

# Town of Hamden 2021 Annual Action Plan Amendment Summary

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

### 1. Introduction

The Town of Hamden, CT, is a designated Community Development Block Grant (CDBG) Entitlement grantee receiving funds on an annual basis from the US Department of Housing and Urban Development (HUD). The Town's CDBG funding is administered by the Office of Community Development (OCD).

The goal of HUD's community planning and development program is to develop viable communities by providing decent housing, a suitable living environment, and expanding economic opportunities principally for low- moderate-income persons.

Over its history, the Community Development Block Grant (CDBG) program has been a critical tool in ending blight, encouraging development in low-income communities, and helping lift families from poverty. With the support of Community Development Block Grant awards, the Town of Hamden seeks to provide critical financial, informational, and support resources to low- and moderate-income Hamden residents seeking to improve their access to homeownership opportunities, the quality of their housing, the viability of their businesses, the usability and effectiveness of their shared community facilities, and the cleanliness of their neighborhoods. The Town has established a system of citizen-based performance assessment to ensure that the programs and services offered effectively achieve the broad goals of the mission statement and meet community expectations.

### 2. Purpose of Proposed Amendment

The Town of Hamden seeks to reallocate unspent CDBG funding from Fiscal Years 2016, 2017, 2018, 2019, 2020, and 2021. The reconciliation and reallocation of the unspent funds will be reflected as a substantial amendment to the Town of Hamden's 2021 Annual Action Plan. Please note that the proposed substantial amendment to the 2021 Annual Action Plan excludes funding under the CARES ACT (CDBG-CV1 and CDBG-CV3) awarded to the Town of Hamden and reflected in the Town's amended 2019 Annual Action Plan. The Town's spending plan related to the CARES Act funding received from HUD is being addressed separately as a substantial amendment to the Town's 2019 Annual Action Plan. The amount of CDBG funds under consideration for reallocation in the FY2021 substantial amendment is approximately \$773,742 and includes unspent funds from the fiscal years 2016, 2017, 2018, 2019, 2020, and 2021.

The following table summarizes the funding to be reallocated by the Fiscal Year.

**Table 1: Summary of Unspent CDBG Funding by Program Year**

<b>Program Year</b>	<b>Amount Unspent Funding Available for Reallocation</b>
2016	\$7,149.72
2017	\$29,160.15
2018	\$40,093.43
2019	\$89,891.39
2020	\$194,302.37
2021	\$413,145.00
<b>TOTAL</b>	<b>\$773,742.06</b>

#### **4. Public Comments and Citizen Participation Process**

Following HUD requirements as outlined in 24 CFR 91.105 and the Town’s Citizen Participation Process, residents, stakeholders, and other interested parties will have a minimum of thirty (30) days to review and provide comments on the proposed substantial amendment to the Town of Hamden’s 2021 Annual Action Plan.

Notice of the proposed changes to the spending plan in the FY2021 Annual Action Plan will be published in the Quad Town Advisor on November 9, 2022. Copies of the substantial amendment document will also be available for review at the Town of Hamden, Office of Economic Development, Hamden Government Center, and 2750 Dixwell Avenue, Hamden, CT 06518, and on the Town’s website at <https://www.hamdenedc.com/hud-reports-and-documents/>.

**The public comment period will commence on November 10, 2022, and close on December 15, 2022.**

As part of the Citizen Participation Process and to facilitate public participation, the Town will convene two (2) public hearings: November 30, 2022, and December 5, 2022, respectively. The substantial amendment will be reviewed by the Community Development Citizen Advisory Commission (CDCAC) and approved by the Town’s Legislative Council.

#### **5. Town of Hamden CDBG Program Goals and Objectives**

As part of its CDBG five (5) year consolidated planning process, the Town established program goals and anticipated outcomes. The current Consolidated Plan (ConPlan) is 2020 through 2024. The substantial amendment does not change any of the Town’s program goals or objectives in the current 5-year ConPlan. The proposed changes to the spending plan in this substantial amendment are consistent with the goals and anticipated outcomes that have been previously established.

**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 the administration of program and funding source.

**Table 2 – Responsible Department**

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administer	HAMDEN	Economic Development

**Consolidated Plan Public Contact Information**

Karen Bivens

Director, Arts & Culture

203.287.2579

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**AP-12 Participation – 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation.** Following HUD requirements as outlined in 24 CFR 91.105 and the Town’s Citizen Participation Process(CPP), residents, stakeholders, and other interested parties will have a minimum of thirty (30) days to review and provide comments on the proposed substantial amendment to the Town of Hamden’s 2021 Annual Action Plan. **The public comment period will commence on November 10, 2022, and close on December 12, 2022.**

The Town will also be convening two (2) public hearings before the substantial amendment is submitted to the Town of Hamden’s Community Development Advisory Council for review and the Legislative Council for review and approval on November 30, 2022, and December 5, 2022, respectively.

Information regarding the substantial amendment to the Town of Hamden’s 2021 Annual Action Plan is available on the Town’s Web Site at <https://www.hamdenedc.com/hud-reports-and-documents/>. It will also be available for review at the Town of Hamden, Office of Economic Development, Hamden Government Center 2750 Dixwell Avenue, Hamden, CT 06518. The public notice for the FY2021 substantial amendment to the 2021 plan will also be advertised in the Quad Town Advisor on November 9, 2022. The Town also utilizes a Community Development Citizen Advisory Commission consisting of community members to accept and review applications for funding. Comments gathered through the Citizen Participation Process are considered and incorporated into the final substantial amendment document request submitted to HUD. **Any comments concerning the proposed substantial amendment should be emailed to Sharon Regan at sregan@hamden.com with the heading 2021 AAP Amendment Comments.**

**Citizen Participation Outreach Plan**

**Table 3 – Citizen Participation Outreach**

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Citizens Participation Plan Schedule</b>	<b>URL (If applicable)</b>
1	Newspaper Ad	Non-targeted/broad community	30-Day Notice of public comment period and Public Hearings(November 30, 2022, and December 5, 2022) - Published in the Quad Town Advisor on November 9, 2022	

Sort Order	Mode of Outreach	Target of Outreach	Citizens Participation Plan Schedule	URL (If applicable)
2	Town of Hamden Website	Non-targeted/broad community	FY2021 substantial amendment will be posted on the Town of Hamden Webpage. Posting will include directions on how and where to direct any comments on the proposed amendments. The public comment period will commence on November 10, 2022, and close on December 15, 2022.	<a href="https://www.hamdenedc.com/hud-reports-and-documents/">https://www.hamdenedc.com/hud-reports-and-documents/</a>
3	Direct Correspondence	Email communication to Public Services Agencies, Existing and former Sub-Grantees and Community Stakeholders.	An email is provided to public service agencies, existing and former sub-grantees, and community stakeholders that include the proposed amendment to the Town's CDBG spending plans and activities and invites them to participate in the public comment and public hearing processes.	
4	Public Hearing	Non-targeted/broad community	A Public Hearing will take place on November 30, 2022, 6:00-7:00pm: Brundage Community Branch Library, 91 Circular Avenue, Hamden, CT 06514. Planned efforts are consistent with the Town of Hamden's Citizen Participation Plan and 24 CFR 91.105.	

Sort Order	Mode of Outreach	Target of Outreach	Citizens Participation Plan Schedule	URL (If applicable)
5	Public Hearing	Non-targeted/broad community	A Public Hearing, hosted by the Human Services Committee of the Hamden Legislative Council, will be held virtually via Zoom on December 5, 2022, beginning at 6:30 PM. Planned efforts are consistent with the Town of Hamden's Citizen Participation Plan and 24 CFR 91.105.	<a href="https://zoom.us/j/96032210583">https://zoom.us/j/96032210583</a> Password: Dragons  Webinar ID: 960-3221-0583
5	Community Meeting	Non-Targeted/ Broad Community Meeting	The FY2021 substantial amendment will be presented to the Community Development Citizens Advisory Committee (CDCAC) for its review. CDCAC meetings are open to the public conducted virtually via Zoom. The meeting will take place on December 14, 2022, at 6:30 pm.	<a href="http://ccureb.zoom.us/j/85786660243">http://ccureb.zoom.us/j/85786660243</a>  Passcode: Community  Meeting ID: 857 8666 0243

**Outcomes**

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of Response/Attendance</b>	<b>Summary of Comment Received</b>	<b>Action</b>
1.	In-person public hearing, November 30, 2022, 6 PM, Brundage Community Branch Library, 91 Circular Avenue, Hamden, CT	Non-targeted, broad community	1 resident	Strongly in favor of expanding broadband access and training because it benefits seniors and other vulnerable members of the community by teaching them how to seek and apply for services that might be available to them.	Comment accepted: A \$130K broadband initiative has been allocated in the FY2019 COVID-CV amendment and the Town is currently seeking additional funding sources for sustainability.
2.	Online public hearing, December 5, 2022, 6:30 PM, convened by the Human Services Committee of the Town of Hamden Legislative Council.	Non-targeted, broad community	1 resident	Lack of information on Town website. Community member would like to see multi-media dissemination of all programs that exist (mailings, e-mailings, notices in social	Comment accepted: The Town of Hamden’s website is challenging to navigate. The Economic Development Department is working with a web

				media), especially programs that help with structural home repairs, programs to help homeless families and individuals so they are housed warmly, safely, and comfortably in the cold winter temperatures.	designer to add enhancements and make the site more user-friendly. Specifically, we're working on adding an interactive calendar function for upcoming meetings and notices. We are also working on digital applications for the CDBG programs. We are also considering the distribution of hard-copy flyers throughout the community.
3.	Open Public Comment period, November 10 – December 15, 2022	Non-targeted, broad community	0 responses	N/A	N/A



## Expected Resources

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

#### Introduction

The Town of Hamden uses several funding sources to address the housing, community development, and neighborhood revitalization needs of low- and moderate-income residents. The primary funding source for the programs outlined in this Annual Action Plan is the Community Development Block Grant (CDBG) Program. The Town was awarded a HUD grant allocation of \$498,595 in CDBG funding for Program Year 48 (2021-22). The proposed amendment seeks to reallocate approximately \$773,742 of CDBG funds approved under FY2016, FY2017, FY2018, FY2019, FY2020, and FY2021 Annual Action Plans.

#### Anticipated Resources

**Table 4 - Expected Resources – Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation:	Program Income:	Prior Year Resources:	Total:		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$498,595	0	\$360,596.06	\$859,191.06	\$1,435,500	<ol style="list-style-type: none"> <li>1. \$85,450 was spent in FY2021.</li> <li>2. Funds available for the remainder of the ConPlan period is based upon an estimated average amount of \$478,500 per year.</li> </ol>

The reallocation effort as proposed in this Amendment to the 2021 Annual Action Plan will allow the Town of Hamden to (a) create a plan to use

unspent CDBG funds from prior years promptly, (b) comply with HUD requirements, (c) prevent the potential loss or recapture of unspent CDBG funds from HUD, and, (c) allocate CDBG resources to project activities and constituencies with the greatest needs based on the Town’s ConPlan goals and objectives.

Please note that the proposed substantial amendment to the 2021 Annual Action Plan excludes funding under the CARES ACT (CDBG-CV1 and CDBG-CV3) awarded to the Town of Hamden and reflected in the Town’s amended 2019 Annual Action Plan. The Town’s spending plan related to the CARES Act funding received from HUD is being addressed separately as a substantial amendment to the Town’s 2019 Annual Action Plan.

The amount of CDBG funds under consideration for reallocation under the Substantial amendment is approximately \$773,742. The following table summarizes the proposed reallocation:

**Table 5: Summary of Unspent CDBG Funding by Program Year**

<b>Program Year</b>	<b>Amount Unspent Funding Available for Reallocation</b>
2016	\$7,149.72
2017	\$29,160.15
2018	\$40,093.43
2019	\$89,891.39
2020	\$194,302.37
2021	\$413,145.00
<b>TOTAL</b>	<b>\$773,742.06</b>

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

**Table 6 – Goals Summary**

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Goal Outcome Indicator
1	Increase the Supply of Affordable Housing	2020	2024	Affordable Housing	CENSUS TRACT 1655 AND 1656, STATE STREET REVITALIZATION AREA	Affordable Housing	Public service activities for Low/Moderate Income Housing Benefit: 125 Households Assisted Homeowner Housing Rehabilitated: 15 Household Housing Unit Direct Financial Assistance to Homebuyers: 10 Households Assisted
2	Provide Assistive Services to the Homeless	2020	2024	Affordable Housing Homeless	CENSUS TRACT 1655 AND 1656, STATE STREET REVITALIZATION AREA	Affordable Housing Community Services	Homelessness Prevention: 13 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Goal Outcome Indicator
3	Provide Support to Special Need Households	2020	2024	Affordable Housing	CENSUS TRACT 1655 AND 1656, STATE STREET REVITALIZATION AREA	Affordable Housing Community Services	Public service activities other than Low/Moderate Income Housing Benefit: 120 Persons Assisted Homeowner Housing Rehabilitated: 1 Household Housing Unit
4	Provide Infrastructure and Facility Improvements	2020	2024	Non-Housing Community Development	CENSUS TRACT 1655 AND 1656, STATE STREET REVITALIZATION AREA	Eliminate Blight Community Services	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
5	Provide Anti-Blight Improvements/Blight Removal	2020	2024	Non-Housing Community Development	CENSUS TRACT 1655 AND 1656, STATE STREET REVITALIZATION AREA	Eliminate Blight	Other: 1 Other
6	Promote Economic Development	2020	2024	Non-Housing Community Development	CENSUS TRACT 1655 AND 1656, STATE STREET REVITALIZATION AREA	Economic Development	Facade treatment/business building rehabilitation: 10 Business
7	Support Public Services for Low/Mod Income	2020	2024	Non-Homeless Special Needs	CENSUS TRACT 1655 AND 1656, STATE STREET REVITALIZATION AREA	Community Services	Public service activities other than Low/Moderate Income Housing Benefit: 4245 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Goal Outcome Indicator
8	Administration	2020	2024	Administration	CENSUS TRACT 1655 AND 1656, STATE STREET REVITALIZATION AREA	Administration	Other: 1 Other

**Goal Descriptions**

1	<b>Goal the Name</b>	Increase Supply of Affordable Housing
	<b>Goal Description</b>	<p>There is a need to increase the supply of decent, safe, and affordable housing opportunities in the Town. This includes a need to create new and rehabilitate both homeowner and rental housing units to meet housing and building codes, improve energy efficiency, and provide accessibility to those in need. There is also a need to encourage and support the provision of affordable homeownership housing opportunities. Homeownership helps to stabilize neighborhoods by increasing the number of permanent stakeholders or residents to an area.</p> <p>The Town will encourage the increase in homeownership opportunities through the rehabilitation of units appropriate for ownership occupancy, by providing support for non-profits and neighborhood development corporations in their creation of homeownership opportunities, through the provision of down payment and/or closing costs assistance, and by supporting programs which prepare households for homeownership.</p> <p>Increasing the number of affordable housing units and reducing cost burden for low and moderate-income households also falls under this goal. To address affordability, the Town will work with non-profit housing developers and community development corporations to increase the supply of affordable rental housing through the rehabilitation and re-use of vacant and abandoned properties. The Town will also work with and support the Housing Authority in its efforts to pursue the creation of additional affordable rental units.</p>

2	<b>Goal Name</b>	Provide Assistive Services to the Homeless
	<b>Goal Description</b>	<p>The Town of Hamden will continue to address homeless needs through its various social service agencies. The emphasis of this approach will be to prevent homelessness through early intervention and the provision of necessary supportive services. Services to be provided may include eviction and foreclosure prevention, referrals to agencies to provide rental and/or fuel assistance, counseling, food and household items, job skill development to increase household income, and short-term assistance payments to prevent eviction or foreclosure. The Town provides funding to area homeless shelters to support the provision of emergency shelters for unhoused residents.</p> <p>The Town also supports providing housing, programs, and services to help families transition from emergency housing to permanent housing.</p>
3	<b>Goal Name</b>	Provide Support to Special Need Households
	<b>Goal Description</b>	<p>There is a need to provide housing and support services for elderly and non-elderly disabled households. Cost burden and the inability to maintain their homes are the most cited problems. The Town will provide support and assistance, as appropriate and applicable, to address the housing and supportive needs of the elderly and the disabled. The Town will also support the Housing Authority's efforts to obtain additional vouchers and create additional units to house the elderly and the disabled.</p>
4	<b>Goal Name</b>	Provide Infrastructure and Facility Improvements
	<b>Goal Description</b>	<p>Funds can be used to support the planning, design and construction of capital projects for property, buildings or facilities owned by the Town of Hamden. Eligible project activities include contracting costs to hire consults to develop architectural and engineering plans and studies. Procurement of consultants to design broadband infrastructure in underserved areas within Town; and to design and install sidewalks, trees, lighting, safety and to make green infrastructure improvements in eligible communities within the Town of Hamden.</p>
5	<b>Goal Name</b>	Provide Anti-Blight Improvements/Blight Removal
	<b>Goal Description</b>	<p>Eligible use of fund include the development of engineering, environmental and other consultant studies needed to complete the demolition, abatement or redevelopment of a blighted structures. Eligible costs also include direct costs associated with the demolition of a blighted property, structure or improvement within the Town of Hamden.</p>

6	<b>Goal Name</b>	Promote Economic Development
	<b>Goal Description</b>	Funds will be used to provide grant assistance to eligible businesses with the selected targets areas. Grant proceeds will be used for the following activities: Façade improvement grants, signage, to cover lease expenses and/or to purchase furniture, fixtures and equipment for the business.
7	<b>Goal Name</b>	Support Public Services for Low/Mod Income
	<b>Goal Description</b>	<p>The Town of Hamden has identified specific segments of the community most in need of supportive social services. These include the homeless, elderly, youth, disabled, and other special needs populations. Services will be provided by local municipal departments, non-profit social and supportive service providers, and civic or neighborhood organizations. Ensuring all citizens have access to basic needs such as shelter, food, water, heat, and electricity; health care services including both physical and mental health services; transportation and supportive services for the elderly and disabled; counseling services to families and individuals at risk, and medical and health-related services will be targeted. Health-related services may include nutrition programs, immunization programs, health screening, and HIV/AIDS and/or Lead Poisoning Prevention programs.</p> <p>There is also a need to provide affordable, quality daycare and positive youth development activities. There is a need for an increase in care accommodations for infant, toddler, and pre-school-aged children, the provision of 2nd and 3<sup>rd</sup>-shift childcare, and programs to meet the before-school, after-school, and school-vacation needs of youth.</p> <p>Positive youth programming such as recreation programs, cultural activities, anti-violence, and educational programs, especially those that target disadvantaged low- and moderate-income youth, are needed.</p> <p>The Town will focus its support on such programs during the strategy period. These programs will provide safe and constructive outlets for children and youth from lower income working parent homes as well as those lacking parental direction.</p>
8	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	To provide the necessary planning and administration support for the other goals listed. To provide for program development and oversight, monitoring, the preparation of reports and documents for submission to HUD as required by program regulations, and the day-to-day operations of the Town’s housing and community development program. To apply for, allocate, and administer additional CDBG emergency grants.





## Projects

### AP-35 Projects – 91.220(d)

The following table on reflects Projects that where there is a proposed increase or decrease in CDBG funding allocated to them as part of the proposed Substantial amendment for 2021 Annual Action Plan.

*The amendment does not seek to modify, address or report on CDBG funds that have been spent on previously approved Project activities or CDBG funds awarded to Public Services agencies.* The summary of these activities and their outcomes is provided in the Town’s Annual CAPER reports which are published on the Town of Hamden’s website at <https://www.hamdenedc.com/hud-reports-and-documents/>

### Projects

**Table 7 – Proposed Reallocation of CBDG Funds by Project**

#	Project Name	Proposed Additional Funding Amount
1	Admin Cap	\$24,000
2	Residential Rehab	\$58,742
3	Commercial Rehabilitation	\$341,000
4	Infrastructure Improvements	\$200,000
5	Blight Removal	\$100,000
31	Housing Development to Support persons exiting homelessness	\$50,000
	<b>Totals</b>	<b>\$773,742</b>

### Proposed New Project Activity:

While the provision of services for individuals and families that are homeless or are in jeopardy of becoming homeless is included within the Town’s Five (5) Year Consolidated Plan Goals and Objectives, the Town’s support of these efforts has been defined only as public service, non-capital funding support. As part of this amendment process, the Town is proposing the addition of new Project Activity, the **Development of Transitional and Permanent Supportive Housing**. Under this new Project Activity, the Town would be eligible to use CBDG funds to support agencies and organizations that are engaged in developing, constructing, leasing, or providing living spaces to individuals and families who are homeless or in jeopardy of becoming homeless. (These dollars are not intended to provide administrative programmatic support for agencies that are providing services to this population).

### AP-38 Project Summary

#### Project Summary Information

The following project summary has been developed for the new proposed Development of Transitional and Permanent Supportive Housing Project Activity. If approved, this Project Activity will be added to the Town of Hamden’s list of approved projects and any funding and outcomes associated with this goal

will be reported in an annual basis in the Town’s CAPER Report.

31	Project Name	Housing Development to support persons exiting homelessness
	Target Area	CENSUS TRACT 1655 AND 1656, STATE STREET REVITALIZATION AREA (target area not needed for a homeless activity benefit is citywide)
	Goals Supported	Housing and Support Services/ Special Needs;
	Needs Addressed	Homelessness
	Funding	CDBG- \$50,000
	Description	Use CBDG funds to support agencies and organizations that are engaged in developing, constructing, leasing, or providing living spaces to individuals and families who are homeless or in jeopardy of becoming homeless.
	Target Date	12/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	3-5
	Location Description	Town-wide
	Planned Activities	Funding uses to provide capital support for transitional housing support and direct assistance to families moving into permanent or transitional housing from homelessness.