

**City of Medford  
Annual Action Plan  
July 1, 2016-June 30, 2017  
Program Year 42**



**City of Medford, Massachusetts**

**Mayor Stephanie M. Burke  
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# EXECUTIVE SUMMARY

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

### 1. Introduction

This Action Plan provides the basis and strategy for the use of federal funds granted to the City of Medford by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program. This plan presents proposed objectives and outcomes for the second year of the five year Consolidated Plan (2015-2020). The City will apply for \$1,403,910.00 in funds, an approximate 2.1% decrease from the prior program year. The program year extends from July 1, 2016-June 30, 2017.

The primary objective of the CDBG program is to develop viable communities and to meet the needs of the City's low and moderate income residents through a range of activities that provide:

- A suitable living environment,
- Decent, safe and sanitary housing, and
- Economic opportunities.

The City of Medford, under the leadership of the Mayor, administers Community Development Block Grant funds through the Office of Community Development. The City has identified a number of needs through input from agencies and residents, data collection and analysis. As part of the process to establish priorities and strategies the public is invited to provide input and identify needs. Public service agencies submit proposals to be considered for funding. The Office of Community Development works with the Mayor to develop a draft budget and plan for input including proposed projects and funding. The Medford City Council authorizes submission of the application at a public hearing.

### 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.

Chart 1 identifies the objectives proposed to achieve the primary goals identified through the consolidated planning process. The goal of providing decent housing includes the following objectives: increase the supply of affordable housing units for low and moderate income households, assist at-risk of homelessness individuals with finding services to prevent homelessness, improve the quality of housing and increase homeownership opportunities.

Housing activities will continue to foster partnerships to create new affordable rental and home ownership units, improve the stock of housing, increase participation in First Time Home Buyer Trainings and Programs and assist individuals with housing issues.

The strategy to achieve the goal of creating a suitable living environment is reflected in expenditures and activities directed toward making physical improvements to the City systems and public facilities. Objectives are to upgrade facilities that provide services to low and moderate income persons, upgrade or replace inadequate infrastructure, remove architectural barriers, eliminate slums and blight conditions, preserve historic resources and encourage energy efficiency. The Forty-Second program year activities include the completion of renovations to the Senior Center; conducting a feasibility study and beginning construction for a barrier removal project at the Medford Public Library and other facilities, and water, sewer, roadway and sidewalk improvements in low and moderate income areas.

Economic Development goals are aimed at fostering job growth and retention. Partnerships are essential to effective economic development strategies and to eliminate the deteriorating effects of disinvestment. Using District Local Technical Assistance Funds, the City will be working with the Metropolitan Area Planning Council to complete an Economic Development Strategy focused on Medford Square. This along with the Mayor's commitment to economic development and small businesses will set a framework for business development related strategies. A new Storefront Program will be evaluated for funding and implementation. The City will continue to encourage new development in the City through use of staff resources in advising and guiding potential developers through the permitting process.

Funding of public services to low and moderate income residents are aimed at combatting social illnesses and improving quality of life. Services include after-school care, social, recreation and transportation services for seniors, English language instruction, food pantry and meals, referral, counseling and legal services for low and moderate income persons, providing vocational and social opportunities for the developmentally disabled and Alzheimer's daycare and related services. A maximum of fifteen (15%) percent of CDBG funds can be allocated for public services.

July 1, 2016-June 30, 2017 Goals and Objectives Decent Housing	
<b>Objective #1-Rental- Increase Affordable Housing Units Available to Low and Moderate Income Households</b>	
<b>Strategies</b>	Oversee affordable housing lotteries and ensure timely delivery of affordable units.
	Develop strong partnerships with local or regional for profit and non-profit organizations capable of developing low and moderate income housing.
	Assist non-profit housing developers in identifying appropriate development sites and in accessing funding toward development.
	Encourage the creation of affordable rental units in private large scale developments.
<b>Objective #2- Owner- Encourage Affordable Homeownership Program Options</b>	
<b>Strategies</b>	Increase participation and outreach for First Time Homebuyer trainings and programs.
	Negotiate the creation of affordable homeownership units as a requirement for certain residential projects.
	Identify opportunities and sites for development of affordable homeownership housing.
<b>Objective #3- Homeless- Assist Homeless Persons and those At-Risk of Homelessness.</b>	
<b>Strategies</b>	Participate in CoC activities and planning to end homelessness.
	Encourage the creation of emergency, transitional and permanent supportive housing services for homeless individuals and families.
	Provide residents in need with referrals to housing providers, human service agencies and emergency fuel and food assistance programs.
<b>Objective #4- Improve the quality of housing for Low and Moderate Income Residents.</b>	
<b>Strategies</b>	Work with partner agencies to improve housing conditions in subsidized housing and housing operated by non-profit agencies.
	Explore the feasibility of lead paint and rehabilitation programs through local non-profits.

A Suitable Living Environment Make Physical Improvements to City Systems and Public Facilities	
Objectives	
<b>1</b>	Upgrade and replace inadequate and aging infrastructure, water, sewer, sidewalk and street systems in low and moderate income areas.
<b>2</b>	Removal of architectural barriers to and within public facilities. The Public Library will be prioritized.
<b>3</b>	Continuation of improvements and upgrades to public facilities serving low and moderate income persons.
<b>4</b>	Elimination of slum and blight conditions.

Economic Development	
Objectives	
1	Create an Economic Revitalization Strategy for Medford Square.
2	Develop and implement a storefront improvement program aimed at job creation and retention.
3	Investigate a Neighborhood Revitalization Strategy to enhance flexibility to undertake economic development activities with federal funds.
4	Promote new development.

Public Services Provide a Variety of Public Services	
Objectives	
1	Combat social illnesses, public safety and substance abuse, which weaken the stability of the City's households and neighborhoods.
2	Improve the quality of life for Medford's school children, through the provision of after school child care programs.
3	Improve the quality of life for Medford's seniors, through the provision of social and recreational activities, transportation to congregate meals, medical appointments and nutritional shopping.
4	Support English language education for non-English speaking residents.
5	Improve the resources available to the City's population at risk of homelessness, residents in crisis, local consumers, and the physically and emotionally disabled population.
6	Encourage the creation of affordable housing and assist those with emergency and transitional housing needs. Programs include legal-aid, food pantry and meals, and referral and counseling services.
7	Provide vocational, social, recreational and education opportunities for developmentally disabled Medford residents and their families.

**Chart 1**

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

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

#### Affordable Housing

The City works with several partners utilizing CDBG funds and zoning incentives to increase the supply of affordable housing. Medford Community Housing received \$150,000.00 to purchase a two-family home. These funds were leveraged with a mortgage in the amount of \$110,000.00 from Century Bank and

\$447,967.00 in HOME funds through the North Suburban Consortium. \$100,000.00 of CDBG funds were allocated from prior year balances targeted for housing activities.

Negotiating the provision of affordable housing in several private developments seeking zoning relief has been the most effective way to create affordable units. Staff resources leveraged these activities. Two condominium units have been sold at the Residences at 1 Saint Clare Road. Both homebuyers utilized NSC closing costs and down payment assistance. One unit has been completed at the 42 Alfred Street project. The lottery process is beginning soon. The City negotiated thirty units at the Modera project and fourteen at River's Edge. Both projects are under construction.

Other activities include participation in First Time Home Buyer Workshops, North Suburban Consortium and assisting residents with referrals to agencies that can help resolve housing issues.

#### Improvements to Public Facilities and City Systems

Improvements to the Medford Senior Center is a priority project. The project has been awarded and is under construction. Approximately \$577,515.00 has been expended to date on design and construction. The project is expected to be substantially complete by June, 2016. The project includes roof replacement, HVAC upgrades, masonry repairs, energy efficiency and ADA improvements.

The elimination of handicap barriers is proposed at the intersection of South and Winthrop Streets. The project is being funded by CDBG and Chapter 90. The project has been designed and is out to bid.

The Medford Housing Authority was allocated \$15,000.00 for HVAC improvements at the Walking Court Development. Construction will proceed shortly.

#### Economic Development

The City has leveraged staff resources to increase communication between the State and local businesses in Medford Square impacted by a bridge replacement project. The Mayor has established a business liaison position in her office to improve communication between City Hall and business persons. Approximately \$50,000 in services is being leveraged in the creation of an economic development strategy in Medford Square. The City has experienced commercial growth including several new restaurants, an AC Marriot Hotel, permitting of a 60,000 square foot renovation of Meadow Glenn Mall and expansion of Fellsway Plaza. This private development has completed unprecedented construction of multiple dwelling housing.

#### Public Services

The City allocated fifteen percent of his forty first program year budget to fifteen public agencies. \$175,895.00 had been expended to date on various public services benefitting low income, elderly and disabled residents.

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

The Office of Community Development engaged Medford residents, neighborhood stakeholders and public service providers to aid in the development of the July 1, 2016-June 30, 2017 Annual Action Plan. A series of public meetings and hearings were conducted by the City of Medford and North Suburban Consortium to discuss community needs and priorities, provide an overview of CDBG and the Action Planning process and summarize year to date expenditures.

#### **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.

A summary of public comments received through the Citizen Participation and Consultation Process can be found within Section AP-12 Citizens Participation.

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

All comments were addressed and accepted.

#### **7. Summary**

The 2016-2017 Annual Action Plan is the outcome of a planning process which identifies community needs and effective investment strategies toward meeting those needs. The City of Medford has crafted a plan distributing CDBG funds to best achieve desired outcomes with regards to decent housing, expanding economic opportunities, and creating suitable living environments for low and moderate income resident.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	MEDFORD	Office of Community Development

Table 1 – Responsible Agencies

### Narrative

The Office of Community Development is the designated City office charged with the development and implementation of the City of Medford's Consolidated and Annual Action Plans. In addition to producing the plans that provide the strategy for the allocation of federal dollars, the office coordinates the process to recommend projects to best address priority needs of low and moderate income residents and provides the necessary financial and programmatic oversight.

The Office of Community Development participates in the North Suburban HOME Consortium (NSC) and the Massachusetts Balance of State (BoS) Continuum of Care, designating staff to represent and attend regular meetings. The Office works to ensure that the City of Medford's non-housing community development, economic development, housing, and homeless needs are addressed within the regional programs.

### Consolidated Plan Public Contact Information

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

### **1. Introduction**

The July 1, 2016- June 30, 2017 Annual Action Plan was developed by the City of Medford, Office of Community Development through citizen participation and consultation efforts. The City engaged residents, stakeholders and service providers to obtain input on priority needs for the year ahead. Building upon the comprehensive consultation process undertaken in the development of the 2015-2019 Consolidated Plan, the Action Plan incorporates feedback provided through community meetings and public hearings conducted by the City and North Suburban Consortium.

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

The Office of Community Development works collaboratively with the Medford Housing Authority, housing providers, planning, human service and homelessness agencies in the City and region. This ongoing coordination addresses many community needs, informs investment decisions and ensures the provision of critical services including youth and elderly programming, child care, family support services, crisis prevention, job preparedness training, transitional housing, and recreational opportunities for developmentally disabled persons. In addition, the City supports the Massachusetts Balance of State (BoS) Continuum of Care planning process.

#### **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.**

This year the Malden/Medford Continuum of Care (CoC) merged with the Massachusetts Balance of State. The Balance of State (BoS), under the Department of Housing and Community Development, implements the continuum's homelessness strategy across 75 member communities. This encompasses the administration of Federal and State resources, coordination with service providers, regional needs assessments and overseeing project implementation addressing homelessness assistance and prevention. This merger was necessary to continue the Tri-City's ability to address homelessness and engage in implementation closely aligned with the Massachusetts Plan to End Homelessness. The State's goals are 1. increasing the number of permanently supportive housing units; 2. improving job readiness and achieving employments; 3. providing homeless prevention and rapid rehousing assistance; and 4. providing case management services to increase the likelihood of residential stability.

The Balance of State is currently focused on efforts to phase in a coordinated entry process, designed to identify and efficiently facilitate the admission of vulnerable, at-risk persons into permanent supportive housing. The continuum has also begun conducting regional needs assessments, engaging service providers and stakeholders to assist in determining service gaps and priorities across member

communities. In addition, the Continuum of Care has achieved critical benchmarks in ending veteran homelessness within the Balance of State service area.

The City of Medford seeks opportunities to support projects and programs that further Balance of State goals and address the needs of homeless, at-risk and special needs families and individuals in Medford. Continued consultation with the Continuum and participating members impacts the allocation of resources and guides the provision of services. The City annually supports community-based agencies Bread of Life, Heading Home, Housing Families and Salvation Army with CDBG Public Service funding to prevent homelessness, provide basic necessities and facilitate the successful transition of struggling families into permanent housing.

**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**

Now a member community of the Balance of State Continuum of Care, the City of Medford remains engaged in the establishment of priorities, coordination efforts and referrals through ongoing Tri-City Task Force meetings and support of homeless prevention initiatives.

While not a direct recipient of ESG funding, the City of Medford has supported Continuum of Care partner and public service agency, Housing Families, in its recent application for ESG Homelessness Prevention funding through the Massachusetts Department of Housing and Community Development. If funded, Housing Families will hire an eviction prevention case manager to aid struggling families maintain their tenancies. The program will coordinate with Housing Families' pro-bono legal team, fellow non-profit, Just-A-Start, and local housing authorities to prevent eviction and stabilize at-risk families.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

<b>1</b>	<b>Agency/Group/Organization</b>	<b>Medford Housing Authority</b>
	<b>Agency/Group/Organization Type</b>	PHA Services - Housing Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was consulted as part of its participation in a public meeting conducted on 3/24/2016. The MHA identified isolation and access to community resources as a concern among elderly and disabled residents at the Walkling Court Development of the Medford Housing Authority. The primary outcome is anticipated to result in coordinated outreach efforts improving access to community amenities, ESOL classes, and wellness activities to assist residents, primarily of Haitian Creole descent, age in place.
<b>2</b>	<b>Agency/Group/Organization</b>	<b>Medford Fair Housing Office</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services - Persons with Disabilities Service - Fair Housing Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A meeting was held with the City's Fair Housing Officer who identified the following areas of concern: education on landlord-tenant law, reasonable accommodations, the need for affordable, accessible housing and focused efforts on the development of fair housing goals, and public participation in the newly available Fair Housing Assessment Tool. The anticipated outcome is to affirmatively further fair housing, promote fair housing choice and foster inclusive communities free from barriers and discrimination.
<b>3</b>	<b>Agency/Group/Organization</b>	<b>Mystic Valley Elder Services</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services - Elderly Persons Services - Persons with Disabilities Services - Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization attended and participated in a public meeting conducted on 3/24/2016. The agency identified the availability of comprehensive care, transportation and support services for isolated and critically-ill elders as a priority need. The anticipated outcome is increased access to home care services for seniors aging in place.
<b>4</b>	<b>Agency/Group/Organization</b>	<b>Immigrant Learning Center</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services - Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Non-Homeless Special Needs

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency attended and participated in a public meeting conducted on 3/24/2016. The agency identified the expanding need for English Language skills, job preparedness training and public education on the positive impact of today's immigrants. The anticipated outcome is additional focus on needs of immigrant populations, revitalized neighborhoods and expansion of economic opportunities.
<b>5</b>	<b>Agency/Group/Organization</b>	<b>Council on Aging</b>
	<b>Agency/Group/Organization Type</b>	Services - Elderly Persons Services - Persons with Disabilities Services - Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency attended and participated in a public meeting held on 3/24/2016. The agency discussed the ongoing facility improvements at the Medford Senior Center and the continued need for recreational and shopper transportation, home maintenance/modification services, social work and volunteer coordination. The anticipated outcome is the completion of improvements to the Senior Center and continued support of senior programming.
<b>6</b>	<b>Agency/Group/Organization</b>	<b>City of Medford Public Schools</b>
	<b>Agency/Group/Organization Type</b>	Services - Education Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development Anti-Poverty Strategy

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City Department attended and participated in a public meeting held on 3/24/2016. The School System identified the expanding need for affordable afterschool programs that provide emotional learning, family resources and support for working parents. The anticipated outcome is the continued support of afterschool childcare and coordination between families and the Medford Public Schools.
<b>7</b>	<b>Agency/Group/Organization</b>	<b>Community Family, Inc.</b>
	<b>Agency/Group/Organization Type</b>	Services - Elderly Persons Services - Persons with Disabilities Services - Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency attended and participated in a public meeting held on 3/24/2016. The agency identified the need for adult day health services to support individuals with memory loss and respite for the caregivers of elders. Anticipated outcomes are an improved quality of life through a higher level of service, support and continued coordination amongst partnering agencies.
<b>8</b>	<b>Agency/Group/Organization</b>	<b>Bread of Life</b>
	<b>Agency/Group/Organization Type</b>	Services - Elderly Persons Services - Persons with Disabilities Services - Homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with Children Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency attended and participated in a public meeting held on 3/24/2016. The agency discussed the increasing demand for nutrition and food programs for low income, at-risk and isolated families, elders and immigrant populations. The anticipated outcome is an enhanced focus on food security and improved access to fresh food and nutrition programs.

9	<b>Agency/Group/Organization</b>	<b>Boys and Girls Club of Middlesex County</b>
	<b>Agency/Group/Organization Type</b>	Services - Children Services - Education Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency attended and participated in a public meeting held on 3/24/2016. The agency provides family support services, educational and recreational resources and identified the need for affordable afterschool care that incorporates a strong academic component. The anticipated outcome is affordable after-school child care and coordination between students, families, teachers and schools.
10	<b>Agency/Group/Organization</b>	<b>West Medford Community Center</b>
	<b>Agency/Group/Organization Type</b>	Services - Children Services - Elderly Persons Services - Persons with Disabilities Services - Health Services - Education Services - Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency attended and participated in a public meeting held on 3/24/2016. The agency identified the need for community support for low- and moderate income youth and elders through programs that support daily living, wellness, enrichment and recreational activities. The anticipated outcome is continued support for community programs and improved quality of life in the West Medford neighborhood.
11	<b>Agency/Group/Organization</b>	<b>Medford Community Housing</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was consulted as part of ongoing efforts to develop affordable housing in Medford and have highlighted the escalating property values and rents as reaching crisis proportions. They have identified the need for Homebuyer Education, Down Payment Assistance programs and creation of additional affordable housing units. The anticipated outcome is the facilitation of affordable housing creation, an evaluation of condition of housing and appropriate programmatic response.
12	<b>Agency/Group/Organization</b>	<b>SCM Transportation</b>
	<b>Agency/Group/Organization Type</b>	Services - Elderly Persons Services - Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency attended and participated in a public meeting held on 3/24/2016. The agency identified the increasing demand for community transportation services for elderly, critically-ill and disabled residents and spoke of the strong, coordinated efforts to deliver services. The anticipated outcome agency seeks improved access to program as a result of the consultation.
13	<b>Agency/Group/Organization</b>	<b>North Suburban HOME Consortium</b>
	<b>Agency/Group/Organization Type</b>	Housing Other government - County Other government - Local Planning Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Anti-Poverty Strategy

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The North Suburban Consortium, a membership organization of 8 surrounding local communities was consulted as part of their ongoing regional partnership to create affordable rental and homeownership opportunities. The consultation process will result in the establishment of housing priorities and HOME funding allocations consistent with Member Community Needs. The anticipated outcome is the identification of affordable housing development opportunities to be pursued by the City when viable.</p>
<p><b>14</b></p>	<p><b>Agency/Group/Organization</b></p>	<p><b>Heading Home, Inc.</b></p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing  Services - Housing  Services - Children  Services - Victims of Domestic Violence  Services - Homeless  Services - Health  Services - Education  Services - Employment</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Homelessness Strategy  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Anti-Poverty Strategy</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The agency attended and participated in a public meeting held on 3/24/2016. The agency identified the challenge of responding to shelter and housing issues, continued need to develop supportive programming that serves families effectively, and the agency's expansion of their Economic Mobility Center to position for program participants to obtain and sustain employment. The anticipated outcome is success in helping families remove obstacles to achieve permanent housing, education and career preparedness.</p>

15	<b>Agency/Group/Organization</b>	<b>Housing Families, Inc.</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services - Persons with Disabilities Services - Persons with HIV/AIDS Services - Victims of Domestic Violence Services - Homeless Services - Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Anti-Poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency attended and participated in a public meeting held 3/24/2016. Providing a full continuum of services ranging from homeless prevention and emergency shelter to permanent supportive housing, the agency identified the need for pro-bono legal assistance to support very low-income households in preventing crisis, avoiding eviction and stabilizing at-risk families.. The anticipated outcome is assisting vulnerable populations to maintain their tenancies and provide access to justice and crisis mitigation.
16	<b>Agency/Group/Organization</b>	<b>ABCD Boston</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services - Children Services - Victims of Domestic Violence Services - Homeless Services - Health Services - Education Services - Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Anti-Poverty Strategy

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The agency attended and participated in a public meeting held on 3/24/2016. The agency introduced themselves as the new Community Action Program in the Tri-City region and identified the desire to build alliances within the surrounding community and promoted their mobile homeless outreach program. The agency also identified the need for continued support in addressing homeless and at-risk populations with crisis prevention, housing searches, immigration assistance, Headstart programming and fuel assistance. The anticipated outcome is success in connect very low income families and individuals with crucial community resources.</p>
<p><b>17</b></p>	<p><b>Agency/Group/Organization</b></p>	<p><b>Massachusetts Balance of State CoC</b></p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing  Services - Housing  Services - Children  Services - Victims of Domestic Violence  Services - Homeless  Services - Health  Services - Education  Services - Employment</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Homelessness Strategy  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homeless Needs- Veterans</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The BoS CoC was consulted on 5/3/16. The BoS, under the umbrella of DHCD, administers a combination of Federal and State resources to provide homelessness assistance and prevention throughout 75 member communities. The agency discussed continued efforts to implement coordinated entry, conduct regional needs assessments and ending veteran homelessness. The anticipated outcome is success in efficiently addressing the needs of homeless and at-risk populations and mitigating service gaps across the continuum.</p>

**Table 2 – Agencies, groups, organizations who participated**

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

All relevant agencies were consulted in the development of this plan.

**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	Balance of State	The City of Medford is a participant in the CoC newly merged with the Balance of State.
City of Medford Open Space and Recreation Plan	City of Medford	The City's Open Space and Recreation Plan assists in the prioritization of public park and open space improvement needs.
City of Medford Impediments to Fair Housing	City of Medford	The Analysis of Impediments to Fair Housing report was used to assess and remove barriers to fair housing, while identifying opportunities to provide appropriate housing to Medford residents.
MetroNorth Land Use Priority Plan	Metropolitan Area Planning Council	The analysis and recommendations of the Land Use Plan provides context for future development. Activities proposed within the Consolidated Plan are consistent with the Land Use Plan.

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

**Narrative**

The City of Medford recognizes that its housing and economic development initiatives must be placed in a regional context. Medford enjoys good relations with its neighbors and regularly consults with neighboring communities and jurisdictions about redevelopment initiatives.

The City of Medford through the Office of Community Development coordinates with regional planning agencies, like MAPC, to ensure funding priorities are in line and coordinated with current community development goals and objectives. The Office of Community Development is also active in the North Suburban HOME Consortium and consults regularly with housing and real estate entities.

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

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

As a CDBG recipient, the City of Medford is required to adopt a detailed Citizen Participation Plan that sets forth the jurisdiction's policies and procedures for public participation. The plan is administered by the Office of Community Development and must encourage the participation of low and moderate income residents in Consolidated and Annual Action Planning processes; provide for reasonable access to proposed plans and substantial amendments; allot for public hearings and meetings; and address citizen comments and complaints.

In developing the 2016-2017 Annual Action Plan, the City and the North Suburban Consortium (NSC) conducted public meetings and hearings to solicit citizen and service provider input. This feedback contributed to the identification of priority needs and CDBG investment strategies. A variety of human service agencies, housing providers, municipal officials and residents participated, establishing the continued need for services and improvements impacting low-to-moderate income residents.

Meetings were scheduled as follows:

- March 1, 2016            Malden Senior Center            NSC Public Hearing
- March 24, 2016        Medford Senior Center          Public Meeting
- April 5, 2016          Medford City Hall                Committee of the Whole Public Meeting
- May 3, 2016            Medford City Hall                Public Hearing

Public Hearings are advertised two weeks prior to the hearing in a local newspaper of general circulation. Notices are also distributed to partnering public service agencies, Medford City Council, Medford Senior Center, Medford City Hall and posted on the Medford City website ([www.medfordma.org](http://www.medfordma.org)). Public Meetings, such as the Committee of the Whole, are posted at least 48 hours in advance with the Medford City Clerk. Citizens, including those with mobility, visual or hearing impairments, are invited and provided the opportunity to make reasonable accommodations. The City's website is used to post information on a regular basis. Ongoing project meetings are also conducted by the office throughout the course of the program year.

In addition to providing a community forum for open dialogue, meetings provide participants with a summary of the Action Planning process, anticipated allocations, report on prior year activities and accomplishments and guidance with regards to project selection in the year ahead.

Participants expressed support for services promoting self-sufficiency, reducing isolation and improving quality of life for low income families, seniors and individuals.

Aforementioned priorities have been incorporated in the proposed Plan, made available for public review on Wednesday, April 13, 2016. The Draft Action Plan was accessible during the 30-day public comment period at the City of Medford, Office of Community Development, Room 308, 85 George P. Hassett Drive, Medford, MA 02155, in addition to the City website, available at [www.medfordma.org](http://www.medfordma.org).

**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>Persons with Disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Elders; Public Service Agencies</p>	<p>The Office of Community Development conducted a public meeting at the Medford Senior Center on March 24, 2016 at 1:00PM to elicit input from low and moderate income residents, social service providers and the public regarding priorities for the 2016-2017 Annual Action Plan. Approximately 25 individuals were in attendance, in addition to the Office of Community Development and a representative from the Senior Center Improvement Project.</p>	<p>Service providers highlighted the continued need for supportive services, legal aid, transportation, comprehensive senior programming, recreational opportunities for developmentally disabled individuals, child care and youth programming and homelessness prevention. A resident expressed their gratitude for the availability of these programs to the community and complemented the work of Council on Aging and Immigrant Learning Center.</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	Non-targeted/broad community  Public Service Providers	On April 5, 2016, the Medford City Council conducted a Committee of the Whole to solicit input regarding the development of the 2016-2017 Annual Action Plan and public service priorities. Approximately 20 individuals attended in addition to the Medford City Council and Office of Community Development.	Service providers presented and discussed their respective programs with Medford City Councilors, reinforcing the collective need for supportive services, emergency assistance, affordable child care, senior programming, homelessness prevention and community transportation for low-to-moderate income Medford residents.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community	On March 1, 2016 the Malden Redevelopment Authority conducted a public hearing on behalf of the North Suburban HOME Consortium to solicit input regarding the development of the 2016-2017 Annual Action Plan and regional housing goals and objectives.	Participants expressed the need to create affordable senior housing across the eight consortium communities.	All comments were accepted.	

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	Public Hearing	Non-targeted/broad community	On May 3, 2016, the Medford City Council conducted a public hearing to solicit public input regarding the proposed 2016-2017 Annual Action Plan and authorize submission of the YR 42 application to the U.S. Department of Housing and Urban Development. Approximately 20 individuals attended, in addition to the Medford City Council and Office of Community Development.	Inquiries were made as to the ability of CDBG to address the removal of architectural barriers and extent of resources designated toward economic development activities. The plan was subsequently approved for submission to HUD.	All inquiries were addressed and accepted.	

**Table 4 – Citizen Participation Outreach**

## EXPECTED RESOURCES

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

#### Introduction

The City of Medford anticipates receiving \$1,403,910.00 in CDBG funds during the July 1, 2016- June 30, 2017 program year. In addition, the City expects \$5,000 in program income. To maximize the impact of the CDBG Entitlement funds, the City strategically leverages additional funds and City partnerships whenever feasible. As a member of the North Suburban Consortium, the City may access HOME Investment Partnership Funds to support direct assistance to low-to moderate income first-time homebuyers and to subsidize of affordable housing development.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Admin and Planning Economic Development Housing Public Improvements Public Services	1,403,910	5,000	0	1,408,910	4,211,730	CDBG funds are the primary source of funding. Leveraged funds and opportunities will be maximized to the greatest extent possible.

Table 5 - Expected Resources – Priority Table

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

The City of Medford plans to use CDBG funds to leverage additional resources. These non-Entitlement funds will be used to further the goals of the Annual Action Plan and may include: federal and state grants, linkage fees and City funding. The following leveraged resources are anticipated during the 2016-2017 Annual Action Plan:

**Municipal General Funds:** The annual City budget commits resources for the priority activities including Public Parks, Facilities, and Infrastructure, the Fair Housing Office, and the Disability Commission.

**Affordable Housing Resources:** Affordable Housing Developments may utilize a variety of Resources including the HOME Program, DHCD's Local Action Unit Program, federal Section-8 or Project Based housing vouchers, Mass Rental Voucher Program and private mortgage financing. Additional funds are leveraged through partnerships with private and for-profit developers. The Malden Redevelopment Authority, as the NSC Lead Agency, monitors consortium-wide HOME program matching requirements. Regional projects are often matched with LIHTC, state housing bonds and MRVP vouchers.

**Philanthropy:** Public Service agencies often match CDBG dollars with private funding from national, state, and local philanthropies including the United Way, Private Foundations, and donations.

**Section 8 Funds:** Section 8 is administered by the Medford Housing Authority and provides rental subsidies.

**Continuum of Care Funds:** Non-profit human service providers that offer housing and services to homeless persons through-out Medford and Tri-City region are able to access resources through the Massachusetts Balance of State. These resources include, but are not limited to, non-entitlement ESG, McKinney-Vento, RAFT and HomeBASE. CSBG, LIHEAP and Headstart are additional state and federal resources administered through the newly appointed Community Action Program agency, ABCD.

The City will also utilize other State and Federal resources to leverage CDBG funds when allowed and available.

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

**identified in the plan**

No publically owned land is anticipated to be used to address needs. City parks and public facilities will continue to be operated to provide recreation and services to low and moderate income persons.

**Discussion**

The priorities identified within the Action Plan are the outcome of an overall effort to identify community needs during the Citizen Participation Period. This Plan assesses the available resources available to meet those needs. The City of Medford's investments will leverage public and private funds to address the economic development, affordable housing, community development, and special needs populations' needs.

## ANNUAL GOALS AND OBJECTIVES

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2015	2019	Affordable Housing		Affordable Housing	CDBG: \$20,000	Rental units rehabilitated: 2 Household Housing Unit  Direct Financial Assistance to Homebuyers:3 Households Assisted
2	Economic Development	2015	2019	Economic Development		Economic Development	CDBG: \$100,000	Jobs created/retained: 4 Jobs
3	Public Facilities, Infrastructure, and Parks	2015	2019	Non-Housing Community Development		Public Infrastructure, Parks, and Facilities	CDBG: \$792,542	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 10,000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Public Service	2015	2019	Non-Homeless Special Needs Non-Housing Community Development		Public Services	CDBG: \$210,586.50	Public service activities other than Low/Moderate Income Housing Benefit: 800 Persons Assisted
5	Administration and Planning	2015	2019				CDBG: \$280,782	

Table 6 - Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	In coordination with the NSC, local non-profit and for-profit developers, the City seeks to improve the quality of housing, increase housing opportunities available to low and moderate income households, assist First Time Homebuyers and fund developer-driven affordable housing projects - both rental and homeownership.
2	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	Increase the City's economic stability through the provision of economic development services, assistance to small business, development of a storefront rehabilitation program, local employment opportunities and support of non-profit agencies providing job training and readiness programs. Coordination with the Metropolitan Area Planning Council on development of the Medford Square Economic Development Strategy.

3	<b>Goal Name</b>	Public Facilities, Infrastructure, and Parks
	<b>Goal Description</b>	Reconstruct aging infrastructure, public facilities and parks. The upgrading and replacement, where necessary, of the water, sewer, sidewalk, drainage, and street systems including: sewer, water and drainage rehabilitation; fire hydrant and water gate replacement; removal and replacement of lead service connections; sidewalk reconstruction and tree planting. Implement handicap access improvements and removal of architectural barriers to public facilities. Handicap access at the Medford Public Library will be evaluated. The removal of barriers will include the provision of ADA compliant access to the Second Floor and other related barrier removals. Roof replacement, HVAC and related exterior and interior to the Medford Senior Center will be completed this program year. Removal of architectural barriers at the Intersection of South and Winthrop Street will be completed.
4	<b>Goal Name</b>	Public Service
	<b>Goal Description</b>	<p>The City seeks to provide a variety of public service programs and to continue to support nonprofit community development agencies to encourage the development of affordable housing. The City objectives include:</p> <ul style="list-style-type: none"> <li>• Combating social illnesses, public safety and substance abuse, which weaken the stability of the City’s households and neighborhoods;</li> <li>• Improving quality of life for Medford’s school children, through the provision of after school child care programs;</li> <li>• Improving the resources available to the City’s population at risk of homelessness, residents in crisis, local consumers, and the physically and emotionally disabled population;</li> <li>• Improving quality of life for Medford’s elderly population, through the provision of day health and recreational programs and transportation to reduce isolation;</li> <li>• Encouraging the creation of affordable housing and assisting those with emergency and transitional housing needs. Programs include legal aid, food pantry and meals, and referral and counseling services;</li> </ul>
5	<b>Goal Name</b>	Administration and Planning
	<b>Goal Description</b>	The City will administer CDBG funds in accordance with the 2015-2019 Consolidated Plan and federal regulations. Activities conducted will maximize federal funding, while leveraging available resources. In addition, OCD will coordinate with the Office of Human Diversity on Affirmatively Furthering Fair Housing, Section 3 and the Americans with Disabilities Act (ADA).

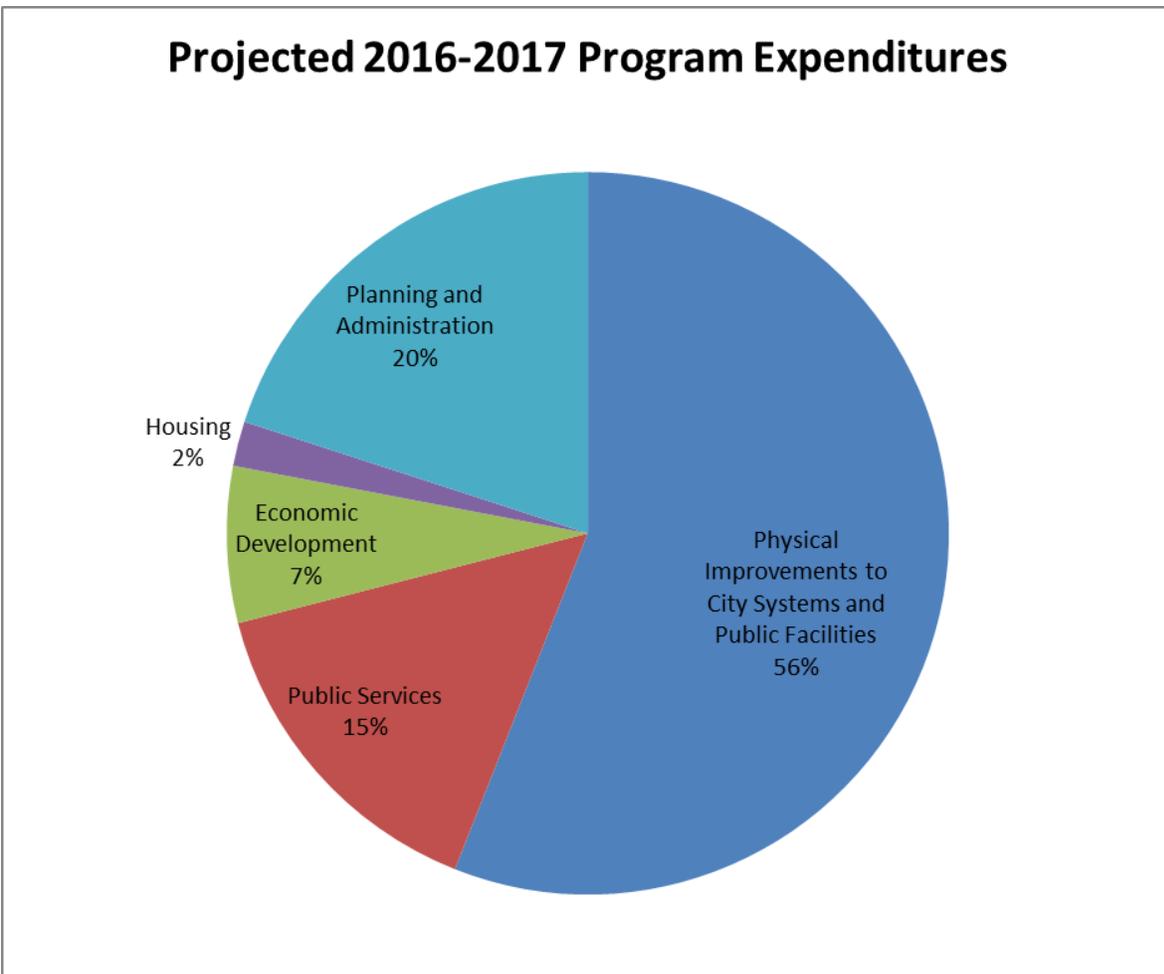
## AP-35 Projects - 91.420, 91.220(d)

### Introduction

In Year 2 of the 2015-2019 Consolidated Plan, funding will address unmet priority needs while continuing commitments to successful multi-year initiatives. Identified priorities include the creation and preservation of affordable housing, upgrades and improvements to the public infrastructure, systems and facilities, expansion of local economic opportunities, removal of architectural barriers and public services assisting vulnerable low-to-moderate income residents.

#	Project Name
1	Planning & Administration
2	Housing Projects
3	Physical Improvements to City Systems & Public Facilities
4	Economic Development
5	Public Services

Table 7 – Project Information



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

Funding has been allocated to best address priorities identified within the Consolidated and Annual Action Planning processes. The primary priority is a continued commitment to an aging infrastructure and public facilities that will increase accessibility to public spaces and services, particularly for low to moderate income Medford residents. Despite this significant investment, the public infrastructure need will remain unmet.

The provision of public services is also a priority. A strong network of human service providers and non-profit agencies support low and moderate income Medford residents in achieving self-sufficiency, permanent housing, continuing education, job preparedness, wellness and other anti-poverty initiatives. However, the need for services far exceeds the available resources. Service providers are encouraged to maximize leveraged funds and to avoid duplication of services. The primary obstacle to addressing need is funding.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Planning & Administration
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Administration and Planning
	<b>Needs Addressed</b>	Affordable Housing Public Infrastructure, Parks, and Facilities Economic Development Public Services
	<b>Funding</b>	CDBG: \$280,782
	<b>Description</b>	Planning and Administration
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	N/A

	<b>Planned Activities</b>	The City seeks to conduct priorities in an efficient manner according to an overall strategy. In administering the CDBG Program, the Office of Community Development shall strive to maximize the impact of the funds expended. The City will work through the Office of Human Diversity regarding regulations concerning fair housing, Section 3 and ADA. Whenever possible, the City will work to make every effort to attract discretionary and formula grant funds to meet Community Development Objectives.
<b>2</b>	<b>Project Name</b>	Housing Projects
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Affordable Housing Projects and project delivery
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City anticipates serving a minimum of five low-and-moderate income households over the next program year through the development of affordable rental housing and First Time Homebuyer Assistance.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	The City seeks to improve the quality of Medford housing and increase affordable housing opportunities available to low-and-moderate income households. Activities include enhancement of conditions for public housing residents, ensure timely delivery of affordable housing units at market-rate developments, assist non-profit housing developers identify sites and funds for development, create affordable rental and homeownership opportunities and provide FT HB down-payment and closing cost assistance through the NSC.
<b>3</b>	<b>Project Name</b>	Physical Improvements to City Systems & Public Facilities
	<b>Target Area</b>	Eligible Census Tracts

	<b>Goals Supported</b>	Public Facilities, Infrastructure, and Parks
	<b>Needs Addressed</b>	Public Infrastructure, Parks, and Facilities
	<b>Funding</b>	CDBG: \$792,542
	<b>Description</b>	Upgrades to water, sewer, sidewalk, drainage, streets, removal of architectural barriers, parks and facilities, senior center and public housing improvements.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates serving 10,000 low and moderate income persons.
	<b>Location Description</b>	Medford Senior Center, 101 Riverside Avenue Intersection at South and Winthrop Streets Medford Public Library, 111 High Street City-wide
	<b>Planned Activities</b>	-Roof replacement, HVAC upgrades, masonry improvements, flooring, accessible lift and exterior improvements at Medford Senior Center; -Assessment of accessibility at the Medford Public Library and subsequent removal of architectural barriers; -Upgrade and replacement of water, sewer, sidewalk, drainage and streets in low and moderate income areas; -Completion of the removal of architectural barriers at the intersection of South and Winthrop Streets;
<b>4</b>	<b>Project Name</b>	Economic Development
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Economic Development

	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$ 100,000
	<b>Description</b>	Economic Development
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates serving four low and moderate income persons through the creation and/or retention of jobs.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Expand the local business base, develop dynamic mixed-use corridors, and support creation and retention of local employment opportunities for low-to-moderate income residents through establishment of business creation and retention strategy and development of a storefront improvement program.
5	<b>Project Name</b>	Public Services
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Public Service
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$210,587
	<b>Description</b>	Public Services
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City anticipates serving approximately 800 low and moderate income residents.
	<b>Location Description</b>	City-wide

<b>Planned Activities</b>	<ul style="list-style-type: none"><li>-Afterschool childcare;</li><li>- Senior wellness, recreational and adult day health programming;</li><li>-Transportation assistance for the elderly, disabled and critically-ill;</li><li>-Pro-bono legal aid;</li><li>-Food pantry and emergency assistance;</li><li>-Transitional housing, referrals and support services;</li><li>-Recreation and vocational programming for physically and developmentally disabled persons;</li><li>-ESOL classes and job preparedness training.</li></ul>
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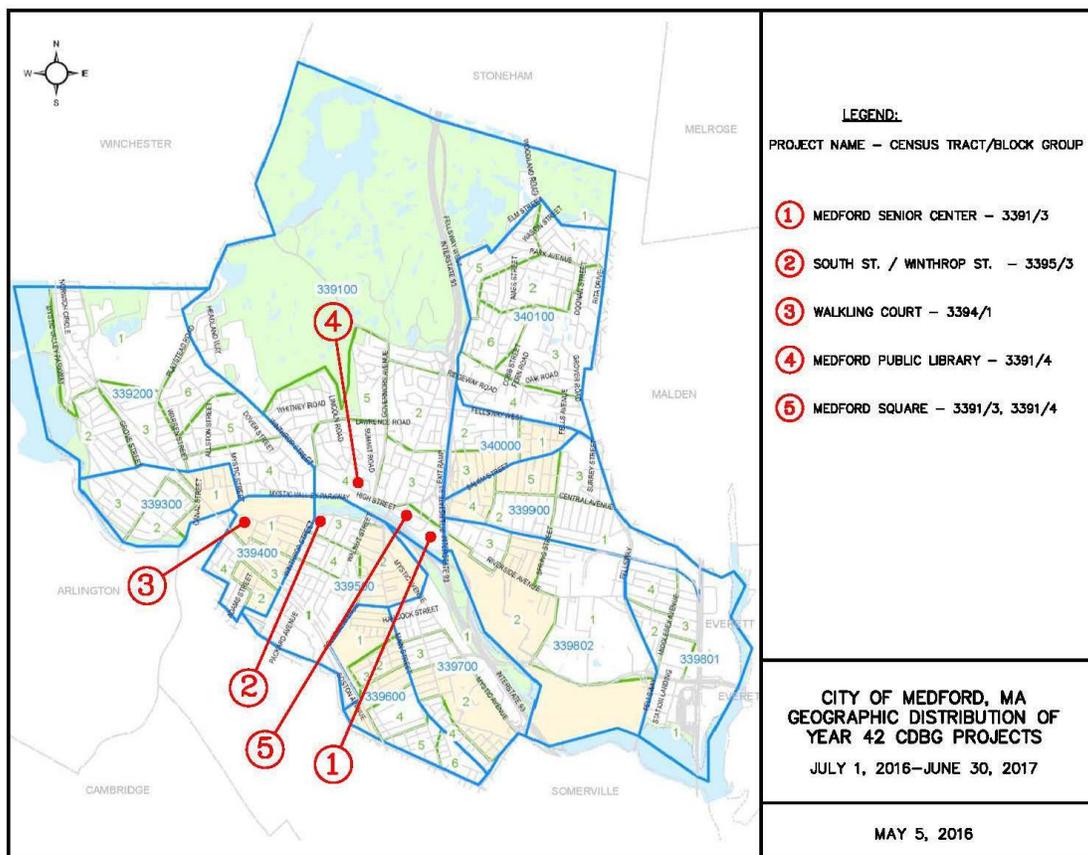
## AP-50 Geographic Distribution - 91.420, 91.220(f)

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

As the Community Development Block Grant (CDBG) is intended to predominantly serve low to moderate income residents, Year 2 CDBG funding is allocated to projects that are either within CDBG eligible areas or directly impact low-to-moderate income beneficiaries. Physical Improvements projects will be undertaken in low and moderate income areas or at public facilities serving low to moderate income residents. Public service and housing activities are operated based upon the eligibility of the person/household, not through geographic targeting.

The map below identifies proposed projects for the upcoming program year. However, this is not inclusive of all projects that will be undertaken.

### Geographic Distribution



## **Rationale for the priorities for allocating investments geographically**

Projects were prioritized based on their ability to address identified needs with the resources available. In Year 2 of the Consolidated Plan, 56% of CDBG funds will be invested to meet City-wide needs of an aged public infrastructure system. Selected sites are those projects that are determined to be a high priority by the Office of the Mayor, Department of Public Works and Office of Community Development and based on the consolidated planning process.

ADA accessibility remains a long-standing commitment of the City. Locations selected for improved accessibility are a function of many factors including design and coordination with Public Works projects to identify needs within low and moderate income areas.

Investment in the Medford Senior Center, proposed accessibility improvements at the Medford Public Library and planned economic development activities will have a direct impact on the quality of life for low to moderate income residents within Medford Square. These activities will maximize ongoing improvements in that area. Elderly and disabled individuals will gain increased access to community amenities, while low and moderate income jobs will be created and retained.

## **Discussion**

The City of Medford will continue to target programmatic investments in low and moderate income areas, utilizing data analysis and input received during the citizen participation period and ongoing consultation with City departments, officials and community partners. As needs continue to far outweigh available resources, the City will seek to leverage additional resources whenever possible.

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

### **Introduction**

The activities and goals listed within the Annual Action Plan coincide with the priorities identified in the Consolidated Plan. Activities selected for Year 2 funding are those projects that are ready to proceed and able to make an immediate impact to low and moderate income persons. Eligible projects selected through this process included Public Infrastructure improvements, such as the continued improvements to the Medford Senior Center initiated in prior years, ADA improvements, the creation and preservation of affordable housing and public services. Eligible public service activities were selected through a formal solicitation process, which prioritizes programming to best address identified community needs.

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

Medford's membership within the North Suburban Consortium provides access to gap funding critical to address the lacking supply of affordable housing. The City will continue to identify projects and partners, utilizing this resource whenever viable, as well as engage with private developers and property owners to create additional opportunities for low and moderate income persons. The City is reviewing inclusionary zoning, strengthening community partnerships and developing innovative strategies. The City will also insure that selected public improvement projects are ready to proceed.

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

Project coordination, monitoring expiring-use properties, promoting affordable homeownership opportunities and ensuring long-term affordability through the addition of affordable units on the Local Initiative Program's Subsidized Housing Inventory are efforts of City staff and development boards to foster and maintain affordable housing. Additionally, the City will explore opportunities to create housing programs that preserve the quality of Medford's existing housing stock.

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

The City, in coordination with the North Suburban Consortium, will ensure compliance with Massachusetts lead laws on all homebuyer assistance and developer-driven projects, both homeowner and rental. Testing and lead-safe removal of lead-based paint hazards are required in all HOME and CDBG funded rehabilitation activities.

The City of Medford Board of Health serves as a point of contact regarding lead-based paint hazards and distributes pamphlets describing lead regulations and resources in their office. Whenever lead concerns arise, the Board of Health refers families to the Greater Lawrence Lead Poisoning Prevention Program to initiate lead home inspections and blood testing.

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

Aligned with its commitment to reduce poverty, the City prioritizes the funding of public service programs that support low-income Medford families in achieving self-sufficiency. Continued support for these anti-poverty programs is crucial as they provide vulnerable, at-risk families access to a variety of

supportive services, basic essentials, advocacy, recreational opportunities, transportation, affordable child care, emergency housing, financial literacy, skill building and job preparedness. The provision of such programming is necessary in addressing the economic, housing and health challenges facing low-to-moderate income residents, helping families move out of poverty.

The City also supports efforts of the Metro-North Regional Employment Board and will continue to promote the availability of job training opportunities and employment readiness programs.

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

The City will continue to enhance its program coordination functions, specifically in the areas of prioritization of projects and performance monitoring. Through inter-departmental communication, the Office of Community Development will be readily available to identify ready-to-proceed public works and facility projects. The City will evaluate its process for selection of public service projects to include a greater focus on outcome measures.

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

The City benefits from a strong network of Medford-based non-profits, regional housing and human services providers. Strong interagency coordination is essential to improving the overall quality of life, leveraging resources, directly impacting the lives of low-to-moderate income residents and shaping viable neighborhoods. The City will continue to seek out ways of expanding our engagement with community partners, enhancing outreach and coordination efforts.

The City directly operates quality programs for Medford elders, through its Council on Aging. Council on Aging helps to connect elderly residents with other community resources, augmenting existing senior programming.

Additionally, the City continues to participate as a member of the North Suburban HOME Consortium to effectively coordinate its housing agenda with surrounding communities.

### **Discussion**

Over the next program year, the City's focus will be on upgrades to aging infrastructure and public facilities, job creation and retention and economic stabilization. Funding will also support affordable housing development, transportation, and recreational and supportive services aimed at special needs populations. Proposed activities fulfill HUD's priorities of providing decent housing, suitable living environment and expanded economic opportunity, principally for low-and-moderate income persons. Staff works in partnership with citizens, other City departments and the public and private sectors to accomplish established goals and objectives improving the quality of life for all Medford residents.



# PROGRAM SPECIFIC REQUIREMENTS

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

### Introduction

The City of Medford's Action Plan, in alignment with the Strategic Plan, outlines available resources and proposed activities to be undertaken during the course of the 2016-2017 program year. As stated earlier in the AP-15, the City expects to receive \$1,403,910 in Community Development Block Grant entitlement funds and approximately \$5,000 in program income that is programmed for affordable housing activities.

### 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
<b>Total Program Income:</b>	<b>0</b>

### Other CDBG Requirements

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

## **Discussion**

A range of activities have been identified, including creation and preservation of affordable housing, physical improvements and upgrades to infrastructure and City systems, removal of architectural barriers, improvements to public facilities, job creation and retention and public services. The City anticipates that approximately 85% of CDBG funds will be used toward projects benefitting low-and-moderate income residents. Medford has not engaged in, nor anticipates receiving any program income from Section 108 loan proceeds, urban renewal settlements or float-funded activities.

## APPENDICES

### Citizen Participation



### CITY OF MEDFORD PUBLIC MEETING 2016 ANNUAL ACTION PLAN

Residents, public service agencies and the community at-large are invited to attend a public meeting conducted by the City of Medford Office of Community Development on:

**Thursday, March 24, 2016 at 1:00 PM**  
**Medford Council on Aging**  
**101 Riverside Avenue**  
**Medford, MA**

The purpose of this meeting is to elicit input from low and moderate income residents, social service agencies and the general public regarding the development of the City's Annual Action Plan for the 2016-2017 Program Year.



Persons wishing to attend this meeting who are in need of language interpreters or other types of reasonable accommodations should contact the Office of Community Development as soon as possible.  
**Contact: Rachel Powers, Office of Community Development, City of Medford**  
**Tel: (781) 393-2480 Fax: (781) 393-2342 TDD: (781) 393-2516**

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MEDFORD, MASS.

**NOTICE OF PUBLIC MEETING  
CITY OF MEDFORD  
JULY 1, 2016-JUNE 30, 2017 ANNUAL ACTION PLAN**

The City of Medford, Massachusetts, through its Office of Community Development will conduct a public meeting on Thursday, March 24, 2016 at 1:00 PM at the Medford Council on Aging Senior Drop-In Center, 101 Riverside Avenue, Medford, MA 02155. The purpose of this meeting is to elicit input from low and moderate income residents, social service agencies and the public-at-large in the development of the City's Annual Action Plan for the July 1, 2016-June 30, 2017 Program Year.

Persons wishing to attend this meeting who need language interpreters or other types of reasonable accommodations should contact the Office of Community Development as soon as possible.

**CONTACT:** Rachel Powers, CDBG Administrator  
Office of Community Development  
City of Medford, Massachusetts  
Tel: (781) 393-2480  
Fax: (781) 393-2342  
TDD: (781) 393-2516

TO: All Public Service Agencies  
FROM: Rachel Powers, CDBG Administrator  
DATE: February 29, 2016  
RE: Public Meeting/Senior Center

**All Public Service Agencies requesting CDBG funding are STRONGLY ENCOURAGED to send a representative to the following public meeting:**

**LEGAL NOTICE**

**NOTICE OF PUBLIC MEETING  
CITY OF MEDFORD  
YR42 ANNUAL ACTION PLAN**

The City of Medford, Massachusetts, through its Office of Community Development will conduct a public meeting on Thursday, March 24, 2016 at 1:00 PM at the Medford Council on Aging Senior Drop-In Center, 101 Riverside Avenue, Medford, MA 02155. The purpose of this meeting is to elicit input from low and moderate income residents, social service agencies and the public-at-large in the development of the City's Annual Action Plan for the 2016-2017 Program Year.

Persons wishing to attend this meeting who need language interpreters or other types of reasonable accommodations should contact the Office of Community Development as soon as possible.

**CONTACT:** Rachel Powers, CDBG Administrator  
Office of Community Development  
City of Medford, Massachusetts  
Tel: (781) 393-2480  
Fax: (781) 393-2342  
TDD: (781) 393-2516

February 10, 2016

To All Public Service Agencies:

Attached is the Public Services Request for Proposals for the upcoming fiscal year beginning July 1, 2016 through June 30, 2017. The proposals are due by *Friday, March 4, 2016 at 12:30.*

**PROPOSALS RECEIVED AFTER THIS DEADLINE WILL  
NOT BE CONSIDERED FOR FUNDING.**

**Please note** that the first four pages are instructional only and do not need to be copied and submitted. Submit Form 1, Form 2, Form 3, Conflict of Interest and Corporate Authority forms.

Technical Assistance will also be provided February 22, 2016 – February 26, 2016 by appointment, only upon written request.

Thank you in advance for your attention to these requirements.

Rachel Powers  
CDBG Administrator  
City of Medford, Office of Community Development  
Phone: 781-393-2480  
Fax: 781-393-2342

**PUBLIC NOTICE  
CITY OF MEDFORD  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
REQUEST FOR PROPOSALS  
PUBLIC SERVICES**

The City of Medford, Office of Community Development, is seeking proposals for its Year 42 Public Services Program (July 1, 2016 - June 30, 2017).

Proposed projects must be able to demonstrate a clear role in improving the quality of life for low and moderate income citizens of Medford and must further the goals of self-sufficiency and self-reliance for Medford residents.

**APPLICATION DEADLINE: Friday, March 4, 2016, by 12:30.**

Technical Assistance will be provided February 22, 2016 – February 26, 2016 between by appointment, only upon written request.

Request for proposals and further details may be obtained by calling Rachel Powers, Community Development Block Grant Administrator, at (781) 393-2480.

## **City of Medford accepting Community Development Block Grant (CDGB) applications**

MEDFORD— The City of Medford, Office of Community Development, is seeking proposals for its Year 42 Public Services Program (July 1, 2016 – June 30, 2017).

Proposed projects must be able to demonstrate a clear role in improving the quality of life for low and moderate income citizens of Medford and must further the goals of self-sufficiency and self-reliance for Medford residents.

Deadline: Friday, March 4, 2016, by 12:30.

Technical Assistance will be provided February 22, 2016 – February 26, 2016 between by appointment, only upon written request.

Request for proposals and further details may be obtained by calling Rachel Powers, Community Development Block Grant Administrator, at (781) 393-2480.

## Final public hearing for Malden Community Development Block Grant Annual Action Plan scheduled for Tuesday, March 1

MALDEN— Applications are now available for the Federal Community Development Block Grant (CDBG) Program administered by the Malden Redevelopment Authority (MRA), on behalf of the City of Malden. This funding is through the U.S. Department of Housing and Urban Development (HUD) and will be available for Fiscal Year 2017 (July 1, 2016 - June 30, 2017).

The second of two public hearings for development of the Annual Action Plan: **Tuesday, March 1, 6:00 to 7:00 p.m., Malden Government Center, 200 Pleasant Street, Room 421.**



Technical assistance on submission of applications will be provided along with review performance of current year projects and obtaining input on housing and community development needs.

The CDBG Program provides grants for activities whose principal benefactors are low-to-moderate income individuals or households. The funds are available to for-profit and non-profit corporations and organizations.

Applicants may apply for funds to support public services or physical development activities.

**The deadline to submit completed applications is 5:00 p.m. Tuesday, March 8.** Completed applications (one original and two copies) must be submitted to Nick Pernice, Acting CD Director, MRA, Malden Government Center, 200 Pleasant Street, Room 621. The Fiscal Year 2017 application is online at the MRA's website at [maldenredevelopment.com](http://maldenredevelopment.com).

For more information or to request a fillable form Word document version of the application, email

[npernice@maldenredevelopment.com](mailto:npernice@maldenredevelopment.com) or call 781-324-5720 x 5728.

## City of Medford accepting CDBG proposals now

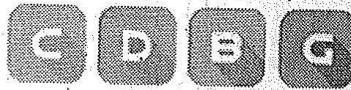
MEDFORD— The City of Medford, Office of Community Development, is seeking proposals for its Year 42 Public Services Program (July 1, 2016 – June 30, 2017).

Proposed projects must be

Deadline: Friday, March 4, 2016, by 12:30.

Technical Assistance will be provided February 22, 2016 – February 26, 2016 between by appointment, only upon written request.

40 Years



Building Better Neighborhoods

able to demonstrate a clear role in improving the quality of life for low and moderate income citizens of Medford and must further the goals of self-sufficiency and self-reliance for Medford residents.

Request for proposals and further details may be obtained by calling Rachel Powers, Community Development Block Grant Administrator, at (781) 393-2480.

## City of Medford accepting Community Development Block Grant applications

MEDFORD— The City of Medford, Office of Community Development, is seeking proposals for its Year 42 Public Services Program (July 1, 2016 – June 30, 2017).

Proposed projects must be able to demonstrate a clear role in improving the quality of life for low and moderate income citizens of Medford and must further the goals of

self-sufficiency and self-reliance for Medford residents.

Deadline: Friday, March 4, 2016, by 12:30.

Technical Assistance will be provided February 22, 2016 – February 26, 2016 between by appointment, only upon written request.

Request for proposals and further details may be obtained by calling Rachel Pow-

ers, Community Development Block Grant Administrator, at (781) 393-2480.

# First of two hearings on CDBG grants in Malden set for tonight

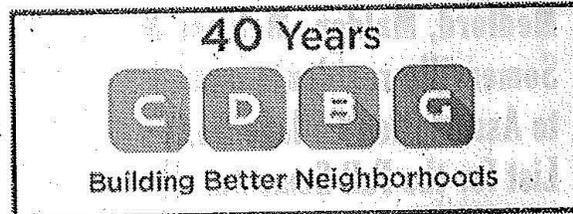
MALDEN— Applications are now available for the Federal Community Development Block Grant (CDBG) Program administered by the Malden Redevelopment Authority (MRA), on behalf of the City of Malden. This funding is through the U.S. Department of Housing and Urban Development (HUD) and will be available for Fiscal Year 2017 (July 1, 2016 - June 30, 2017).

There will be two public hearings for development of the Annual Action Plan: **TONIGHT Thursday, February 18, 6:00 to 7:00 p.m., Malden Housing Authority, 630 Salem Street, and Tuesday, March 1, 6:00 to 7:00 p.m., Malden Government Center, 200 Pleasant Street, Room 421.** Technical assistance on submission of applications will be provided along with review performance of current year

projects and obtaining input on housing and community development needs.

The CDBG Program provides grants for activities whose principal benefactors are low-to-moderate income individuals

Completed applications (one original and two copies) must be submitted to Nick Pernice, Acting CD Director, MRA, Malden Government Center, 200 Pleasant Street, Room 621. The Fiscal Year 2017 applica-



or households. The funds are available to for-profit and non-profit corporations and organizations.

Applicants may apply for funds to support public services or physical development activities.

**The deadline to submit completed applications is 5:00 p.m. Tuesday, March 8.**

tion is online at the MRA's website at [maldenredevelopment.com](http://maldenredevelopment.com).

For more information or to request a fillable form Word document version of the application, email [npernice@maldenredevelopment.com](mailto:npernice@maldenredevelopment.com) or call 781-324-5720 x 5728.

# Final public hearing on CDBG grants in Malden Tues., March 1

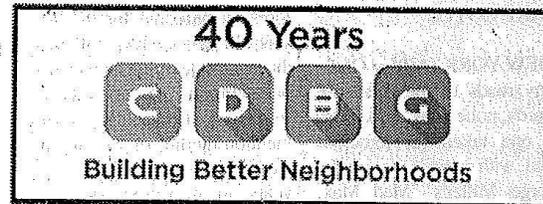
MALDEN— Applications are now available for the Federal Community Development Block Grant (CDBG) Program administered by the Malden Redevelopment Authority (MRA), on behalf of the City of Malden. This funding is through the U.S. Department of Housing and Urban Development (HUD) and will be available for Fiscal Year 2017 (July 1, 2016 – June 30, 2017).

The second of two public hearings for development of the Annual Action Plan: **Tuesday, March 1, 6:00 to 7:00 p.m., Malden Government Center, 200 Pleasant Street, Room 421.**

Technical assistance on submission of applications will be provided along with review performance of current year projects and obtaining input on housing and community development needs.

The CDBG Program provides grants for activities whose principal benefactors are low-to-moderate income individuals or households. The funds are available to for-profit and non-profit corporations and organizations.

Applicants may apply for funds to support public serv-



ices or physical development activities.

**The deadline to submit completed applications is 5:00 p.m. Tuesday, March 8.**

Completed applications (one original and two copies) must be submitted to Nick Pernice, Acting CD Director, MRA, Malden Government Center, 200 Pleasant Street, Room 621.

The Fiscal Year 2017 application is online at the MRA's website at [maldenredevelopment.com](http://maldenredevelopment.com).

For more information or to request a fillable form Word document version of the application, email [npernice@maldenredevelopment.com](mailto:npernice@maldenredevelopment.com) or call 781-324-5720 x 5728.

The City of Medford is a member of the North Suburban Consortium. The Malden Redevelopment Authority solicited input on behalf of the North Suburban Consortium at the aforementioned public hearing.



LAUREN DiLORENZO  
Director

## City of Medford

OFFICE OF COMMUNITY DEVELOPMENT

City Hall - Room 308  
85 George P. Hassett Drive  
Medford, Massachusetts 02155

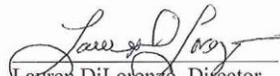
Telephone  
(781) 393-2480  
FAX: (781) 393-2342  
TDD: (781) 393-2516

**TO:** Public Service Agency Representatives  
**FROM:** Lauren DiLorenzo, Director  
**DATE:** March 28, 2016  
**RE:** **Committee of the Whole Public Meeting**

The annual Committee of the Whole Public Meeting with the Medford City Council is scheduled for Tuesday, April 5, 2016 at 5:30PM in Room 207, City Hall. Please arrive on time.

The purpose of this meeting is for public service agencies to present their respective programs and discuss applications for Community Development Block Grant funding with the Council. *All agencies requesting CDBG funds are advised to send a representative to this meeting to answer any questions.*

If you are unable to attend, please contact Rachel Powers no later than April 1, 2016 at (781) 393-2480. Thank you.

  
Lauren DiLorenzo, Director

LD/rp  
cc: Edward Finn, City Clerk



FREDERICK DELLO RUSSO, JR.  
City Councillor

# City of Medford

OFFICE OF THE CITY COUNCIL

City Hall

85 George P. Hassett Drive  
Medford, Massachusetts 02155

Residence  
357 Main Street  
Medford, MA 02155  
(781) 395-2287

**COMMITTEE OF THE WHOLE  
MEETING NOTICE  
TUESDAY, APRIL 5, 2016 @ 5:30 PM  
IN ROOM 207, COUNCIL OFFICE  
MEDFORD CITY HALL**

There will be a meeting of the Committee of the Whole on Tuesday, April 5, 2016 at 5:30 PM., in room 207, City Council Office, Medford City Hall.

The purpose of the meeting is to discuss the Year 42 Annual Action Plan and Public Service applications for Community Development Block Grant funding.

The Committee has requested that Lauren DiLorenzo, Director of Community Development and each public service agency applying for funding attend the meeting to answer any questions that may arise.

For further information, aids and accommodations contact the City Clerk at 781-393-2425

March 31, 2016

Yours truly,

*Frederick N. Dello Russo Jr. (1957)*

Frederick N. Dello Russo Jr.  
Council President

RECEIVED  
MAR 31 11 24 AM '16  
CITY CLERK  
MEDFORD, MASS.

Cc: Mayor Council L. DiLorenzo

IN COUNCIL MAY 3, 2016

NOTICE OF PUBLIC HEARING  
CITY OF MEDFORD  
JULY 1, 2016 - JUNE 30, 2017 ANNUAL ACTION PLAN/  
YEAR 42 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

A Public Hearing will be held by the Medford City Council in the Howard F. Alden Memorial Chambers, City Hall, Medford, MA on Tuesday, May 3, 2016. The purpose of this Public Hearing will be to invite the general public and representatives of public service agencies to express comments regarding the City's Annual Action Plan for community development and planning. The Action Plan contains the proposed use of Community Development Block Grant Funds for Year 42, which extends from July 1, 2016 through June 30, 2017.

The Office of Community Development will be requesting that the Medford City Council authorize Mayor Stephanie M. Burke, official representative of the City of Medford to submit the One Year Action Plan, application for funds and all other assurances and certifications to the U.S. Department of Housing and Urban Development. The City is applying for \$1,403,910.00 in Block Grant funds.

Additional information and review of the Draft Action Plan can be obtained at the Office of Community Development, City Hall, Room 308, Medford, during regular business hours on April 13, 2016 for public review and comment. Comments may be sent in writing by May 13, 2016 into this office. The Final Annual Action Plan and application will be submitted to HUD on May 16, 2016.

Call 393-2501 for any accommodations/aids. T.D.D. 393-2516.  
Medford is an EEO/AA/504 Employer.

S/Edward P. Finn, City Clerk

**LEGAL NOTICE**

**CITY OF MEDFORD  
JULY 1, 2016-JUNE 30, 2017 ANNUAL ACTION PLAN/  
YEAR 42 CDBG APPLICATION**

**30-DAY PUBLIC COMMENT PERIOD  
AND  
PUBLIC HEARING – MAY 3, 2016**

The public is invited to attend a public hearing scheduled Tuesday, May 3, 2016, at 7:00 p.m., in the Alden Memorial Chambers, 85 George P. Hassett Drive, Medford, MA to express comments regarding the City's proposed Year 42 Annual Action Plan for Community Development Block Grant Funds. The City is applying for \$1,403,910.00 for Year 42, which extends from July 1, 2016 through June 30, 2017.

The Office of Community Development will be requesting that the Medford City Council authorize Mayor Stephanie M. Burke, official representative of the City of Medford, to submit the Year 42 Action Plan, application for funds and all other understandings, assurances, amendments and certifications to the U.S. Department of Housing and Urban Development.

The Draft Consolidated Plan will be available on April 13, 2016 for a thirty (30) day public review and comment period. The Plan can be seen at the Office of Community Development, City Hall, Room 308, Medford, during regular business hours, as well as on the internet at [www.medfordma.org](http://www.medfordma.org). Comments may be sent in writing no later than May 13, 2016 to:

Rachel Powers, CDBG/ Housing Administrator  
Medford City Hall, Office of Community Development  
85 George P. Hassett Drive-Room 308  
Medford, MA 02155

Tel: (781) 393-2480  
TDD: (781) 393-2516

Persons requiring reasonable accommodations should contact the Office of Community Development at least five (5) working days prior to the meeting or close of the comment period.



## Grantee Unique Appendices

### Year 42 Draft Action Plan

#### Summary of Statement of Objectives and Budget for The Forty-Second Program Year July 1, 2016 – June 30, 2017

The City's objectives for the use of \$1,403,910.00 in CDBG funds for the 2016-2017 program year are summarized below.

**HOUSING** **\$ 20,000.00**  
**24 CFR 570.202(a)(2) & (b)/570.208(a)(3)**

The City seeks to improve the quality of housing and increase housing opportunities available to low- and moderate-income households. Specific objectives include the following:

- Oversee affordable housing lotteries and ensure timely delivery of affordable units at market rate developments where affordable units have been required;
- Assist and possibly fund area nonprofit housing developers in identifying appropriate development sites and in accessing funding for the development of those sites;
- Administer various housing activities;
- Develop affordable rental and home ownership opportunities for low to moderate income households; explore feasibility of the development of a vacant lot on Arlington Street;
- Monitor foreclosures
- Increase participation in First Time Homebuyer trainings and programs;
- Assist individuals with housing referrals;

**PHYSICAL IMPROVEMENTS TO CITY SYSTEMS AND PUBLIC FACILITIES** **\$792,541.50**  
**24 CFR 570.201( c )/570.202(b),(d)/570.208 (a) (1),(3)& (b)**

The City seeks to reconstruct its infrastructure, park, senior center, public service, water, sewer, drainage, sidewalk, and roadway facilities and to remove architectural barriers. Commitments include the following:

- The upgrading and replacement, where necessary, of the water, sewer, sidewalk, drainage, and street systems including: sewer, water and drainage rehabilitation; fire hydrant and water gate replacement; removal and replacement of lead service connections; sidewalk reconstruction and tree planting in low and moderate income areas;
- Removal of barriers at South Street and Winthrop Street, the Medford Public Library and other public facilities;
- Continuation of roof replacement, HVAC and related exterior improvements as well as interior upgrades, and park and landscaping improvements at the Medford Senior Center.

**ECONOMIC DEVELOPMENT** **\$ 100,000.00**  
**24 CFR 570.201 (o)**

- Develop business creation and retention strategy
- Develop and implement a storefront improvement program
- Investigate a Neighborhood Revitalization Strategy to enhance flexibility to undertake economic development activities with federal funds.

**PUBLIC SERVICES** **\$ 210,586.50**  
**24 CFR 570.201(e)/570.208(a)(2)(i)**

The City seeks to provide a variety of public service programs and to continue to support nonprofit community development agencies to encourage the development of affordable housing. The City objectives include the following:

- Combat social illnesses, public safety and substance abuse, which weaken the stability of the City's households and neighborhoods;

- Improve quality of life for Medford’s school children, through the provision of after school child care programs;
- Improve the resources available to the City’s population at risk of homelessness, residents in crisis, local consumers, and the physically and emotionally disabled population;
- Improve quality of life for Medford’s elderly population, through the provision of day health and recreational programs and transportation to reduce isolation;
- Encourage the creation of affordable housing and assist those with emergency and transitional housing needs. Programs include legal aid, food pantry and meals, and referral and counseling services;
- Provide vocational, social, recreational and educational opportunities for developmentally disabled Medford residents and their families.

**PLANNING AND ADMINISTRATION** **\$ 280,782.00**  
**24 CFR 570.206**

The City seeks to conduct the above activities in an efficient manner according to an overall strategy. In administering the CDBG program the Office of Community Development shall strive to maximize the impact of the funds expended.

The City will work through the Office of Human Diversity regarding regulations concerning Fair Housing, Section 3 Requirements, and the Americans with Disabilities Act (ADA).

Whenever possible, the City will make every effort to attract discretionary and formula grant funds from federal and state sources to meet community development objectives.

**PROGRAM INCOME** **\$ 5,000.00**  
**24 CFR 570.504**

Program Income will be utilized for eligible activities pursuant to regulations.

**HOME**  
**24 CFR 570.508(a)(1)**  
**570.201(m)**

The City may apply for HOME money to fund owner-occupied or investor-owned housing rehabilitation and construction. The proposed HOME accomplishments are:

- Support the development of new rental housing units. This will be a combination of federally assisted units and privately funded units with affordability restrictions;
- Provide a series of certified First-Time Homebuyer Workshops in Medford, with Medford Community Housing as the regional nonprofit leading the classes;
- Assist with the lotteries for affordable units;
- Provide income eligible homebuyers with downpayment and closing cost assistance.

Medford is a member of the North Suburban Consortium (NSC) that is comprised of eight communities located north of Boston (Arlington, Chelsea, Everett, Malden, Medford, Melrose, Revere and Winthrop). The member communities focus cooperative efforts to maintain and create affordable housing for all low-income residents in the region. Medford will continue to promote and increase outreach efforts encouraging participation in the NSC First-Time Homebuyers Program and Medford Community Housing FTHB Workshops. Both programs provide counseling, training and downpayment assistance to low- and moderate-income prospective homebuyers in purchasing affordable housing.

**Community Development Block Grant Budget**  
**YR 42 Allocation: \$ 1,403,910.00 (2.1%Cut)**

<b>HOUSING PROGRAMS</b>	<b>\$ 20,000.00</b>
<b>PHYSICAL IMPROVEMENTS</b>	<b>\$ 792,541.50</b>
<b>ECONOMIC DEVELOPMENT</b>	<b>\$ 100,000.00</b>
<b>PUBLIC SERVICES</b>	<b>\$ 210,586.50</b>
<b>PLANNING &amp; ADMINISTRATION</b>	<b>\$ 280,782.00</b>
<b>TOTAL:</b>	<b>\$ 1,403,910.00</b> <i>YR 42 Allocation</i>
	<b>\$ 5,000.00</b> <i>est. Prog. Inc.</i>
	<b>\$ 1,408,910.00</b>

**YR42 Public Service Funding Allocations**

**Agency**

1.	Boys & Girls Clubs of Middlesex County	\$	1,937.00
2.	Bread of Life	\$	1,048.00
3.	Community Family, Inc.	\$	1,745.00
4.	Consumer Advisory Commission	\$	6,802.00
5.	Council on Aging	\$	60,028.00
6.	EMARC, Inc.	\$	4,533.00
7.	Heading Home, Inc./Medford Family Life Ed. Ctr.	\$	3,778.00
9.	Housing Families	\$	8,324.00
10.	Immigrant Learning Center	\$	3,778.00
11.	Medford Public Schools - After School Care	\$	8,505.00
12.	Mystic Valley Elder Services	\$	8,161.00
13.	Salvation Army	\$	1,162.00
14.	SCM Community Transportation	\$	80,000.00
15.	West Medford Community Center	\$	20,485.00
<b>TOTAL</b>		<b>\$</b>	<b>210,286.00</b>

# SF-424 and Certifications

OMB Number: 4040-0004  
Expiration Date: 8/31/2016

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/>  * Other (Specify): <input type="text"/>
* 3. Date Received: 05/16/2016	4. Applicant Identifier: MA251410 Medford	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
<b>State Use Only:</b>		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: City of Medford		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 04-6001400	* c. Organizational DUNS: 076617547	
<b>d. Address:</b>		
* Street1: 85 George P. Hassett Drive	Street2: <input type="text"/>	
* City: Medford	County/Parish: <input type="text"/>	
* State: MA: Massachusetts	Province: <input type="text"/>	
* Country: USA: UNITED STATES	* Zip / Postal Code: 02155	
<b>e. Organizational Unit:</b>		
Department Name: City of Medford	Division Name: Office of Community Develop.	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: Ms.	* First Name: Lauren	
Middle Name: <input type="text"/>	* Last Name: DiLorenzo	
Suffix: <input type="text"/>	Title: Director	
Organizational Affiliation: City of Medford, Office of Community Development		
* Telephone Number: (781) 393-2480	Fax Number: (781) 393-2342	
* Email: ldilorenzo@medford.org		

Application for Federal Assistance SF-424	
<p><b>* 9. Type of Applicant 1: Select Applicant Type:</b></p> <input type="text" value="C: City or Township Government"/> <p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/> <p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/> <p>* Other (specify):</p> <input type="text"/>	
<p><b>* 10. Name of Federal Agency:</b></p> <input type="text" value="US Department of Housing and Urban Development"/>	
<p><b>11. Catalog of Federal Domestic Assistance Number:</b></p> <input type="text" value="14.218"/> <p>CFDA Title:</p> <input type="text" value="Community Development Block Grant for Entitlement Communities"/>	
<p><b>* 12. Funding Opportunity Number:</b></p> <input type="text" value="CFR 24"/> <p>* Title:</p> <input type="text" value="CDBG"/>	
<p><b>13. Competition Identification Number:</b></p> <input type="text"/> <p>Title:</p> <input type="text"/>	
<p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b></p> <input type="text"/> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
<p><b>* 15. Descriptive Title of Applicant's Project:</b></p> <input type="text" value="Housing, Physical Improvements, Removal of Architectural Barriers, Economic Development, Public Services, Planning and Administration"/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </div>	

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

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

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

**17. Proposed Project:**

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

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,403,910.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="5,000.00"/>
* g. TOTAL	<input type="text" value="1,408,910.00"/>

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

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

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

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

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

Yes  No

If "Yes", provide explanation and attach

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

\*\* I AGREE

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

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

## CERTIFICATIONS

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

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

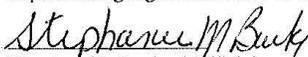
**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

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

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

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

 5/10/16  
Signature/Authorized Official Date

### Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

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

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

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

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

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

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

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

Stephane M. Burke      5/10/16  
Signature/Authorized Official      Date

Mayor  
Title

**OPTIONAL CERTIFICATION  
CDBG**

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

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

**N/A**

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

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

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

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

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

Stephen M. Barta      5/10/16  
Signature/Authorized Official      Date

Mayor  
Title

### ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

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

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

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

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

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

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

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

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

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

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

**N/A**

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

### HOPWA Certifications

The HOPWA grantee certifies that:

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

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

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

**N/A**

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**APPENDIX TO CERTIFICATIONS**

**INSTRUCTIONS CONCERNING LOBBYING:**

**A. Lobbying Certification**

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