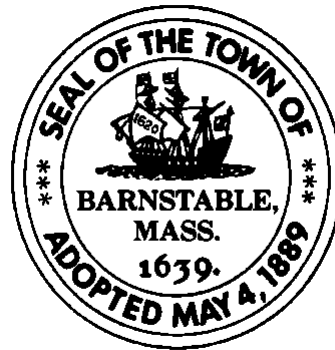


THE TOWN OF BARNSTABLE

Consolidated Annual Performance and Evaluation Report (CAPER)

FY2022



*Reporting Period: Fiscal Year 2022
July 1, 2022 through June 30, 2023
Accepted by HUD*

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.

This report covers July 1, 2022 through June 30, 2023, the third year of the 2020-2025 Five Year Consolidated Plan. Priority needs for each year of the Con Plan and Annual Action Plans included creating or preserving affordable housing, economic opportunities, public facility improvements, public services, and urgent need. Priorities identified to meet a national objective fall into three categories: Decent Housing, Suitable Living Environments, and Economic Opportunities, and one of three outcomes: Availability/Accessibility, Affordability, and Sustainability. Funds were provided for projects delivering the following outcomes in the 2022 Annual Action Plan:

- **Affordable Housing:** Activities that create/preserve affordable housing, provide homebuyer financial assistance, remove blight, support homeowner rehab, and other eligible activities for LMI persons.
- **Economic Opportunities:** Activities that create or retain jobs/economic opportunities for LMI persons; provide technical assistance to business owners; assist small businesses to establish/stabilize/expand their microenterprise; assist with façade improvements.
- **Creating Suitable Living Environments:**
 - **Public Facilities/infrastructure/other improvements:** activities that benefit LMI/special needs populations by expanding public access or increasing availability to services, removing architectural barriers, etc.;
 - **Public services:** 15% cap for social services assisting LMI and special needs populations with/without a housing benefit. May prioritize activities to continue recovery from COVID 19, activities that serve limited clientele, and efforts to improve NRSA living conditions;
 - **NRSA/Target Area:** Eligible activities that stabilize neighborhoods including creating/retaining affordable housing, jobs, public facilities/infrastructure, and other improvements for LMI/special needs populations.

Response to Support Infectious Disease or Other Urgent Needs: Expectations to use CDBG to address preparation, prevention, and response to COVID-19. Although activities are expected to meet objectives above, the Town added urgent need as a high priority. HUD limits funding for urgent need, slums and blight, or historic preservation to: subtracting 20% from the award and multiplying that balance by 70%. The balance between 20% less than the award and the 70% figure can address urgent needs, slums/blight or historic preservation activities.

Planning and Administration: 20% cap on Entitlement funding used for planning and administration activities and grant management.

Urgent Needs, Slum and Blight, and Historic Preservation: activities collectively capped at 30% of the award for a 1, 3 or 5-year period certified by the Town.

Pre-award costs: May be incurred for eligible activities provided it is necessary for timely performance, compliance is met with related requirements, and the CPP has been completed.

Funds were provided for activities delivering the following results in PY22:

- The Winter CSO program served 354 homeless persons in PY22. The Winter CSO program provides a critical connection for the Community Impact Unit (CIU) and the downtown Hyannis population, assisting them in improving public safety and providing access to social services for those in need and who are homeless in the NRSA.
- The Youth Scholarship program serviced 57 LMI youth through financial aid scholarships, allowing the children to participate in a variety of Recreation programs that would be otherwise be unavailable to them. Of the children served, 32 were documented as extremely low income, 19 as low income, and 6 from moderate income households.
- Hyannis Village Marketplace Early Education Center (YMCA) was an activity that took place during PY22, utilizing reprogrammed funds from PY19. Funding for the project included installing the facilities required for an active fire suppression system by connecting directly to the Town water supply. Without these resources, the center would have not been able to be licensed or open. Upon installation, the facility was able to open completely to serve low and moderate-income (LMI) residents in the NRSA, including an enrollment of 65 children in the Head Start services.
- The General Patton Housing Rehab activity was finished in PY22, which utilized funding to rehabilitate 1 affordable housing units for low to moderate income persons.
- Planning and administrative costs directly related to the CDBG program including but not limited to preparation of reports, documenting compliance with all related statutes and regulations, monitoring subgrantees, etc.
- Additional funding from the CV Grant was used by The Duffy Health Center to extend their In From the Streets program into PY22 after successfully serving 133 homeless individuals in PY21 who sought shelter and relief from the COVID-19 pandemic. These funds were reprogrammed from their 2020 Basic Needs Program. In PY22, a total of 25 homeless individuals were given overnight shelter.
- Funding from the CV Grant was provided to the remaining three low and moderate income small business owners from the COVID-19 Emergency Small Business Grant Program, which provided funding towards overcoming challenges from COVID-19.

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
Decent Housing	Affordable Housing	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5	0	0.00%	5	0	0.00%
Decent Housing	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	5	2	40.00%	5	1	20.00%
Decent Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	
Decent Housing	Affordable Housing	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	0		0	0	
Decent Housing	Affordable Housing	CDBG: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	
Economic Opportunities	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	25	0	0.00%	10	0	0.00%
Economic Opportunities	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	25	0	0.00%	10	0	0.00%
Suitable Living Environment	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20	0	0.00%	20	65	325%

Suitable Living Environment	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	8	0	0.00%	8	0	0.00%
Suitable Living Environment	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20	2626	13,130.00%	20	411	2055%
Suitable Living Environment	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	10	0	0.00%	0	0	
Suitable Living Environment	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	

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.

CR-05 information is based on numbers from the PR-23 Accomplishments Report and beneficiary data entered into IDIS during the program year. The Town complies with the following expenditure requirements per CDBG requirements:

- Public service expenditures being less than 15% of the yearly allocation;
- The waived public service cap requirement for CDBG-CV activities; and
- Planning and administrative costs being less than 20% of yearly allocation both in obligation and expenditure.

CDBG funds addressed the following Consolidated Plan priorities during PY22: affordable housing, creating suitable living environments (public

facility, infrastructure, and public improvements, public services, and "other" priorities for vulnerable populations), and response to support infectious disease or other urgent needs. The Town of Barnstable worked closely with subrecipients to meet goal outcomes, however there were multiple challenges due to a lack of eligible applicants, in part due to community unfamiliarity with the CDBG program and its requirements, difficulty moving applications forward and securing the necessary supporting documentation required by CDBG, difficulty moving housing projects forward because of supply chain issues, and inability to spend entire grant awards due to staffing issues caused by tough labor markets and difficulty hiring and retaining employees.

For the third year, public service activities exceeded goal expectations due to the large number of homeless individuals serviced through the Winter Community Service Officer (CSO) program in the Downtown NRSA. Unfortunately, due to staffing issues, the Winter CSO program was unable to spend their full award amount, and the remaining balance was returned to the grant main line of credit for future projects in PY23. The Youth Scholarship program also continued to serve an important need for LMI families, although they were not able to meet their beneficiary goals for this program year, due to not receiving CDBG funds until the Fall of the program year, after Fall registrations had already taken place. The Hyannis Village Marketplace Early Education Center activity addressed public facilities and infrastructure/public improvements by enabling the Center to open and serve low and moderate income (LMI) residents in the Neighborhood Revitalization Strategy Area (NRSA). The General Patton Housing Rehab activity was finished in PY22, which utilized funding to rehabilitate 1 affordable housing units for low to moderate income persons. There were two affordable housing activities in coordination with the Barnstable Housing Authority (BHA) in the works for this program year, however both projects were unable to proceed during PY22. One housing project was able to move through the bidding process and select a contractor, however the contractor failed to register with SAM.gov, which is a requirement to receiving CDBG funding. The second housing project did not move forward, as they were unable to receive any bids in timely manner. After putting it out to bid for a second time, a contractor was identified, but told the BHA they could not get supplies ordered and delivered on time due to supply chain issues. As this was happening during the fourth quarter of PY22, it was identified that this project could not move forward and be completed before the end of the program year ending June 30, 2023. The Town is working closely with BHA on this and other projects for PY23. Other priorities identified as a high need but were unable to be funded this year include public facilities and infrastructure improvements. The Town is working to try and move forward potential ADA compliant projects for public facilities/infrastructure improvements in PY23.

The Town allocated the following funding from the CDBG-CV3 Grant between July 1, 2022, and June 30, 2023, to public services assisting with COVID-19 recovery and revitalization: \$42,000 for Duffy Health Center for their In From the Streets program, and \$30,000 for the remaining 3 income-eligible business owners under the COVID-19 Emergency Small Business Grant Program, which brought that program to a close in PY2022. A summary of CDBG-CV public service activities to date is below. Each have a goal outcome indicator of “Public service activities other than Low/Moderate Income Housing Benefit.”

CARES Act Activity Name	Matrix Code Description	Activity Status	National Objective	Funded	Drawn	Balance	Number Persons Assisted	Number of Households	FTE Jobs Created Retained	Actual Units
COVID 19 Grab&Go Nutrition Program for Older Adults	Senior Services	Completed	LMC	\$45,000	\$45,000	\$0.00	270			
CV Planning and Admin 2020	General Program Administration	Open		\$136,451.80	\$67,529.19	\$68,922.61				
COVID 19 Basic Needs Program REPROGRAMMED	Operating Costs of Homeless/AIDS Patients Programs	Completed	LMC	\$41,115.52	\$41,115.52	\$0.00	133			
COVID 19 Emergency Child Care Services	Child Care Services	Completed	URG	\$20,500	\$20,500	\$0.00				259
COVID-19 EMERGENCY SMALL BUSINESS GRANT PROGRAM	Micro-Enterprise Assistance	Completed	LMC	\$90,000	\$90,000	\$0.00	9			
COVID-19 In from the Streets Program #2	Operating Costs of Homeless/AIDS Patients Programs	Completed	LMC	\$42,000	\$42,000.00	\$0.00	25			

Table 1.1 – Accomplishments Not Associated With a Strategic Plan Goal

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)

	CDBG
White	40
Black or African American	8
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	48
Hispanic	0
Not Hispanic	48

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

Narrative

Demographic information is collected for HUD reporting purposes only. The information in the above table does not fully capture the total racial and ethnic composition of families served during PY22, as the preselected choices in the CAPER do not capture families that identified as “Other multi-racial” under accomplishment data. For the 2022 Youth Scholarship Program activity, the program tracked racial and ethnic data for the students/families who were registered in their programs. There were 39 students assisted who identified as White, 8 students assisted who identified as Black or African American, and 10 students assisted who identified as Other multi-racial, therefore the total of students/families assisted is 57 (the table above only reflects 47 students assisted as there was not an input option for Other multi-racial). The Winter Community Service Officer (CSO) Program Year 3 activity served 354 individuals of a variety of races/ethnicities, however due to the nature of the encounters with the specific beneficiaries/individuals, there are security concerns about asking for race/ethnicity data for reporting purposes, therefore, racial/ethnic information was not tracked and instead they tracked the total number of new and continuing beneficiaries that were served by the program. Between these two public service activities, a total of 411 persons were assisted (57 from Youth Scholarship Program plus 354 from the Winter CSO activity), which aligns with CR-05 for Suitable Living Environment, public service activities other than low/moderate income housing benefit.

The Hyannis Village Marketplace Early Education Center activity was a public facility project that provided access to a new early education center

within Barnstable's NRSA, and was able to serve a maximum enrollment of 65 low and moderate income children. This aligns with CR-05 for Suitable Living Environment, public facility or infrastructure activities other than low/moderate income housing benefit.

The 16 General Patton Dr Housing Rehab activity was completed during PY22, and utilized funding to rehabilitate 1 affordable housing units for extremely low to moderate income persons, for 1 household identifying as White, which aligns with CR-05 Decent Housing, rental units rehabilitated. When combined with the numbers from Youth Scholarship Program, this brings the total for those who identify as White from 39 to 40 in the above table.

The 2020 Census data for race and ethnicity shows that 85.8 percent of Barnstable's population is White, 2.9 percent is African American, .5 percent is American Indian and Alaska Native, 1.4 percent is Asian, 0.0 percent (81 persons) is Native Hawaiian and other Pacific Islander, 2.4 percent is some other race, 6.9 percent is two or more races, and 3.5 percent of the population is Hispanic/Latino. Compared to 2019, the percentage of those that are White decreased, while those that are Native Hawaiian and other Pacific Islander, some other race, and two or more races increased. Because Barnstable's population is majority White, CDBG programs and funding often assist White households, as reflected in the data. Town staff work hard to assist households of all backgrounds and utilize CDBG funding to the benefit of all.

The highest concentration of minority and low-income populations remains in Downtown Hyannis. The Town targets assistance in the Downtown Hyannis NRSA, to those most in need (Block Groups 125.02 - 2,3,4; 126.02 - 2,3,4; and 153 - 2,3). The NRSA is more diverse than the total population because affordable housing, public services, and other resources are concentrated there. Programs to support the NRSA include the Winter CSO program, new and expanded service access for the homeless, programs for LMI children, and facilities improvements/accessibility improvements.

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	\$1,446,949	\$138,048.47

Table 3 - Resources Made Available

Narrative

The Town's available resources included the 2022 CDBG entitlement award of \$307,675.00, program income earned throughout the year from the Microenterprise Loan Program, and previous years CDBG funding carried forward to this program year, which brought the total amount of CDBG resources available in PY2022 to \$1,446,949.

The Town expended \$138,048.47 of CDBG funds during the program year on the following programs: Winter CSO Program, Youth Scholarship Program, YMCA Hyannis Village Marketplace Early Education Center, the final payments for the General Patton Dr Housing Rehab activity, and Planning and Administration.

There was an additional \$42,000 expended from the Cares Act (CDBG-CV3) grant for Duffy's In from the Streets Program #2 which took place during program year 2022. The Town also expended the final \$30,000 from the Cares Act (CDBG-CV3) grant for the last 3 income-eligible business owners under the COVID-19 Emergency Small Business Grant Program, which brought that program to a close in PY2022. The Town has \$297,191.68 in remaining CDBG-CV3 funds available to commit to activities. The Town is currently working with public and private partners to extend internet access within the NRSA to utilize the remainder of the CDBG-CV3 (CARES Act) funding and plans to complete the project during PY23.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Downtown Hyannis NRSA	55	55	Funds are targeted (but not always exclusively distributed) in the NRSA to benefit those most in need

Table 4 – Identify the geographic distribution and location of investments

Narrative

All CDBG funds are distributed within the Town of Barnstable, with expenditures prioritized in the Downtown Hyannis Neighborhood Revitalization Strategy Area (NRSA). The NRSA was reappraised in mid-April 2016 and is eligible through program year 2025.

The Youth Scholarship program is through the Hyannis Youth and Community Center in the NRSA; financial assistance for programs was given to eligible families, many of which were offered within the

NRSA. The Winter CSO program is offered through the Barnstable Police Department and occurs along Main Street within the NRSA. CDBG financial assistance supports officers who promote public safety and aid the homeless and other at-risk populations in seeking access to help and services. The Hyannis Village Marketplace Early Education Center activity addressed public facilities and infrastructure/public improvements by enabling the Center to open and serve low and moderate income (LMI) residents in the Neighborhood Revitalization Strategy Area (NRSA).

The NRSA is in the Downtown Hyannis and includes Main Street, North Street, and South Street from the west end rotary to the Yarmouth line and up Barnstable Road. A map of the area and a detailed description is in the Consolidated Plan on the Town's website: www.townofbarnstable.us/cdbg. Actual NRSA expenditures aligned with estimates and provided direct assistance to income-eligible renters, the homeless, LMI youth, and other vulnerable populations throughout PY22.

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.

Matching requirements are included in the NOFAs and the notices of program documentation. They are stated during AAP public meetings, in the CDBG application, and by staff throughout the process. Subrecipients must prove leveraged funds in quarterly progress reports and invoices. Applications are reviewed with a checklist with priority to those leveraging funds. Approved subrecipients provide evidence of leveraging in progress reports and during monitoring. A summary of PY2022 matching requirements for programs is below.

- Rental rehab projects are leveraged with other funds against the costs of developing the property that offers affordable housing for persons with incomes less than 60% AMI.
- Typically, housing projects are limited to \$25,000 - \$50,000 per unit. The Homebuyer Assistance Program (PY19) was an exception made based on the gap between high housing costs and the income limits.
- Public service agencies are encouraged to leverage other funding since the amount available is limited to 15%. *The cap was waived for CV-Public Services. Agencies seeking CDBG-CV funds were encouraged to leverage additional funds.

Other resources that address goals include Community Preservation Act set-asides for housing and historic preservation. From July 1, 2022 through June 30, 2023, roughly \$1 million was set aside for housing and \$2 million for historic preservation. Community housing included \$1,500,000 from Community Housing, \$1,000,000 Undesignated, and \$2,500,000 to the Affordable Housing Trust. The Trust requested another \$2,500,000 for funding their action plan. The Trust has awarded funds for the following:

- \$300,000 to Housing Assistance Corporation for a temporary emergency rental assistance program.
- A \$90,000 loan to the Cape and Islands Veterans Outreach Center to create 5 single room occupancy (SRO) units for homeless veterans in Dennis, MA.
- \$1.4 Million dollars to Standard Holdings, LLC from CPA Funds held by the Trust to create 10 affordable rental units; units will be affordable in perpetuity to households earning 50% or below the AMI.

Additionally, the Town is currently leveraging publicly owned property to support affordable housing needs. The Town issued a Request for Proposals for a property in Marstons Mills, seeking a developer to develop and resell at least two single-family affordable homes. The Town is also looking to commence a master planning process in 2023 for an approximately 14-acre property in Marstons Mills that was

formerly an elementary school, with the goals of addressing affordable housing needs, as well as village recreation priorities. Currently underway is another master planning process for the public land around the Barnstable Adult Community Center to look for opportunities for affordable senior housing and expanded, accessible recreational opportunities for older adults. Lastly, the Town has been working with the Affordable Housing Growth and Development Trust to identify housing needs in advance of issuing an RFP for construction of affordable housing on a vacant Town-owned parcel at Phinney's Lane and Route 132.

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	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	5	1
Number of households supported through the acquisition of existing units	0	0
Total	5	1

Table 6 – Number of Households Supported

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

The Town aligns accomplishments with Consolidated Plan goals and pursues activities that further those goals. The General Patton Housing Rehab activity was finished in PY22, which utilized funding to rehabilitate 1 affordable housing units for extremely low to moderate income persons. Problems encountered with meeting additional goals for this program year included lack of knowledgeable partners and staff capacity to administer complex housing programs. Two potential PY22 housing activities planned to use a significant portion of CDBG funds but were unable to proceed. One activity was unable to proceed due to CDBG administrative requirements, as the lowest bidding contractor for the project failed to register with SAM.gov despite multiple requests to do so, which is a requirement to receive CDBG funding. The other activity did not receive any initial bids, and when it was re-bid, the Town was notified of supply chain issues by the potential contractor and decided there would not have been enough time to receive the needed supplies and complete the housing rehab activity by the program year end date of June 30, 2023. The activity with the supply issues will resubmit an application and move forward with the project in PY23. The other activity cannot be funded with CDBG and the

Town has already identified another housing rehab activity for PY23. The Barnstable Housing Authority has proved to be a great partner in achieving goals related to increasing the number of non-homeless households to be provided affordable housing units and the number of households supported through rehab of existing units. The Town will continue to partner with them to achieve Con Plan goals over the upcoming years. The Town will also seek out opportunities to work with the Town’s new Housing Coordinator to pursue opportunities for income—eligible residents.

Discuss how these outcomes will impact future annual action plans.

The Town will continue to work on building and maintaining successful partnerships, such as the one with the Barnstable Housing Authority, to help align program goals with program outcomes. The Town is open to opportunities to collaborate with the Barnstable County HOME Consortium to achieve yearly goals, particularly goals they have had difficulty meeting i.e., acquisition, production, and rental assistance. The HOME ARP Allocation Program is expected to provide such opportunities in coming years.

These outcomes will encourage more creative solutions to addressing community needs via CDBG going forward. Future annual action plans will focus on meeting realistic goals while improving the existing housing inventory. As the Town continues to recover from COVID-19, changes may be made to address the changing needs. All programs and projects will be monitored to identify progress and challenges towards completion. Public notice will be provided for any substantial changes to expected outcomes.

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
Extremely Low-income	1
Low-income	0
Moderate-income	0
Total	1

Table 7 – Number of Households Served

Narrative Information

The Town seeks to work on projects for those considered LMI throughout PY23 and is open to opportunities to collaborate with the Barnstable County HOME Consortium, administered by Barnstable County Human Services, in any way possible, particularly regarding the use of HOME ARP Allocation Program funds.

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

Homeless outreach is a priority for the Town of Barnstable. The Barnstable Police Department (BPD) has a Community Impact Unit (CIU) with dedicated community service officers through the Winter CSO who patrol the Downtown Hyannis Neighborhood Revitalization Strategy Area (NRSA). The Winter CSO Program works in conjunction with the CIU to promote public safety and improve access to services and support for homeless individuals. That program began in 2015, has continued during PY22, and there are plans for it to continue for PY23. Other initiatives include coordination with agencies serving homeless populations through, but not limited to, the following:

- Weekly meetings with the Street Outreach Team to identify and provide services to the most vulnerable homeless persons. The Outreach Team includes CIU, the AIDS Support Group of Cape Cod, the Housing Assistance Corporation (HAC), Vinfen, Cape Cod Healthcare, and Duffy Health Center.
- Monthly meetings with the Regional Barnstable Crisis Intervention Team (CCIT) to identify and provide services to individuals in the community suffering mental illness, substance abuse, or both. The CCIT includes Barnstable CIU, Yarmouth PD, Sandwich PD, Barnstable District Court Presiding Justice, Probation, Hyannis Fire Dept, Vinfen, DMH, Cape Cod Healthcare Behavioral Health Unit, Bay Cove Emergency Services, NAMI of CC & Islands, Duffy Health Center, the AIDS Support Group of Cape Cod, HAC, etc.;
- Monthly meetings with the Town Manager and Chief of Police on homelessness issues. Programs eligible for CDBG funding will be considered when applications are submitted going forward.

In addition to the CIU, the Town's Planning and Development Department (PDD) continues to consult with the Cape and Islands Regional Network to Address Homelessness, the Barnstable County Department of Human Services, the Barnstable County HOME Program Manager, and other agencies and individuals serving the homeless to assess the needs for the CDBG program. Barnstable has a representative member on the Barnstable County HOME Consortium Advisory Council that advocates for homelessness prevention. Barnstable is also home to several providers acting as Coordinated Entry System (CES) community access points to match people experiencing homelessness to appropriate permanent housing placement.

The PDD forwards notices of public meetings, comment periods, and availability of funds to the Regional Network to Address Homelessness and contributing agencies, encouraging them to participate in the program. Data, studies, and needs assessments produced at the local, county, and state level are used

when determining projects for CDBG funding.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Town of Barnstable relies on the Cape and Islands Regional Network to Address Homelessness, the Barnstable County Department of Human Services, and other agencies with expertise in addressing these needs. Agencies are notified of funding opportunities and invited to meetings to identify needs and strategies to address them. The Town works with applicants interested in using CDBG funds to prevent and end homelessness. The Town provides technical assistance, helps create viable projects, and prioritizes projects helping the homeless and other special needs populations.

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

Homelessness continues to be a priority for the CDBG program. Applications for homeless assistance will be considered and prioritized throughout PY23. The Town relies on the Regional Network to Address Homelessness and agencies with advanced expertise to provide prevention services and assistance to the homeless, chronically homeless, and those at-risk. The Town has several agencies that offer assistance and are CES access points, many operating in Downtown Hyannis. Duffy Health Care (a recipient of CDBG-CV funding) and AIDS support Group of Cape Cod provide healthcare services and referrals; Housing Assistance Corporation (HAC) offers outreach and prevention services and operates housing and shelter sites in Town. Catholic Services oversees the NOAH Shelter (St. Joseph's Homeless Shelter). CHAMP Homes and Homeless Not Helpless provide additional housing opportunities. The Barnstable Housing Authority prioritizes homeless and at-risk households for their units, per state regulations. The Community Impact Unit (CIU) coordinates with these organizations to reach the most vulnerable populations and ensure access to critical services and care. Throughout PY20, PY21, and PY22, the Town has worked with Duffy Health Center on their In From the Streets Programs, providing overnight motel stays to homeless households at risk of COVID-19; some of those clients were recently discharged from systems of care or had been receiving assistance previously.

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

Several agencies in the Town facilitate access to housing and shortening the period for those experiencing homelessness. Housing Assistance Corporation in Hyannis provides financial assistance including Rent and Mortgage Assistance, RAFT (Residential Assistance for Families in Transition), ERAP (Emergency Rental Assistance Program), and ERMA (Emergency Rental and Mortgage Assistance). Homeless not Helpless, CHAMP Homes, Duffy Health Center, the Barnstable Housing Authority, and other local providers are available to assist those transitioning from homelessness into stable, independent living conditions via housing provision, subsidies, or referrals. The Town also works with regional and state partners in various capacities to facilitate access to permanent housing and independent living. These partners include hospitals, schools, correctional facilities, the Barnstable County Department of Human Services, the Homeless Prevention Council, the Cape and Islands Veterans Outreach Center, and Elder Services of Cape Cod and the Islands.

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

Actions taken to address the needs of public housing

The Barnstable Housing Authority (BHA) manages public housing units for the Town of Barnstable. They are notified and consulted to identify public housing needs during the program year, discussing feasible options for CDBG funding. The BHA is on the CDBG distribution list and receive all NOFA's and Notices of Public Meetings (NOPMs). They are strong partners, demonstrating the ability to meet expenditure, national objective, and other related federal requirements. In PY22, there were two affordable housing activities in coordination with the Barnstable Housing Authority (BHA) in the works, however both projects were unable to proceed due to various issues; one with a contractor failing to register in SAM.gov, and the other with not receiving any initial bids as well as identified supply chain issues which would push the project past the year-end deadline of June 30, 2023. The Town of Barnstable will continue to notify and work closely with the BHA on various programming and has already identified potential projects for PY23.

In addition to providing financial assistance for BHA programs/projects, the Town provides assistance to conduct environmental reviews, including for Capital Fund Improvements, when possible. CDBG has also provided direct assistance to move public housing tenants through the Homebuyer Assistance Program.

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

Notifications of document availability, public meetings, public comment periods and funding availability (NOFAs) are sent annually to the BHA to circulate among residents and post. The Town continues to use CDBG to make affordable homeownership and rental opportunities possible and available for BHA tenants. Previous programs such as the BHA Soft Second Mortgage, 705 Self Sufficiency programs, and the Homebuyer Assistance Program successfully moved public housing tenants into homeownership.

Actions taken to provide assistance to troubled PHAs

The BHA is not designated as troubled. If their status changes, the Town will work with them to improve.

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)

Adopted policies to encourage affordable housing include:

- The Accessory Affordable Apartment ordinance provides single-family homeowners the opportunity to create an affordable accessory unit for households at or below 80% of the area median income (AMI). This program had been funded through the CDBG program in the past to rehab existing units and uses Community Preservation Act (CPA) funds to assist homeowners in creating new accessory apartments. The Town is exploring additional incentives for participation in this program.
- The Town has an Accessory Dwelling Unit ordinance to increase dwelling units available for year round rental opportunities (12 month minimum lease term).
- The Town's Inclusionary Zoning ordinance requires 10% of residential housing production units to be affordable to households at or below 80% of AMI. Zoning ordinance for specific housing developments have required more.
- The Town adopted a policy for considering and making recommendations on Local Initiative Program requests under MGL Chapter 40B to make that process more accessible and understandable for the public and potential applicants.
- CPA funds are used to create and preserve affordable housing units. In FY21, the CPA awarded \$300,000 to CapeBuilt Development for the creation of two community housing units. Future fiscal year funding was transferred to the Affordable Housing Trust to administer (see below).
- The Town has an Affordable Housing Trust to administer the provisions of Section 55C of Chapter 44 of the General Laws. The Trust is awarded funds from the Community Preservation Act for local affordable housing initiatives. The Trust accepts applications for predevelopment assistance and affordable housing preservation on a rolling basis. It has conducted extensive marketing and outreach in connection with its current Notice of Funding Availability to attract new affordable housing investment to the Town. The Trust has made the following awards:
 - \$1.4 million dollars to Bank Five on behalf of Standard Holdings, LLC to create 10 affordable rental units at or below 50% AMI at 850 Falmouth Road, Hyannis
 - Grant to the Cape & Island Veterans Outreach Center, Inc. for \$90,000 to support the creation of 5 single-room occupancy units for homeless veterans in Dennis
 - Conditional commitment of up to \$375,000 towards "FORWARD at the Rock, Phase 2", also in the Town of Dennis for eight (8) one-bedroom case-managed independent living apartments

- The Town's Downtown Growth Incentive Zone in Hyannis allows for multi-family by right and other housing opportunities within a walkable urban setting. This zoning was comprehensively updated in February 2023 to allow for increased densities and reduced parking requirements.
- The Town has an approved Housing Development Incentive Program, which allows the Town to award Tax Increment Exemption Agreements to residential housing projects in the Growth Incentive Zone.
- Barnstable's Local Comprehensive Plan, Housing Needs Assessment, and Housing Production Plan contain proactive goals and strategies to meet the state-mandated 10% threshold for affordability. The Town is currently updating their Housing Production Plan and their Local Comprehensive Plan.

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

Serving extremely low and very low-income populations remains a challenge due to the discrepancy between funding needs and the amount available. Funds will continue to be provided to the Barnstable Housing Authority (BHA) to assist LMI and special needs populations, the Housing Assistance Corporation to serve elderly/LMI/vulnerable tenants, and other partners in the community to overcome obstacles. Partners are chosen based on metrics including cost benefit per person, community impact, and experience with meeting national objective requirements.

Notices of Funding Availability (NOFA), notices of public meetings, and notices of comment periods are sent to local, state, and regional organizations that work with and support those experiencing the greatest need, particularly in the NRSA. The Town works with the HOME program to provide alternative funding for housing-related projects where applicable. The Community Preservation Committee continues to commit funds for affordable housing. Lastly, the Town encourages and prioritizes new partnerships with organizations that leverage additional funding to achieve their goals for a greater impact.

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

Projects involving acquisition, construction, rehab, or demolition are evaluated for lead paint hazards and adherence to the Lead Paint Safety Rule. All proposed activities are reviewed to determine lead-safe applicability and compliance with lead regulations. Properties built before 1978 are reviewed to determine whether lead hazards are present and potential impact of the proposed activities. Program guidelines and written agreements with recipients require proper notification and the use of certified inspectors and contractors to ensure lead hazards are appropriately screened for, contained, and properly disposed of. There were not any projects subject to a lead inspection in PY22. We will continue to work on projects with the Barnstable Housing Authority in PY23 and for any projects that were built before 1978, the BHA will continue to provide a signed Lead Inspection Report and complete a Lead-Safe Housing Rule Applicability Form with their project applications. The BHA enforces lead regulations per federal and state requirements, ensuring all properties are lead-free before seeking

CDBG funding for rehab.

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

Poverty-level families are encouraged to participate in the CDBG-funded program. The Town collaborates with organizations that actively work to reduce the number of poverty-level families and prioritizes projects that serve this population. Housing and public service activities assist extremely low-income families, similar to 125% of the poverty level. The two limits differ by household size – the poverty level is slightly lower for households of 3 or less and slightly higher than 30% AMI (extremely low income) for larger families.

The CDBG program tracks eligibility by 30%, 50%, and 80% of the Area Median Income (AMI), as required by HUD. Non-CDBG funds may also be used to assist families at 125% of the poverty level. In PY22 public service activities served over 425 extremely low-income persons. Successful programs such as the Youth Scholarship Program continued throughout PY22 to bridge the poverty gap. These programs will be prioritized in the application process, particularly those that continue to assist poverty-level families.

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

The CDBG program is administered through the Planning and Development Department (PDD). All plans and projects require review and approval from the Planning and Development Director and the Town Manager, with additional approval from the Town Attorney and Town Treasurer. The Town Manager is the designated signer for the CDBG program. Planning and Development staff participate in trainings to remain current with regulations and procedures. The Department solicits local non-profits and other housing and community development agencies with a high degree of expertise in providing housing and community services for LMI persons. Town staff maintain open dialogue with these local agencies and have a comprehensive feedback loop, often cross-advertising opportunities for funding and programs for LMI and special needs populations. The Town participates in a coordinated effort with Barnstable County and the Town of Yarmouth (Entitlement Grantee) when submitting Five-Year Consolidated Plans and Annual Action Plans as one under the Barnstable County HOME Consortium.

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

The Planning and Development Department conducts outreach to local and regional public/private stakeholders each year to encourage participation in the CDBG program. These organizations receive a Notice of Funding Availability (NOFA), notices of public hearings and comment periods, and are on the CDBG distribution lists. Staff interact with these organizations during monitoring and discuss best practices. Technical assistance is provided for all who seek it, and all information is available on the Town website and via paper copies in Town Hall. The Town staff also participate in formal and informal conversations with housing and social services through a variety of planning efforts

beyond CDBG.

Outreach efforts have successfully attracted a variety of agencies to public meetings, including those that serve LMI and special needs populations (non-homeless and homeless). These housing and service agencies participate in efforts related to the Consolidated Plan and Annual Action Plans, including but not limited to surveys, providing written comments and data, and participating in focus groups.

The Town will continue to ensure there is increased participation from residents, agencies, housing authority tenants, limited clientele populations, and other relevant groups by upholding transparency and ongoing communication. Added effort will be made to reach LMI and special needs residents, including ESL, disabled, elderly/frail elderly, and those with restricted access to technology.

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 Town continues to implement the following to overcome any impediments to Fair Housing Choice:

- The Town's Inclusionary Zoning Bylaw requires a 10% affordable housing contribution for new development over ten units. The ordinance continues to create mixed-income development opportunities and furthers housing choice for LMI households. The Town is currently undertaking a study to examine the ordinance and make recommendations to update it. This study was initiated after zoning amendments passed allowing a new housing development and requiring an increase in the number of affordable units provided on site.
- The Accessory Affordable Apartment Ordinance allows for the development of affordable accessory units with income and rent restrictions throughout Town. The Town, with its Housing Committee, is currently exploring options to incentive participation in the Accessory Affordable Apartment Program, including potential tax incentives.
- The Town pursues proactive zoning that furthers fair housing and access to fair housing, i.e., the Downtown Growth Incentive Zone in Hyannis (NRSA). This project allows for greater residential development, reduces costly restrictive zoning, and increase diversity of housing choice by allowing for multi-family by-right and other affordable housing opportunities. These zoning amendments were adopted by the Barnstable Town Council and went into effect in March 2023. Significant interest in housing development has resulted since the successful passage of the ordinance.
- CDBG program information is translated into Spanish and Portuguese. Information is posted online, where it can be translated into over 130 languages. Interested parties can notify the Planning and Development Department in advance to arrange translators for scheduled meetings.
- In-person CDBG meetings are only held in venues that meet ADA accessibility requirements. Interested parties can notify the Planning and Development Department in advance to arrange additional accessibility accommodations for scheduled meetings.

- Permitted affordable housing projects are required to have an approved Affirmative Fair Housing Marketing Plan and Tenant Selection Plan.
- The BHA, a strong CBDG partner, enforces fair housing choice in their policies and procedures.
- The Town is a member of the regional Human Rights Commission who promotes equal opportunity, prevents discrimination, investigates and mediates complaints, and provides human rights information.
- The Town continues to prioritize local resources to increase and improve affordable, fair housing opportunities. The Town also pursues opportunities to proactively plan for affordable housing. The Local Comprehensive Plan (LCP) and HPP contain goals and strategies to meet the state's affordability threshold while enforcing fair housing practices and tenant selection; both are being updated in 2023. The Town completed the first phase of its LCP update, which included an existing conditions report and future vision statement and is continuing work to update these plans in fall of 2023.
- Town Council and the PDD prioritize looking at municipally-owned land for affordable housing. The Town issued a request for proposals for a municipally owned parcel in Marstons Mills (164 Route 149) for the development and resale of two affordable homeownership units. Proposals are due October 11, 2023.
- The CPA and Affordable Housing Trust funds are used to create and preserve affordable housing units that enforce fair housing standards each year.

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

CDBG recipients must submit quarterly progress reports for July to September; October to December; January to March; and April to July, along with year-end close out reports. Quarterly reports are accompanied by invoices and supporting beneficiary and financial information that is reviewed by staff for completeness before issuance of payment. No payments are made unless reports are up to date and accurate.

The Town's Planning & Development Department monitors compliance with regulations yearly, ensuring timely expenditure of funds. Monitoring activities typically includes on-site and office reviews, although monitoring of open activities in PY22 was remote. The expenditure requirement was not met in the 2022 program year, but the Town is working with a consulting team to ensure the timely expenditure of remaining balances throughout PY23.

Rental housing activities are monitored yearly to ensure affordability terms are being met. Projects are secured with mortgages, promissory notes, lead information, and/or deed restrictions to ensure long-term compliance. All necessary backup documentation is submitted for residents, and income calculations are performed to confirm adherence to LMI thresholds.

Minority and Women Business outreach requirements are included in CDBG agreements and the Town's Minority and Women Business Plan is available on the Town website:

https://www.townofbarnstable.us/Departments/purchasing/Resources_and_Links/Minority-and-Woman-Owned-Business-Plan.pdf. Reporting is done on HUD form 2516 annually for the period ending on September 30 as required.

Section 3 and Davis Bacon compliance are included in written agreements and encouraged when compliance is not triggered. All public facility, construction, and rehabilitation projects are monitored during the program year for compliance. If Davis Bacon is triggered, on-site interviews are conducted with workers, and payroll sheets and wage rates sheet are reviewed for compliance with Davis Bacon prevailing wages. Unfortunately, there are no businesses listed on the Section 3 Business Registry for Barnstable Town, MA, MSA metropolitan area, or the neighboring counties. Eligible businesses are encouraged to register with HUD at:

<https://portalapps.hud.gov/Sec3BusReg/BRegistry/RegisterBusiness>. There are Section 3 businesses listed in Massachusetts outside of Barnstable County. The Town submits HUD's Section 3 Form 60002 annually, as required as part of the CAPER. The Town also submits HUD's Semi Annual Davis Bacon Reports as required.

Public notices are posted in English with translations to Spanish and Portuguese available upon request, and there is an ability to convert website content into 103 different languages. Announcements include the availability of interpreters upon advance request. Public notices notify the public of handicap accessibility at each meeting and include that reasonable accommodations are available upon advance request.

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 following efforts were made to provide citizens with reasonable notice and an opportunity to comment on this performance report:

- Press release to announce the notice of document availability, public meeting notice, and comment period issued.
- Notice of document availability and comment period posted in the local newspaper.
- Notice of document availability, public meeting notice and comment period, and draft CAPER posted on the Planning and Development website.
- Notice of Public Meeting added to the Town's online calendar; Zoom link included for reference.
- Notice of document availability, public meeting notice, and comment period sent to the CDBG distribution e-mail list.
- Notice posted with Town Clerks office.
- Paper copies of the draft CAPER available in the Planning and Development Department.
- Translated (Spanish and Portuguese) versions of the notice of document availability, public meeting notice, and comment period available upon request.
- Public meeting held virtually via Zoom with a call-in option for those without computer access, on Thursday, September 7, 2023, at 1:00PM EST.
- Written comments accepted through September 24, 2023.

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.

The Town of Barnstable has not changed its program objective’s and continues to advance the outcomes and objectives stated in the Annual Action Plan (AAP) and Consolidated Plan to the fullest extent possible. Applications are collectively evaluated to ensure a balance between meeting objectives and ability to move forward quickly. Funds may be reallocated to other activities if projects don't show adequate progress towards completion by the end of Quarter 2 (December) or during monitoring.

A substantial amendment (if triggered) is issued if there are significant changes in funding or priorities throughout the program year. There were no substantial amendments filed in PY 2022.

The Town of Barnstable enforces timely expenditure of funds, the submission of quarterly progress reports, and the submission of appropriate invoices and backup documentation for subrecipients each year, per CDBG requirements. This ensures applicants align with AAP and Con Plan objectives through their programs.

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

No.

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

N/A

CR-58 – Section 3

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

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours	0				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0				
Direct, on-the job training (including apprenticeships).	0				
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0				
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0				
Outreach efforts to identify and secure bids from Section 3 business concerns.	0				
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0				
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0				
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0				
Held one or more job fairs.	0				
Provided or connected residents with supportive services that can provide direct services or referrals.	0				
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0				
Assisted residents with finding child care.	0				
Assisted residents to apply for, or attend community college or a four year educational institution.	0				
Assisted residents to apply for, or attend vocational/technical training.	0				
Assisted residents to obtain financial literacy training and/or coaching.	0				
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0				
Provided or connected residents with training on computer use or online technologies.	0				
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0				
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0				
Other.	0				

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

There were no PY22 activities administered by the Town of Barnstable triggering Section 3 compliance. Section 3 information was distributed, and consultation provided, to all construction and rehabilitation projects even if compliance was not required. All necessary Section 3 language was/is included in subrecipient agreements signed with the Town of Barnstable, in construction contracts, and in all necessary bidding documents. The Town completed a Section 3 Business Registry search via the Section 3 Opportunity Portal in PY22 to confirm there are no certified contactors on Cape Cod.

Attachments