



**COMMUNITY
DEVELOPMENT
BLOCK GRANT**

**TOWN OF GREENWICH, CT
CDBG ENTITLEMENT PROGRAM**

**PROPOSED 2019 CDBG
ANNUAL ONE-YEAR ACTION PLAN**

PROGRAM YEAR 2019 (July 1, 2019 – June 30, 2020)

DRAFT COPY

PY2019, 5th INCREMENT TO THE 5-YEAR CONSOLIDATED PLAN (January 1, 2015 – June 30, 2020)

TO BE SUBMITTED TO HUD IN 2019

Executive Summary

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

1. Introduction

The Program Year 2019 (PY2019) Annual Action Plan (AAP) is the fifth installment in the Town of Greenwich's 2015-2019 Five Year Consolidated Plan. The 2019 AAP identifies the activities to be funded and actions to be undertaken during PY2019 (July 1, 2019 – June 30, 2020) to provide opportunities and services that primarily benefit low- and moderate-income residents of the Town of Greenwich. The complete list of the proposed activities recommended for 2019 Community Development Block Grant (CDBG) Program funding may be found in the First Selectman's final funding recommendations for CDBG PY2019. For a detailed summary, refer to the project summary information section.

As a recipient of CDBG entitlement funding, the PY2019 AAP serves as the Town of Greenwich's planning document for the activities to be funded under the CDBG Program, guided by the citizen participation process utilizing maximum citizen input; an application for federal funds under the U.S. Department of Housing and Urban Development (HUD) formula grant programs; a guide to be followed in carrying out HUD programs; and a plan that provides a basis for measuring performance and tracking goals.

The proposed activities during PY2019 are divided into three (3) categories - public service programs, capital improvement projects and administration. The proposed activities are as follows:

Public Service Programs

- Teen programming;
- Mental health services;
- Educational programs for children from low-income families;
- Comprehensive dental health services for low-income seniors;
- Preschool program for children from low-income families;
- Employment training program for low-income individuals;
- Food bank program;
- Wellness therapy programs for low-income frail elderly;
- Diaper distribution to low-income families with infants/toddlers;
- Employment and career programs for homeless women;
- Shopping and case management services for frail elderly;
- Counseling and supportive services for at-risk children and youth;
- Food service (meal preparation and delivery);
- Food pantry program;
- Educational support programs for children from low-income families;

- Homeless shelter and supportive services; and
- Domestic abuse/violence victim support and services.

Capital Improvement Projects

- Improvements (renovations including flooring, kitchens and bathrooms) at public facilities that serve individuals with developmental disabilities;
- Improvements (windows/energy efficiency/security improvements) at a public facility where educational programs and character building activities are offered to youths from low-income households;
- Improvements (ADA entrance accessibility) at a public facility providing outpatient mental health services and other human services to children and adults;
- Improvements (accessibility/mobility) at a public facility providing cultural opportunities to senior citizens and others;
- Improvements (accessibility/lower-level entrance) at the main branch of the public library;
- Improvements (playground construction) at a public housing development for low- and moderate-income residents;
- Improvements (elevator) to a permanent supportive housing development;
- Improvements (shelter bed replacement) at a 24/7 homeless shelter;
- Improvements (flooring replacement) at a residential facility for the elderly;
- Improvements (generator) at a group home for adults with chronic and debilitating mental illness; and
- Improvements (video surveillance system) at a public facility providing youth services.

The proposed projects to be undertaken during PY2019 support goals detailed in the Consolidated Plan and Strategic Plan to address the obstacles in meeting underserved needs.

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.

During PY2019, the Town proposes to fund the following 34 activities including the specific needs/goals and the objective:

Public Service

- Boys & Girls Club of Greenwich – youth services, improve services for low-/moderate-income (LMI) persons;
- Child Guidance Center – mental health services, improve services for LMI persons;
- Community Centers, Inc. Comprehensive Educational Program – youth services, improve services for LMI persons;
- Community Health Center Senior Dental Program – health services, improve services for LMI persons;
- Family Centers First Steps Armstrong Court– child care services, improve services for LMI persons;
- Family Centers RITE – employment training, improve opportunities for LMI persons;
- Food Bank of LFC Program Admin Support – food service, improve services for LMI persons;
- Inspirica Jumpstart Career Program Employment Specialist – homelessness housing and supportive services, improve services for homeless persons;
- Jewish Family Services Supermarketing for Seniors – food services, improve services for LMI persons;
- Kids in Crisis SafeHaven for Kids – abused/neglected children programs, improve services for LMI persons;
- Meals-on-Wheels Support for Food Service – food service, improve services for LMI persons;
- Mothers for Others Diaper Acquisition/Distribution – services for families; improves services for LMI persons;
- Neighbor to Neighbor Summer Supplement Program – food service, improve services for LMI persons;
- Old Greenwich Riverside Community Center Childcare – child care services, improve services for LMI persons;
- Pacific House Emergency Meals – homelessness housing and supportive services, improve services for homeless persons;
- Pathways Fellowship Program – supportive services for adults with mental illness, improves services for LMI persons;
- River House Adult Day Center – senior services, improve services for LMI elderly; and
- YWCA of Greenwich Crisis Intervention Services – battered/abused spouses program, improve services for LMI persons.

Capital Improvement

- Abilis HQ flooring replacement – Public Facilities Improvement/Rehabilitation, improve quality of public facilities for special needs persons;
- Abilis HQ bathroom renovation – Public Facilities Improvement/Rehabilitation, improve quality of public facilities for special needs persons;
- Abilis group home kitchen renovation – Public Facilities Improvement/Rehabilitation, improve quality of public facilities for special needs persons;

- BGCG window replacement – Public Facilities Improvement/Rehabilitation, improve quality of neighborhood facilities for LMI persons;
- BGCG building rekeying – Public Facilities Improvement/Rehabilitation, improve quality of neighborhood facilities for LMI persons;
- Family Centers 20 Bridge Street entrance/accessibility improvement – Public Facilities Improvement/Rehabilitation, improve quality of childcare centers/facilities for LMI persons;
- Greenwich Botanical Center door replacement – Public Facilities Improvement/Rehabilitation, improve quality of neighborhood facilities for LMI persons;
- Greenwich Botanical Center flooring replacement – Public Facilities Improvement/Rehabilitation, improve quality of neighborhood facilities for LMI persons;
- Greenwich Historical Society accessibility improvements – Public Facilities Improvement/Rehabilitation, improve quality of neighborhood facilities for LMI persons;
- Greenwich Library entrance renovations – Public Facilities Improvements/Rehabilitation, improve quality of neighborhood facilities for LMI persons;
- HATG Adams Garden playground improvements – Public Housing Improvement/Rehabilitation, improve quality of affordable housing for LMI persons;
- Inspirica Atlantic Park Apartments elevator replacement – Homelessness Improvements/Rehab Housing Shelters, improve quality of housing for formerly homeless persons;
- Pacific House shelter bed replacement – Homeless Shelter Improvement, improve quality of homeless facilities for LMI persons;
- Parsonage Cottage flooring replacement – Public Facilities Improvement/Rehabilitation, improve quality of neighborhood facilities serving senior citizens for LMI persons;
- Pathways Fellowship generator - Public Facilities Improvement/Rehabilitation, improve quality of group home for LMI persons; and
- YMCA video surveillance system - Public Facilities Improvement/Rehabilitation, improve quality of neighborhood facilities for LMI persons;

3. Evaluation of past performance

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

In evaluating its past performance as related to selecting projects that meet the goals and objectives of the 2015-2019 Consolidated Plan, the Town of Greenwich looked at numbers served in 2018 by Public Service providers, as 100% of the 2018 Public Service providers applied for funding in 2019 (in addition to several new organizations, who were evaluated for their ability to deliver unique, unduplicated services). Public Service providers served 9,546 individuals in 2018 – up from 9,059 in 2017. Applicants for Public Service funding have demonstrated an ability to spend funds in a timely manner and serve a broad cross-section of vulnerable residents in the Greenwich community, including: senior citizens, youth, those who

are homeless or at risk of homelessness, victims of domestic abuse, job seekers and the food insecure.

In identifying Public Facility/Capital Improvement projects to fund in 2019, the Town carefully evaluated size/scope of projects and past performance, as timely spending has been an issue for two consecutive CDBG Program years. Projects selected were deemed necessary and in compliance with Consolidated Plan goals.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

At the conclusion of the citizen participation process, a total of ten (10) public meetings and three (3) public hearings will have been held to solicit ideas and comments from residents as well as housing, health and social service providers on the needs of low-income individuals/households in Greenwich, and how the proposed activities would be an adequate response to the identified needs. Draft copies of the proposed 2019 Action Plan were sent to human service agencies for review, input, and comments. In addition, to ensure that the 2019 AAP is made accessible and available to the general public, local libraries within the Town were also provided with draft copies and the plan was posted on the Town of Greenwich's website. For a more detailed summary of the citizen participation process, see Attachment #1.

Citizen Input/Views:

Attachment #1 "Citizen Participation" provides a summary of citizen input, comments, and recommendations. Attachment #1 documents the citizen participation process and includes (but not limited to) the following:

1. Citizen participation plan/calendar for Program Year 2019;
2. Community Development Advisory Committee membership list;
3. Minutes of public meetings and public hearings held;
4. Public notices related to the 2019 AAP;
5. CDAC funding recommendations for PY2019;
6. First Selectman funding recommendations for PY2019; and
7. Memo to local libraries, Town Commissions and the adjoining community (Stamford, CT) to ensure availability of the PY2019 AAP to the public for review and comment.

5. Summary of public comments

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

Citizen Comments:

All comments related to the CDBG program in will be incorporated into the Final 2019 Annual Action Plan (see Attachment #1).

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

A summary of comments or views not accepted and the reasons for not accepting them will be included in the final PY2019 AAP, if applicable.

7. Summary

Maximum citizen participation is evident and achieved through the composition of the Community Development Advisory Committee (CDAC). The CDAC is the advisory committee to the First Selectman, and its primary role is to provide maximum citizen input as reflected through its membership. The Community Development Office works with the CDAC to identify the activities (program services, rehabilitation projects, and acquisition projects) that will be recommended to receive CDBG funding. The CDAC held three public meetings and one public hearing during the PY2019 AAP planning process. CDAC members also conducted on-site visits in order to properly evaluate and assess the proposed activities and recommend those that meet the needs of the community. CDAC members consist of representatives from:

- Each of the twelve districts of the Representative Town Meeting (represents the community as a whole)
- The finance board of the Town – Board of Estimate and Taxation (represents the community as a whole)
- Board of Social Services (represents clients who are mostly low- and moderate-income residents including minorities, non-English speaking persons as well as persons with disabilities)
- Board of Health (represents the community as a whole)
- Planning and Zoning Commission (represents local organizations including businesses and developers)
- NOW – Greenwich Chapter (represents minorities)
- Public Health Committee/League of Women Voters (represents minorities and persons with disabilities)
- Public/Citizen Participants (represents the community as a whole)

CDAC appointments run on a two-year term to ensure that the groups represented can identify new individuals who are interested in serving. This allows for maximum citizen participation. The citizen participation calendar was posted on the Town website to ensure that the public was made aware of the scheduled public hearings and meetings. In addition, the calendar also details the timeline for all CDBG related documents and activities for public viewing and input. The public hearings were posted on the

Town website and/or advertised in the local papers well in advance to ensure that accommodations could be made for non-English speaking persons and persons with disabilities. Draft copies of the 2019 Annual Action Plan were posted and made available for review and comments in the local libraries, the Town's Planning and Zoning Department, the Housing Authority, Town Clerk's Office and the Community Development Office.

The Community Development Office worked with the CDAC members in reviewing and selecting the proposed activities as submitted by potential grantees. There were a total of 37 activities submitted for consideration. In order to thoroughly and carefully review these activities, the CDAC established subcommittees for each of the activities. Each subcommittee was tasked to perform a site visit and report the findings to the full membership. The full committee decided to allocate anticipated CDBG funding to 34 activities (18 public service programs and 16 capital improvement projects – rehabilitation or renovation).

DRAFT

This page intentionally left blank.

DRAFT

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

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency

Table 1 – Responsible Agencies

Narrative (optional)

The Community Development (CD) Office of the Town of Greenwich serves as the lead agency for the administration of all CDBG funded activities. As the lead agency, the CD Office is responsible for the management and implementation of the Town’s 2019 Annual Action Plan and related documents, as well as compliance with CDBG-related requirements set forth by HUD. The CD Office manages the process of identifying and selecting a wide range of housing and community development activities to support the improvement of community facilities as well as for the provision of programs and services that are carried out by local sub-recipients (non-profit agencies). The CDBG Program is designed to leverage federal dollars with local, state and/or private funds. The Community Development Administrator works with the Community Development Advisory Committee (CDAC) members throughout the allocation process to identify and select eligible activities for CDBG funding. The CD Office also ensures that all comments, suggestions and input from the public are incorporated in the process and are included in the Annual Action Plan. The proposed programs and projects are contracted out to non-profit agencies with the awarding of a CDBG grant. In addition to non-profit agencies, the Town’s Department of Human Services, Department of Health, Department of Parks and Recreation and the Housing Authority of the Town of Greenwich provide services to low- and moderate-income residents of Greenwich.

Consolidated Plan Public Contact Information

Tyler Fairbairn
Community Development Administrator
Phone: 203-622-3791
Email: tyler.fairbairn@greenwichct.org

DRAFT

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

1. Introduction

The Annual Action Plan was developed in conjunction with the 2015-2019 Consolidated Plan. There was collaboration among several Town departments and agencies, as well as numerous local and regional non-profit agencies that provide programs and services to low- and moderate-income Greenwich residents. The CD Office consulted with public and private agencies and organizations whose programs and services fall under the following categories: health services, social services, mental health services, homeless services, transportation services, housing services, elderly services, child care services, youth services, food services, legal services, employment services, domestic abuse services and services for persons with disabilities.

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 Town collaborates with various public and private housing, health and social service agencies and organizations whose programs benefit the low- and moderate-income residents. The planned activities under the 2019 Annual Action Plan will be carried out by various community and area service providers. It is therefore important for the Town to establish a strong working relationship with its partner agencies.

In order to improve the coordination and cooperation between public and private housing, health and social service agencies, the Town will continue to include representatives from the Board of Health, and Board of Social Services as members of the Community Development Advisory Committee (CDAC). The CDAC is an important component of the Community Development Block Grant Program and the Citizen Participation Plan.

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

The Town is a member of the Greater Stamford/Greenwich Continuum of Care (CoC). This enables Greenwich to work with area and regional agencies that provide homeless services and set the planning agenda to address the needs of homeless persons. The Town supports the Continuum of Care application and Point-In-Time census surveys of the area/regional agencies.

Greenwich is committed to participating in any Regional Homelessness Plan. Some of the root causes of homelessness are: poverty; difficulties in engaging the population especially individuals with mental health or substance abuse histories; lack of appropriate supportive and permanent housing; poor

discharge planning from public and private systems; inaccessibility of mainstream resources, particularly mental health and substance abuse services; investment in stop gap measures rather than permanent solutions; expensive housing market; and lack of employment opportunities.

The CD Administrator participates in regular meetings of Stamford-Greenwich Housing First – a bimonthly gathering of area service providers for those who are homeless or at risk of homelessness.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Given that there are no homeless shelters (emergency, transitional & supportive housing) for adult men and women in Greenwich, the Town supports area or regional homeless shelters that serve Greenwich residents. The Town will continue to work with regional shelters and service providers to address the issue of homelessness and homelessness prevention by encouraging and funding supportive services to help those at risk of becoming homeless and those who are without shelter. The Town will allocate CDBG funds to regional shelters and service providers to assist Greenwich residents who are homeless or at-risk of becoming homelessness. Regional homeless shelters must document that they serve Greenwich residents. To the extent feasible, CDBG funds will be provided to agencies that provide services and programs, which address the needs of those who are not homeless but are at imminent risk of becoming homeless.

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

Table 2 – Agencies, groups, organizations who participated

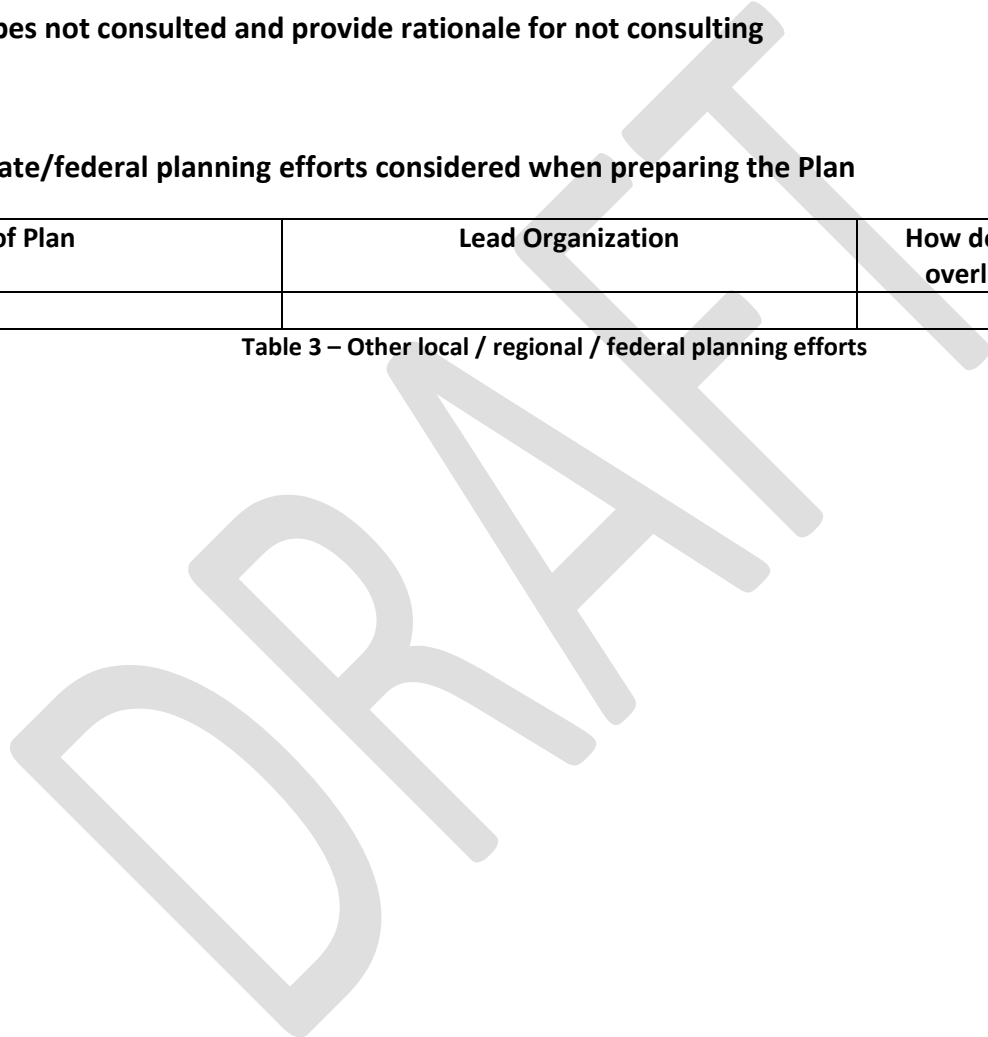
Identify any Agency Types not consulted and provide rationale for not consulting

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?

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)



AP-12 Participation – 91.105, 91.200(c)

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

The CD Office works with the CDAC to identify the activities (program services, rehabilitation projects and acquisition projects) that will be recommended to receive CDBG funding. CDAC held three meetings and one public hearing during the 2019 AAP process.

CDAC members also conducted on-site visits in order to properly evaluate the proposed activities and recommend those that meet the needs of the community. CDAC members consist of representatives from:

- Each of the twelve districts of the Representative Town Meeting (represents the community as a whole)
- The finance board of the Town – Board of Estimate and Taxation (represents the community as a whole)
- Board of Social Services (represents clients who are mostly low- and moderate-income residents including minorities, non-English speaking persons as well as persons with disabilities)
- Board of Health (represents the community as a whole)
- Planning and Zoning Commission (represents local organizations including businesses and developers)
- NOW – Greenwich Chapter (represents minorities)
- League of Women
- Public/Citizen Participants (represents the community as a whole)

Maximum citizen participation is manifested and accomplished through the composition of the CDAC. The CDAC is an advisory committee to the First Selectman. The main purpose of the CDAC is to provide maximum citizen input as reflected in the membership, with representatives from various Town segments such as neighborhood districts (all twelve), Town Boards and Commissions, agencies, organizations and associations.

The citizen participation calendar gets posted on the Town website to ensure that the public was made aware of the scheduled public hearings and meetings. The citizen participation calendar details the timeline for all CDBG related documents and activities for public viewing and input. Finally, announcements for the public hearings and meetings were posted on the Town website and/or advertised in the local papers.

The Town utilized several different modes of communication, in order to provide the citizens with an adequate amount of time to review and submit comments on the 2019 Annual Action Plan. The notices for the public meetings, public hearings, and notifications for the comment period on the 2019 AAP were posted on the Town’s website. Citizens were provided with more than 30 days to submit comments to the Community Development Office.

The details of the citizen participation outreach can be found under Attachment #1 Citizen Participation Documents.

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)

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The Town of Greenwich is currently qualified only for the CDBG formula program. As such, 2019 CDBG entitlement funds received will be fully utilized to address the needs of the low- and moderate-income persons and households. However, non-profit agencies supported by CDBG funds will also apply for other federal, state and/or local funds (public and private) such as Housing Choice Vouchers (Section 8) funds, Low-Income Public Housing funds, Emergency Shelter Grants, Supportive Housing Program funds (HUD), United Way funds, Head Start funds, private donations/contributions from corporations and individuals.

Anticipated Resources

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

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

In addition to CDBG entitlement and program income funds, the Town will continue to seek other sources for funding to be made available and allocated to local and area agencies that provide services which specifically address the identified needs of the target population. Also, the allocation of funds for assisted/affordable housing will be based on a balance of need, realistic expectations of proposed accomplishments, available resources, including affordable sites and other available financing in sufficient amounts to produce housing that will be affordable to low- and moderate-income individuals and households. There are also other federal and state funds that non-profit agencies and organizations may qualify for. The CD Office will work with any agencies and organizations that present any proposal under such funding programs.

DRAFT

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

Not applicable.

Discussion

The continued reduction of funding availability is the greatest obstacle in meeting the needs of low- and moderate-income persons and households in the Town of Greenwich. The CD Office will continue to encourage local community agencies to pursue other public and private funds and to research other mechanisms that may be used to assist targeted populations to obtain decent housing, a suitable living environment and expanded economic opportunities.

DRAFT

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator

Table 6 – Goals Summary

Goal Descriptions

Projects

AP-35 Projects – 91.220(d)

Introduction

2019 Annual Action Plan (AAP) is the fifth installment of the 2015-2019 Five-Year Consolidated Plan. The 2019 AAP identifies the activities to be funded during Program Year 2019 that provide opportunities and services primarily benefitting low- and moderate-income individuals and households. The complete list of the proposed activities recommended for 2019 CDBG funding may be found in the First Selectman's funding recommendations for CDBG Program Year 2019. For a detailed summary on each proposed activity, refer to the project summary information section.

Greenwich continues to incorporate an outcome performance measurement system to be used as a basis in evaluating the success and effectiveness of the CDBG funded activities. The objectives listed below will be used as a guide for the activities to be funded during PY2019:

- To provide a suitable living environment
- To provide decent housing
- To expand economic opportunities

The anticipated outcomes for PY2019 are the availability, accessibility and affordability of activities that improve the daily living environment by making services, infrastructure, public services, public facilities, housing and/or shelter available or accessible to low- and moderate-income people, including persons with disabilities.

The Town's overall goal is to improve the health and wellbeing of its residents through the provision of programs and services that contribute to a safer and stronger community. For PY2019, the Town of Greenwich will use CDBG entitlement funds for the purpose of accomplishing the following goals:

- Continue to allocate CDBG funds to activities that meet the national objective of benefiting low/moderate-income persons.
- Continue to meet the overall expenditures level requirement, which specifically states that at least 70% of all CDBG funds of the aggregate federal assistance provided should be used for activities that benefit low/moderate-income persons.
- Continue to meet the timeliness standard requirement under 24 CFR 570.902.

To ensure that the proposed programs are being carried out in accordance with HUD and local regulations, and that the CDBG funds are expended in accordance with the standards established by HUD, CD staff will monitor the progress of all activities on a continuing basis. CD staff will perform site visits to ensure that funded agencies have administrative procedures and policies that are in

conformance with HUD regulations.

Projects

#	Project Name
1	PY2019 Boys & Girls Club of Greenwich – Friday Night Teen Program
2	PY2019 Child Guidance Center - Mental Health Services Program
3	PY2019 Community Centers, Inc. - Comprehensive Educational Program
4	PY2019 Community Health Center, Inc. - Senior Dental Assistance Program
5	PY2019 Family Centers, Inc. - Armstrong Court Preschool
6	PY2019 Family Centers, Inc. - Reaching Independence Through Employment (RITE) Program
7	PY2019 Food Bank of Lower Fairfield County - Food Bank Program Administrative Support Program
8	PY2019 Inspirica, Inc. - Jumpstart Career Program Employment Specialist
9	PY2019 Jewish Family Services of Greenwich - Supermarketing for Seniors Program
10	PY2019 Kids in Crisis - Safe Haven for Kids
11	PY2019 Meals-on-Wheels of Greenwich - Food Service Program
12	PY2019 Mothers for Others – Diaper Acquisition and Distribution
13	PY2019 Neighbor-to-Neighbor - Summer Supplement Program
14	PY2019 Old Greenwich Riverside Community Center - Childcare Scholarship Program
15	PY2019 Pacific House, Inc. - Emergency Meals Program
16	PY2019 Pathways Fellowship Program
17	PY2019 River House Adult Day Center – Saturday Night Lights Program
18	PY2019 YWCA Greenwich - Domestic Violence Crisis Intervention Services
19	PY2019 Abilis, Inc. – 50 Glenville Flooring Replacement
20	PY2019 Abilis, Inc. – 50 Glenville Bathroom Renovation
21	PY2019 Abilis, Inc. – 52 Glenville Kitchen Renovation
22	PY2019 Boys & Girls Club of Greenwich – Window Replacement
23	PY2019 Boys & Girls Club of Greenwich – Building Rekeying
24	PY2019 Family Centers, Inc. - Bridge Street Entrance/Accessibility Renovation
25	PY2019 Greenwich Botanical Center – Door Replacement
26	PY2019 Greenwich Botanical Center – Flooring Replacement
27	PY2019 Greenwich Historical Society – Bush-Holley House Accessibility
28	PY2019 Greenwich Library – Atrium/Lower Level Entrance/Accessibility Renovations
29	PY2019 Housing Authority of the Town of Greenwich – Adams Garden Playgrounds
30	PY2019 Inspirica, Inc. – Atlantic Park Apartments Elevator Replacement
31	PY2019 Pacific House – Shelter Bed Replacement
32	PY2019 Parsonage Cottage – Flooring Replacement
33	PY2019 Pathways – Fellowship Generator

#	Project Name
34	PY2019 YMCA – Video Security Surveillance System
35	PY2019 CDBG Administration
36	PY2019 CDBG Contingency/Unprogrammed Funds

Table 7 - Project Information

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

In addition to selecting projects based on need and past performance, the CDAC and First Selectman worked to identify projects that could be bid, completed, reported on and have funds drawn in a timely manner. This is not only a best practice that the Town has regularly incorporated into its annual allocation process, but also a direct response to timely expenditure challenges in 2017 and 2018.

DRAFT

AP-38 Project Summary
Project Summary Information

DRAFT

AP-50 Geographic Distribution – 91.220(f)

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

Funding allocations for Program Year 2019 and priorities assigned for each activity are based on citizen input during the Community Development Advisory Committee’s process as well as the First Selectman’s authority during Plan development with careful consideration of the priorities proposed in the Five-Year Consolidated Plan. The proposed activities are available to low- and moderate-income residents with most programs and services located within the low- and moderate-income sections of Town. The Project Map shows the location of the proposed activities. There is no specific single area of geographic focus in allocating the CDBG funds, rather the CDBG allocation is focused on activities that are accessible and available to the targeted vulnerable populations. Certain services not provided within the Town of Greenwich, but that are offered to income-eligible Greenwich residents, are located in Stamford. Beneficiary reporting for these activities includes the number of Greenwich residents served.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

In general, the allocation of CDBG funds was based on the following criteria:

- Whether the proposed activity meets the requirements established under the funding priority analysis and strategies;
- Whether the proposed activity is included within the lists of eligible activities under the CDBG statute; and
- Whether the proposed activity meets one of the three CDBG national objectives.

The Town did not specifically identify target areas.

Discussion

There is no specific single geographic area of focus in allocating CDBG funds. The neighborhoods within the Town of Greenwich are comprised with mixed-income households. Therefore, the low- and moderate-income residents (target residents) do not populate a geographic area that is easily tracked (such as a census tract or a particular neighborhood). Thus, the allocation of CDBG funds focused on the activities that are accessible and available to the target residents. As the Town of Greenwich is a CDBG “Exception Community” certain activities were given “area benefit” consideration that aligned with census tracts meeting low-/mod-income criteria as defined by HUD.

This page intentionally left blank.

DRAFT

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Priorities and Objectives:

Among the objectives of the Community Development activities for PY2019 is to provide decent housing principally for low- and moderate-income persons. To accomplish this objective, the CD Office will work to extend and strengthen partnerships among all levels of government and the private sector, including for-profit and non-profit organizations, in the production and preservation of decent, safe and affordable housing.

The CD Office, in its effort to promote the development and maintenance of decent, safe housing affordable to target income households as well as those with special needs, has set the following goals and objectives for PY2019:

- Assist in the development and provision of housing for target income households and special needs groups.
- Support and assist in the conservation and improvement of existing affordable housing stock.
- Promote equal housing opportunities.
- Preserve existing affordable housing developments for target income households with the use of various resources, programs and policies.
- Assist in the conservation and affordability of assisted housing through rehabilitation for energy conservation and continued life of the buildings.

To achieve the goals and priorities listed above, the following actions will be taken during PY2019:

- CDBG funds will be allocated to the Greenwich Housing Authority for the construction of a new playground at Adams Garden to improve the quality of life of the families who reside at this public housing development.
- CDBG funds will be allocated to Inspirica to support the Atlantic Park Apartments Elevator/ADA Accessibility Project, which serves as transitional and permanent housing to homeless individuals and households.
- The CDBG office will continue to work with local housing developers (public and private) to promote the inclusion of affordable/moderate-income dwelling units.

The CDBG office will monitor and report any progress related to the recommendations issued by the Community Development Advisory Committee with regards to affordable housing developments. The progress report will be included in the 2019 CAPER. For Program Year 2019 the Town did not allocate CDBG funds to any activities that promote

homeownership.

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

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

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

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

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

The Community Development Office is a separate entity from the Housing Authority of the Town of Greenwich, however both organizations receive federal funds through the U.S. Department of Housing and Urban Development. Each entity has its own administrative staff. The Town and the Housing Authority collaborate frequently to best meet the needs of Greenwich's public housing residents.

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

In the past, the CD Office has provided the Housing Authority with CDBG funds to support the rehabilitation and modernization of the Town's stock of affordable public housing units, and to support activities under their Family Self-Sufficiency Program. CDBG funds during Program Year 2019 will be provided to the Housing Authority to support the construction of a new playground for the residents of Adams Garden, pending final Action Plan approval from HUD.

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

The Housing Authority holds their Board meetings on a regular basis. Through these meetings, the residents are made aware of any proposed plans to be undertaken by the Housing Authority. In addition, residents are encouraged to participate in some management issues. The Housing Authority will continue to offer a Family Self-Sufficiency Program to help promote homeownership.

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

The Housing Authority of the Town of Greenwich has been designated as "high performing" by HUD.

Discussion

The Housing Authority of the Town of Greenwich continues to construct new units, acquire and renovate properties, and upgrade/rehabilitate existing properties. This includes the recently completed construction of eleven (11) new units as well as plans to build an additional eighteen (18) units.

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

Introduction

According to the Connecticut Coalition to End Homelessness's 2018 Stamford-Greenwich Point-In-Time (PIT) Report, the Stamford-Greenwich area had 255 people experiencing homelessness on the night of the outreach/study (1/23/18), 75 of whom were children.

The Homelessness 2007 Stamford/Greenwich Connecticut Ten Year Plan reported that persons are considered homeless if they meet the criteria pursuant to the McKinney Act and other federal guidelines such as:

- Lack a fixed, regular and adequate nighttime residence, and have supervised emergency shelter as a primary nighttime residence;
- Reside in an institution providing temporary residence for individuals in need of institutional living and were homeless at the time of entry into that institution or will be homeless on discharge;
- Sleep somewhere not designed as a regular sleeping accommodation for human beings such as cars, parks, streets/sidewalks or abandoned buildings;
- Sleep in buildings that have been condemned as unfit for human habitation;
- Being evicted within the week and have not secured a subsequent residence or do not have the resources/support networks needed to obtain housing;
- Being released from transitional housing designed for the homeless;
- A victim of domestic violence who currently live with an abusive spouse/family member or have recently left an abusive home;
- Being released from institution where they have been residents for more than 30 days and have not secured subsequent residence or do not have the resources/support networks needed to obtain housing; or
- Were homeless prior to current HUD assisted housing assistance and would be homeless again without that HUD assistance.

Since Greenwich does not have its own homeless shelter for homeless individuals and homeless families with children, with the exception of Kids in Crisis that serves abused and neglected children, the Town has always and will continue to support and allocate CDBG funds to area and regional homeless shelters and providers. In addition, the need for programs and services aimed at the homeless population will continue to be a high priority. The Town has self-imposed an obligation to support area and regional homeless shelters. These activities are regarded as high priority.

The specific objectives to address the identified needs of the homeless population can be found under the project summary information section. The accomplishments and outcomes are reported with the submission of the

CAPER. Supporting programs and services for the benefit of the homeless population continues to be a high priority.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

In order to successfully reach out to the homeless population and be completely aware of their needs, the Town will work with the homeless program services and housing providers to conduct a needs assessment survey to ensure that their needs are being properly addressed.

The Town will continue to work and support area and regional agencies that address the needs of the homeless population. Some of these agencies include but are not limited to: Domus Foundation; Inspirica; Kids in Crisis; Laurel House; Liberation Programs; and Shelter for the Homeless, Inc.

To ensure that emergency and transitional housing needs of homeless persons are accurately identified and properly addressed, the CD Office will collaborate with homeless program service and housing providers to develop a short-term and a long-term plan that includes capital improvements and other projects. This plan shall establish the actions to be taken to ensure that support and assistance are provided to those who are transitioning from emergency shelters to permanent and independent housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

According to the 2007 Homelessness Stamford/Greenwich, CT *Ten Year Plan*, the gaps in services and housing tend to be a result of the following: Limited or inadequate funding resources, difficulties in engaging the target population, limited or inadequate supportive and permanent housing, poor discharge planning from public and private systems, and inaccessibility of resources (particularly mental health and substance abuse services).

In order to properly address the identified gaps in the delivery of housing and program services to the homeless population, the Town will continue to work with the agencies and organizations whose activities directly benefit the homeless population. The Town will also work with these agencies in order to develop and implement a strategic plan that will reduce the gaps identified above.

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

The Town will continue to participate in any regional homelessness plan and provide available support to address

findings. Some of the root causes of homelessness are: poverty; difficulties in engaging the population especially individuals with mental health or substance abuse histories; lack of appropriate supportive and permanent housing; poor discharge planning from public and private systems; inaccessibility of mainstream resources, particularly mental health and substance abuse services; investment in stop-gap measures rather than permanent solutions; expensive housing market; and lack of employment opportunities. In an effort to address some of the issues stated above, CDBG funds will be provided to the following activities: Family Centers RITE program; Food Bank of Lower Fairfield County program; Kids in Crisis Nursery Emergency/Crisis Services; Meals-on-Wheels Food Service program; Neighbor-to-Neighbor Food Pantry program and rehabilitation; Pacific House Emergency Food Service program; Pacific House Emergency Shelter Bed Replacement and YWCA Domestic Abuse Services.

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

The Town supports local and regional shelters and housing providers with their development and implementation (to the extent possible and where appropriate) of policies and protocols for the discharge of persons from publicly funded institutions or systems of care in order to prevent such discharge from immediately resulting in homelessness for such persons. All residents are assisted in locating permanent housing or other long-term residential settings such as substance abuse treatment or supervised housing for persons with psychiatric disabilities. CDBG-funded agencies providing housing (emergency, permanent, transitional and supportive) are required to supply a copy of their discharge policies and procedures.

Discussion

To achieve the goal of eliminating chronic homelessness, the Town will provide support and work actively with agencies that provide supportive services and shelters to the homeless population. In addition, the Town will provide support to agencies that provide direct assistance (i.e. food, transportation, child care, job-training, etc.) to individuals who are at risk of becoming homeless. Further, the CD Office supports and will participate in any regional planning efforts that agencies carry out in an attempt to end homelessness and chronic homelessness. The Town will continue to work with, support and provide funding to local and regional shelters and supportive service providers to meet the goal of eliminating chronic homelessness as well as meet the needs of those experiencing homelessness locally.

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

Introduction:

Some of the constraints to affordable housing development include: availability of affordable sites; development standards; development costs; availability of funding sources for affordable housing; high cost of housing; local zoning restrictions; lack of community awareness; neighborhood opposition; and HUD's prohibition against using CDBG funding for the construction of new housing.

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

To uphold the Town's commitment to removing or reducing unnecessary barriers to affordable housing, the following actions will be taken during Program Year 2019:

- The CD Office will continue to provide guidance and assistance to the Housing Authority, the Town's Planning and Zoning Department and for-profit and non-profit housing developers regarding affordable housing.
- The CD Office will continue to work with housing developers in providing comments and technical support related to housing affordability plans that include affordable/moderate-income units. In addition, the CD Office will coordinate with the Greenwich Planning Office to assist the developers by certifying income eligibility of the targeted buyers/renters.
- The Town of Greenwich will continue to review any affordability plans submitted by housing developers for developments that include affordable or set-aside units. The current affordability plan template will be reviewed and updated/revised as necessary to ensure that the Town is furthering the development of affordable housing.

Discussion:

The CD Office will continue to submit to the Connecticut Department of Economic and Community Development an annual census of all housing units that qualify as affordable housing in accordance with CGS 8-30g. This process allows the Town to monitor the affordable housing units to ensure that such units remain affordable and available to income-eligible households.

AP-85 Other Actions – 91.220(k)

Introduction:

Lead Agency

The Community Development (CD) Office of the Town of Greenwich serves as the lead agency for the administration of all CDBG-funded activities. As the lead agency, the CD Office is responsible for the management and implementation of the Town's 2019 Annual Action Plan and related documents. The CD Office is also responsible for taking the necessary actions to meet all CDBG-related requirements set forth by HUD to ensure that the Town is in compliance with all the rules and regulations of the program. The CD Office manages the process of identifying and selecting a wide range of housing and community development activities to support the improvement of community facilities, as well as the provision of programs and services that are carried out by subrecipients (non-profit agencies).

The CDBG program is designed to leverage federal funding with local, state and/or private funds. The Community Development Administrator works with the Community Development Advisory Committee (CDAC) members during the initial process of identifying and selecting eligible activities for CDBG funding allocation. The CD Office also ensures that all comments, suggestions and input from the public are incorporated in the process and are included in the Annual Action Plan. The proposed programs and projects are contracted out to non-profit agencies through the awarding of a CDBG grant. In addition to the non-profit agencies, the Town's Department of Human Services, Department of Health, Department of Parks and Recreation and the Housing Authority are governmental agencies that also provide services to the low- and moderate-income residents of Greenwich.

Plan Development

The 2019 Annual Action Plan reflects and identifies the needs of low- and moderate-income Greenwich residents, and links the identified needs to available federal, state and local resources. The 2019 Annual Action Plan was developed with comments, suggestions, assistance, input and advice of citizens, agencies (both public and private) and the CDAC. Development of the 2019 Annual Action Plan included the following:

- A public hearing was held prior to the beginning of the planning process to identify housing and community development needs;
- A period was set aside for various non-profit agencies to submit requests for CDBG funding during Program Year 2019;
- Evaluation of all proposed activities requesting Program Year 2019 CDBG funds;
- Several public meetings and a public hearing were held by the Advisory Committee to ensure maximum citizen participation and input;
- On-site visits by the Advisory Committee members to assess proposals;
- A public hearing was held by the First Selectman prior to the issuance of the final funding recommendation;
- Draft copies of the proposed 2019 Annual Action Plan were distributed to Town libraries, departments, applicant organizations and the general public via web to solicit citizen participation and input; and
- Approval was obtained from the Town's finance Board (BET) and legislative body (RTM) to submit the 2019

Actions planned to address obstacles to meeting underserved needs

The greatest obstacle to meeting the needs of low- and moderate-income persons and households is the reduction of available funds. The CD Office will continue to encourage local community agencies to pursue other public and private funds and to research other mechanisms that may be used to assist target individuals and households to obtain decent housing, a suitable living environment and expanded economic opportunities. The CD Office will also work with the Town in preparing and submitting applications for funding from other sources (i.e. state funds, federal funds, etc.)

Actions planned to foster and maintain affordable housing

The anticipated CDBG entitlement funding from HUD and program income from a loan repayment will be allocated to local and area agencies whose programs and services specifically address the housing needs identified in the 2015-2019 Consolidated Plan. The allocation of funds for assisted/affordable housing was based on a balance of need, realistic expectations of proposed accomplishments, available resources, including affordable sites, and other available financing in sufficient amounts to produce housing that will be affordable to low- and moderate-income individuals and households.

CDBG funds allocated to rehabilitation and acquisition activities during Program Year 2019 will be devoted to rehabilitation and enhancement or improvements of existing affordable housing including public housing units available to target individuals and households.

Actions planned to reduce lead-based paint hazards

The CD Office will require any residential activity (rehabilitation or program services) of pre-1978 residential structures funded in part or in whole with CDBG funds to be tested for lead-based paint hazards. Should the test show positive for lead, the subrecipient must ensure that lead is abated in accordance with the regulations of the Environmental Protection Agency and in compliance with the Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes.

The process shall include notification, identification and treatment as necessary. In addition, the CD Office will continue to require that rehabilitation activities include lead-based paint identification and abatement prior to releasing CDBG funds for the activity.

The Greenwich Health Department will continue to work towards eliminating elevated blood lead levels in children under the age of six by screening children who are most likely to be affected. Their approach includes the following: 1) offering (free of charge) blood lead testing to all eligible children who reside in rental units built before 1978 who may have been exposed to any building renovations or through other sources that may have exposed them to lead paint; and 2) the testing will be offered through various programs such as the WIC Clinic, the Family Health Well Child Clinic, Head

Start programs and to children who attend any of the 40 daycare centers within the Town.

The CD Office will continue to consult with housing providers for low-income individuals and households (such as HATG, Hill House, Pathways, Abilis, etc.) with regards to lead-based paint evaluation, identification and abatement. The Town will also continue to support the School Health examination program of the Board of Education, which screens children for anemia and lead exposure. They will also perform periodic sampling surveys that are conducted in general areas of environmental concern as well as specific clinical testing. As far as individual housing units, they will continue to respond to individual tenant complaints and/or request.

Actions planned to reduce the number of poverty-level families

The Town's anti-poverty strategy includes attracting a range of businesses and providing workforce development and job-training services for low-income residents. In addition, the Town's strategy is to provide supportive services for target income residents, such as childcare services and counselling.

In an effort to reduce the number of individuals and households living at or below the poverty level, the Town will focus on offering programs and activities that support job-training, childcare (before/after school, day care, early education) and basic human needs services. Planned economic development and anti-poverty programs include:

- Job-training services;
- Services that improve skills and address barriers to employment;
- Childcare center and services such as Head Start programs;
- Support family self-sufficiency programs; and
- Programs run by agencies and organizations aimed at enhancing the financial status of low- and moderate-income residents.

These services are especially vital to the low- and moderate-income individuals and households with children and seniors on limited income. By providing assistance that offers basic services, the target population can focus on

improving their family's financial stability.

During Program Year 2019, CDBG funds will be provided to the following public service activities:

- Boys & Girls Club of Greenwich – Friday Night Teen Program
- Child Guidance Center of Southern CT, Inc. – Mental Health Services
- Community Centers, Inc. – Comprehensive Educational Program
- Community Health Center, Inc. – Senior Dental Assistance Program
- Family Centers – First Steps at Armstrong Court Preschool Program
- Family Centers – RITE (Reaching Independence Through Employment) Program
- Food Bank of Lower Fairfield County – Food Bank Program
- Inspirica – Jumpstart Career Program Employment Specialist
- Jewish Family Services – Supermarketing for Seniors Program
- Kids in Crisis – Safe Haven for Kids
- Meals-on-Wheels of Greenwich – Food Service Program
- Mothers for Others – Diaper Distribution
- Neighbor-to-Neighbor – Food Service Summer Supplement Program
- Old Greenwich Riverside Community Center – Scholarship for Childcare Program
- Pacific House, Inc. – Emergency Meals Program
- Pathways Fellowship Program
- River House Adult Day Center – Saturday Night Lights Program
- YWCA of Greenwich – Domestic Abuse Services

Actions planned to develop institutional structure

The Town works in partnership with private non-profit organizations and other public institutions in carrying out the activities proposed in the community development plan. The Town evaluates each activity as well as the agencies and organizations in order to properly assess the strengths and gaps in the delivery system. Effective implementation of the strategies and goals stated in the 2019 Annual Action Plan requires the participation, involvement and support of various local community and area agencies. Coordinated efforts among local and area agencies are necessary to ensure that the community needs are addressed. Some needs are met on a regional basis, therefore CDBG funds are provided to regional agencies if warranted (where the needs of local residents are documented and are being met by such programs). The CD Office also works with and provides recommendations and assistance to private agencies, non-profit agencies, neighborhood associations, faith-based organizations.

The partnerships between the Town and non-profit service providers (local, area and regional) allow for the effective delivery of the needed and vital program services to the target population/group to the extent feasible. These partnerships proved to strengthen the delivery of programs and services. In addition, any gaps that have been identified are addressed through the use of local Town funds (department services) or local service providers. Finally, area and regional service providers are also supported to address the needs of the target population if the services required are

not available locally (for instance, homeless shelters).

To improve institutional structures and enhance the coordination between the Town and housing and human service agencies/organizations, the CD Administrator will continue to support other local planning agencies such as the United Way Planning Council. The UW Planning Council consists of members from community and area agencies and organizations who work together to identify and address the needs of residents as well as gaps in the delivery of services. In addition, the CD Administrator will continue to participate in various committee meetings that address the priority issues identified in the 2019 Annual Action Plan and participate in professional organizations aimed at advocacy and professional development in the housing and community development fields.

The CD Office will continue to seek representatives from: 1) various local community agencies (private and non-profit); 2) neighborhood associations; 3) community and faith-based organizations; and 4) public institutions to be part of the advisory committee to the CDBG Program. To enhance the coordination and ensure participation, at least one representative from the Housing Authority of the Town of Greenwich, NAACP – Greenwich Branch, NOW – Greenwich Chapter, RTM (Representative Town Meeting) districts, St. Mary's Hispanic Center and Public Health Committee/League of Women Voters, Planning and Zoning Commission, Board of Social Services, Board of Health and the BET (Board of Estimate and Taxation) will also be requested.

Finally, the Town has taken a significant step to improve institutional structure of the CDBG Program by realigning its CDBG program year with the Town's fiscal calendar (July 1 – June 30 vs. January 1 – December 31). This will have a significant impact on the Town's ability to draw funding in a timely manner, as subrecipients will now have nearly an entire program year to implement activities and draw funding, as opposed to the one or two months they used to have using the calendar year for the CDBG program year.

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

The coordination and cooperation among public/private housing, health and social service agencies is accomplished through the composition of the Community Development Advisory Committee (CDAC), which includes representatives from the Housing Authority, Board of Health, Board of Social Services, Planning and Zoning Commission, the NAACP, National Organization of Women (local Chapter) NOW – League of Women's Voters, and the Hispanic Center. To enhance the coordination and maintain relationships with public and private agencies, the CD Office contacted local area housing, health and social service agencies to participate during the development of the 2019 Annual Action Plan.

Discussion:

Program Specific Requirements

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

Introduction:

During Program Year 2019 the Town of Greenwich proposes to fund 36 activities (18 Public Service, 16 Public Facilities, 1 Planning/Administration, 1 contingency fund) totaling \$1,238,682. The breakdown for the budget is as follows:

- \$818,682 – anticipated 2019 CDBG funding
- \$420,000 – reprogrammed funds (from a repayment to the Town's CDBG Local Account from a prior year activity)

Timely Completion Procedure

Public Service Activities:

The proposed CDBG funding to be allocated to the 18 Public Service activities represents a small percentage of the total cost to run each of the program/service activities. Therefore, there is no potential timeliness expenditure issue related to the public service activities.

Rehabilitation/Improvement Activities:

The CD Office has updated the Subrecipient Agreement for all rehabilitation/capital improvement activities to add language specifically stating a timeliness expenditure goal or a requirement to allow for the Town to cancel the CDBG funding if the proposed project/activity does not start within one year from the date that the Agreement has been executed, at the Town's discretion. In addition, a regular (monthly or quarterly) status report will be required from all subrecipients to keep track of the progress or any problem that may delay the proposed project/activity. The CD Office has incorporated language into its CDBG applications indicating that ability to deliver projects in a timely manner, including an applicant's outstanding prior-year CDBG funds, will be a consideration when CDAC is identifying projects to recommend for funding.

Program Income:

Any program income to be received during Program Year 2019 will be allocated to activities with programs and services that benefit low- and moderate-income persons.

Contributions – Other Town Funds:

Represents the costs of employee benefits (fringe benefits) for CD Office staff. Employee/fringe benefits include but are

not limited to:

- FICA
- Medicare
- Pension
- Health Insurance Coverage
- Life Insurance Coverage
- Worker’s Compensation
- OPEB (Other Post-Employment Benefits)

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

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

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

Other CDBG Requirements

1. The amount of urgent need activities	N/A
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.	100.00%

First Selectman's Final Funding Recommendations for CDBG Program Year 2019

<u>Public Service/Human Service Activities</u>	<u>Requested</u>	<u>Recommended</u>
Boys & Girls Club of Greenwich - Friday Night Teen Program	\$ 5,000.00	\$ 5,000.00
Child Guidance - Mental Health Assessment, Treatment & Support Services	\$ 20,000.00	\$ 7,984.00
Community Centers - Comprehensive Educational Program	\$ 10,000.00	\$ 7,000.00
Community Health Centers - Senior Dental Assistance Program	\$ 11,775.50	\$ 5,000.00
Family Centers – First Steps Center at Armstrong Court Preschool Program	\$ 15,000.00	\$ 7,000.00
Family Centers – RITE (Reaching Independent Through Employment) Program	\$ 10,000.00	\$ 5,000.00
Food Bank of Lower Fairfield County – Food Bank Program Administrative Support	\$ 10,000.00	\$ 7,000.00
Inspirica - Jumpstart Career Program Employment Specialist	\$ 10,000.00	\$ 5,000.00
Inspirica - Women's Housing Program Case Manager / Life Planning Coach	\$ 11,150.00	\$ -
Jewish Family Services - Supermarketing For Seniors Program	\$ 10,000.00	\$ 6,000.00
Kids In Crisis – SafeHaven for Kids	\$ 15,000.00	\$ 10,000.00
Meals on Wheels – Support For Food Service Program	\$ 5,000.00	\$ 5,000.00
Mothers For Others - Diaper Acquisition and Distribution	\$ 12,000.00	\$ 7,000.00
Neighbor To Neighbor - Summer Supplement Program	\$ 12,500.00	\$ 10,000.00
Old Greenwich Riverside Community Center – OGRCC Childcare Program	\$ 15,000.00	\$ 5,500.00
Pacific House - Drop In Day Program	\$ 55,000.00	\$ -
Pacific House - Emergency Meals Program	\$ 10,000.00	\$ 10,000.00
Pathways - Fellowship Program	\$ 22,844.00	\$ 6,000.00
River House Adult Day Center - Saturday Night Lights	\$ 5,000.00	\$ 5,000.00
YWCA Greenwich – Crisis Counseling for Domestic Violence Victims	\$ 30,000.00	\$ 7,000.00
Total for Public Service Activities (15% CAP - \$120,484)	\$ 295,269.50	\$ 120,484.00
<u>Acquisition/Capital Improvement Activities</u>	<u>Requested</u>	<u>Recommended</u>
Abilis – 50 Glenville Street - Renovation of Four Bathrooms	\$ 68,000.00	\$ 68,000.00
Abilis – 52 Glenville Street - Renovation of Kitchen	\$ 69,350.00	\$ 69,350.00
Abilis – 50 Glenville Street - Replacement of Floor Covering	\$ 117,850.00	\$ 117,850.00
Boys & Girls Club of Greenwich – Building Rekeying	\$ 7,100.00	\$ 7,100.00
Boys & Girls Club of Greenwich – Window Replacement	\$ 14,256.00	\$ 14,256.00
Family Centers - 20 Bridge Street Entry Renovations	\$ 66,450.00	\$ 66,450.00
Greenwich Botanical Center - Door Replacement	\$ 25,000.00	\$ 25,000.00
Greenwich Botanical Center - Flooring Replacement	\$ 53,000.00	\$ 53,000.00
Greenwich Historical Society - Bush-Holley House Accessibility	\$ 63,686.00	\$ 63,686.00
Greenwich Library - Library Atrium and Lower Level Entrance	\$ 65,000.00	\$ 65,000.00
Housing Authority of the Town of Greenwich - Adams Gardens Playground	\$ 174,138.00	\$ 61,709.00
Housing Authority of the Town of Greenwich - Wilbur Peck Kitchens	\$ 450,500.00	\$ -
Inspirica - Atlantic Park Apartments Elevator	\$ 130,000.00	\$ 90,000.00
Pacific House - Bed Replacement	\$ 55,962.00	\$ 55,962.00
Parsonage Cottage Senior Residence - Flooring Replacement	\$ 23,640.00	\$ 23,640.00
Pathways – Fellowship Generator	\$ 26,937.00	\$ 26,937.00
YMCA - Video Security Surveillance System	\$ 75,000.00	\$ 75,000.00
Total for Acquisition/Capital Improvement Projects	\$ 1,485,869.00	\$ 882,940.00
CDBG Administration PY2019 (20% CAP - \$160,000)	\$ 160,000.00	\$ 160,000.00
Contingency Funding (Any excess/unappropriated funds)	-	\$ 75,258.00
CDBG Program Year 2019 Total		\$ 1,238,746.00

Entitlement for CDBG Program Year 2019	\$ 818,682.00
Reprogrammed Funds (Unallocated Funds from Prior Years) to Program Year 2019	\$ 420,000.00
Total Funding Available for CDBG PY2019	\$ 1,238,682.00

This page intentionally left blank.