	Funding	CDBG: \$32,000
	Description	Urban Forestry Project provides technical support to community forestry and streetscape improvement projects throughout the City, in cooperation with a variety of partners. Funds are used to purchase trees and support staff time for technical assistance and planning.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	5 facilities assisted
	Location Description	Citywide
	Planned Activities	See Summary
53	Project Name	LOWELL TELECOMMUNICATIONS CORP. - Studio B
	Target Area	N/A
	Goals Supported	SL-1.4

	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	CDBG funds will be used to purchase production switches, computers and boards to assist in producing 7 weekly shows in various languages for public access TV.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	400 Persons
	Location Description	246 Market St.
	Planned Activities	See Summary
54	Project Name	LOWELL TELECOMMUNICATIONS CORP. - Studio B Redesign
	Target Area	N/A
	Goals Supported	SL-3.2
	Needs Addressed	Public Facilities
	Funding	CDBG: \$20,000
	Description	Funds will be used for environmental disposal, appraisal, and engineering design of Studio B.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	500 Persons
	Location Description	246 Market St.
	Planned Activities	See Summary
55	Project Name	LOWELL WEST END GYM - Youth Boxing Program
	Target Area	N/A
	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$7,500

	Description	CDBG funding will be used to lease monthly space to continue the operation of the West End Gym, which offers instructional boxing and physical fitness to boys and girls.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	120 Households
	Location Description	850 Lawrence St.
	Planned Activities	See Summary
56	Project Name	LOWELL WISH PROJECT - Beds 4 Kids
	Target Area	N/A
	Goals Supported	SL-2.1
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	CDBG funds will be used to provide families moving out of homelessness with free furniture and home goods so they can better afford food and stay housed and healthy.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	50 Persons
	Location Description	1A Foundry St.
	Planned Activities	See Summary
57	Project Name	MENTAL HEALTH ASSOCIATION OF GREATER LOWELL - Bilingual Advocates
	Target Area	N/A
	Goals Supported	SL-1.2
	Needs Addressed	Non-homeless Special Needs Public Services
	Funding	CDBG: \$8,000

	Description	Funds will be used to expand bilingual advocacy services to Spanish and Khmer speaking low income residents in need of mental health and substance abuse counseling.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	80 Persons
	Location Description	99 Church St.
	Planned Activities	See Summary
58	Project Name	MERRIMACK VALLEY CATHOLIC CHARITIES - Food Pantry Collaborative
	Target Area	N/A
	Goals Supported	SL-1.3
	Needs Addressed	Public Services
	Funding	CDBG: \$30,000
	Description	A collaboration between MVCC, CFM, and OP pantries will provide food to those in need in Lowell. 99% of clients fall into the 0% to 50% of median family income under federal guidelines.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	1000 Persons
	Location Description	70 Lawrence St.
	Planned Activities	See Summary
59	Project Name	MERRIMACK VALLEY FOOD BANK, INC. - Food Distribution Program
	Target Area	N/A
	Goals Supported	SL-1.3
	Needs Addressed	Homeless/HIV/AIDS Public Services
	Funding	CDBG: \$10,000

	Description	The Merrimack Valley Food Bank distributes food to soup kitchens, food pantries, shelters and residential programs, serving low-income individuals and families. CDBG funds will be used to support the day-to-day operations of the Food Bank's programs. More than 100 local organizations receive food through the MVFB including three pantries that provide food directly to Lowell households. Collaboration with 35 organizations.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	35 Organizations
	Location Description	735 Broadway St.
	Planned Activities	See Summary
60	Project Name	MERRIMACK VALLEY FOOD BANK, INC. - Mobile Pantry
	Target Area	N/A
	Goals Supported	SL-1.3
	Needs Addressed	Non-homeless Special Needs
	Funding	CDBG: \$10,000
	Description	MOBILE PANTRY IS A COMMUNITY-BASED HEALTH AND NUTRITION SERVICE PROGRAM ADDRESSING A SPECIFIC COMMUNITY NEED OF MAINTAINING GOOD HEALTH OF THE LOW INCOME ELDERLY/DISABLED PEOPLE BY PROVIDING NUTRITIOUS FOOD AS WELL AS HEALTH INFORMATION AND SERVICES.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	305 Persons
	Location Description	735 Broadway St.
	Planned Activities	See Summary
61	Project Name	MERRIMACK VALLEY HOUSING PARTNERSHIP - MVHP First Time Homebuyer Down payment Assistance
	Target Area	N/A

	Goals Supported	DH-2.1
	Needs Addressed	Affordable Housing
	Funding	HOME: \$55,000
	Description	PROVIDE DOWNPAYMENT ASSISTANCE TO ELIGIBLE, LOW INCOME, FIRST TIME HOME BUYERS. PROGRAM WORKS IN CONJUNCTION WITH THE CITY'S FTHB PROGRAM WHICH OFFERS DOWNPAYMENT ASSISTANCE TO ELGIBLE HOME BUYERS.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	22 Households
	Location Description	67 Middle St.
	Planned Activities	See Summary
62	Project Name	MERRIMACK VALLEY HOUSING PARTNERSHIP & CMAA - MVHP First Time Homebuyer Training
	Target Area	N/A
	Goals Supported	DH-1.4
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$8,500
	Description	CAMBODIAN MUTUAL ASSISTANCE ASSOC will collaborate with the Merrimack Valley Housing Partnership to offer a pre-purchase counseling program to first-time homebuyers who speak Khmer. The Cambodian Mutual Assistance Association will collaborate with the Merrimack Valley Housing Partnership to offer a pre-purchase counseling program to first-time homebuyers who speak Khmer.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	50 Households
	Location Description	67 Middle St.

	Planned Activities	See Summary
63	Project Name	MIDDLESEX COMMUNITY COLLEGE - Out of School Youth Development
	Target Area	N/A
	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	FUNDS ENABLE STUDENTS TO EARN THEIR GEDS AND RECEIVE VARIOUS SUPPORTS NECESSARY TO ENROLL IN POST-SECONDARY EDUCATION, CAREER TRAINING AND/OR EMPLOYMENT. AT THE OUT-OF-SCHOOL YOUTH DEVELOPMENT CENTER AT MIDDLESEX COMMUNITY COLLEGE, HIGHLY AT-WISK STUDENTS RECEIVE ACADEMIC TUTORING, GED TESTING, SUPPORT SERVICES AND EMPLOYMENT PREPARATION. PROGRAM FOCUSES ON ENROLLING ELIGIBLE STUDENTS IN NURSING ASSISTANCE AND HOME HEALTH AID CERTIFICATION COURSES AFTER PASSING THEIR GED EXAMS.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	20 Persons
	Location Description	33 Kearney Square
	Planned Activities	See Summary
64	Project Name	RECREATIONAL ADULT RESOURCE ASSOCIATION - RARA Programs and Services
	Target Area	N/A
	Goals Supported	SL-1.2
	Needs Addressed	Non-homeless Special Needs
	Funding	CDBG: \$5,000
	Description	RARA has been providing social, recreational, athletic and life-enhancing programs to developmentally challenged adults since 1968. Funds received from Lowell's CDBG will help us continue to provide these much-needed services to this growing population.
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	34 Persons
	Location Description	295 High St.
	Planned Activities	See Summary
65	Project Name	SOUTH MIDDLESEX OPPORTUNITY COUNCIL - SMOC HOPWA Program
	Target Area	N/A
	Goals Supported	DH-2.1
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$57,156
	Description	Funds will be used to provide intensive housing search and placement activities for individuals living with HIV/ AIDS in Southwestern Middlesex County, many of whom are at risk of becoming homeless.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	55 Households
	Location Description	Confidential
	Planned Activities	See Summary
66	Project Name	ST. PAUL'S SOUP KITCHEN - Staffing
	Target Area	N/A
	Goals Supported	SL-1.3
	Needs Addressed	Public Services
	Funding	CDBG: \$8,000
	Description	Funds will help to retain part time employee at the food shelter
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	300 Persons
	Location Description	273 Summer St.
	Planned Activities	See Summary
67	Project Name	TRI-CITY COMMUNITY ACTION PROGRAM, INC. - TRI-CAP Benefits and Specialized Housing
	Target Area	N/A
	Goals Supported	DH-1.2
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$51,499
	Description	Tri-City CAP provides case management and supportive services for persons with HIV/ AIDS.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	50 Households
	Location Description	Confidential
	Planned Activities	See Summary
68	Project Name	TRINITY FINANCIAL - Innovation Hub at 110 Canal St. HCD
	Target Area	N/A
	Goals Supported	EO-1.2
	Needs Addressed	Economic Development
	Funding	CDBG: \$23,000
	Description	CDBG funds will be used to support the creation of an Innovation Hub at 110 Canal St. in the HCD. The award will be dispersed over 3 years beginning in FY14-15.
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	1 Business
	Location Description	110 Canal St.
	Planned Activities	See Summary
69	Project Name	UNITED TEEN EQUALITY CENTER - GED Pathways to Foster Success
	Target Area	N/A
	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	UTEC's target population is youth ages 16-24 with proven risk factors including homelessness, gang or court involvement, or pregnancy/parenting. These low income youth need targeted services to overcome their barriers to employment including job training, drivers ed. and substance abuse treatment. CDBG funds will be used to expand UTEC's Workforce Development Program, providing skills training, GED instruction, and wrap around support.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	60 Persons
	Location Description	34 Hurd St.
	Planned Activities	See Summary
70	Project Name	UNITED TEEN EQUALITY CENTER - Promoting Local Foods and Jobs for Youth
	Target Area	N/A
	Goals Supported	SL-1.4
	Needs Addressed	Public Facilities
	Funding	CDBG: \$50,000

	Description	This project will combine UTEC's expertise in transitional services for proven-risk youth with Mill City Grows expertise in urban food production, to create locally sourced food products, and new jobs in UTEC's culinary social enterprises, and job skills for youth for future employment in the food industry
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	15 Persons
	Location Description	34 Hurd St.
	Planned Activities	See Summary
71	Project Name	VICTORY PROGRAMS, INC. - Ruah House
	Target Area	N/A
	Goals Supported	DH-1.2
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$43,869
	Description	Victory Programs Inc. Ruah House, will provide supportive services to persons with HIV/ AIDS, with a focus on individuals located in the Southern portion of Middlesex County.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	7 Households
	Location Description	Confidential
	Planned Activities	See Summary
72	Project Name	WHISTLER HOUSE - Youth Summer Art Program
	Target Area	N/A
	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$5,000

	Description	This new summer art program will offer a series of 4 - 1 week summer courses in art, sculpture, painting, photography, and theme bases classes.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	18 Persons
	Location Description	243 Worthen St.
	Planned Activities	See Summary
73	Project Name	WHISTLER HOUSE - WH Bldg. Restoration Project - Phase 3
	Target Area	N/A
	Goals Supported	SL-3.2
	Needs Addressed	Public Facilities
	Funding	CDBG: \$25,000
	Description	The Whistler House Museum of Art Building Stabilization Project Phase III includes repair and restoration of the historic 1858 kitchen (walls, woodwork, floors, cabinetry, sink, plumbing, electrical, windows)
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	1 Public Facility
	Location Description	243 Worthen St.
	Planned Activities	See Summary
74	Project Name	YWCA OF LOWELL - Youth Enrichment Training Institute
	Target Area	N/A
	Goals Supported	SL-1.1
	Needs Addressed	Public Services
	Funding	CDBG: \$5,000

	Description	The YWCA Youth Enrichment Training Institute will support after school training programs for teens that have aged out of the DCF-supported Prime Time Program. The YETI will engage youth ages 14-16 years old who often fall between the cracks of youth services; provide this group with opportunities to explore difficult adolescent issues and develop initiatives to engage and educate the community about these issues.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	12 Persons
	Location Description	Acre Youth Center, 41 Rock St.
	Planned Activities	See Summary
75	Project Name	YWCA OF LOWELL - Acre Youth Center Phase VI Rehab
	Target Area	N/A
	Goals Supported	SL-1.4
	Needs Addressed	Public Facilities
	Funding	CDBG: \$10,000
	Description	CDBG funds will be used to support the construction and renovation of the YWCA Acre Youth Center. Upgrade of lighting to reduce operating costs and reduce inefficiencies, paint, and phone jacks.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	1 Public Facility
	Location Description	Acre Youth Center, 41 Rock St.
	Planned Activities	See Summary
76	Project Name	YWCA OF LOWELL - MILL CITY GROWS - Community Garden Program
	Target Area	N/A
	Goals Supported	SL-1.4
	Needs Addressed	Public Services

	Funding	CDBG: \$10,000
	Description	Mill City Grows will implement a community garden Manager to manage three community gardens. The manager will support diverse residents in growing of fruits and vegetables. CDBG funds will support staff time to recruit participants, support daily operations at all three sites, and coordinate training, workdays and events.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	400 Persons
	Location Description	36 Smith, 66 w. 3rd St. and Rotary Park
	Planned Activities	See Summary
77	Project Name	CITY OF LOWELL, DPD - Urban Renewal Area Spot Blight
	Target Area	N/A
	Goals Supported	SL-3.1
	Needs Addressed	Infrastructure
	Funding	CDBG: \$25,000
	Description	Funds to be used in designated urban renewal areas: Jackson, Appleton, Middlesex (JAM), ACRE and/or Hamilton Canal District (HCD)
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	TBD
	Location Description	TBD (JAM, Acre, or Tanner St. Areas)
	Planned Activities	See Summary
78	Project Name	REBUILDING TOGETHER LOWELL - Build Day
	Target Area	N/A
	Goals Supported	DH-2.2
	Needs Addressed	Affordable Housing

	Funding	CDBG: \$5,000
	Description	This project will rehab the homes of 3-8 families in the City of Lowell, to ensure they are safe, warm, and dry.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	five families
	Location Description	Citywide
	Planned Activities	See Description
79	Project Name	INDEPENDENT WAYS
	Target Area	N/A
	Goals Supported	DH-1.2
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$25,000
	Description	Independent Ways, formerly Lynn Shelter Association, provides case management and housing advocacy to 42 clients currently receiving rental assistance from LHAND. In addition, the agency coordinates services to eligible clients from the emergency shelter, Veterans program and chronic homeless pilot project. It is also expected that Independent Ways will be working closely with Lynn Community Health Center and other community based organizations to have more of an impact on the HOPWA eligible individuals residing in the Lynn area.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	42 clients to be served
	Location Description	confidential
	Planned Activities	See summary
80	Project Name	Lynn Housing Authority / Neighborhood Development - Rental Assistance
	Target Area	N/A

	Goals Supported	DH-2.4
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$15,587
	Description	LHAND administers a rental start-up and homelessness prevention programs. Under the rental start-up program clients are eligible to receive first month's rent, last month's rent and/or a security deposit. Under the homelessness prevention program clients are eligible to receive up to 21 weeks of rental assistance to pay back rent and on-going rent to avoid homelessness. It is estimated that approximately 12 clients will be serviced through these programs.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	12 Clients to be served
	Location Description	Confidential
	Planned Activities	See Summary
81	Project Name	Lynn Housing Authority / Neighborhood Development - Housing Information Services
	Target Area	N/A
	Goals Supported	DH-1.2
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$15,000
	Description	As the Essex County administrator for HOPWA funds, LHAND has assumed a coordinating role for the provision of housing services, information and technical assistance to improve services to the HOPWA eligible population. It is estimated that approximately 160 clients will be serviced countywide through these programs. In addition, this line item provides staff support for LHAND's rental start-up and homelessness prevention program.
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	160 Clients to be served
	Location Description	Confidential
	Planned Activities	See Summary
82	Project Name	Lynn Housing Authority / Neighborhood Development - Sagamore Hill Apartments
	Target Area	N/A
	Goals Supported	DH-2.4
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$25,000
	Description	Two years ago The Washington Square Residence opened with 2 rooms set aside for HOPWA eligible individuals. These permanent units were made possible through the \$50,000 HOPWA construction grant given by the City to increase the supply of housing for this specialized population. This year, the Committee approved a \$25,000 set aside to be used for the creation of additional affordable rental units in conjunction with a major rehab project located in the Sagamore Hill District.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	2 units to be created
	Location Description	Confidential
	Planned Activities	See Summary
83	Project Name	COMMONWEALTH LAND TRUST - Windsor House Rental Assistance
	Target Area	N/A
	Goals Supported	DH-2.4
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$130,000

	Description	The Commonwealth Land Trust will provide 15 to 20 units of SRO housing at the Windsor House located in Lawrence, MA. CLT will provide case management and create Individual Service Plans for all clients. The 15 to 20 units provided will help the needs of this vulnerable population in the Lawrence area. The program at Windsor House is designed to break the cycle of homelessness for individuals diagnosed with HIV/AIDS and other complicating challenges such as mental illness and/or substance abuse. The target population for the HOPWA program will be single homeless men and women with disabilities primarily from emergency shelters. HOPWA funds in the amount of \$130,000 will be used for this activity.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	15 Clients to be served
	Location Description	Confidential
	Planned Activities	See Summary
84	Project Name	EMMAUS - Rental Assistance
	Target Area	N/A
	Goals Supported	DH-2.4
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$32,000
	Description	LHAND subcontracts with Emmaus located at 127 How Street, Haverhill, MA to administer a rental assistance program in the Lower Merrimack Valley region of Essex County. Emmaus runs a rental start-up program and homelessness prevention program. These programs will assist approximately 20 clients in paying their rent and utilities to prevent homelessness or to secure permanent affordable housing. HOPWA funds in the amount of \$30,000 will be used for this activity.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	20 clients to be served

	Location Description	confidential
	Planned Activities	See Summary
85	Project Name	EMMAUS - Supportive Services
	Target Area	N/A
	Goals Supported	DH-1.2
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$48,000
	Description	LHAND subcontracts with Emmaus located at 127 How Street, Haverhill, MA to provide housing services to clients. Program services include but are not limited to counseling, information and referral services to assist approximately 65 clients to locate, acquire, finance and maintain housing.
	Target Date	6/30/2014
	Estimate the number and type of families that will benefit from the proposed activities	65 clients to be served
	Location Description	confidential
	Planned Activities	See Summary
	86	Project Name
Target Area		N/A
Goals Supported		DH-1.2
Needs Addressed		Homeless/HIV/AIDS
Funding		HOPWA: \$50,000
Description		LHAND subcontracts with North Shore Community Action Program (NSCAP) located at 98 Main Street, Peabody, MA, to provide housing information services, housing supportive services and homelessness prevention to low-income people living with HIV/AIDS. The main goals of this program are to obtain permanent affordable appropriate housing to approximately 60 plus households that are homeless or imminently homeless and to ensure that all placed clients maintain permanent housing. HOPWA funds in the amount of \$50,000 will be used for this activity
Target Date		6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	60 clients to be served
	Location Description	confidential
	Planned Activities	See Summary
87	Project Name	SERENITY SUPPORTIVE HOUSING - Rental Assistance
	Target Area	N/A
	Goals Supported	DH-2.4
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$12,000
	Description	LHAND will subcontract with Serenity House for housing support services on behalf of their permanent congregate housing program in Topsfield. The agency provides housing to 15 men and women in the Nike Village, which consists of four three-bedroom ranch style houses. HOPWA Funds in the amount of \$12,000 will provide short-term rental assistance.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	15 clients to be served
	Location Description	confidential
	Planned Activities	See Summary
88	Project Name	FY 14-15 CDBG Contingency Reserves
	Target Area	N/A
	Goals Supported	SL-1.4
	Needs Addressed	Homeless/HIV/AIDS Non-homeless Special Needs Affordable Housing Public Facilities Infrastructure Economic Development

	Funding	CDBG: \$66,540
	Description	Reserved for unforeseen projects
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	n/a
	Planned Activities	See Summary
89	Project Name	FY 14-15 HOME Contingency Reserves
	Target Area	N/A
	Goals Supported	DH-1.1 DH-1.2 DH-1.3 DH-1.4 DH-2.1 DH-2.2 DH-2.3 DH-2.5 SL-1.1 SL-1.2 SL-1.3 SL-1.4 SL-2.1 SL-3.1 SL-3.2 SL-3.3 EO-1.1 EO-1.2 EO-1.3
	Needs Addressed	Affordable Housing
	Funding	HOME: \$462,672
	Description	Reserved for unforeseen projects
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	n/a
	Planned Activities	See Summary
90	Project Name	FY 14-15 ESG Contingency Reserves
	Target Area	N/A
	Goals Supported	SL-1.3
	Needs Addressed	Homeless/HIV/AIDS
	Funding	ESG: \$21,931
	Description	Reserved for unforeseen projects
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	n/a
	Planned Activities	See Summary
91	Project Name	FY 14-15 HOPWA Contingency Reserves
	Target Area	N/A
	Goals Supported	DH-1.2
	Needs Addressed	Homeless/HIV/AIDS
	Funding	HOPWA: \$116,708
	Description	Reserved for unforeseen projects
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	n/a

	Location Description	n/a
	Planned Activities	See Summary

AP-50 Geographic Distribution

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

According to the 2010 U.S. Census, Lowell is home to 106,519 people, 40% of whom were members of minority groups (including White Latinos). Since 1980, Lowell has been experiencing significant growth in its minority populations, the largest and fastest growing of these include Southeast Asians and Latinos. Of late, Lowell has also seen a growing population of refugee communities from Burma and Iraq. These trends are expected to continue over the coming years.

The City will continue to use the most current Low and Moderate Summary Income Data U.S. Census Block Group level information to prioritize the use of funds, until HUD has released updated income information for entitlement communities. Of Lowell's 84 census block groups, 61 have populations with low- to moderate-income percentages greater than 51%. Twenty-five of these block groups have populations with percentages greater than 70%. These block groups are primarily concentrated in the urban center.

Geographic Distribution

Rationale for the priorities for allocating investments geographically

Because the primary national objectives of HUDs programs are to benefit low-income and moderate-income residents, Lowell's block grant program funds will be targeted to low-income and moderate-income neighborhoods and activities that benefit the City as a whole, the majority of whose residents are low- or moderate-income. Guided by the eligibility requirements of the various Consolidated Plan programs, the City of Lowell has recognized the priority need categories for the five-year planning period. Relative priorities and target funding proportions were established through the synthesis of the needs information obtained through the plan development process described elsewhere in this document.

Since 2005 Lowell has received a direct allocation of HOPWA funding to administer on behalf of Middlesex County, because Lowell is the most populous City in Middlesex County. Beginning with the 2014-15 program year Lowell will also administer HOPWA funds on behalf of Essex County. This modification comes as the result of changes in the way OMB delineates population data for Metropolitan Statistical Areas. This block grant is designated to serve persons throughout Middlesex County as well as Essex County who are living with HIV/AIDS and their families. For this program, funds will be allocated to eligible recipients county-wide whose programs serve this population. It is anticipated that the funds will be targeted to organizations whose service areas include the urban centers within the two Counties, including Cambridge, Framingham, Haverhill, Lawrence, Lowell, Lynn, Peabody, Somerville, and Topsfield where the greatest percentage of persons with HIV/AIDS reside.

Discussion

During the 2009-2010 Program Year, Lowell launched a Neighborhood Impact Initiative to target resources in block groups where more than 51% of residents are low- or moderate-income and where significant deterioration has led to limited private investment and declining property values. This comprehensive program helps stabilize and revitalize neighborhoods through the concentrated investment of staff and financial resources from all City departments. Activities include improvements to neighborhood facilities, parks, and infrastructure through divisions of the Department of Public Works; enhanced inspections by officials from the Building Department; coordinated actions by public safety departments; and significant capital investment to enhance the appearance of the targeted area.

The City will direct resources to a different neighborhood each year, with a goal of addressing all of Lowell's low- and moderate-income neighborhoods over a 5-6 year period. By concentrating resources in a target area, the City hopes to maximize the value and impact of its actions and expenditures. Consistent with the recommendations of the City's Comprehensive Master Plan, particular focus will be paid to the commercial centers and public squares within CDBG-eligible neighborhoods, where impacts will be felt by the broadest possible cross-section of neighborhood residents.

The program will be seeded with \$275,000 in FY 14-15 CDBG funds, along with portions of other funding including Massachusetts Chapter 90 funds for street and sidewalk improvements, housing rehabilitation and lead-paint abatement funding, economic development initiatives, and grant-funded policing initiatives. The neighborhood slated for targeted investment in this year's Action Plan is the Lower Belvidere Neighborhood.

AP-55 Affordable Housing

Introduction

During the 2014-15 program year, Lowell intends to use more than \$1,596,690 in Consolidated Plan funding to support projects that meet HUD's decent affordable housing performance measurement objective. Specific activities are listed in the annual goals and objectives section of this report. The City of Lowell will follow HUD's standard format for housing-related goals and specific objectives to help guide the use of federal funds. These goals are listed in 2010-2015 Consolidated Plan and again in the Annual Goals and Objectives section of this Annual Action Plan. In addition to meeting one of HUD's standard objectives, proposed projects must address at least one of the City's Housing Priorities described below. Support projects that are consistent with the housing goals of the City's Comprehensive Master Plan, Expand housing opportunities in Lowell's Downtown, Promote homeownership opportunities, Redevelop vacant and abandoned properties for affordable housing,

Support the Julian D. Steele Replication and Reinvention Plans, Implement the goals of the City's 10-Year Plan to End Homelessness Additional discussion about the City's plans to foster and maintain affordable housing is included in the Other Actions chapter of this document.

One Year Goals for the Number of Households to be Supported	
Homeless	1,776
Non-Homeless	10,531
Special-Needs	3,294
Total	15,601

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	59
The Production of New Units	2
Rehab of Existing Units	3
Acquisition of Existing Units	0
Total	64

Table 11 - One Year Goals for Affordable Housing by Support Type

Discussion

In addition to the 64 households expected to receive direct housing assistance through rental subsidies or rehabilitation costs, at least 700 rental units are expected to be inspected as part of the City's code enforcement activities. Approximately 190 households with HIV/AIDS are expected to receive housing information services and other housing-related support while another 80 households are expected to receive pre-purchase housing counseling and/or down payment assistance. These activities are listed in more detail in the Projects section of this report.

AP-60 Public Housing

Introduction

The City of Lowell works closely with the Lowell Housing Authority (LHA) to encourage public housing improvements and public housing residents' involvement.

Lowell's Five-Year Consolidated Plan supports the PHA Plan with the following actions and commitments:

- Use of HOME and CDBG funds to expand the supply of affordable housing in the region;
- Use of HOME and CDBG funds to stabilize neighborhoods in which there is an excessive concentration of poverty, including some in which there are LHA developments.

The LHA has identified several goals that are consistent with the City's prioritized use of funds. These include collaborating with other local non-profits to help families achieve self-sufficiency and expand the homeownership program.

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

During the 2014-15 program year the LHA expects to take the following actions to address their facility needs:

- Develop new housing using Replacement Housing Funds, Section 32, Project Based Section 8 (set aside 24 additional vouchers);
- Create 25 accessible units of Low Rental Public Housing per agreement with HUD in connection with Federalization of a State public housing project; seven new units have been created to date
- Identify small units which can be combined into larger and ADA accessible units;
- Diminish the scattered site inventory by sale to tenants, disposition to investors or by demolition and replacement. Review the new Rental Assistance Demonstration as a possible approach;
- Review the barriers to marketability in LRPD developments and develop a plan to improve them;

Other actions under management options include:

- De-concentrate poverty by exploring the use of multiple payment standard tiers for Housing Choice Vouchers; the Julian Steele counseling program for households being relocated has been successfully completed
- Fine tune asset management to be more effective in practice; and
- Improve MIS so that it supports better asset management by developing more consistent reports, and conduct a network audit to guide improvements.

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

During the 2014-15 program year, the LHA plans to take the following actions to encourage public housing residents to become more involved in management and participate in homeownership:

- Attract more service organizations to serve LHA residents;
- Identify eligible residents and recruit them for Housing Choice Voucher and Low Rent Public Housing Family Self Sufficiency programs; current enrollment for both programs is 58.
- Continue to add translated documents to the LEP library; create a catalogue of these documents for access online by staff and residents;
- Expand the scope and number of enrichments programs, especially for public housing youth in the school system; pursue educational grant opportunities
- Hire new staff/consultant to work with and identify needs of residents who are mentally disabled, impaired, especially the non-elderly;
- Identify residents who may be eligible for homeownership programs

AP-65 Homeless and Other Special Needs Activities

Introduction

In partnership with Federal and State partners, the Lowell Continuum of Care (CoC) is a comprehensive system within the City of Lowell, committed to addressing the problem of homelessness by employing the strategic use of housing and service resources to move homeless individuals and families into stable permanent housing. CoCs are coordinated, multi-agency efforts to shift the community from a system focused on an expensive shelter-based system to one focused more cost effectively on housing. Over the next 12 months the Lowell CoC will continue to direct efforts to enhance the goals outlined below to reduce and end homelessness. In addition, the CoC will expand its work with homeless veterans in partnership with HUD and the VA primarily through the Edith Norse Rogers VA Hospital, the Veteran's Northeast Outreach Center, and the MA Dept. of Veterans' Services. Lowell is also committed to ending youth homelessness. In January the CoC participated in the first statewide count of homeless youth in the nation.

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

Families: According to the 2014 Point in Time (PIT) Count, conducted in Lowell in January, there were 372 total persons in households with children in Lowell's family shelters. This represents an 8% increase in the number of families experiencing homelessness since 2013. There were no unsheltered households with children reported at this time. A strong network of community organizations helps ensure that the needs of homeless families are assessed and met. Community Teamwork, Inc., a local multi-social service provider makes information on homeless assistance programs available to consumers receiving fuel assistance, food stamps, WIC, veterans' assistance, and other benefits through mailings, email, and online. Assessments focus on a household's financial stability and ability to maintain housing. Information is also dispersed through a network of community, cultural, and faith-based organizations. This outreach includes immigrant and minority groups. All inquiries from families to local shelters are redirected to CTI and/or the Massachusetts Department of Housing and Community Development for assistance.

Individuals: The CoC's recent PIT Count reported 211 homeless individuals in Lowell (a 4% decrease from 2013). Improvements in outreach services were made over the course of the past 2 years that will help assess the needs of homeless individuals and direct them to appropriate services. These improvements included the relocation of a day-services program out of a residential neighborhood and into a location more accessible to homeless population; sharing a multi-agency point person to help transition individuals to shelter and case management. Trained outreach specialists at a number of Lowell shelter service programs engage unsheltered individuals on a regular basis on the street, in known campsites,

during winter emergency housing programs and at day/meals programs. This outreach has helped homeless individuals to obtain identification documents, access medical, mental health, and addiction services; as well as other mainstream benefits and housing. In late 2013 the City awarded \$120,000 in HOME funds to the Lowell Transitional Living Center to operate a TBRA program exclusively for unsheltered homeless individuals. The program was formally launched in January 2013 and is expected to run for two years with the option to renew should the program prove effective.

Addressing the emergency shelter and transitional housing needs of homeless persons

It is the Lowell CoC members' goal to move families and individuals out of emergency shelter and transitional housing programs to appropriate permanent housing with services, if needed, as quickly as possible. Lowell's CoC providers use state and federal resources efficiently and cost-effectively to address the housing needs of homeless families and individuals, including several rapid re-housing programs. These include the Massachusetts Emergency Assistance Shelter Program, HomeBASE, and Rental Assistance for Families in Transition; and the federally funded Emergency Solutions Grant program. Households are assessed not only for their eligibility for assistance under these resources but also for their financial stability and ability to maintain housing once they move out of the shelter environment. The Lowell shelter providers coordinate the case management and supportive services needed to ensure housing stability for their clients.

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

There are currently 36 units of Permanent Supportive Housing designated for chronically homeless mentally ill homeless individuals. The CoC's goal in ending chronic homelessness is to place individuals in affordable units with clinical, case management and housing stabilization services provided by organizations funded by MassHealth /Medicare/Affordable Care Act. Organizations that specialize in acute, in home care for adults with chronic mental health challenges. In addition financial management program such as those that provide representative payee services are critical to ensuring that limited funding support is used to pay monthly rental costs and utility fees.

To shorten the period of time that individuals and families remain in shelter, the CoC has employed all available tools provided by federal and state ESG funds and DHCD funding programs including MA Rental Voucher Program; and Rental Assistance for Families in Transition (RAFT) and HomeBASE program flexible funding for FAMs to rapidly exit shelter to reduce the length of time individuals and families remain homeless. In addition the city, as mentioned earlier, has recently awarded \$120,000 in HOME/TBRA funds over two years to help move some of Lowell most vulnerable unsheltered persons

from the street directly to housing.

Working with the VA 33 VASH vouchers have been awarded for veterans in Lowell and the time it takes for veterans to secure Social Security Insurance and Social Security Disability Insurance has dropped to as little as 30 days.

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.

The City is allocating more than 70% of its 2014-15 ESG funds to homelessness prevention activities. These activities will provide both direct financial assistance as well as case management services to individuals, families, and unaccompanied youth who are risk of becoming homeless and help ensure that they remain stably housed. ESG subrecipients work with public and private programs that provide social services, education and employment assistance, housing services, and physical and mental health services. Additionally, during the 2014-15 program year, the Lowell CoC will partner with state and regional partners to assist low-income individuals and families avoid becoming homeless as a result of being discharged from publicly funded institutions and systems of care. Specific activities will include working with the Massachusetts Department of Child and Families to reach you being discharged from foster care; working with area hospitals and health care providers and mental health facilities to ensure that no persons are discharged from health care facilities to the street; coordinate with the Massachusetts Department of Correction to ensure that houses of correction and prison facilities do not discharge inmates to the streets or shelters.

AP-70 HOPWA Goals

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	48
Tenant-based rental assistance	13
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	15
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	76

AP-75 Barriers to affordable housing

Introduction

The City of Lowell continues to work to eliminate barriers that may limit the production or feasibility of affordable housing construction that are within the capacity of a local government to address. Foremost among these are zoning and land-use regulations. In December of 2004, the Lowell City Council adopted a comprehensive reform of the City's zoning regulations, consistent with the 2003 Master Plan. In 2013 the Council endorsed *Sustainable Lowell: 2025*, a substantial update to the 2003 Plan. The document weaves the concepts of social, economic, and environmental sustainability into each section. Objectives of the section on Housing Choice aim to provide a range of safe, fair, high quality and affordable housing opportunities for residents of all backgrounds.

Under the current zoning, more than 38% of the City's land area is zoned to allow multi-family development in residential or mixed-use zoning districts. The City allows significant density in these zones as described in Table 4-1. Even the most restrictive single-family zone allows more than four units per acre. In addition, the City's Zoning Ordinance encourages the conversion of existing buildings including schools, churches, firehouses and obsolete industrial buildings into multi-family residential uses, even when those buildings are located in single-family zoning districts. In certain urban mixed-use zoning districts parking restrictions are limited to one space per unit, and a by-right waiver for half of residential parking requirements is provided if a parking structure is located between 400 to 1,500 feet from the project site based on the zoning district.

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

Over the course of the 2014-2015 Program Year, the City anticipates continuing to implement the provisions of Lowell's Zoning Ordinance and evaluating its effectiveness at meeting the goals of the Master Plan including promoting the concept of Lowell as a "Lifetime City." Particular attention will be paid to how the code impacts affordable housing projects. The Lowell City Council recently voted to extend the Smart Growth Overlay District to include 169.1 and 169.2 Bridge Street in downtown Lowell. The site, a portion of the former Mass Mills building, is currently in negotiations to construct 70 total residential units with 61 affordable housing units provided at 60 AMI in the first phase. The adoption of the zoning amendment allows as-of-right permitting under an expedited timeline with the Lowell Historic Board. The City committed HOME funds in FY13-14 to support this project and recently DHCD announced an award to fund the project. The project is expected to be underway during the 2014-15 program year.

A previously approved project located at 109 Jackson Street to convert vacant mill space into 52

apartments (of which 26 will be affordable) recently received a MassHousing grant for \$2.3-million to assist with the implementation of the project. Since receiving that grant, the project has gained traction and building permits were issued in December 2013. Additionally, vacant space located at 430 Broadway Street was approved for conversion to affordable units by the Planning Board and Zoning Board of Appeals. The additional 3 units consist of two 2-bedroom units and one 3-bedroom unit geared toward homeless families.

Lowell's permit fees and development review process are also some of the least burdensome in the region. The City does not charge development impact fees or technical review fees that are permitted under Massachusetts General Law and places no special permitting reviews on affordable housing projects that would not be required of all developments.

A major City initiative currently underway is the implementation of the Rental Unit Permit ordinance enacted by City Council in October 2012. Under the ordinance, all rental units require a Rental Property Permit, with the exception of two-family owner-occupied and HUD-funded properties. Rental property permits are issued per dwelling unit, by Lowell's Division of Development Services following a satisfactory inspection of the property common areas and rental unit(s), and payment of the permit fee of \$50 per unit. Since implementation, Development Services has completed the inspection of more than 3,000 units and are in the process of inspecting another 1,500. Many of these units have never been inspected for compliance with health and sanitary code since initial occupation. The intent of the ordinance is to ensure the safety and quality of Lowell's housing stock.

Discussion

Unfortunately, the primary barriers to the production of affordable housing in Lowell and throughout Eastern Massachusetts remain the high cost of construction and high property values. These barriers are, for the most part, beyond the control of the local jurisdiction. The City of Lowell adopted the MA Stretch Energy Code in 2010. The Stretch Code is an appendix to the MA building code that requires enhanced energy standards for certain development projects. We expect that construction costs may increase for certain projects, primarily new construction, however in many cases the capital cost will be recouped with lower energy costs over the long run. While this will require additional upfront effort from developers, the Stretch Code will ultimately result in a higher quality of life and lower energy costs for individuals residing in new affordable housing units adhering to these regulations.

AP-85 Other Actions

Introduction

Actions planned to address obstacles to meeting underserved needs

The City of Lowell will continue to support non-profit organizations, the local housing authority, homeless providers, and special needs groups, including minority businesses, in their goal to meet the underserved persons of the community. The City will continue to communicate with these groups as their needs change or the demand dramatically increases over the next year. The City will provide technical assistance to providers in the pursuit of Federal, State, and other funding sources.

The primary obstacle to meeting underserved needs of low-income and moderate-income populations continues to be the availability of funds. While we strive to encourage programs to become self-sufficient, organizations serving these populations continue to experience significant reductions in funding from both governmental and private sources. The City of Lowell's Consolidated Plan program funds have also seen exceptional cuts in the past years. Between the 2011-12 and 2012-13 program years alone CDBG and HOME program saw a 27% and 51% cut, respectively. Reductions in State aid to the City of Lowell and the local budget have prohibited the City from being able to cover this funding gap, leaving many worthy and valuable programs unfunded or under-funded. Further cuts to the 2014-15 program year allocations reduced Lowell's CDBG award by more than 2% and the City's HOME award by just under 1%. While the City works collaboratively with local organizations

Actions planned to foster and maintain affordable housing

In addition to the specific goals and priorities outlined in the Affordable Housing discussion included earlier in this document, the City continues to work with its community partner organizations on programs aimed at improving the quality and affordability of Lowell's housing stock. These efforts include the following:

Energy Efficiency: In order to foster housing affordability and assist households in maintaining quality energy efficient housing, the City adopted HUD's policy requiring energy star certifications for new construction and substantial rehabilitation projects. Additionally, in instances where Consolidated Plan funds are used to assist homeowners with minor rehab work that might not trigger energy star standards, the City encourages the purchase of energy star appliances.

To help lower energy costs and reduce energy consumption even further, the City of Lowell adopted the MA Stretch Energy Code in 2010. The Stretch Code is an appendix to the MA building code that requires enhanced energy standards for certain development projects. The Stretch Code will ultimately result in a higher quality of life and lower energy costs for individuals residing in new affordable housing units adhering to these regulations.

Finally, the City partners with local programs, including the Weatherization Program, run by Community Teamwork, Inc. to provide additional cost-saving improvements on eligible housing units. Such collaboration helps assist qualifying households with energy efficiency improvements on their homes, while ensuring that federal and state dollars are spent as effectively as possible.

Foreclosure Prevention: At one time the City of Lowell was ranked 4th in the State for number of foreclosures. While the housing market is beginning to stabilize, challenges still remain to support responsible home ownership. Lowell has taken a proactive in supporting homebuyers through its First Time Homebuyer Program, funded with HOME dollars. Households participating in the homebuyer program are required complete a pre-purchase counseling training conducted by Merrimack valley Housing Partnership prior to applying to the City for down payment assistance. This relationship has been key to the success of the City's program and is likely why, in the past five years, only 2 of the 116 households purchasing a home through Lowell's program, have lost their home to foreclosures.

To monitor the foreclosure problem representatives of local financial institutions, government entities, and the non-profit sector initiated the Lowell Foreclosure Prevention Task Force. The Task Force, in collaboration with the Northern Middlesex Registry of Deeds, monitors existing mortgages. Local social service providers work with existing mortgagors and their lenders to refinance, modify loan terms, or negotiate a short sale. In the event that retaining the home is not feasible, the homeowner is referred to a rental assistance program to assist the household in transitioning to rental housing.

Receivership Program: To address violations of the State Sanitary Code, especially among vacant and abandoned buildings, the City instituted the "Receivership Program". In FY13-14 the City reserved \$150,000 to support these efforts by making funds available to identified "receivers" looking to renovated properties and make them habitable. In return, the assisted units remain affordable per HOME affordability restrictions.

Actions planned to reduce lead-based paint hazards

The City of Lowell has historically administered a lead-based paint abatement program, funded through a HUD Lead Hazard Control Grant. During the 2009-2012 program period the Lowell Lead Program assisted 115 housing units achieve lead compliance in the Merrimack Valley. Key components of the program also included lead poisoning prevention education, community outreach, and technical training to increase the availability of licensed professionals to perform lead related activities.

The City of Lowell successfully secured \$2.5 million grant through the Office of Healthy Homes and Lead Hazard Control in 2013. \$300,000 of these funds will be used for healthy homes interventions while the balance will assist in deleading activities. Lowell's proposed program intends to build on the accomplishments of previous OHHLHC grants and to utilize the strengths of existing City initiatives and its community partners to develop a program that is consistent with HUD's Safe and Healthy Homes Investment Partnership (SHHIP) model, considering multiple housing-based interventions including housing rehabilitation, code enforcement, weatherization, energy efficiency, and healthy homes

activity. When appropriate, the City also coordinates with the Massachusetts Housing Partnership's "Get the Lead Out" program to assist eligible households secure additional financial support for de-leading activities.

Actions planned to reduce the number of poverty-level families

Most activities undertaken by the City of Lowell with CDBG, HOME, ESG, and HOPWA funds are efforts to reduce persons in poverty and improve the quality of life for Lowell residents, either directly or indirectly. Programs that directly influence the poverty level include: job enrichment, development and placement through education and economic development. Projects that indirectly affect poverty include those that upgrade the community and provide affordable housing. Consolidated Plan program funds are often used as matching funds for other grants that also reduce the number of poverty level families.

Specific projects being supported during the 2014-2015 program year designed to help lift clients out of poverty include:

- AIDS Action Committee – Emergency Rental Assistance
- AIDS Action Committee – HOCH Program
- Community Teamwork, Inc. – SHIFT Coalition
- House of Hope – Hope Chest
- Merrimack Valley Housing Partnership – First Time Homebuyer Program
- South Middlesex Opportunity Council – Housing Assistance Program

Specific projects being supported during the 2014-2015 program year providing direct assistance to clients who include persons in poverty include:

- Alternative House – Emergency Shelter for Battered Women
- House of Hope – Shelter Operating Expenses/Housing Program
- Lowell Wish Project – Furniture Bank
- Merrimack Valley Catholic Charities – Lowell Food Pantry Collaborative
- Merrimack Valley Food Bank – Food Distribution Program

Actions planned to develop institutional structure

The central responsibility for the administration of the Annual Action Plan is assigned to the Department of Planning and Development (DPD). This agency will coordinate activities among the public and private organizations' efforts to realize the prioritized goals of the Annual Action Plan. Extensive public-private partnerships have been established and organized to address the City's housing and community development needs. DPD will access, facilitate, and coordinate resource linkages and draw from the immediate sources of expertise in the community to strengthen existing partnerships and develop new

collaborative relationships.

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

Public and assisted housing providers, private and governmental health, mental health, and service agencies are participants in the network described in this document. They are also the organizations with which the City of Lowell worked to develop the Annual Action Plan, and they are expected to continue active participation in the upcoming years. The City has a well-developed Continuum of Care organizations with a full-time City staff member assigned. In addition, the City maintains a Hunger Homeless Commission that is comprised of homeless shelter and service providers.

The City strongly encourages collaborations in its RFPs for Consolidated Plan funds. A collaborative not only enhances the coordination of services among agencies but also helps consolidate the reporting requirements of block grant programs.

AP-90 Program Specific Requirements

Introduction

The City has elected to consider the aggregate use of CDBG funds, including all section 108 guaranteed loans, during program years 2012, 2013, and 2014 to determine the overall benefit of programs to persons of low and moderate income. This manner ensures that a minimum of 70% of the amount of CDBG funds are expended for activities that benefit such persons during the designated period.

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	
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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. 90.00%

**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 of Lowell does not intend to invest HOME funds using forms of investment other than those described in 24 CFR 92.205(b) during the 2014-2015 program year.

- 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:

Section 92.254(a)(5) of HUD Section 24 allows the participating jurisdiction to impose either resale or recapture requirements on properties sold or refinanced that have been assisted with HOME funds. HOME funds awarded to first time homebuyers in the amount of 4.5% of the purchase price up to \$8,000 are provided as a deferred loan at 0%. The City of Lowell prefers to use the recapture method, but may be required to use the resale method, depending on the circumstance. HOME affordable homeownership limits for the area are provided by HUD, and eligible applicants are accepted on a rolling basis. There is no limit to beneficiaries or preferences to a particular segment of the low-income population. The following applies to the recapture requirements in compliance with the standards of 92.254(a)(5).

Recapture The City of Lowell will recapture all of the HOME assistance to the First Time Home Buyer when the house does not continue to be the principal residence of the family or if the property is sold, transferred or refinanced. The City of Lowell reserves the right to re-inspect any failed items noted on the Housing Quality Standard Report at the end of the 24-month rehabilitation period. Failure of the homeowner to repair said items will result in the immediate repayment of the original HOME assistance. In the event of foreclosure of the first mortgage the MORTGAGOR agrees that the net proceeds of a foreclosure sale (after payment of the prior mortgage) shall be paid to the

City of Lowell in payment of the amount loaned under the HOME agreement as set forth in 92.254(a)(5)(ii)(A)(3). The City must demonstrate that it has made a good faith effort to salvage the project and preserve it for affordable housing.

Resale The City of Lowell also uses Resale Restrictions when applicable. In these cases, the units are deed restricted with covenants which ensure affordability at least for the minimum affordability period under Section 92.254(a)(4). The affordable units must be owner-occupied for the entire term of the affordability period. Resale of an affordable unit must be to a household at or below 80% of AMI for the jurisdiction. Maximum resale price of the unit is the purchase price paid by the Owner plus the cost of the appraisal plus the documented total cost of capital improvements made by the Owner plus a return on the Owner's investment equal to the product of (i) the sum of the Owner's original down payment plus one-half of the aggregate of regular principal payments made by the Owner on the allowable secured debt on the Property multiplied by (ii) a fraction, the numerator of which shall be the Price Index for the last month preceding the Notice minus the Price Index for the month preceding the Owner's purchase of the Property and the denominator of which shall be the Price Index for the month preceding the Owner's purchase of the Property. The "Price Index" shall mean the "Consumer Index for Urban Wage Earners and Clerical Workers All Items (November 1982 = 100)" Published by the Bureau of Labor Statistics of the United States Department of Labor. The City of Lowell is able to maintain the affordability of the property for future income eligible buyers, while not compromising the owner's incentive to maintain the property, and providing a reasonable return on all improvements and investments in the property.

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:

Affordability for homeownership units using the recapture method described above shall be ensured through the use of real estate liens outlining the City's recapture provisions.

Homeownership units using resale provisions will use deed restrictions to ensure the resale requirements are met. The period of affordability specified in the mortgage will be based on the amount of HOM-E funds invested in the project.

Additionally, funds used for homebuyer assistance and/or rehabilitation take into account HOME affordable homeownership limits provided by HUD. Eligible applicants/projects are accepted on a rolling basis, and RFPs/information are available by request via email, website, or in person at our offices.

Additionally, Recapture is the provision used with the expectation of development subsidies, in which resale value is the provision used. In the case of presumption of affordability; affordability is required and not presumed. Market Analysis would be required in the event of homebuyer development projects, however Lowell has no development projects underway.

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 of Lowell does not intend to use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds during the Program Year.

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

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

A set of Written Standards governing the use of Emergency Solutions Grant funds for homelessness prevention and rapid re-housing activities was completed in coordination with the Substantial Amendment to the 2011-2012 Annual Action Plan for the second allocation of ESG funds. Input from Lowell's Continuum of Care members as well as feedback from sub grantees of Lowell's Homeless Prevention and Rapid Re-housing Program (HPRP) were considered in the development of these standards. A copy of the Written Standards is attached to the Action Plan as an appendix.

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

Assessments for homeless individuals and families are coordinated jointly with the local CoC and State of Massachusetts and include determining household needs and the creation of a comprehensive housing and service plan. Families are deemed eligible for emergency assistance through a preliminary assessment conducted by the Mass. Dept. of Housing and Community Dept. If eligible, families are referred to a shelter program or other available temporary accommodation (motel/hotel). Once secured in housing, a much more extensive assessment is conducted via the state's HMIS software platform. Families not eligible for shelter or hotel placement are referred to Community Teamwork, Inc.'s Housing Consumer Education Center to access rapid rehousing assistance from programs funded through either state or local ESG dollars or the Stabilized Housing for Families in Transition program. Homeless individuals are referred to the Lowell Transitional Living Center and, once in shelter, are assessed for housing assistance along with case management services.

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).

The process for allocating ESG funds begins in November with the advertisement of the Annual Action Plan planning process, availability of funds, and the Request for Proposal (RFP). The schedule of the Action Plan process and RFP is advertised in the *Lowell Sun*, posted in four languages in several public locations, and emailed to all current subrecipients. City Staff also make presentations before the Lowell Non-Profit Alliance to publicize the availability of the RFP and answer questions from potential applicants. DPD also provides TA to the CAC and relies on priority needs of CoC providers to allocate funds. ESG funding is based on priorities identified in the Five-Year Consolidated Plan and City's 10-Year Plan to End Homelessness, particularly those that provide rapid re-housing and homelessness prevention services. The NPA reaches a wide pool of local nonprofit organizations including community and faith-based organizations. Applications are made available at the Department of Planning and Development as well as online via the City's website at

www.lowellma.gov. Completed applications were due in December.

The Request for Proposal contains information about eligible activities under the ESG regulations including program requirements for all sub grantees. The RFP also contains a set of evaluation criteria, based on the priorities identified in the City's Five Year Consolidated Plan. Emphasis is placed on ESG projects that meet the goals of the City's 10 Year Plan to End Homelessness, particularly those that provide homelessness prevention or rapid re-housing services.

A 9-member volunteer Citizens Advisory Committee meets throughout the Annual Action Plan process to review proposals and make funding recommendations to the City Manager and City Council. Throughout the process, City staff provide technical assistance to applicants as well as CAC members. A tentative award list is released as part of the Draft Annual Action Plan 30-day public comment period. A final Action Plan and award list is submitted to the City Council in May for final approval before the Plan is sent to 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.

One member of the 9-member Citizens Advisory Committee was formerly homeless. She participated in the Annual Action Plan process for the distribution of both ESG and CDBG Public Service Cap funds. Her knowledge of local services available in Lowell and their effectiveness in reaching homeless and at-risk households was valuable in recommending projects to receive 2014-2015 program funds. Additionally, a second formerly homeless individual sits on the CoC and is currently employed at CTI's shelter programs.

Community Development staff continue to review strategies to include homeless and formerly homeless individuals in the annual plan process for ESG funds as well as the Continuum of Care. In order to identify short-term priorities for ESG funding, DPD will network with its non-profit partners to identify previously or currently homeless individuals who can provide feedback and input in prioritizing federal entitlement funds. Many of these non-profit providers currently employ formerly homeless clients to provide peer-to-peer counseling to current homeless and at-risk clients.

ESG administrators at the City of Lowell will continue to work with the Lowell CoC and other service providers to formulate strategies for the inclusion of homeless or formerly homeless individuals in the planning and prioritizing Consolidated Plan program funds.

5. Describe performance standards for evaluating ESG.

The Department of Planning and Development has implemented a Performance and Outcome

Measurement System in order to quantify the effectiveness of programs and establish clearly defined outcomes. Using goals set by the subrecipients in their applications for funding, DPD drafts grant agreements which relate reimbursement specifically to accomplishments. Where possible, the focus is on outcome measurements rather than outputs.

For example, a rapid re-housing program that uses ESG funds to provide housing stabilization services will report on the number of participants who receive case management services but may only be reimbursed based on the number of participants who actually attain stable, permanent housing.

Subrecipients are reimbursed *only* when they can provide accurate and appropriate documentation that demonstrates program accomplishments *and* can provide backup documentation for eligible costs as spelled out in the contractual agreement. Subrecipients who do not accomplish their proposed goals are not reimbursed for their full grant amount, and funds are recaptured at fiscal yearend and made available for other ESG eligible programs in the following year. DPD staff work closely with subrecipients to ensure that these contract goals are reached. In the event of unforeseen circumstances, DPD staff may consider amending contractual goals when warranted.

DPD Staff conduct thorough monitoring of all Consolidated Plan programs including those funded through ESG. Monitoring processes include detailed monthly desk audits of reimbursement requests as well as on-site visits to review program files and operations. With the implementation of the HEARTH Act, Staff also conduct periodic reviews of subrecipient beneficiary data entered into HMIS.

Discussion

For more information on the process of consulting with our project sponsors, see AP-10 "Consultation."

ESG Written Standards



City of Lowell
Department of Planning and Development

*Written Standards for Provision of Emergency
Solutions Grant Assistance*

May 2012

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ATTACHMENTS

1. Summary of Eligible Activities under ESG including Documentation Requirements by Activity-type
2. Required forms for ESG Documentation: Documentation of Homeless Status Form; Declaration of Income Form; HMIS Data Collection Forms; 3-month Re-Certification of Eligibility form; Housing Habitability Standards Checklist; Rent Reasonableness Checklist

Overview and Purpose of the Written Standards

In accordance with 24 CFR 91.220(l)(4)(i) and 567.400(e)(1), The City of Lowell's Department of Planning and Development has developed the following written standards for the provision and prioritization of Emergency Solutions Grant (ESG) funding.

The City of Lowell is awarded ESG funds annually from the Department of Housing and Urban Development as part of the Annual Action Plan Process. These funds, which are distributed as part of an annual competitive RFP process, are designed to identify sheltered and unsheltered homeless persons, as well as those at risk of homelessness, and provide the services necessary to help those persons quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) amended the McKinney-Vento Homeless Assistance Act, including major revisions to the Emergency Shelter Grants program, now the Emergency Solutions Grants (ESG) program. The HEARTH Act incorporated many of the lessons learned from the implementation of the Homelessness Prevention and Rapid Re-Housing Recovery Act Program (HPRP) into the new ESG program, including placing a stronger emphasis on homelessness prevention and rapid re-housing assistance.

While still an eligible cost-type under these funds, the new ESG places less of an emphasis on providing shelter operating costs or essential shelter services to subrecipients. In line with HUD's national homelessness policy as outlined in *Opening Doors: Federal Strategic Plan to Prevent and End Homelessness*, federal programs aimed at ending homelessness have shifted away from providing shelter support and are now geared towards providing stable, permanent housing opportunities for the homeless and at-risk homeless.

Additionally, The City of Lowell's 10-Year Plan to End Homelessness: *Partnership for Change: Action Plan to Ending Homelessness*, adopted in July 2008, was used for a guide in developing these standards. The 10-Year Plan provides a broad roadmap to assess the current system of "managing" homelessness and explore the new, more innovative and cost effective "prevention" and "housing first" approaches that are greatly reducing and/or eliminating homelessness in the community.

The new ESG program allows each city and town administering these funds to set priorities based on the individualized needs of the community. These standards serve to outline the specific guidelines and priorities that will be used by the City of Lowell's Department of Planning and Development in awarding and administering ESG funding.

A.) Standard Policies and Procedures for Evaluating Individuals' and Families' Eligibility for Assistance under ESG

The following eligibility criteria must be met in order for an individual or family to be provided with ESG assistance:

- 1) The individual or family must reside within the Lowell City limits, in a Lowell homeless shelter, or be relocated from an outside shelter to Lowell.

- 2) Program participants must meet the definition of homeless or at-risk homeless as spelled out in 24 CFR 576.2:

Homeless means:

(1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
- (ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); <or>
- (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

<or>

(2) An individual or family who will imminently lose their primary nighttime residence, provided that:

- (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
- (ii) No subsequent residence has been identified; <and>
- (iii) The individual or family lacks the resources or support networks, *e.g.*, family, friends, faith-based or other social networks, needed to obtain other permanent housing;

<or>

(3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:

- (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)) or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
- (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
- (iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; <and>
- (iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment;

<or>

(4) Any individual or family who:

- (i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
- (ii) Has no other residence; <and>
- (iii) Lacks the resources or support networks, *e.g.*, family, friends, faith-based or other social networks, to obtain other permanent housing.

At risk of homelessness means:

(1) An individual or family who:

- (i) Has an annual income below 30 percent of median family income for the area, as determined by HUD; **<and>**
- (ii) Does not have sufficient resources or support networks, *e.g.*, family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in paragraph (1) of the “homeless” definition in this section; **<and>**
- (iii) Meets one of the following conditions:
 - (A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
 - (B) Is living in the home of another because of economic hardship;
 - (C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;
 - (D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by Federal, State, or local government programs for low-income individuals;
 - (E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 persons reside per room, as defined by the U.S. Census Bureau;
 - (F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); **<or>**
 - (G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan;

<or>

(2) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 387(3) of the Runaway and Homeless Youth Act (42 U.S.C. 5732a(3)), section 637(11) of the Head Start Act (42 U.S.C. 9832(11)), section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e–2(6)), section 330(h)(5)(A) of the Public Health Service Act (42 U.S.C. 254b(h)(5)(A)), section 3(m) of the Food and Nutrition Act of 2008 (7 U.S.C. 2012(m)), or section 17(b)(15) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)(15));

<or>

(3) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2)), and the parent(s) or guardian(s) of that child or youth if living with her or him.

- 3) Income guidelines: as noted in the definitions above, clients who are at-risk of homelessness must have an income **at or below 30% of the area medium income** to qualify for ESG assistance. Income for clients who are literally homeless must also be documented in case files and must also be at or below 30% of the area medium income to qualify for this assistance.
- 4) The individual or family provided must have at least an initial consultation with a case manager or other authorized representative who can determine the appropriate type of assistance to meet their needs. At this initial consultation, long-term strategies for ensuring stable housing should be covered with the client. HUD encourages ineligible persons be referred to appropriate resources or service providers that can assist them.
- 5) HMIS participation is a mandatory ESG requirement. All clients receiving ESG assistance must be reported in an approved HMIS system.

- 6) All clients receiving ESG assistance must be re-certified as eligible **every three months**. ESG clients receiving more than three months of assistance must have documentation of re-certification of their eligibility for assistance included in their case file.

B.) Policies and Procedures for Coordination among Emergency Shelter Providers, Essential Service Providers, Homelessness Prevention and Rapid Re-Housing Service Providers, Other Homelessness Assistance Providers, and Mainstream Service and Housing Providers

In the development and continual refinement of these written standards, Department of Planning and Development staff coordinated with homeless and at-risk homeless service providers in the following ways:

Coordination with the Continuum of Care:

The City's Department of Planning and Development (DPD) is the Lead Entity for the Lowell Continuum of Care (CoC). With oversight from a Community Development Specialist from DPD, nonprofit organizations in Lowell that are members of the CoC are working to provide services to help increase the self-sufficiency of homeless persons and those with issues of mental illness, substance abuse, domestic violence and disabilities that are at-risk of homelessness. The CoC continues to operate a Homeless Management Information System (HMIS), which has been installed at five homeless provider locations. Data is collected annually to create a Housing Gaps Analysis Chart that is used by the community to determine the unmet need for emergency shelters, transitional housing programs and permanent housing sites for homeless persons. Current Lowell CoC Member Organizations are:

- Alternative House
- Bridgewell, Inc./ Pathfinder
- Community Teamwork, Inc.- Housing Consumer Education Center
- Community Teamwork, Inc.- Shelter Programs
- Crescent House
- House of Hope
- Lowell Housing Authority
- Lowell Transitional Living Center
- The Princeton House
- United Teen Equality Center
- Vinfen

To increase the level of coordination between the CoC and the city's homeless programs, staff responsible for the administration of the ESG program are now attending CoC meetings on a regular basis. Input and data from CoC members has been integrated throughout these Written Standards and was a main point of reference in formulating the prioritization standards outlined in Section C. Direct interactions with CoC service providers has allowed DPD staff to prioritize funding in support of the needs that are not currently being addressed by other federal, state and local funding sources.

Survey for Homeless and At-Risk Homeless Service Providers:

In addition to a higher level of coordination with the CoC, a survey was distributed to homeless and at-risk homeless service providers to solicit feedback from organizations or programs that may not be a part of the CoC. The purpose of this survey was to identify and better understand the most pressing needs of the homeless population in Lowell at present. Particular emphasis was placed on identifying sub-populations of homeless or at-risk homeless individuals that are growing or have disproportionate needs at present. Additionally, service providers were asked to identify areas of need that are not currently being addressed by other federal, state or local funding sources. Feedback from this survey was incorporated into the prioritization standards outlined in Section C.

As a means of keeping these Written Standards current and effective, similar short surveys will be reviewed by the CoC on a regular basis. Surveys should be aimed at identifying new or emerging needs in the homeless or at-risk homeless community.

Outreach to Homeless or At-risk homeless Service providers Outside the Continuum: In order to ensure that the full range of homeless or at-risk homeless individuals and families are being targeted for use of these funds, Department of Planning and Development staff also conducted outreach to homeless and at-risk homeless service providers outside of the Continuum of Care. Targeted focus was given to service providers working with specific populations of clients who are currently not serviced with ESG dollars. Organizations serving veterans, youth, elderly, the mentally disabled and substance abusers were targeted during this outreach process. Outreach activities include surveying these organizations to get a better understanding of the services they provide and the distinct needs of the populations they serve. Outreach also includes informing these organizations of the availability of new rounds of ESG funding.

C.) 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

The resources available to address the needs of homeless and at-risk homeless populations are currently in flux. Federal, state and local programs aimed at assisting these vulnerable populations have recently undergone major changes and are expected to continue to fluctuate in the near future. In reference to the patchwork of various services and resources that are currently available, service providers indicated that HPRP—with its many eligible activities—helped to fill some of the gaps in service. These funds also prevented clients who were ineligible for other service-types from falling through the cracks. Therefore, feedback from homeless and at-risk homeless service providers in the City of Lowell has indicated that ESG funding will best serve the local community if it remains as flexible and open as possible. Lowell has a strong network of providers working with homeless and at-risk homeless populations in the city. Moving forward, DPD staff will continue to work with these service providers to ensure that the ESG program remains effective at addressing the changing needs of the community.

Despite the stressed need to make ESG funding as flexible as possible, several priority areas were identified as a result of coordination with the CoC, feedback from HPRP subrecipients, a survey and

outreach to other homeless or at-risk homeless service providers. This feedback indicated that the following populations should be given priority for funding under the new ESG program:

1. Substance abuse and mental illness remain predominant barriers in combating homelessness in Lowell.
2. A significant number of homeless individuals in Lowell are also victims of domestic violence.
3. In the past year, the city of Lowell has witnessed an increase in the number of youth/ young adults and elderly homeless individuals. These populations both have unique needs that require specialized services.
4. In line with HUD priorities, veterans will also be targeted for use of these funds.

As a result of the obstacles identified above and due to shortages in other resources, funding for extended case management services should be a high priority area for ESG funds. Ideally, in order to maintain stable housing and avoid crisis-situations, clients require on average approximately 18 months of continuous case management to transition to a more stable housing situation. Ideally, 24 months of case management is optimal to give the client the best chance of staying stably housed after services are terminated.

In addition to the specific populations listed above, specific re-occurring barriers were identified in preventing homeless individuals and families from obtaining and maintain stable permanent housing. These barriers include:

1. Lack of a stable sufficient income remains the primary obstacle in securing stable housing for homeless and at-risk populations in Lowell.
2. Unemployment, lack of marketable job skills and the strained economy present a series of significant obstacles to individuals and families who are currently homeless or at-risk of homelessness.

Lastly, HUD strongly encourages jurisdictions to target funding toward assisting individuals and families living on the streets and in emergency shelter. Therefore, in accordance with the City of Lowell's 10-Year Plan, individuals who are currently homeless—especially those who have been chronically homeless—should be targeted for use of these funds. Clients who do not have prospects to become stably housed in the near future should not be turned away from ESG assistance. Instead, case managers should work closely with these individuals to identify and overcome key barriers to obtaining permanent stable housing. DPD encourages service providers to communicate with city staff as new or pressing barriers are identified amongst the chronically homeless population so that new strategies for ESG use can be prioritized.

Department of Planning and Development staff will update these priority areas as new trends and patterns in the homeless and at-risk homeless community emerge.

D.) Standards for 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

The City of Lowell will not mandate that clients receiving ESG assistance pay a specific portion of their total rent with other sources. However, limits will be placed on the amount of funds that will be made available for direct financial assistance provided through this program. (see Section E for these limits) Whenever possible, ESG direct financial assistance should be provided to cover *only a portion* of the total cost-type; clients should be encouraged to come up with sustainable ways to

supplement this financial assistance. Direct financial assistance can be used to cover the entire cost of rent or utilities *only* in cases where the client has been chronically homeless and does not have any resources or income to supplement the financial assistance.

E.) Standards for Determining How Long a Particular Program Participant will be provided with Financial Assistance and whether and How the Amount of that Assistance will be Adjusted Over Time

All forms of direct financial ESG assistance will be limited to the **12 month fiscal year (July 1-June 30)**. Should an organization receive grants in two fiscal years for the same service type, clients are eligible for extended service **not to exceed a total of 18 months**. All clients receiving direct financial assistance must provide their case manager with a copy of their lease or rental agreement to be kept on file. Rent Reasonableness and Housing Habitability Standard screenings must be conducted *prior* to providing direct financial assistance, must be documented in the case file, and are the responsibility of the sub-grantee. ESG funds used to pay direct assistance must be issued to a third party. In order to qualify for the following forms of assistance, the client cannot already be receiving assistance of the same cost-type from an alternative source. Whenever possible, ESG direct financial assistance should be provided to cover *only a portion* of the total cost-type; clients should be encouraged to come up with sustainable ways to supplement this financial assistance. As a best practice, organizations receiving ESG funds for direct financial assistance should budget their awards to achieve a balance between distributing funds to as many clients as possible while ensuring that the assistance provided to each individual will be sufficient to obtain or maintain stable housing. Additional limitations for specific types of assistance apply and are outlined below.

Eligible types of direct financial assistance are:

Homelessness Prevention Direct Financial Assistance:

Under the Homelessness Prevention category, direct financial assistance can be made available to clients who are “at-risk” for homelessness, as spelled out in the definition in Section A. Please note that clients can **either** be provided with start-up costs (rental and/or utility arrearages) **<or>** medium term rental subsidies- but **not both**. Also, clients receiving start-up costs (rental and/or utility arrearages) are only eligible for this benefit on a **one-time basis per client per lifetime**.

- **Rental Arrears***: Rental arrears can be covered using ESG funds if and when the provision of these funds will allow clients to stay in their homes or move into a new unit. ESG funds that are provided for this cost-type are only to be made on a **one-time basis per client per lifetime** and **can only cover up to six (6) months of back-rent**. Clients receiving this benefit will not be eligible for medium-term rental subsidies.
- **Utility Arrears***: Utility arrears can be covered using ESG funds if and when paying such arrears will allow clients to stay in their home or move into a new unit. Each eligible client or family can be provided **up to six (6) months of back- utilities** for the purpose of preventing homelessness. This form of assistance is only to be made available on a **one-time basis per client per lifetime**. Clients receiving this benefit will not be eligible for medium-term rental subsidies.

**Please note:* Sub-grantees using ESG funds for payment of a client’s back-rent or back-utilities should negotiate with landlords and utility companies to forgive or reduce the arrearage payments. A 10% reduction is suggested. Staff should document all attempts to reduce arrearages on behalf of the program participant in the case files.

- Short or Medium Term Rental Subsidies: Short or medium term rental subsidies paid by ESG funds should only be used to cover a portion of the client’s total rent. The percentage of rent covered by ESG funds is to be determined by the case manager and should include considerations of the client’s long-term prospects for becoming self-sufficient. Rental subsidies **can only be provided during the fiscal year of the grant (July 1-June 30) UNLESS an organization receives two consecutive ESG grants for the same cost-type, in which case medium term rental subsidies can be provided for up to 18 months.** Clients provided with this type of assistance must be receiving case management services (either through ESG or an alternative homelessness program) and must have a workable plan in place to become self-sufficient once the subsidy benefit expires. This plan is to be documented in the client’s individual case file. When possible, case managers should also work with clients receiving this benefit to develop a plan whereby rental subsidies will decrease as the client prepares to become self-sufficient from this subsidy.

Rapid Re-Housing Programs Direct Financial Assistance:

Under the Rapid Re-housing category, clients who meet the definition for “homeless” as spelled out in Section A above will qualify for the following forms of direct financial assistance. Please note that qualifying individuals and families are only eligible for the following payments on a **one-time basis per client per lifetime**. Also, Rapid Re-Housing Assistance should be targeted towards families or individuals who have strong prospects of remaining stably housed after moving into their new home.

1. First and Last Month’s Rent: **One-time payments not to exceed \$2,500 per client** can be made available using ESG funds to cover first and last month’s rent for eligible individuals or families moving into a new residence. Clients receiving this benefit will not be eligible for medium-term rental subsidies provided under the homelessness prevention category of this funding source.
2. Security Deposits: **One-time payments not to exceed \$1,000 per client** can be provided to cover security deposits for homeless individuals or families moving into a new residence. Clients receiving this benefit will not be eligible for medium-term rental subsidies provided under the homelessness prevention category of this funding source. *Please note:* Security deposits must be returned to the organization when the assisted tenant leaves the unit. Because of this requirement, organizations must maintain accurate records of all security deposits provided to clients. A “good faith effort” must be made to recover program funds upon the departure of the beneficiary from the unit.
3. Moving Costs: **One-time payments not to exceed \$1,000 per client** can be provided to cover moving costs for homeless individuals or families moving into a new residence. Funds may be used for reasonable moving costs, such as truck rental or hiring a moving company. Payments in this category can only be paid to a third-party. Clients receiving this benefit will

not be eligible for medium-term rental subsidies provided under the homelessness prevention category of this funding source.

4. Short or Medium Term Rental Subsidies: In cases where clients are re-housed and do not have immediate prospects of becoming self-sufficient, short or medium term rental subsidies may be provided with these funds. Rental subsidies paid by ESG funds should only be used to cover a portion of the client's total rent. The percentage of rent covered by ESG funds is to be determined by the case manager and should include considerations of the client's long-term prospects for becoming self-sufficient. Rental subsidies **can only be provided during the fiscal year of the grant (July 1-June 30) UNLESS an organization receives two consecutive ESG grants for the same cost-type, in which case medium term rental subsidies can be provided for up to 18 months.** Clients provided with this type of assistance must be receiving case management services (either through ESG or an alternative homelessness program) and must have a workable plan in place to become self-sufficient once the subsidy benefit expires. This plan is to be documented in the client's individual case file. When possible, case managers should also work with clients receiving this benefit to develop a plan whereby rental subsidies will decrease as the client prepares to become self-sufficient from this subsidy.

F.) Standards for Determining the Type, Amount, and Duration of Housing Stabilization and/or Housing Relocation Services to Provide a Program Participant

ESG funds can be used to cover costs associated with providing homeless or at-risk homeless clients with housing relocation and stabilization services. Funds in this category will primarily cover case manager salaries. Duration of Housing Stabilization and/or Housing Relocation Services **must be completed by fiscal-year end (June30)**. Sub-grantees that receive ESG grants in consecutive fiscal years may continue to serve clients with these services over the course of two fiscal years, but must limit the duration of this service to **no more than 24 months**.

Eligible types of ESG services include:

Homelessness Prevention Services:

- General Case Management: Funds may be used for clients qualifying as "at-risk" for homelessness for activities for the arrangement, coordination, monitoring, and delivery of services related to meeting the housing needs of program participants and helping them to remain stably housed. Under this category, case managers should work with eligible clients to formulate a long-term plan for maintaining stable housing. Component services and activities may include: counseling; developing, securing, and coordinating services; monitoring and evaluating program participant progress; assuring program participants' rights are protected; developing an individualized housing and service plan, including a path to permanent housing stability subsequent to ESG financial assistance.
- Housing Search and Placement: Clients who meet the definition of "at-risk" for homelessness as outlined in Section A & who due to circumstances outside their control are being forced to relocate qualify for housing search and placement services. Funds may be

used for services or activities designed to assist individuals or families in locating, obtaining, and retaining suitable housing. Component services or activities may include: tenant counseling; assisting individuals and families to understand leases; securing utilities; making moving arrangements; representative payee services concerning rent and utilities; mediation and outreach to property owners related to locating or retaining housing.

Rapid Re-Housing Services:

- General Case Management: Funds may be used for clients qualifying as “homeless” for activities including the arrangement, coordination, monitoring, and delivery of services related to meeting the housing needs of program participants and helping them to obtain permanent, stable housing. Under this category, case managers should work with eligible clients to formulate a long-term plan for maintaining stable housing. Component services and activities may include: counseling; developing, securing, and coordinating services; monitoring and evaluating program participant progress; assuring program participants’ rights are protected; developing an individualized housing and service plan, including a path to permanent housing stability subsequent to ESG financial assistance.
- Housing Search and Placement: Clients who meet the definition of “homeless” as spelled out in Section A qualify for housing search and placement services. Funds may be used for services or activities designed to assist individuals or families in locating and obtaining suitable housing. Component services or activities may include: tenant counseling; assisting individuals and families to understand leases; securing utilities; making moving arrangements; representative payee services concerning rent and utilities; mediation and outreach to property owners related to locating or retaining housing.
- Outreach & Engagement: Funds may be used for services or assistance designed to publicize the availability of programs to make persons who are homeless aware of these and other available services and programs.

Emergency Solutions Grant Program (ESG)

SUMMARY OF ELIGIBLE ACTIVITIES **

Homelessness Prevention Activities	
Direct Financial Assistance	Housing Relocation and Stabilization Services
<ul style="list-style-type: none"> • Rent Arrearages • Utility Arrearages • Medium-Term Rental Subsidies 	<ul style="list-style-type: none"> • General Case Management • Housing Search and Placement

Rapid Re-housing Activities	
Direct Financial Assistance	Housing Relocation and Stabilization Services
<ul style="list-style-type: none"> • First/Last Months Rent • Security Deposits • Moving Costs 	<ul style="list-style-type: none"> • General Case Management • Housing Search and Placement • Outreach & Engagement

Shelter Expenses*	
Operating Expenses	Essential Services
<i>Includes:</i> Shelter Rent, Maintenance, Insurance, Utilities, and Furnishings	Essential services can address the immediate needs of homeless persons living on the street, in emergency shelter or in transitional housing, and can help enable homeless persons become more independent.

*Under the new Emergency Solutions Grant program, a cap has been placed on the amount of funds that can be used for shelter operating costs. Furthermore, in accordance with federal strategies on ending homelessness and the City of Lowell's 10-Year Plan, priority for ESG funding will be given to activities related to preventing homelessness and rapidly re-housing individuals who are currently homeless.

**Please note: if an organization identifies a pressing or emerging need amongst the homeless or at-risk homeless community in Lowell that can be addressed via an eligible use of ESG funds not included above, Department of Planning and Development staff are willing to consider such projects for funding under a special projects category.

Documentation Requirements for All Clients Receiving ESG Assistance

All clients receiving ESG assistance must have the following documentation included in their case file:

1. Documentation of Homeless or At-risk Homeless Status
2. Documentation of income (when possible, if not- self declaration of income forms will suffice)
3. In the form of case notes, evidence of *at least* an initial consultation with a case manager including a needs assessment and formulation of a long-term plan for housing stability.
4. At Program Entry- HMIS Intake form
5. At Program Exit- HMIS Exit form
6. For clients receiving 3 or months of service: 3 Month Re-certification of Eligibility form

Additional Documentation Requirements by Activity-type

Direct Financial Assistance: All clients provided with ESG assistance in the form of direct financial support (i.e., first last months rent, security deposits, moving costs, rental arrearages, utility arrearages or medium-term rental subsidies) must have the following documentation included in their case file:

1. Lease or Rental Agreement
2. Rent Reasonableness Checklist
3. Housing Habitability Standards Checklist

Housing Relocation and Stabilization Services: All clients receiving Housing Relocation and Stabilization Services (i.e., General Case Management, Housing Search and Placement, Outreach and Engagement) must have case files with detailed case notes indicating the developments and progress made as a result of the ESG-funded services.

Emergency Solutions Grant Program (ESG)
SELF-DECLARATION OF HOMELESS STATUS

ESG Applicant Name: _____

- Household without dependent children (complete one form for each adult in the household)
 - Household with dependent children (complete one form for household)
- Number of persons in the household: _____

This is to certify that the above named individual or household is currently homeless or at-risk of homelessness, based on the following and other indicated information and the signed declaration by the applicant.

Check only one:

- I [and my children] currently qualify as “homeless” as spelled out in the definition below.
- I [and my children] currently qualify as “at-risk homeless” as spelled out in the definition below.

I certify that the information above and any other information I have provided in applying for ESG assistance is true, accurate and complete.

ESG Applicant Signature: _____ Date: _____

ESG Staff Certification

I understand that third-party verification is the preferred method of certifying homelessness or risk for homelessness for an individual who is applying for ESG assistance. I understand self declaration is only permitted when I have attempted to but cannot obtain third party verification.

Documentation of attempt made for third-party verification:

ESG Staff Signature: _____ Date: _____

Definitions

Homeless means:

(1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
- (ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); **<or>**
- (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

<or>

(2) An individual or family who will imminently lose their primary nighttime residence, provided that:

- (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
- (ii) No subsequent residence has been identified; **<and>**
- (iii) The individual or family lacks the resources or support networks, *e.g.*, family, friends, faith-based or other social networks, needed to obtain other permanent housing;

<or>

(3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:

- (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)) or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
- (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
- (iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; **<and>**
- (iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment;

<or>

(4) Any individual or family who:

- (i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
- (ii) Has no other residence; **<and>**
- (iii) Lacks the resources or support networks, *e.g.*, family, friends, faith-based or other social networks, to obtain other permanent housing.

At risk of homelessness means:

(1) An individual or family who:

- (i) Has an annual income below 30 percent of median family income for the area, as determined by HUD;
<and>
- (ii) Does not have sufficient resources or support networks, *e.g.*, family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in paragraph (1) of the “homeless” definition in this section; <and>
- (iii) Meets one of the following conditions:
 - (A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
 - (B) Is living in the home of another because of economic hardship;
 - (C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;
 - (D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by Federal, State, or local government programs for low-income individuals;
 - (E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 persons reside per room, as defined by the U.S. Census Bureau;
 - (F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); <or>
 - (G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan;

<or>

(2) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 387(3) of the Runaway and Homeless Youth Act (42 U.S.C. 5732a(3)), section 637(11) of the Head Start Act (42 U.S.C. 9832(11)), section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e–2(6)), section 330(h)(5)(A) of the Public Health Service Act (42 U.S.C. 254b(h)(5)(A)), section 3(m) of the Food and Nutrition Act of 2008 (7 U.S.C. 2012(m)), or section 17(b)(15) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)(15));

<or>

(3) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2)), and the parent(s) or guardian(s) of that child or youth if living with her or him.

Emergency Solutions Grant Program (ESG)

SELF-DECLARATION OF INCOME

ESG Applicant Name: _____

This is to certify the income status for the above named individual. Income includes but is not limited to:

- The full amount of gross income earned before taxes and deductions.
- The net income earned from the operation of a business, i.e., total revenue minus business operating expenses. This also includes any withdrawals of cash from the business or profession for your personal use.
- Monthly interest and dividend income credited to an applicant's bank account and available for use.
- The monthly payment amount received from Social Security, annuities, retirement funds, pensions, disability and other similar types of periodic payments.
- Any monthly payments in lieu of earnings, such as unemployment, disability compensation, SSI, SSDI, and worker's compensation.
- Monthly income from government agencies excluding amounts designated for shelter, and utilities, WIC, food stamps, and childcare.
- Alimony, child support and foster care payments received from organizations or from persons not residing in the dwelling.
- All basic pay, special day and allowances of a member of the Armed Forces excluding special pay for exposure to hostile fire.

Check only one box and complete only that section

I certify, under penalty of perjury, that I currently receive the following income:

Source: _____ Amount: _____ Frequency: _____
Source: _____ Amount: _____ Frequency: _____
Source: _____ Amount: _____ Frequency: _____

ESG Applicant Signature: _____ Date: _____

I certify, under penalty of perjury, that I do not have any income from any source at this time.

ESG Applicant Signature: _____ Date: _____

ESG Staff Verification

I understand that third-party verification is the preferred method of certifying income for ESG assistance. I understand self declaration is only permitted when I have attempted to but cannot obtain third party verification.

Documentation of attempt made for third-party verification:

ESG Staff Signature: _____ Date: _____

Emergency Solutions Grant Program (ESG) 3-MONTH RE-CERTIFICATION OF ELIGIBILITY

ESG Client Name: _____

Today's Date: _____

How many total months of service has the client received to date? _____

(Note: count all ESG service types- including all forms for financial assistance and case management)

HOUSEHOLD INFORMATION

Has any of the client's contact information changed in the past three months? Yes No (If yes, please provide updated information below)

CURRENT STREET ADDRESS: _____ APT. #: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: _____ EMAIL: _____

Has the Client's household composition changed since program entry? Yes No (If yes, please provide updated information below)

TOTAL # OF PEOPLE IN THE HOUSEHOLD: _____

OF ADULTS IN THE HOUSEHOLD: _____

OF CHILDREN UNDER THE AGE OF 18 CURRENTLY RESIDING IN THE HOUSEHOLD: _____

HOMELESSNESS STATUS INFORMATION

Have there been any changes to the client's homelessness status in the past three months? Yes No (If yes, please complete a new & updated *ESG Self Declaration of Homeless Status Form* and attach to this form.)

INCOME INFORMATION

Have there been any changes to the client's income in the past three months? Yes No (If yes, please complete a new & updated *ESG Income Declaration Form* and attach to this form.)

OTHER CHANGES TO CLIENT STATUS THAT RELATE TO ESG ELIGIBILITY

Please use the space below to discuss any additional changes to the client's status that have occurred over the past three months as it relates to eligibility for ESG services:

ESG STAFF VERIFICATION

I understand that third-party verification is the preferred method of certifying eligibility for ESG assistance. I understand self declaration is only permitted when I have attempted to but cannot obtain third party verification. To the best of my knowledge, all of the above information is true.

ESG Staff Signature: _____

Date: _____

Emergency Solutions Grant Program (ESG)

HOUSING HABITABILITY STANDARDS INSPECTION CHECKLIST

ESG Applicant Name: _____

About this Tool

These standards apply only when a program participant is receiving financial assistance and moving into a new (different) unit. Inspections must be conducted upon initial occupancy and then on an annual basis for the term of ESG assistance.

The habitability standards are different from the Housing Quality Standards (HQS) used for other HUD programs. Because the HQS criteria are more stringent than the habitability standards, a grantee could use either standard. In contrast to HQS inspections, the habitability standards do not require a certified inspector. As such, ESG program staff could conduct the inspections, using a form such as this one to document compliance.

Instructions: Mark each statement as 'A' for approved or 'D' for deficient. The property must meet all standards in order to be approved. A copy of this checklist should be placed in the client file.

Approved or Deficient	Element
	1. <i>Structure and materials:</i> The structures must be structurally sound so as not to pose any threat to the health and safety of the occupants and so as to protect the residents from hazards.
	2. <i>Access:</i> The housing must be accessible and capable of being utilized without unauthorized use of other private properties. Structures must provide alternate means of egress in case of fire.
	3. <i>Space and security:</i> Each resident must be afforded adequate space and security for themselves and their belongings. Each resident must be provided with an acceptable place to sleep.
	4. <i>Interior air quality:</i> Every room or space must be provided with natural or mechanical ventilation. Structures must be free of pollutants in the air at levels that threaten the health of residents.
	5. <i>Water Supply:</i> The water supply must be free from contamination.
	6. <i>Sanitary Facilities:</i> Residents must have access to sufficient sanitary facilities that are in proper operating condition, may be used in privacy, and are adequate for personal cleanliness and the disposal of human waste.
	7. <i>Thermal environment:</i> The housing must have adequate heating and/or cooling facilities in proper operating condition.

	8. <i>Illumination and electricity</i> : The housing must have adequate natural or artificial illumination to permit normal indoor activities and to support the health and safety of residents. Sufficient electrical sources must be provided to permit use of essential electrical appliances while assuring safety from fire.
	9. <i>Food preparation and refuse disposal</i> : All food preparation areas must contain suitable space and equipment to store, prepare, and serve food in a sanitary manner.
	10. <i>Sanitary condition</i> : The housing and any equipment must be maintained in sanitary condition.
	<p>11. <i>Fire safety</i>: Both conditions below must be met to meet this standard.</p> <ul style="list-style-type: none"> a. Each unit must include at least one battery-operated or hard-wired smoke detector, in proper working condition, on each occupied level of the unit. Smoke detectors must be located, to the extent practicable, in a hallway adjacent to a bedroom. If the unit is occupied by hearing-impaired persons, smoke detectors must have an alarm system designed for hearing-impaired persons in each bedroom occupied by a hearing-impaired person. b. The public areas of all housing must be equipped with a sufficient number, but not less than one for each area, of battery-operated or hard-wired smoke detectors. Public areas include, but are not limited to, laundry rooms, day care centers, hallways, stairwells, and other common areas.

CERTIFICATION STATEMENT

I certify that I am not a HUD certified inspector and I have evaluated the property located at the address below to the best of my ability and find the following:

- Property meets all of the above standards.
- Property does not meet all of the above standards.

Therefore, I make the following determination:

- Property is approved.
- Property is not approved.

Case Name: _____			
Street Address: _____			
Apartment: _____	City: _____	State: _____	Zip: _____
Evaluator's Signature: _____		Date: _____	
Please Print. Name: _____			
Exec. Dir. Initial: _____			

**Emergency Solutions Grant Program (ESG)
RENT REASONABLENESS INSPECTION CHECKLIST**

ESG Applicant Name: _____

Checklist/Certification

	Proposed Unit	UNIT #1	UNIT #2	UNIT #3
ADDRESS				
NUMBER OF BEDROOMS				
SQUARE FEET				
TYPE OF UNIT/CONSTRUCTION				
HOUSING CONDITION				
LOCATION/ACCESSIBILITY				
AMENITIES				
UNIT:				
SITE:				
NEIGHBORHOOD:				
AGE IN YEARS				
UTILITIES (TYPE)				
UNIT RENT				
UTILITY ALLOWANCE				
GROSS RENT				
HANDICAP ACCESSIBLE?				

CERTIFICATION:

RENT REASONABLENESS

Based upon a comparison with rents for comparable units, I have determined that the proposed rent for the unit [] is / [] is not reasonable.

NAME:	SIGNATURE:	DATE:
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Notes on Determining Rent Reasonableness

HUD's standard for rent reasonableness means that the total rent charged for a unit must be reasonable in relation to the rents being charged during the same period for comparable units in the private, unassisted market and must not be in excess of rents being charged by the owner during the same period for comparable non-luxury unassisted units.

Determination criteria:

- Location
- Quality
- Size
- Type
- Age of unit
- Amenities, housing services, maintenance, and utilities provided by the owner

Comparing rents:

- Market study
- Reviewing comparable units advertised for rent
- Note from property owner verifying comparability of charged rents to other units owned