

Executive Summary

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

1. Introduction

The Fiscal Year (FY) 2023 budget for the U.S. Department of Housing and Urban Development (HUD) was enacted on February 27, 2023 and the Town of Barnstable was allocated a grant in the amount of \$338,282 for program year 2023. All amounts listed in this Annual Action Plan are based on this actual allocation amount.

The Town of Barnstable's Annual Action Plan (AAP) covers July 1, 2023, through June 30, 2024. The Annual Action Plan is mandated by the U.S. Department of Housing and Urban Development (HUD) to determine how the Town will use Community Development Block Grant (CDBG) funds for the next year. The Town of Barnstable was allocated a grant in the amount of \$338,282 for program year 2023. The AAP addresses housing, social services, economic development, infrastructure and facility upgrades, and urgent needs in Barnstable (the "Town"). It develops goals and objectives the Town will support concerning low to moderate-income (LMI) people and areas through various projects/activities. Per HUD regulations, 70 percent of funds must go to activities that support LMI populations. The AAP's development collaborates between residents, providers, neighboring towns, county, state, and local agencies to address Barnstable's housing and community development needs. It provides the opportunity for the Town to shape efforts over the next year into an effective, coordinated strategy. This strategy must provide decent housing, a suitable living environment, and expanding economic opportunities for LMI persons. Residents and other interested parties are encouraged to review this draft plan and submit comments for submission to HUD by March 27, 2023.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Program objectives are to develop viable communities via decent housing, a suitable living environment, and expanded economic opportunities for LMI residents. The 2023 AAP's objectives/outcomes align with HUD's performance measurement system. Activities must meet a national objective and at least one of three HUD-designated outcomes: Availability/Accessibility, Affordability, and Sustainability.

Affordable Housing: Projects that create/preserve affordable housing, provide financial assistance to eligible homebuyers, remove blight, support homeowner rehabilitation, and other housing-related activities.

Economic Opportunities: Projects that create/retain economic opportunities for LMI persons; provide technical assistance to business owners; assist small/microenterprises to establish/stabilize/expand in Barnstable; assist with façades improvements and other beautification in commercial areas, etc.

Creating Suitable Living Environments:

- **Public Facility/Infrastructure/other Public Improvements:** Projects that benefit LMI or special needs populations by expanding public access or increasing availability to services that support limited-clientele populations, removing architectural barriers, etc.
- **Public Services:** Funding for public services is capped at 15 percent of the program year funds (the cap is waived for CARES Act funds). LMI and special needs services with(out) housing benefit are included here. Other priorities include childcare/daycare, homelessness, food security, English as a Second Language (ESL), seniors, youth programs, expanding public safety, etc.
- **NRSA/Target Area:** Eligible activities include those that stabilize and revitalize the neighborhood, including affordable housing, economic opportunities, and public facilities/infrastructure/other improvements for LMI and special needs populations.

Response to Support Infectious Disease or Other Urgent Needs: Projects to address needs caused by COVID-19. Most activities are expected to meet other objectives, but the Town added urgent needs as a high priority in the event it must be employed. HUD limits funding for urgent needs, slums, blight, or historic preservation to an amount calculated by subtracting 20 percent from the award and multiplying it by 70 percent (which must benefit LMI persons). The balance between the 20 percent less than the award and the 70 percent figure can be used to address urgent needs, slums, and blight or historic preservation.

Planning and Administration: Up to 20 percent of program year funding allocated for grant management and activity planning.

Urgent Needs, Slum and Blight, and Historic Preservation: This amount is capped at 30 percent of the award for 1, 3, or 5 years. Typically, it is for one year.

Pre-award costs: This may be incurred provided it is necessary for timely performance, compliance is met, and the CPP is completed.

3. Evaluation of past performance

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

Past performance is consistent with Consolidated Plan goals, including affordable housing, economic opportunities, public facilities and infrastructure improvements, public services, and improvements to the Downtown Hyannis Neighborhood Revitalization Strategy Area (NRSA). In PY2021 and PY2022, the Town continued to focus resources on COVID-19 response and addressing any resulting social, economic, and public health impacts, for example Barnstable's CDBG-CV small business grants with Hyannis Main Streets and the continuation of In From the Streets Program with Duffy Health Center. Regular PY2022 activities included a continuation of the Winter CSO and YMCA Youth Scholarship program, and housing rehabilitation projects with the Barnstable Housing Authority.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Residents, agencies, and other stakeholders serving low/moderate-income and special needs populations submitted comments following the public hearing. Comments made during the meeting were included in the final AAP version. The Town followed each of the Citizen Participation Plan (CPP) steps when conducting outreach and consulting with the public. Please see the Consultation and Citizen Participation sections for more details. The Planning and Development Department (PDD) issued a press release notifying the public of opportunities to participate, resulting in a newspaper announcement. Direct invitations to participate in Plan review during the comment period were emailed to the CDBG distribution list. The Town also posted on its social media platforms and on its website to announce meetings and the comment period, encouraging a broader range of participation. The Notice of Public Meeting and Funding Availability (NOFA) was published in English, Portuguese, and Spanish on the Town's website. Regional and local agencies included reprints of announcements in their publications. An overview of actions is below:

- Draft documents available from: February 24, 2023 to March 27, 2023
- Legal Notice of Public Meeting and NOFA: February 14, 2023
- Press Release of Public Meeting and NOFA: February 14, 2023
- Public Comments Accepted through: March 27, 2023
- Public Meeting for the Draft Annual Action Plan: February 24, 2023

5. Summary of public comments

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

During the Public Meeting on February 24, 2023, one member of the general public spoke, and her focus was on addressing food insecurity and an unmet need for easily obtaining food, especially in the NRSA area. She said many existing services throughout the Town are scattered and have irregular hours, making it difficult for people to know where and when they can obtain food through these services. She works closely with someone in the community where they have identified a program that could use help, as they aren't looking to recreate the wheel, but rather work with existing services/programs. She was encouraged to submit an CDBG application for that specific program.

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

Comments are accepted unless inappropriate, not related to the CDBG program or are not eligible under program guidelines. Eligible projects or programs may not be included in the Plan/funded due to a lack of resources, entities being unwilling/unable to undertake the activities or comply with HUD requirements, noncompliance with national objectives, or other community resources being available to address needs.

7. Summary

Comments received on the draft will be considered and included in the final document submitted to HUD for approval. Comments will be accepted through March 27, 2023. Participation in the process is greatly appreciated and used to help define priorities, goals, and strategies over the upcoming year.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	BARNSTABLE	
CDBG Administrator		Planning & Development Department
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

The Town of Barnstable is a participating jurisdiction (PJ) in the Barnstable HOME County Consortium. The County is responsible for submitting the Consolidated Plans, Annual Action Plans, Substantial Amendments, and the Assessment of Fair Housing (AFH) to HUD on behalf of the Consortium. The Town prepares its own Consolidated Plan, Annual Action Plans, and any Substantial Amendments submitted through the Consortium. The Town must prepare and submit the Consolidated Annual Performance Evaluation Reports (CAPER) directly to HUD.

Consolidated Plan Public Contact Information

For more information regarding the Town of Barnstable's CDBG Program, contact Elizabeth Jenkins, Director of Planning and Development: 367 Main Street, Hyannis, MA 02601, (P):508-862-4678, (TDD#): 508-790-8901 (Email): Elizabeth.jenkins@town.barnstable.ma.us

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

1. Introduction

During the PY2023 Annual Action Plan development, the Town consulted with service providers, municipal staff, community partners, residents, and beyond. Entities consulted included the Barnstable Housing Authority, the Hyannis Main Street Business Improvement District, and other major community organizations. Consultation centered around housing, social services, economic development, and infrastructure needs. Feedback was gathered via a public hearing on the draft, direct email contact, a press release, internet outreach, newspaper postings, and a 30-day comment period.

The Town contacted agencies/organizations including those serving the homeless and chronically homeless, disabled individuals/households, the elderly, the ESL population, people living with HIV/AIDS, low-income residents (in and outside the NRSA), veterans, public housing tenants, victims of domestic violence, local businesses, and people with substance abuse issues. These agencies were both local and regional. Consultation provided an understanding of Barnstable's housing and community development gaps, especially needs of its low-income citizens. The Town notified these agencies when the draft was available and encouraged them to comment during the public comment period.

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

In addition to public meetings, the Town consults with public housing and health service providers regularly. Outreach include meetings, phone calls, and web-based outreach such as email correspondence, website posting, and social media. Facilitated discussions focused on housing and service access and programs to address those issues. The Town will enhance coordination with the Housing Authority, the HOME Consortium, the CoC, hospitals, and other relevant groups by encouraging them to apply for CDBG funding, providing technical assistance, and working closely as partners in the upcoming program year.

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

The Continuum of Care (CoC) for Cape Cod and the Islands includes Barnstable. The Town is represented on the Cape and Island Regional Network on Homelessness Policy Board by the Police Department and Director of Pupil Services. Assistance and services for the homeless, especially chronically homeless individuals and families, families with children, veterans, unaccompanied youth, and recently homeless people living in permanent housing or transitional housing are recurring topics. Policy board members include the Housing Assistance Corporation, Duffy Health Care, Independence House, Elder Services, and the Cape Cod Council of Churches. These organizations have worked with the Town on CDBG programs, either on applications or funded activities. When preparing the Consolidated Plan, the Town consults with these agencies and informs them of AAP updates and funding availability. Please note that Policy Board members may change, but a representation of the Town and consultation with the agencies remain constant.

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

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), amended the McKinney-Vento Homeless Assistance Act, includes major revisions to the Emergency Solutions Grant (ESG) program. Federal ESG funds assist homeless and at-risk households by providing necessary services to regain stable housing after experiencing a crisis and/or homelessness. The Department of Housing and Community Development (DHCD) is awarded ESG funds in Massachusetts, including on Cape Cod. Neither the Town of Barnstable nor the County receives these funds directly from DHCD. DHCD allocates funding to service providers operating homelessness prevention programs and the emergency shelter facilities in their network. Funds are for shelter support, Rapid Rehousing, and homeless prevention. Funds are offered through a competitive request for proposal (RFP) process each year. Public notices are issued, which give Towns in Barnstable County the opportunity to comment and respond. DHCD has awarded Housing Assistance Corporation (HAC), Duffy Health Center, and Catholic Social Services with ESG funds - all located in Barnstable. Requests for programs to fill gaps in ESG services that meet CDBG requirements will be prioritized for the use of CDBG funds.

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

Table 2 – Agencies, groups, organizations who participated		
1	Agency/Group/Organization	Barnstable Housing Authority (BHA)
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and email.
2	Agency/Group/Organization	HOUSING ASSISTANCE CORPORATION (HAC)
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
3	Agency/Group/Organization	Habitat for Humanity of Cape Cod
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meeting, available drafts, comment periods, available funds.
4	Agency/Group/Organization	Duffy Health Center, Inc.
	Agency/Group/Organization Type	Services-homeless Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meeting, available drafts, comment periods and available funds.

5	Agency/Group/Organization	Cape & Islands Community Development, Inc. dba Coastal Community Capital
	Agency/Group/Organization Type	Regional organization Business and Civic Leaders Community Development Financial Institution
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and email.
6	Agency/Group/Organization	REGIONAL NETWORK TO ADDRESS HOMELESSNESS
	Agency/Group/Organization Type	Services-homeless Other government - County Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Direct consultations by phone, and email.
7	Agency/Group/Organization	AIDS Support Group of Cape Cod
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Regional organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
8	Agency/Group/Organization	Child and Family Services
	Agency/Group/Organization Type	Housing Services-Children
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
9	Agency/Group/Organization	NAMI Cape Cod & Islands
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meeting, available drafts, comment periods and available funds.
10	Agency/Group/Organization	Barnstable Disability Commission
	Agency/Group/Organization Type	Other government - Local Business Leaders Voluntary Committee to Town Council

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Public improvements
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
11	Agency/Group/Organization	Barnstable Housing Committee (BHC)
	Agency/Group/Organization Type	Other government - Local Advisory Committee to Town Council
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. CDBG update provided during public meetings.
12	Agency/Group/Organization	Barnstable County Human Services
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
13	Agency/Group/Organization	Cape Organization for Rights of Disabled (CORD)
	Agency/Group/Organization Type	Services-Persons with Disabilities Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
14	Agency/Group/Organization	Community Action Committee of Cape Cod and the Islands, Inc.
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
15	Agency/Group/Organization	Cape Cod Community College
	Agency/Group/Organization Type	Services-Education Services-Employment Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
16	Agency/Group/Organization	SALVATION ARMY CORPS
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-homeless Services-Education Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
17	Agency/Group/Organization	Cape Cod Council of Churches, Inc.
	Agency/Group/Organization Type	Services-Children Services-homeless Consortium of Churches

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
18	Agency/Group/Organization	Barnstable Veterans Services
	Agency/Group/Organization Type	Other government - Local Services - Veterans
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Veterans Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
19	Agency/Group/Organization	American Red Cross
	Agency/Group/Organization Type	Services - Victims Regional organization
	What section of the Plan was addressed by Consultation?	Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
20	Agency/Group/Organization	Town of Yarmouth
	Agency/Group/Organization Type	Other government - Local Adjacent Community
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Partner Grantee in the Barnstable HOME Consortium. Direct consultations by meeting, phone, and emails.
21	Agency/Group/Organization	Cape Cod Literacy Council
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
22	Agency/Group/Organization	Luke Vincent Powers Foundation
	Agency/Group/Organization Type	Services-Children Foundation
	What section of the Plan was addressed by Consultation?	Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
23	Agency/Group/Organization	Crystal Gardens Childrens Center, Inc.
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
24	Agency/Group/Organization	Independence House
	Agency/Group/Organization Type	Housing Services - Housing Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds.
25	Agency/Group/Organization	Barnstable Department of Public Works
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and emails.
26	Agency/Group/Organization	Harwich Ecumenical Council for the Homeless, Inc.
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Direct consultations by meetings, phone, and emails.
27	Agency/Group/Organization	Barnstable Adult Community Center
	Agency/Group/Organization Type	Services-Elderly Persons Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Direct consultations by meetings, phone, and emails.
28	Agency/Group/Organization	Town of Barnstable Recreation Division

	Agency/Group/Organization Type	Services-Children Other government - Local
	What section of the Plan was addressed by Consultation?	Youth and Community Service Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Direct consultations by meetings, phone, and emails.
29	Agency/Group/Organization	CAPEABILITIES
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Education Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Information from organization staff was used to inform this plan.
30	Agency/Group/Organization	The Cape Cod Commission (CCC)
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Information from organization staff was used to inform this plan.
31	Agency/Group/Organization	Health Ministry Inc.

	Agency/Group/Organization Type	Services-Children Services-Health Regional organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Information from organization staff was used to inform this plan.
32	Agency/Group/Organization	Hyannis Main Street Business Improvement District (BID)
	Agency/Group/Organization Type	Services-Employment Services - Narrowing the Digital Divide Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Information from organization staff was used to inform this plan. Ongoing discussions with City staff throughout the program year about options in the Downtown NRSA and ways to utilize CBDG-CV funds to improve internet access for LMI residents and business owners, and how the City can improve digital literacy.
33	Agency/Group/Organization	Hyannis Public Library
	Agency/Group/Organization Type	Services-Children Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Information from organization staff was used to inform this plan, particularly its strategic planning effort.
34	Agency/Group/Organization	Barnstable Town Councilor Precinct 3
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and emails. Information from organization staff was used to inform this plan.
35	Agency/Group/Organization	CHAMP House
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Information from organization staff was used to inform this plan.
36	Agency/Group/Organization	Calvary Baptist Church

	Agency/Group/Organization Type	Services-Children Services-Health Regional organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Information from organization staff was used to inform this plan.
37	Agency/Group/Organization	YMCA Cape Cod
	Agency/Group/Organization Type	Services - Housing Services-Health Services - Narrowing the Digital Divide Regional organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy Anti-poverty Strategy Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Information from organization staff was used to inform this plan. Ongoing discussions with City staff and other partners throughout the program year about options in the Downtown NRSA to improve internet access for LMI residents/families, and how the City can overcome digital accessibility issues through education opportunities.

38	Agency/Group/Organization	Barnstable Police Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided notices of public meetings, available drafts, comment periods and available funds. Direct consultations by meeting, phone, and emails. Information from organization staff was used to inform this plan.
39	Agency/Group/Organization	OpenCape Corporation
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing discussions with City staff and other nonprofit partners throughout the program year about options in the Downtown NRSA and ways to utilize CBDG-CV funds. Coordination informed each aspect of the AAP. The Town Planning Director discussed options to improve internet access for LMI residents and business owners, and how the city can improve digital literacy.

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

The Town has consulted all agency types and welcomed feedback from all.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Regional Network to Address Homelessness on Cape Cod & Islands	Goals forward efforts to eliminate homelessness.
Town of Barnstable Housing Needs Assessment	Town of Barnstable, Planning & Development Department	Goals to increase the number of affordable housing options.
Town of Barnstable Housing Production Plan	Town of Barnstable, Planning & Development Department	Goals to increase the number of affordable housing options.
Town of Barnstable Local Comprehensive Plan	Town of Barnstable, Planning Board and Town Council	Goals to increase the number of affordable housing options.
Town of Barnstable Town Council Strategic Plan	Town of Barnstable Town Council	Goal to increase the diversity of housing, promote economic development, address homelessness, and forward community development efforts in Barnstable.
Regional Policy Plan	Cape Cod Commission	Promotes regional housing and economic development.
Comprehensive Wastewater Management Plan / Single	Town of Barnstable	Promotes local and regional housing and economic development efforts via wastewater infrastructure expansion for those in and around the Target Area.

Table 3 - Other local / regional / federal planning efforts

Narrative

Efforts to enhance coordination with private industry, small/microenterprise businesses, housing developers, and social service agencies include outreach to the Hyannis Area Chamber of Commerce, the Cape Cod Chamber of Commerce, and the Hyannis Main Street Business Improvement District. Due to the limit of organizations that can be added to the Consultation Screen in IDIS, the following organizations were not able to be added as our consultation exceeded the limit of organizations: CHAMP House, Calvary Baptist Church, YMCA Cape Cod, Barnstable Police Department, and OpenCape Corporation. Meeting announcements, funding availability, document availability, and public comment periods are sent to agencies to distribute to members through email, newsletters, website updates, and other postings. These agencies also engage with Town staff throughout the public comment period.

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

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

Town staff invited the public and any other interested parties to comment on the draft AAP for no less than 30 days. The meeting on the draft was held on February 24, 2023 via Zoom due to pandemic regulations. Public meeting notices were published in a newspaper of general circulation, on the CDBG listserv and on the Town's website in advance. The Town translated all notices into Spanish and Portuguese. The Town's website can translate materials into 100 different languages to encourage the participation of non-English speaking residents. All information pertaining to the PY23 AAP was additionally circulated through local/regional newsletters and social media. Press releases, direct invitations, and other outreach encouraged the participation of institutions, the CoC, housing professionals, service providers, businesses, developers, nonprofits, philanthropic organizations, faith-based organizations, LMI residents, and special needs populations. Documents were made available by February 24, 2023 and comments were accepted through March 27, 2023. Paper versions of all documents were available in Town Hall in the Planning and Development Department. Meeting places and documents were available in accessible locations, with accommodations made for those with disabilities upon request. Notices were sent to the Housing Authority to encourage residents to participate.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Portuguese and Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Nonprofit and other agencies</p>	<p>Residents and organization leaders attended the public meeting on the draft AAP on February 24, 2023. In attendance were 2 staff members from the Town of Barnstable, 2 staff members from Barrett Planning Group, and 1 member of the general public. Each attendee had the opportunity to provide feedback and ask questions about the plan's priorities, projects, and goals.</p>	<p>One member of the public spoke and focused on addressing food insecurity. She said many existing services are scattered and have irregular hours, making it difficult for people to know where and when they can obtain food. She has identified a local program that could use help, as they aren't looking to recreate the wheel, but rather work with existing services/programs. She was encouraged to submit an CDBG application.</p>	All comments accepted	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Press Release	Non-targeted/broad community	Issued in February 2023. Sent to various media outlets, posted on the Town website, on social media, and in several periodic newsletters.	No comments received other than an inquiry about 2023 funding and the application process.	All comments accepted	N/A
3	Internet Outreach	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Portuguese and Spanish</p> <p>Persons with disabilities</p> <p>Residents of Public and Assisted Housing</p> <p>Nonprofit and other agencies</p>	Emailed to CDBG distribution list, which includes area nonprofits, businesses, and other community organizations that provide goods or services to low-income and special needs populations.	No comments received.	All comments accepted	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Newspaper Ad	Non-targeted/broad community	Document availability and public comment period published in Barnstable Patriot in February 2023.	No comments received.	All comments accepted	N/A

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The Fiscal Year (FY) 2023 budget for the U.S. Department of Housing and Urban Development (HUD) was enacted on February 27, 2023 and the Town of Barnstable was allocated a grant in the amount of \$338,282 for program year 2023. All amounts listed in this Annual Action Plan are based on this actual allocation amount. The amount expected for the remainder of the Consolidated Plan (Con Plan) is an estimated level of funding provided for the remaining year. At the time of filing of this action plan, there is approximately \$866,223.69 in unspent prior year funds. The COVID-19 stimulus amount is \$682,259, with \$297,191.68 available to commit to activities for COVID recovery and revitalizations. The current amount of program income on hand is \$12,197.40 and future amounts are unpredictable as exact amounts are unknown until received. Upon receipt, the money is often spent quickly to stay below federal thresholds. When combining the current grant amount of \$338,282, program income of \$12,197.40, and prior year resources of \$866,223.69, we arrive at a total of \$1,216,703.09 in expected resources to spend for program year 2023. When included to that total an estimated grant amount of \$300,000 for the final year of the ConPlan during program year 2024, we anticipate having \$1,516,703.09 to spend through the remainder of the ConPlan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				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	\$338,282.00	\$12,197.40	\$866,223.69	\$1,216,703.09	\$1,516,703.09	The expected amount for the remainder of the Con Plan is an estimate provided the level of funding each year. The amount is based on receiving an estimated amount of \$300,000 in the final year of the Con Plan.

Table 5 - Expected Resources – Priority Table

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

During the CDBG application submission process, applicants are asked to demonstrate how they will leverage the activity with other funds. Applicants are required to submit a detailed budget to outline the usage of funds and other contributing funds. CARES Act applicants must complete a Duplication of Benefits form during their application. Other available funding to help fulfill Consolidated Plan goals include:

- **Community Preservation Act (CPA) funds:** Funds for affordable housing, historic preservation, and open space projects expect at least \$400,000 during PY2023. Funding is also set aside to preserve existing affordable units.
- **Lombard Fund:** Trust funds available to assist very low-income Barnstable residents with housing/living expenses. Funds are for rent or mortgage payments and utilities such as heating or electric bills.
- **Affordable Housing Growth & Development Trust Fund:** The AHGD Trust was awarded \$2.5 million in CPA funds, and still maintains a balance. To date, money has been allocated for emergency rental assistance, and creation of affordable housing units.
- **Community Planning Grant:** The Town received a Community Planning Grant through the Commonwealth OneStop program to conduct a site evaluation of the Barnstable Adult Community Center for potential to build affordable housing.

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

The Town of Barnstable recently awarded \$1.4 million to Standard Holdings, LLC to create ten (10) affordable rental units, which will be affordable in perpetuity to households earning 50 percent or below the Area Median Income (AMI). These units are anticipated to be occupied in the Spring.

The Town of Barnstable Town Council recently voted to change the use of a parcel of land in Marstons Mills to affordable housing purposes and is preparing to issue a Request for Proposals for disposition of the property and development and resale of permanently deed restricted affordable homeownership housing.

The Town is currently conducting an evaluation of the Barnstable Adult Community Center for the potential to add affordable senior housing to the property.

The Town is doing site analysis on a property on Phinney's Lane near Route 132 for disposition and redevelopment as affordable housing.

The Town has scoped a master planning process for the former Marstons Mills School (+/- 14 acres) for reuse including the potential for housing/affordable housing.

Discussion

The carryover amount is an estimate, including funds committed to projects and subject to the actual amount remaining after processing activities through the current year-end ending on June 30, 2023. The expected amount available for the remainder of the ConPlan is also an estimated amount, based on the total amount available for year four including funds that have already been previously allocated but remain unspent, plus an estimated grant amount of \$300,000 expected in year 5 which is the final year of the ConPlan.

Annual Goals and Objectives

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

Goals Summary Information

The Fiscal Year (FY) 2023 budget for the U.S. Department of Housing and Urban Development (HUD) was enacted on February 27, 2023 and the Town of Barnstable was allocated a grant in the amount of \$338,282 for program year 2023. All amounts listed in this Annual Action Plan are based on this actual allocation amount. At the time of filing of this action plan, there is approximately \$866,223.69 in prior year funds, including an additional \$297,191.68 in CARES Act funds available to commit to activities in PY23 for COVID recovery and revitalization. The current amount of program income on hand is \$12,197.40 and future amounts are unpredictable as exact amounts are unknown until received. When combining the current grant allocation amount of \$338,282, program income of \$12,197.40, and prior year resources of \$866,223.69, we arrive at a total of \$1,216,703.09 in expected resources to spend for program year 2023.

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Decent Housing	2020	2025	Affordable Housing	Downtown Hyannis NRSA	Affordable Housing	CDBG: \$520,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 1 Household Assisted Rental units rehabilitated: 20 Household Housing Units
2	Economic Opportunities	2020	2025	Non-Housing Community Development	Downtown Hyannis NRSA	Economic Opportunities Urgent Need	CDBG: \$10,000	Jobs created/retained: 10 Jobs Businesses assisted: 1 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Suitable Living Environment	2020	2025	Homeless Non-Homeless Special Needs Non-Housing Community Development	Downtown Hyannis NRSA	Public Improvements Public Services	CDBG: \$686,702.70	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5,668 Persons Assisted based on ACS 2021 data Public service activities other than Low/Moderate Income Housing Benefit: 560 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

The Fiscal Year (FY) 2023 budget for the U.S. Department of Housing and Urban Development (HUD) was enacted on February 27, 2023 and the Town of Barnstable was allocated a grant in the amount of \$338,282 for program year 2023. All amounts listed in this Annual Action Plan are based on this actual allocation amount.

1	Goal Name	Decent Housing
	Goal Description	Projects that create or preserve affordable housing units for rent and homeownership. Activities may include property acquisition; rehab of affordable housing units including public housing, rental, or homeownership; direct financial assistance to eligible homebuyers; administration of the rehabilitation program; and other eligible activities that create and preserve housing that is affordable to households at/below 80 percent AMI and special needs populations.
2	Goal Name	Economic Opportunities
	Goal Description	Projects that create or preserve jobs and economic opportunities for LMI persons, promote workforce development/training and support business owners through technical assistance, grants, and loans. It includes any other eligible activity that provides jobs or economic opportunities for LMI persons.
3	Goal Name	Suitable Living Environment

	Goal Description	<p>Public facilities, infrastructure, and other public improvements</p> <p>Eligible activities may include acquisition or improvements to public facilities, infrastructure, and other public improvements, including: ADA improvements town-wide, accessibility of buildings and infrastructure in the NRSA, and other eligible activities.</p> <p>Provide Public Services</p> <p>The Town may allocate up to 15 percent (\$50,742.30) of its yearly award to social service activities. Continuation of the Youth Scholarship Program is expected and estimated at about \$15,000. Continuation of the Winter CSO Program is expected and estimated at about \$20,000. A new potential applicant for this program year is Faith Family Kitchen, which is a food pantry, and is estimated to receive about \$15,000, and would provide free meals to extremely low income and homeless clientele. Pending availability, funds may be used for activities servicing LMI persons and special needs populations, provided it is a new or quantifiable increase over the current level of service. There is potential for programs that provide services to seniors, the youth, ESL populations, the homeless and those at-risk, people with mental illness, the disabled, people with substance abuse issues, DV victims, veterans, and any other eligible activities for limited clientele.</p> <p>Planning and Administration</p> <p>The Town may allocate up to 20 percent (\$67,656.40) of its yearly award to Planning and Administration. Planning and Administration activities related to the CDBG grant include the preparation of Consolidated Plans, Annual Action Plans, Consolidated Annual Performance Evaluation Reports (CAPER), Environmental Reviews, application processing, technical assistance, and all monitoring and regulatory compliance of eligible activities.</p>
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AP-35 Projects - 91.420, 91.220(d)

Introduction

The Fiscal Year (FY) 2023 budget for the U.S. Department of Housing and Urban Development (HUD) was enacted on February 27, 2023 and the Town of Barnstable was allocated a grant in the amount of \$338,282 for program year 2023. All amounts listed in this Annual Action Plan are based on this actual allocation amount. At the time of filing of this action plan, there is approximately \$866,223.69 in prior year funds, including an additional \$297,191.68 in CARES Act funds available to commit to activities in PY23 for COVID recovery and revitalization. The current amount of program income on hand is \$12,197.40 and future amounts are unpredictable as exact amounts are unknown until received. When combining the current grant allocation amount of \$338,282, program income of \$12,197.40, and prior year resources of \$866,223.69, we arrive at a total of \$1,216,703.09 in expected resources to spend for program year 2023. Priorities are determined through citizen participation, consultation, and application submissions. Projects must be consistent with goals and objectives in the five-year Consolidated Plan. Please note, the funding amounts per project are for planning purposes only and will be adjusted when actual amounts are known. As indicated in this AAP's Executive Summary, funds will address the following:

- To Create or Preserve Affordable Housing Options;
- To Support Economic Opportunities;
- Improve Public Facilities, Infrastructure, and Other Public Improvements including accessibility in the NRSA and other eligible projects and programs;
- Provide Public Services; and
- Planning and Administration (mandatory 20 percent of Entitlement amount and current year program income to this activity).

#	Project Name
1	2023 PLANNING AND ADMINISTRATION
2	2023 AFFORDABLE HOUSING
3	2023 EXPAND ECONOMIC OPPORTUNITIES
4	2023 PUBLIC FACILITY, INFRASTRUCTURE, AND OTHER PUBLIC IMPROVEMENTS
5	2023 PUBLIC SERVICE ACTIVITIES

Table 7 – Project Information

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

Input from residents, service agencies, providers, staff, and other stakeholders through surveys, focus groups, interviews, internet outreach, public meetings, and public comment periods defined the allocation priorities. Census and other data supplemented observational data from the community to further solidify this list. Allocation priorities are based on Consolidated Plan goals, consultations, public input, funding requests, and federal regulations. Obstacles to addressing underserved needs are predominantly a lack of requests/applications, unavailability of resources with less stringent requirements, inability to meet national objective requirements, and the public's unfamiliarity with the CDBG program

AP-38 Project Summary
Project Summary Information

1	Project Name	2023 PLANNING AND ADMINISTRATION
	Target Area	Townwide
	Goals Supported	Decent Housing Economic Opportunities Suitable Living Environment
	Needs Addressed	Affordable Housing Economic Opportunities Public Improvements Public Services
	Funding	CDBG: \$67,656.40
	Description	The Town may allocate up to 20 percent of its yearly award to planning and administration activities directly related to the CDBG program.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Planning and Development Dept. 367 Main Street, Hyannis, MA 02601
	Planned Activities	Includes the preparation of Consolidated Plans, Annual Action Plans, Consolidated Annual Performance Evaluation Reports (CAPER), Environmental Reviews, application processing, technical assistance, and all monitoring and regulatory compliance of eligible activities.
2	Project Name	2023 AFFORDABLE HOUSING
	Target Area	Townwide
	Goals Supported	Decent Housing
	Needs Addressed	Affordable Housing

	Funding	CDBG: \$520,000
	Description	Projects that create or preserve affordable housing units for rent and homeownership. Activities may include property acquisition; rehab of affordable housing including public housing, rental, or homeownership (with income verification); direct financial assistance to eligible homebuyers; administration of the rehab program; and other eligible activities that create and preserve housing affordable to households at/below 80% AMI and other special needs populations. Barnstable will continue to use prior year resources for affordable housing projects where feasible.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	5 LMI Persons Assisted 1 LMI Household Assisted 20 Household Rental Units Rehabilitated
	Location Description	Town-Wide Program for Town of Barnstable; Downtown Hyannis NRSA
	Planned Activities	Continue to support homeowner and rental rehabilitation programs, expand affordable rental and ownership opportunities for LMI households, improve public housing, and other eligible activities. Support two to three housing rehabilitation projects through the Barnstable Housing Authority to benefit LMI and special needs tenants.
3	Project Name	2023 EXPAND ECONOMIC OPPORTUNITIES
	Target Area	Downtown Hyannis NRSA
	Goals Supported	Economic Opportunities
	Needs Addressed	Economic Opportunities
	Funding	CDBG: \$10,000

	Description	Projects that create or preserve jobs and economic opportunities for LMI persons, promote workforce development/training, and support business owners through technical assistance, grants, and loans. It also includes any other eligible activity that provides jobs or economic opportunities for LMI persons, particularly those affected by COVID-19. Barnstable will continue to use prior year resources for economic development projects where feasible.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	10 Jobs created/retained 1 Businesses Assisted
	Location Description	Downtown Hyannis NRSA
	Planned Activities	Expand assistance to microenterprises, exterior improvement for businesses that can't afford upgrades, technical assistance, and equipment. The Town will also plan to support technical assistance, workforce development, and job creation via grants and loans where feasible.
4	Project Name	2023 PUBLIC FACILITY, INFRASTRUCTURE, AND OTHER PUBLIC IMPROVEMENTS
	Target Area	Downtown Hyannis NRSA
	Goals Supported	Suitable Living Environment
	Needs Addressed	Public Improvements
	Funding	CDBG: \$568,304
	Description	Projects that may include acquisition for creating or preserving facilities/infrastructure serving LMI and special needs populations, improvements/rehab to public facilities, and infrastructure and other public improvements including: ADA improvements, accessibility of buildings and infrastructure in the NRSA, and other eligible activities. Barnstable will continue to use prior year resources for public facility, infrastructure, and other public improvements where feasible.

	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	5,668 Persons Assisted
	Location Description	Downtown Hyannis NRSA
	Planned Activities	Continue to support improvements to infrastructure and facilities and promote accessibility and availability for all residents, focusing on the NRSA. The Town will also support ADA improvements in the NRSA, and other eligible activities, and will plan to reallocate prior year resources for economic development projects where feasible.
5	Project Name	2023 PUBLIC SERVICE ACTIVITIES
	Target Area	Townwide
	Goals Supported	Suitable Living Environment
	Needs Addressed	Public Services
	Funding	CDBG: \$50,742.30
	Description	The Town may allocate up to 15 percent of its yearly award to social service activities. Pending availability, funds may be used for activities servicing LMI persons and special needs populations, provided it is a new or quantifiable increase over the current level of service. There is potential for programs that provide services to seniors, the youth, ESL populations, the homeless and those at-risk, people with mental illness, the disabled, people with substance abuse issues, DV victims, veterans, and any other eligible activities for low-moderate income, limited clientele, and special needs populations.
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	560 persons assisted.
	Location Description	Town-Wide Program for Town of Barnstable
	Planned Activities	Priorities include continuation of the Youth Scholarship Program estimated at about \$15,000, and continuation of the Winter CSO Program estimated at about \$20,000. A new potential applicant for this program year, a food pantry by the name of Faith Family Kitchen, is estimated to receive about \$15,000, and would provide free meals to extremely low income and homeless clientele. Other possible activities may include responding to COVID-19, childcare and daycare, ESL services, health services, substance abuse, and programs serving the most vulnerable – the (chronically) homeless, elderly, youth, and extremely low income. Any other eligible activities providing services to LMI, limited clientele, and special needs populations.

AP-50 Geographic Distribution - 91.420, 91.220(f)

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

PY23 CDBG funds may be used for Town-wide initiatives focused on revitalizing the Downtown Hyannis NRSA. The NRSA was extended for the duration of the Consolidated Plan 7/1/2020 – 6/30/2025. The area is in Downtown Hyannis and includes the following Census Block Groups: Census Tract 125.02, Block Groups 2, 3, and 4; Tract 126.02 Block Groups 2, 3, and 4; and Tract 153 Block Groups 2 and 3. Please see NRSA Area Map for a visualization of the area.

The NRSA/Target Area population has the highest poverty levels, the lowest incomes, the highest minority concentrations, and is experiencing the greatest need. Because of this, assistance will continue to be directed to this area. The NRSA’s purpose is to stimulate reinvestment, revitalize, and stabilize its neighborhoods by providing economic opportunities, affordable housing opportunities, and infrastructure upgrades for LMI households in the Town’s most disenfranchised areas. NRSA designation creates relief from certain regulatory requirements, making it easier to implement programs that foster economic empowerment for LMI households. For example, public services carried out in an NRSA are not subject to the statutory 15 percent cap when such activities are carried out by a designated Community-Based Development Organization (CBDO). Additionally, job creation/retention activities in an NRSA may be qualified as meeting the Area Benefit national objective, eliminating the need for businesses to track personal income and maintain records for jobs held by or made available to LMI people residing in the NRSA.

**Please note that although spending may be focused in the NRSA areas, eligible projects outside these areas will also be considered throughout the upcoming program year. The NRSA does not currently have a Community Based Development Organization (CBDO).*

Geographic Distribution

Target Area	Percentage of Funds
Downtown Hyannis NRSA	55

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Input from residents, business owners, financial institutions, nonprofits, and community groups, augmented by Census, ACS, and HUD's upper quartile data analysis, developed the NRSA Strategy Area. The data in this document, the Housing Needs Analysis, the NRSA application, and other Town planning efforts support the ongoing need to stabilize and revitalize this area.

Discussion

Projects funding permits may include water/sewer infrastructure and ADA access improvements, affordable housing, and other targeted services. Activities in the NRSA will be prioritized throughout PY23, as they most effectively meet the national objective, timely expenditure, and the 70 percent LMI benefit requirements established by HUD.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The Barnstable County HOME Consortium's five-year Consolidated Plan and subsequent AAPs discuss regional barriers faced by the. The Town is afflicted by the same barriers indicated in the Consolidated Plan and summarized here: insufficient or competing resources, federal housing policies, administrative burdens placed on applicants, restrictive land use policies, environmental sensitivities, scarcity of buildable land, limited wastewater infrastructure, high construction costs, rising inflation, and neighborhood and community resistance to development.

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

Barnstable proposes the following strategies to address some of these barriers over the next five years.

Insufficient Resources: Limited local funding sources are available for affordable housing.

- Affordable housing is identified as a high priority. CDBG and HOME funds are allocated to projects that create or preserve affordable housing units for LMI households, particularly in and around the NRSA.
- The Barnstable Affordable Housing Growth Development Trust will continue to dedicate Community Preservation Funds to address affordable housing needs when feasible, especially for LMI and special needs populations.
- The Town will continue to pursue grant opportunities to leverage existing resources and stretch available dollars for housing and community development.

Housing Policies:

- The Town is currently updating the Housing Needs Assessment and Housing Production Plan (last completed in 2014/2016 respectively) and will continue to implement the goals and strategies of those plans with this AAP.
- Barnstable is also updating its Local Comprehensive Plan, which will contain policies and procedures to overcome affordable housing barriers.

- The Town continues to work collaboratively with local, regional, and state partners to promote the creation and preservation of affordable housing. These partners include HAC, DHCD, the HOME Consortium, Mass Housing, Barnstable No Place for Hate, and local housing committees. The Town is actively advocating for the creation of a Regional Housing Service Office to better serve Towns and developers across the Cape in creating and restricting affordable housing.
- The Town will work with its elected officials, the public, and other stakeholders to overcome housing barriers, including zoning.

Land Use Policies:

- The Town has an Inclusionary Housing Ordinance requiring 10 percent affordable housing for projects triggering compliance. This ordinance is under review based on recent Council actions that increased the percentage for large multi-family housing projects.
- The Town has an Accessory Affordable Apartment Ordinance that allows for affordable, deed-restricted accessory rental units.
- The Town rezoned Downtown Hyannis, including NRSA areas, to promote housing production.
- The Town incorporated a MAH Zoning Overlay that authorizes privately initiated affordable housing by for-profit or nonprofit organizations via special permit that: 1) provide for residential development in a manner that is consistent with existing neighborhood development; and 2) authorize an increase in the permissible density, provided the applicant shall provide housing LMI people.

Limited Wastewater Infrastructure:

- The Town is implementing a comprehensive wastewater management plan to address regulatory requirements to reduce nutrient loading in watersheds. The Plan is projected to extend sewer service to 11,800 properties over the next 30 years.
- The Town is actively maintain and upgrading sewer capacity with the Downtown Hyannis Growth Incentive Zone (NRSA areas) to ensure adequate capacity of for redevelopment.
- The Town is redesigning its Sewer Connection Loan Program (SCLP) to reach more income-eligible owner and renter households in Town.

Scarcity of Buildable Land: The Town is continuously evaluating the use of municipal land for affordable housing through various planning efforts.

Discussion

The Town actively works with housing and community development organizations to overcome affordable housing barriers, prioritizing programs similar goals during application review and approval. The HOME Consortium conducts round-table discussions at its HOME Advisory Council meetings. During these discussions, members provide an overview of each Town's barriers and offer regional solutions. Barnstable has a representative at each of these meetings.

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

Introduction

Below is a list of other planned actions to carry out the strategies outlined in the Consolidated Plan.

The Planning and Development Department creates and retains affordable, safe, and decent housing, a suitable living environment, and a healthy economy for all residents. PDD does so through activities and services with Town departments, regional organizations, and state and federal partners. Town departments include Senior Services (senior housing, counseling, food security, and other public services), the Board of Health (public services), the Barnstable School District (public and health services), the Recreation Department, the Finance Department (economic development), the Police Department (public services) and the Fire Department (public services).

Actions planned to address obstacles to meeting underserved needs

The Town focuses on strengthening partnerships with other agencies and leveraging funds where possible. The Town will work with civic organizations, the Community Impact Unit, housing providers, social services, etc. throughout PY23 to address obstacles collectively. Staff will support organizations in the Citizen Participation Plan (CPP) and those in Table 2 of this AAP when servicing those experiencing the greatest needs. One of the most crucial ways to support these organizations is to increase transparency and provide technical assistance to new/interested subrecipients. The Town plans to use its CDBG-CV allocation in the target area and inject almost all of its funding into activities that assist LMI populations. The Town is aware of meeting the 70 percent requirement and providing funds to subrecipients quickly, ensuring they spend the funds per HUD's timely expenditure requirements.

Actions planned to foster and maintain affordable housing

Projects that create or preserve affordable housing options for Barnstable residents are prioritized in this Plan, particularly those efforts discussed during the CPP and outreach processes.

The Town has other resources for affordable housing, such as CPA funds and the Affordable Housing Trust Fund. The Town adopted zoning and other policy changes to promote affordable housing, such as the Inclusionary Zoning Ordinance, Affordable Accessory Apartment, Regulatory Agreements, Private-Initiated Affordable Housing Development (PIAHD), Multifamily Affordable Housing District (MAH), and the Growth Incentive Zone (GIZ). These changes have allowed for inclusionary, dense development. The PDD hired a consultant to update the Housing Production Plan and is working with another consultant to administer its CDBG program and update its Local Comprehensive Plan. The Town evaluates the feasibility of Town-owned land concerning affordable developments. PDD also assists developers and residents interested in pursuing affordable housing opportunities, encouraging increased production that meets local regulations.

Actions planned to reduce lead-based paint hazards

- Potential projects are reviewed to determine lead paint compliance, and recipients are required to comply;
- Awarded projects require documentation that complies with lead paint regulations;
- Potential hazards have been identified in the Consolidated Plan;
- Some programs allow greater assistance to comply with lead paint hazards when triggered;
- Homeowner rehabilitation programs evaluate for lead compliance, and CDBG may be used for lead reduction/remediation activities;
- The Town and subrecipients must use a Certified Lead Paint Inspector to identify hazards and ensure compliance with relevant state and federal regulations; and
- The Homebuyer Assistance Program (HAP) was modified to provide additional assistance to address lead hazards.

Actions planned to reduce the number of poverty-level families

The Town submitted an extension request for the Neighborhood Revitalization Strategy Area (NRSA) to provide targeted assistance to Block Groups in Hyannis with the highest number of LMI and poverty-stricken households. The approved extension spans the duration of this AAP. NRSA households at or below the poverty level are eligible for CDBG-funded programs, including housing and social services, with less-stringent regulatory requirements.

Most CDBG-funded rehabilitation activities benefit LMI tenants and owners, including the extremely low-income. However, resources are limited to meet all needs. The Town partners with the Consortium and providers such as HAC to prioritize extremely low-income households to overcome this. They also partner with the Barnstable Housing Authority to prioritize low and moderate-income persons, thereby reducing the number of poverty-level families.

The Town will continue to reach out to and prioritize applications from the Cape Cod and Islands Regional Network on Homelessness, anti-poverty organizations, and Community Development Corporations (CDCs). They assist those in poverty and limited clientele populations. The Consortium does not have a CBDO but is willing to work with interested organizations that can take on the role.

Actions planned to develop institutional structure

The Downtown Hyannis NRSA targets CDBG funds, revitalizing an area determined to be economically disadvantaged based on data. As indicated, the goal of the NRSA is to support economic empowerment through a more flexible funding process to increase opportunity, stabilize neighborhoods, and sustain revitalization. This cohesive approach involving multiple stakeholders will continue to stabilize neighborhoods, encourage reinvestment in Downtown and surrounding neighborhoods, and have a greater impact on the community. Activities planned throughout PY23 include:

- Stabilizing existing residential neighborhoods by promoting homeownership and providing other direct assistance to homeowners;
- Providing incentives for a broader range of housing types for all lifestyles, ages, and incomes through infill development and adaptive building reuse;
- Providing business assistance to create and retain year-round jobs and maintain a sustainable community through microenterprise/small business lending, façade improvements, workforce development, and other eligible economic programs; and
- Providing services that create economic opportunities or homeownership in the area.

In addition to the NRSA, the PDD is working with a consultant to reframe the CDBG program to be more inclusive, transparent, and structured to carry out activities more efficiently throughout PY23. The consultant will work with staff, the Consortium, and HUD to develop the institutional structure further.

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

The Town plans to do the following to coordinate between housing and social service agencies:

- Strengthen outreach and CPP efforts to engage agencies and form new, long-standing partnerships to carry out programs;
- Continue to support organizations that participated in the preparation of this AAP, including strengthening existing partnerships between those serving LMI and special needs populations, particularly in the NRSA;
- Continue to use social media, the Town's website, the CDBG listserve, and press releases to further outreach, including translating all press releases;
- Support the Barnstable Housing Authority, which works with local providers on programs and selects participants for publicly-owned properties; and
- Continue to provide CDBG assistance for improvements and to increase access to housing that includes supportive services, i.e., case management services, transitional housing, and permanent supportive housing. Also, continue to target CDBG funds to service providers who specialize in-home care/home visits.

Discussion

Barnstable's Planning and Development Department undertakes activities in coordination with other policies, programs, and expenditures. PDD works with citizens, other departments, the Consortium, and the public/private sectors to reduce poverty, eliminate barriers to affordable housing, address obstacles to meet the underserved need, and develop the institutional structure. The HOME Consortium coordinates federal and state funds for LMI families/individuals and forwards efforts to supplement CDBG, reducing poverty through affordable housing.

Program Specific Requirements

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

Introduction

Barnstable is CDBG Entitlement Grantee and can use funds for activities that benefit LMI persons in the community; that prevent or eliminate slums and blight; and that is considered urgent needs because existing conditions pose a serious/immediate threat to community health or welfare. As mentioned throughout this document, a minimum of 70 percent of funds must benefit LMI persons. The Town utilizes funds to provide decent, affordable housing, create economic opportunities and suitable living environments per HUD outcomes. The overall benefit certification changed from one year to three years to allow for flexibility to address COVID-19.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
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2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. The years covered that include this Annual Action Plan are 2022, 2023, and 2024.

70.00%

Discussion

As Barnstable recovers from COVID-19, the Town anticipated using CDBG funds to address urgent need activities where feasible. The Town anticipated using of the full 30 percent for up to three years as a precaution. However, the Town of has been able to spend CARES funds through the 70 percent low-mod objective; this is the better option throughout September 2023 (federal deadline) as the Town has not had many opportunities to spend CDBG-CV money.

Attachments

CITIZEN PARTICIPATION PUBLIC COMMENTS – 2023 ANNUAL ACTION PLAN PUBLIC MEETING

The Public Meeting was held via zoom on Friday, February 24, 2023 from 2:00pm-3:00pm. In attendance were 2 staff members from the Town of Barnstable, 2 staff members from Barrett Planning Group LLC including the presenter, and 1 member of the general public. The following comments were received at the Public Hearing:

One member of the general public spoke, and her focus was on addressing food insecurity and an unmet need for easily obtaining food, especially in the NRSA area. She said many existing services throughout the Town are scattered and have irregular hours, making it difficult for people to know where and when they can obtain food through these services. She works closely with someone in the community where they have identified a program that could use help, as they aren't looking to recreate the wheel, but rather work with existing services/programs. She was encouraged to submit an CDBG application for that specific program.

The public comment period remained open for written comments through 5pm on March 27, 2023. There were no written comments received during this time period.