

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

COVID-19 continued to impact the implementation of our programs. We provided \$20,000 in HOME funds for down payment asst. to 1 first time homebuyer. The housing market has significantly changed over the last year. Properties are selling very quickly with multiple offers over asking price. Home prices have dramatically increased which has led to the City re-evaluating its down-payment assistance program to allow for up to \$25,000 in assistance beginning in Program Year 2021 (City Fiscal year 2022). The Homeowner Program officer became the acting Housing Manager after the previous Housing Manager resigned her position. She continued to serve client through the downpayment assistance program with support from the Administrative Assistant. The City spent \$348,437 to support the development of 39 new units of affordable rental housing at 370 Essex, for a total HOME funds commitment of \$385,000. HOME funds have been conditionally committed to support phase I and phase 2 of the Island Parkside housing development project, to create 80 new units of rental housing, for a total commitment of \$800,000. A conditional commitment of \$200,00 in HOME funds was made to support a funding application for the development of 84 units of affordable rental housing at the old Marriner Mill. A conditional commitment of \$400,000 in HOME funds was made to support a funding application for the development of 86 units of rental housing at the Stone Mill. Furthermore, 8 units (3 properties) were rehabbed through our Housing Rehab program and received \$52,255 in HOME housing rehab funds. Changes brought on by the pandemic, coupled with staff changes within our department, reduced the number of units that we typically rehab annually. We brought on an Intake Specialist to work primarily on the Lead program in March and a second Field Operations Supervisor at the end of June. 13 nonprofits were awarded CDBG under the public services category for 16 different programs; six adult ed/ESOL and 9 youth employment/leadership programs were funded, aligning with the Mayor's priorities. Due to a leadership change, one of the non-profits declined their funding which was then reallocated to support security camera installation at one of the Lawrence Housing Authority sites. Under Public Facilities category, Lawrence History Ctr. was funded to support preservation of the Courtyard structures. CDBG funds were allocated to park improvements to offset construction cost of the James O'Neill park, and Storrow Park Phase I. Additional funds were leveraged through the City's CIP and free cash appropriations to offset total renovation costs. Lastly, \$78,000 in CDBG funds were allocated to support the design phase of Phase III renovations to O'Connell Park. We've also been busy implementing the CARES Act funds that the City has received. We did a substantial amendment to our Consolidated Plan and reallocated our ESG grants for HUD Program Years 2017, 2018 and 2019 to prepare for, prevent, and respond to the Coronavirus. There were 3 substantial fires over a one-week period which left 25 families homeless. Due to the risk that COVID-19 still presented, we were able to use the ESG funds to secure a temporary shelter for 13 of these families for a 3-month period. The Homelessness Initiatives Coordinator and the Community Health

Specialist/Housing Navigator worked tirelessly to find suitable and affordable housing units for 12 of these families. The City established a Small Business Relief Program funded with CDBG-CV funds. During the program year, \$787,000 was awarded to 130 businesses. Micro-entreprises were 76 for a total of \$398,000 and job creation was 57 businesses for a total of \$389,000.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing	Affordable Housing Homeless	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	292		0	292	
Affordable Housing	Affordable Housing Homeless	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	150	0	0.00%	5	0	0.00%
Affordable Housing	Affordable Housing Homeless	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	4	0	0.00%	9	0	0.00%
Affordable Housing	Affordable Housing Homeless	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	73	0	0.00%	12	0	0.00%
Affordable Housing	Affordable Housing Homeless	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	65	1	1.54%	15	1	6.67%

Economic Development	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	3	0	0.00%			
Economic Development	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	22	0	0.00%	5	0	0.00%
Homeless Services	Homeless	CDBG: \$ / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10	0	0.00%			
Homeless Services	Homeless	CDBG: \$ / ESG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	10	39	390.00%	20	0	0.00%
Homeless Services	Homeless	CDBG: \$ / ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	33		5	0	0.00%
Homeless Services	Homeless	CDBG: \$ / ESG: \$	Homelessness Prevention	Persons Assisted	10	19	190.00%	5	0	0.00%

Planning and Admin	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / HOPWA: \$0 / HOME: \$ / ESG: \$	Other	Other	1	1	100.00%	1	1	100.00%
Public Infrastructure, Facilities, and Parks	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	0	0.00%	500	0	0.00%
Public Infrastructure, Facilities, and Parks	Non-Housing Community Development	CDBG: \$	Other	Other	1	1	100.00%			
Public Services	Homeless Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	900	266	29.56%	220	266	120.91%
Rental Assistance	Homeless Households impacted by COVID 19	HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	50	0	0.00%	50	0	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Funds were allocated in alignment with the priorities identified in the consolidated and annual action plan. These included park and infrastructure improvements, public services, economic development, lead abatement and housing rehabilitation, homeownership and housing development. CDBG or HOME funds were used in these projects to support our efforts to meet HUD's mandate and improve housing accessibility and affordability, and the overall quality of life for the low-to-moderate income residents. Housing development will be counted upon completion of projected construction.

As previously stated on this report, our inability to secure a vendor to implement our ESG and spend down our third annual funding allocation triggered an internal reassessment of this program. We opted to do a substantial amendment and allocate these funds to prepare, prevent, and respond to the Coronavirus pandemic and ensure that funds are put to use to provide assistance to our homeless population.

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CR-10 - Racial and Ethnic composition of families assisted

**Describe the families assisted (including the racial and ethnic status of families assisted).
91.520(a)**

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The majority of our program participants identify as "other multi-racial," and that category does not appear on this chart. This results in the under-reporting of our program participants under the Race category, particularly under the HOME program.

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CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,844,846	112,285
HOME	public - federal	884,202	681,849
HOPWA	public - federal	0	0
ESG	public - federal	300,524	79,056

Table 3 - Resources Made Available

Narrative

The City received 2 allocations of CDBG-CV funds. The first allocation was \$1,011,001 and the second allocation was \$935,531 for a total of \$1,946,532. The initial allocation was set aside for a small business relief program. This program was run by the Business & Economic Development Department of the City. The City allocated \$397,600 for an Emergency Short Term Rental Assistance program run by a non-profit and \$397,600 for an eviction prevention program also run by a non-profit funded out of the second allocation of CDBG-CV funds.

The City also received 2 allocations of ESG-CV funds. The first allocation was \$526,348 and the second allocation was \$1,138,406 for a total of \$1,664,754. The City contracted with a non-profit agency for Homelessness Prevention and Rapid Re-housing. This contract was for \$1,619,184. The eviction moratorium has made it impossible to expend the Homelessness Prevention funds. The low number of available affordable units has also made spending the Rapid Re-housing funds challenging.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

The allocation of CDBG resources is targeted to best meet the priority needs of low and moderate income persons based on a variety of planning studies and community input in the preceding years. As stated in the Consolidated Plan and one-year Action Plan, there are no targeted areas. All LMI areas of the City, and LMI households in the one non-LMI Census Tract, benefit from CDBG and HOME funds. For park improvement projects we use the most recently state approved Open Space and Recreation Plan (OSRP) mandated by the Commonwealth. The most recently developed OSRP covers the period of 2017—2024. For our housing programs we emphasize neighborhood revitalization in our review of projects. Our support of the HUD-funded Lead Program with CDBG is based on LMI households with

children under 6 in the household and the presence of lead.

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Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

- \$10,000 in CDBG leveraged \$188,947 in McKinney-Vento homeless grant for leased scattered site housing. Our CDBG dollars go toward case management.
- \$20,000 in HOME funds leveraged \$309,975 in mortgages for low-income families served through our First-time Homebuyer's Program.
- \$411,000 in CDBG funds leveraged a \$400,000 State PARC grant for Phase I renovations to Storrow Park.
- \$685,000 leveraged through the City to supplement the Storrow Park Phase I construction costs: \$450,000 in Capital Improvement Plan funds along with an additional appropriation of \$235,000.
- \$4,782 in CDBG leveraged 6 months of a 42 month \$5,004,920 Lead Abatement and Healthy Homes grant.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	16,880	21,126	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

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CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	25	39
Number of Non-Homeless households to be provided affordable housing units	99	0
Number of Special-Needs households to be provided affordable housing units	6	0
Total	130	39

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	90	58
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	35	0
Number of households supported through Acquisition of Existing Units	5	1
Total	130	59

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

During the Spring, the City had several fires at rental properties within one week. The City was able to secure 13 units at a former nursing home to provide emergency shelter for 3 months for victims who had nowhere else to go. Staff worked diligently to find housing for all but one family along with other who were at scattered sites. The high sales prices for houses along with the COVID-19 pandemic led to a downturn in our downpayment assistance program. Staffing shortages contributed to the lack of units rehabbed during the year.

Discuss how these outcomes will impact future annual action plans.

There should not be any impact on future Action plans.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	1
Total	0	1

Table 13 – Number of Households Served

Narrative Information

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CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

The City of Lawrence is committed to increasing long-term housing stability and economic self-sufficiency of homeless and at-risk individuals and families. The City will utilize HOME funds to produce additional affordable rental units and have dedicated CDBG funds to support self-sufficiency and economic development.

The Continuum of Care (CoC) uses a Coordinated Entry system and outreach teams to address the needs of homeless persons, with a special emphasis on unsheltered persons. Outreach teams respond to any report of an unsheltered family with children and locate an immediate placement in alternative housing settings.

In 2016, the City ordinance the Homelessness Initiatives Coordinator's position, and hired a new staff person who sits within the Office of Planning and Development (OPD). This position has been instrumental in providing and sharing resources with area providers through the Lawrence Mayor's Health Task Force, a health disparities coalition that's now officially under the umbrella of OPD, as well as through his participation at local, regional, and statewide meetings. In addition to the Homelessness Initiatives Coordinator, the City also hired a Community Engagement Housing Navigator in March 2020, who quickly jumped to support the City's emergency temporary quarantine shelter to help staff it and to assist shelter guest and other non-sheltered homeless individuals/families impacted by the COVID-19 pandemic with housing placement and case management services.

The Homelessness Initiatives Coordinator also works in close collaboration with the Lawrence Police Department and the Department of Public Works to respond to homeless encampment complaints by residents and local businesses, using this opportunity to learn more about homeless trends and offer services in an attempt to house unsheltered individuals.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City is providing CDBG funds to Emmaus as part of their match for the Fresh Start project funded through the Continuum of Care Grant program. Fresh Start is a permanent supportive housing leasing program targeting 14 chronically homeless individuals with 4 slots set aside for veterans.

Lastly, the City has expanded and strengthened partnerships with the Department of Housing and Community Development (DHCD) in Boston and Lynn Housing Authority, which has led to increased collaboration and service coordination, capacity-building opportunities for area service providers, and support for expanded services to better address youth homelessness (ages 18—24). The NSHANG partnership to address youth and young adults homeless is fully funded through the State (EOHHS) Executive Office of Health and Human Services.

The Homelessness Initiatives Coordinator also works in close collaboration with the Lawrence Police Department and the Department of Public Works to respond to homeless encampment complaints by residents and local businesses, using this opportunity to learn more about homeless trends and offer services in an attempt to house unsheltered individuals. The coordinator is also the co-chair for the youth homelessness committee through DHCD.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Lawrence works with state and non-profit partners to ensure that people being discharged from publicly funded institutions are not discharged into homelessness. The Massachusetts Department of Mental Health (DMH) has designated several managers as representatives to the Balance of State CoC and the MA ICHH who work on discharge planning. These managers are responsible for working with and monitoring all CoC providers providing mental health services and they work on discharge planning for participants with severe and chronic mental health issues. Several of the providers are also active CoC members. DMH works with other state agencies and their providers around mental health issues, street outreach and discharge planning. DMH is the state agency responsible for ensuring persons being discharged from the public mental health (MH) system are not discharged into homelessness. Homelessness was identified as a priority by the Lawrence General Hospital in their recent, yet to be published, Community Health Needs Assessment (2020—2022). This identification facilitated the re-allocation of Determination of Needs (DoN) funds to support a new Community Health Specialist/Community Engagement Housing Navigator to support outreach efforts, rapid-rehousing assistance and case management services to chronically homeless/unsheltered individuals.

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

Although Lawrence is no longer its own CoC as it joined the Balance of State CoC three years ago, monthly meetings are still held in Lawrence to discuss with service providers, veterans organizations, advocacy groups and other interested parties, the needs of homeless individuals and families. Staff from the Community Development Department interacts with the public seeking assistance with housing needs on an ongoing basis by providing referrals to appropriate local agencies and service providers. As part of the Balance of State CoC Planning Group, the City participates in the Continuum of

Care Grant Program Application including the Ranking and Review of renewal applications which requires discussion of how the applications meet the needs and priorities of the CoC.

The Balance of State CoC launched a Coordinated Entry System for individuals and families and the City was an active participant in the creation of this system which will prioritize individuals with the greatest needs using a tool to determine vulnerability.

The city continued use of the Balance of State CoC coordinated and comprehensive intake assessment system ensures that the most vulnerable chronic homeless individuals and families are prioritized and are more quickly and appropriately placed in permanent, sustainable housing settings. Our department continues to collaborate with Lynn Housing Authority & Neighborhood Development's Family Success Center to increase and expedite services to homeless youth, meeting regularly to actively identify and address rising issues experienced by this population.

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CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City of Lawrence has extremely limited resources to assist the Lawrence Housing Authority with its Capital Needs. The City has supported the LHA's efforts at the recapitalization and restructuring of its housing portfolio to accomplish needed capital projects and ensure long-term sustainability of the public housing stock. The City undertakes the required environmental review for the LHA's HUD-funded capital projects.

Additionally, a member of the OPD/CDD staff is on the LHA eviction committee, and Lead abatement job training paid with the lead grant is offered to LHA residents.

On behalf of the LHA, the Community Development Department applied for a State Housing Choice Initiative Program Capital grant. The application was successful and the City was awarded a \$250,000 grant to support the purchase and installation of 80-110 cameras in and around the perimeter of LHA properties that have been identified as COVID or crime hotspots.

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

Resident Councils regularly engage with management on facility needs, management policies, and/or security issues. The LHA and the City will continue to support resident engagement through support for public service programs which operate at LHA sites as well as through the recognition of Resident Organizations in the development of future plans.

LHA identifies management initiatives in their plan for HUD.

Actions taken to provide assistance to troubled PHAs

The LHA is not troubled.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

- Participation on a regional level to encourage greater housing opportunities throughout the region, expand regional economic opportunities, and coordinate the streamlined and impactful delivery of services throughout the region.
- The City established a Rental Cost Task Force, another proposed strategy contained in the housing production plan with the goal of this Task Force is to bring together government officials, housing development nonprofits, investors, and local residents to review and assess the current cost of rent in our city, compare rental cost with previous year's rental research data report, and prepare a list of recommendations and potential best practices and policies to the Mayor and City Council by late spring 2020, for subsequent adoption and implementation. In order to obtain data, the City held a community forum on rental housing in the fall of 2019. The information collected served to support and expand proposed housing initiatives. However, due to the COVID-19 pandemic, all meetings and efforts came to a halt until further notice.
- The City applied for a Gateway Housing Rehabilitation Program through the Department of Housing and Community Development and received a total of \$230,959 to support deep rehab of three distressed properties.
- A newly formed Financial & Housing Stability working group composed of community leaders, service providers, legal aid, medical professionals, and City staff to discuss and address residents' growing inability to pay their rent in the face of the pandemic. This has resulted in communications to the state government to support the extension of an eviction moratorium. It also supported the allocation of CARES Act funds.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Homeownership continues to be an underserved need and we continue to program HOME funds each year toward this. Additionally, given Lawrence's high percentage of old housing stock, our CDBG funds serve as a match and complement our lead abatement program's housing rehabilitation work.

The Homelessness Initiatives Coordinator continues to work closely with local government, area providers, and law enforcement to address issues faced by chronically homeless individuals. Additionally, she regularly participates and chairs monthly meetings of the Homelessness Initiatives Working Group under the City of Lawrence Mayor's Health Task Force, where root cause analysis are conducted to identify barriers and develop work plans that facilitate meeting the needs of the underserved homeless population.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

- Downpayment and closing cost assistance that allows low and moderate income buyers to buy a home;
- Rehabilitation support to “mom and pop” owners of two and three family stock, recognizing their role in providing affordable rental units;
- Utilization of tax-title and/or municipal properties to expand housing and economic opportunities designed to increase resident income; and,
- Utilization of the receivership program to stabilize affordable housing units. Project management, technical assistance, and matching funds for Healthy Home and Lead Hazard Control grants; and, Continued participation by the City in the State's Get the Lead Out program which provides the City with access to rehabilitation funding for lead-based paint removal.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Understanding that language barriers, unemployment/underemployment, and immigration status, are often linked to poverty, the Mayor’s prioritization of funding allocation under the public services category to non-profit organizations that provide ESOL/citizenship classes and youth employment/leadership opportunities continue are critical in addressing and reducing poverty levels in the City.

The Office of Planning and Development continues to support the work of the Lawrence Working Families Initiatives by serving in its entity’s steering committee. The LWFI, in partnership with the Lawrence Public Schools, the Lawrence Partnership, local city government, academia, and area non-profits, and funded through a Working Cities Challenge award by the Boston Federal Reserve Bank, has been working to improve the economic stability of low-income parents of children in the Lawrence Public Schools.

The City, primarily through the Mayor’s Health Task Force (MHTF), also participates in the Lawrence Physical and Fiscal Health working group, a collaboration between Lawrence CommunityWorks (certified CHDO), the local health clinic, Northeast Legal Aid, and the MHTF. This group is using a food insecurity assessment tool as the gateway to assess for other socioeconomic needs of patients and to partner with LCW for financial education/coaching services, as well as legal services to support those who are housing insecure. The MHTF has also been collaborating with the local health clinic’s medical residents on their Social Determinants of Health working group, which plans to merge with the LPFH working group to reduce duplication and maximize impact.

The ESG and CDBG funding allocation to Emmaus House emergency shelter supports rapid rehousing efforts.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Office of Planning and Development (which includes the Community Development Department) will continue to engage other City departments and public-private partnerships, such as the Mayor's Health Task Force, in the implementation of the activities identified within the Annual Action Plan. Through enhanced coordination, the CDBG, HOME and ESG funded activities are an essential piece of larger community revitalization efforts.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

- Convene Mayoral task forces on a number of important initiatives such as health and the provision of ESOL classes
- Participate in public-private partnerships such as the Lawrence Partnership and the North Canal Coalition.
- Encourage and support residential development of currently vacant space in the downtown area.
- In addition to participating in the Balance of State CoC and the local CoC group, OPD staff also participates in a regional homelessness consortium where service providers from the Merrimack Valley region come together to discuss barriers and opportunities to address the issue of homelessness.
- The Mayor's Health Task Force, now officially under the umbrella of OPD, houses the Homelessness Initiatives Working Group, where a wide array of providers from various sectors, including law enforcement and the faith-based community, meet regularly to identify root causes of chronic homelessness among individuals, and create workplans and activities that lead to policy, systems and environmental changes that help address homelessness in the City.
- A partnership has been established with Lynn Housing Authority, which provides regional services to homeless youth, now offered in Lawrence.
- Under the We Are Lawrence/Somos Lawrence (www.wearelawrence.org) platform, a large number of public and private organizations came together to better coordinate a response to the COVID-19 pandemic, creating a series of sub-groups with targeted focus on a variety of issues, including homelessness, food insecurity, financial & housing instability, education, outreach, and policy. Community Development staff has actively participated in these groups to help guide some of the decision-making.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The last analysis of impediments conducted by the City identified low income as the single most significant impediment. Our HOME-funded DP assistance program addresses this. Our goal is to conduct a new analysis of impediments.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Staff visits each sub-recipient twice a year, one site visit and the other a financial and programmatic monitoring visit, as well as attends as many related events as way of remaining connected and supporting sub-recipients. The COVID-19 pandemic has forced us to do desktop monitoring using phone calls or ZOOM meetings. Our office continuously monitors all of our HOME funded projects that involve rehab, and maintain ongoing communication with developers to ensure that projects remain on target. Our team regularly surveys past housing assistance for affordability or occupancy compliance, as well, and records affordable housing restrictions on all our housing assistance.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Lawrence places a legal notice in the Eagle Tribune, the local mainstream newspaper with the greatest circulation, as well as two other bilingual newspapers—one local and one regional—about the availability of the CAPER for public comment. Hard copies are made available at the Office of Planning & Development, the City Clerk's office and the Lawrence Public Library. The CAPER is also uploaded to the City's website main page. With added public health restrictions put in place by the state and local government in order to establish safe distancing protocols as we continue to respond to the COVID-19 pandemic, we understand that there may be added barriers for the community to access the CAPER. Therefore, our office is relying on social media platforms (Facebook; City website) to alert the public about the availability of this report for their review and comment.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There were no major changes in Program Objectives. Our office opted to continue to include Public Facilities in the FY20 CDBG Public Services RFP, and Lawrence History Center was awarded funding. During this program year, we created a Small Business Relief Program funded with CDBG-CV funds to assist small businesses impacted by the COVID-19 pandemic. The Business & Economic Development Department, a division of the Office of Planning & Development, was tasked with the operation of this program. To assist with the overwhelming need, additional staff was brought on from a temporary staffing agency to help the businesses get a DUNS number, register in SAM.gov, provide all required paperwork and set up files on each business that applied for funding. The impact that was felt by the Community Development Department was by the finance staff who reviewed the files, set the businesses up as an activity in IDIS, requested purchase orders, processed payments, and did drawdowns in IDIS. This had no effect on the regular entitlement programs. Two additional programs funded with CDBG-CV funds were also created later in this program year but did not expend any funds. One is an Emergency Rental Assistance program being run by Lawrence CommunityWorks, and the second one is an Eviction Prevention Program being run by Northeast Legal Aid. The ESG-CV funded program being run by Greater Lawrence Community Action Council has been challenged by the lack of affordable units in the area as well as the eviction moratorium which has made using funds for Homelessness Prevention nearly impossible.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Due to the COVID-19 pandemic, no reinspections were completed during the program year. We anticipate catching up during the next program year.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

All HOME funded development projects have an affirmative marketing plan which OPD and DHCD review.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

Activity # 2946 Homeowner Rehab \$11,345.34

Activity # 3003 Homewoener Rehab \$9,780.35

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

CR-55 - HOPWA 91.520(e)

Identify the number of individuals assisted and the types of assistance provided

Table for report on the one-year goals for the number of households provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance payments to prevent homelessness of the individual or family; tenant-based rental assistance; and units provided in housing facilities developed, leased, or operated with HOPWA funds.

Number of Households Served Through:	One-year Goal	Actual
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	0	0
Tenant-based rental assistance	0	0
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0	0

Table 14 – HOPWA Number of Households Served

Narrative

The City of Lawrence is not a HOPWA grantee.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	LAWRENCE
Organizational DUNS Number	079523171
EIN/TIN Number	046001394
Identify the Field Office	BOSTON

Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance

Massachusetts Balance of State CoC

ESG Contact Name

Prefix Mrs
First Name Vilma
Middle Name 0
Last Name Martinez-Domiguez
Suffix 0
Title Community Development Director

ESG Contact Address

Street Address 1 12 Methuen Street
Street Address 2 0
City Lawrence
State MA
ZIP Code -
Phone Number 9786203526
Extension 0
Fax Number 0
Email Address vmartinezdomiguez@cityoflawrence.com

ESG Secondary Contact

Prefix Mrs
First Name SUSAN
Last Name FINK
Suffix 0
Title Manager of Financial & Administrative Services
Phone Number 9786203514
Extension 0
Email Address sfink@cityoflawrence.com

2. Reporting Period—All Recipients Complete

Program Year Start Date 07/01/2020
Program Year End Date 06/30/2021

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name: LAWRENCE

City: LAWRENCE

State: MA

Zip Code: 01840,

DUNS Number: 079523171

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Unit of Government

ESG Subgrant or Contract Award Amount: 0

Subrecipient or Contractor Name: GLCAC

City: Lawrence

State: MA

Zip Code: 01840, 1401

DUNS Number: 084647817

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 0

DRAFT

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	13
Children	6
Don't Know/Refused/Other	0
Missing Information	19
Total	38

Table 16 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	29
Children	10
Don't Know/Refused/Other	0
Missing Information	0
Total	39

Table 17 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	24
Children	9
Don't Know/Refused/Other	0
Missing Information	0
Total	33

Table 18 – Shelter Information

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4d. Street Outreach

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 19 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	66
Children	25
Don't Know/Refused/Other	0
Missing Information	0
Total	91

Table 20 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	30
Female	61
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
Total	91

Table 21 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	23
18-24	16
25 and over	52
Don't Know/Refused/Other	0
Missing Information	0
Total	91

Table 22 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans	0	0	0	0
Victims of Domestic Violence	4	0	4	0
Elderly	5	3	1	1
HIV/AIDS	0	0	0	0
Chronically Homeless	10	0	6	4
Persons with Disabilities:				
Severely Mentally Ill	10	0	3	7
Chronic Substance Abuse	10	2	1	6
Other Disability	7	0	3	4
Total (Unduplicated if possible)	46	5	19	22

Table 23 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nighths available	
Total Number of bed - nighths provided	
Capacity Utilization	

Table 24 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

DRAFT

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	0	0

Table 25 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Expenditures for Rental Assistance	0	4,800	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	8,719	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	0	13,519	0

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Essential Services	0	0	0
Operations	0	49,999	0
Renovation	0	0	0

Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	0	49,999	0

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Street Outreach	0	0	0
HMIS	0	0	0
Administration	1,557	713	15,537

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2018	2019	2020
325	1,557	64,231	15,537

Table 29 - Total ESG Funds Expended

11f. Match Source

	2018	2019	2020
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	0	0	0

Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	0	0	0

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2018	2019	2020
	1,557	64,231	15,537

Table 31 - Total Amount of Funds Expended on ESG Activities

Match

The City did a Substantial Amendment and allocated our PY17,18, and 19 ESG grant to prepare for, prevent, and respond to Coronavirus. There is a waiver for match.