

TOWN OF MANCHESTER



COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN

OCTOBER 1, 2016 – SEPTEMBER 30, 2017

Executive Summary

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

1. Introduction

As an entitlement community for the federal Community Development Block Grant (CDBG), the Town of Manchester is required to prepare an Annual Action Plan for the use of CDBG funds. To be eligible for CDBG funding a project must meet one of three national objectives: (1) be of benefit to low and/or moderate-income households, (2) work towards the elimination of slum and blight or (3) meet a particular urgent community development need.

This Annual Action Plan outlines Manchester's proposed investment of CDBG grant funds in the areas of housing, public facilities, community development and public services. The town has \$607,572 in CDBG funds available for projects and activities in the forty-second (42nd) program year, which extends from October 1, 2016 - September 30, 2017. This amount includes our entitlement grant of \$534,623 and \$72,949 in funds that will be reprogrammed from previous years' projects. The Town's Planning Department is the agency responsible for administering the CDBG program.

This Action Plan will represent Year 2 of the 2015-2019 Consolidated Plan and will discuss objectives, funding levels, and specific projects and activities planned for this program year. Funding for this Action Plan will be drawn from our entitlement grant described above.

The Action Plan lists projects and activities approved for funding by the Board of Directors after providing numerous opportunities for public participation and input.

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.

The Town's primary goal for the use of Community Development Block Grant funding is to preserve, improve and revitalize our older neighborhoods, where housing and other needs are greatest and broadest, so they will continue to be livable and attractive neighborhoods.

The Department of Housing and Urban Development (HUD) requires a focus on three particular outcomes to guide CDBG expenditures: Affordability, Availability/Accessibility and Sustainability. In order to create vibrant, healthy neighborhoods, provide opportunities for our residents and to meet HUD's desired outcomes, we will pursue these objectives by funding the following projects during the 42nd program year:

Affordability

- Maintain availability of affordable, safe and sanitary housing through: home repair, rehabilitation of owner- and renter-occupied units, accessibility improvements, addressing lead hazards and code enforcement. *Projects: Housing Rehab Program, Rebuilding Together Roof Replacements*

Availability/Accessibility

- Provide services to improve the health, well-being and economic position of low/moderate-income individuals and families. *Projects: BrightStart Parenting Workshops, MCSC Scholarship Program, Pharmacy Technician Training Program, East Side After-School Program, PAL Academic Success Club, Raising Readers Program*
- Maintain, improve or repurpose public facilities located in income-eligible areas and those that serve low/moderate-income residents. Accessibility improvements may also be included. *Projects: Swimming Pool Accessibility*
- Provide services to homeless populations including but not limited to homeless outreach activities. *Projects: CHR Counseling Services*
- Complete public improvements including but not limited to sidewalk replacement or installation and general streetscape improvements in low/moderate-income neighborhoods. *Projects: Charter Oak St. Sidewalk Replacement*

3. Evaluation of past performance

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

Housing programs funded by CDBG have had a significant impact on the condition of affordable housing units in Manchester. Rebuilding Together's roofing program has filled a service gap by providing replacements for roofs in poor condition and, when needed, related chimney work. The program has been very successful and continues to maintain a waiting list.

The Housing Rehab Program's general rehab portion continues to fill the need for addressing lead and code issues in lower-income Manchester properties, especially in our older neighborhoods. The emergency component has been vital to restoring heat and hot water to many homes with non-functioning systems. This program addresses "issues that threaten the health and/or safety of a property's occupants" and has provided flexibility to address a variety of issues, such as failing septic systems and a compromised sewer line.

Past performance of sub-recipients is reviewed when considering re-funding a program. Some programs will experience adjustments to their funding based on the number of people served or whether the program did not spend all of the funding received in previous years.

The impact CDBG funding has had on Manchester's low/moderate income households and neighborhoods has been significant. The town continues to use the needs and priorities identified in the Consolidated Plan as a guide to selecting programs to fund. Citizen

participation and input is also always considered when selecting programs. There continues to be strong continued support for programs such as sidewalk replacements and the various housing programs.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The town followed their Citizen Participation Plan (CPP) during the formation of this year's Annual Action Plan. Efforts to foster resident and stakeholder input included the following:

Public Hearings

Two public hearings were held at the start of the planning process to gather opinions on previously funded programs and receive suggestions for future projects.

Stakeholder Discussions

Each year, a memo is distributed to all department heads and members of the Board of Directors outlining funding availability and describing program eligibility for CDBG funding. Recipients of this memo are encouraged to consider project requests received from the public that may be eligible for this funding stream and are encouraged to develop applications that reflect identified needs. Discussions were also held with members of the Continuum of Care during the planning process for this year's Action Plan.

Board of Directors Public Hearings

Public hearings were included as part of the Board of Directors' meetings in June and July to allow for public feedback on the General Manager's recommendations and the Proposed Action Plan before it was finalized.

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.

Despite efforts to broadly publicize the public hearings and opportunities to participate in the planning process, no residents attended any of the community meetings. The public was also provided the opportunity to speak at each of the three Board of Directors meetings when information about the plan was presented and no one chose to do so.

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

There were no comments or views that were not accepted.

7. Summary

See narratives above.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator		Planning Department

Table 1 – Responsible Agencies

Narrative (optional)

The Planning Department is responsible for administration of the town’s Community Development Block Grant funds. The department will also run the CDBG-funded Housing Rehabilitation program. The other projects are run by sub-recipients – including other Town departments and nonprofit community organizations – who are monitored by the Planning Department.

Consolidated Plan Public Contact Information

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

1. Introduction

Manchester employs a variety of methods to solicit information and feedback from the general public and other stakeholders. In preparing this Plan, this included incorporation of the following methods: public hearings, consultation with the town's Continuum of Care, Housing Authority and Housing Commission, and soliciting input from local officials, town departments and area nonprofits.

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(I))

The Manchester Community Services Council (MCSC) has operated since 1972 with the primary mission of determining needs, setting priorities and enhancing health and social services within the community. Their Board and membership consists of representatives from mental health organizations, child welfare groups, town government, the housing authority, local hospital and healthcare facilities, nonprofit developers and a variety of other groups as well as interested town residents.

The Housing Commission, whose mission is to promote the development and continued availability of affordable housing in Manchester, has ex-officio members including the housing authority's Executive Director and the Town's Planning and Human Services Directors.

The Planning Department consulted with the Manchester Housing Authority for sections of the Action Plan addressing public housing needs and initiatives. Both parties keep open lines of communication in an effort to continue improving conditions for public housing residents.

Our local Continuum of Care consists of representatives of local nonprofits, town government and state agency representatives. This year, we reached out to the health department to provide an opportunity for their input and participation at meetings. The department's nurse has since joined the group. While attending health fairs to provide education and materials on lead-based paint hazards, this nurse also provides information on the CDBG-funded Housing Rehab Program.

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.

Although Manchester is part of the "Balance of State" Continuum of Care, the decision was made to create a "sub-CoC" to serve the Manchester community. This forum provides the opportunity for Town staff and local service and housing providers to meet on a monthly basis and discuss issues of relevance to their clientele. Members of this group include the Town's CDBG Program Manager and Senior Adult and Family Services (SAFS) Supervisor, staff from the housing authority, representatives from a local private healthcare provider, staff from the local soup kitchen/food pantry, and representatives from housing agencies targeting persons with

mental health diagnosis, Veterans and formerly homeless. This group maintains contact via email to share news, events, legislation, etc. to keep members informed.

Our local CoC enables cross-referrals for clients to other member organizations that may be able to assist with housing, job training and other urgent needs. Members share information about the availability of housing vouchers, shelter beds, and events such as document fairs, renter rebate events and job fairs that benefit the populations identified above.

Membership includes representatives from Journey Home, a regional homeless organization fighting to end chronic homelessness in the state. This organization is very active in the state legislature and reports to our group on opportunities to advocate for legislation benefitting our state's homeless.

Members of the Manchester Public Schools (MPS) who work with at-risk youth also participate in our local CoC. This includes staff working with teens impacted by substance abuse and families with children impacted by homelessness. Other CoC members coordinate with MPS staff to try to connect these families with affordable housing, housing vouchers, mental health services or any other type of service needs they may have.

One member from a local mental health organization serves as the town's representative on the Balance of State committee. She bridges the gap between CoC actions being taken at the state and regional level with the work we perform at the local level.

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 Town of Manchester does not receive ESG funds. Through our localized CoC, area nonprofits keep us informed of the application for and receipt of ESG funds through the Balance of State CoC.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	MANCHESTER HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Manchester Housing Authority was asked to provide and discuss their revised capital expense plan for the upcoming program year. They were also asked to provide information for the narrative portion detailing the local housing authority initiatives, resources, etc.

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

None.

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?
Capital Fund Program Amendment	Manchester Housing Authority	Both aim to provide and improve quality affordable housing to lower-income residents.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

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

A variety of marketing methods were employed in an attempt to invite public participation in the planning process. Flyers were created and posted in or sent to the following locations to advertise the two pre-plan public hearings: Manchester Housing Authority (to be posted at their properties), the Spruce St. Firehouse (community center in CDBG-eligible neighborhood), the Youth Service Bureau Building, and all local CoC member organizations. In addition, information was posted on the Planning Department's and the Town's Facebook pages, on the town calendar and through a link posted to the Town's homepage. Ads were also run in the Journal Inquirer to publicize both of these meetings. The public hearings were held in the north and south ends of town and both took place in handicap accessible locations on bus routes. If requests were received in advance of the meeting, accommodations would have been made for those in need of special assistance.

Information and an application packet was distributed to Department head and members of the Board of Directors to encourage submission of funding applications based upon resident proposals and requests. The application period was thoroughly discussed with member organizations of the CoC and they were also encouraged to submit applications to support eligible endeavors.

The Community Development Program Manager was interviewed by a reporter for the Journal Inquirer and a story was run to encourage groups to submit proposals for funding consideration.

The Planning department ran public notices outlining the General Manager's funding recommendations as well as the Board of Directors Proposed Annual Action Plan. The Board of Directors also ran public notices for their June and July meetings that included a public hearing on the Proposed Annual Action Plan. No comments were received from the public at either of the public hearings.

Citizen Participation Outreach

Sort Order	1
Mode of Outreach	Public Hearing
Target of Outreach	Minorities, Persons with disabilities; Non-targeted/broad community, Residents of Public and Assisted Housing, Residents of CDBG eligible neighborhoods
Summary of response/attendance	No attendees.
Summary of comments received	No comments received.

Summary of comments not accepted and reasons	Not applicable.
URL (If applicable)	
Sort Order	2
Mode of Outreach	Public Hearing
Target of Outreach	Minorities, Persons with disabilities, Non-targeted/broad community, Residents of Public and Assisted Housing, Residents of CDBG eligible neighborhoods
Summary of response/attendance	No attendees.
Summary of comments received	No comments received.
Summary of comments not accepted and reasons	Not applicable.
URL (If applicable)	
Sort Order	3
Mode of Outreach	Newspaper Ads
Target of Outreach	Minorities, Persons with disabilities, non-targeted/broad community, residents of public and assisted housing.
Summary of response/attendance	No responses received.
Summary of comments received	No comments received.
Summary of comments not accepted and reasons	No comments were rejected.
URL (If applicable)	
Sort Order	4
Mode of Outreach	Public Hearing Flyers
Target of Outreach	Minorities, Persons with disabilities, non-targeted/broad community, residents of public and assisted housing.
Summary of response/attendance	No responses received.
Summary of comments received	No comments received.
Summary of comments not accepted and reasons	No comments were rejected.
URL (If applicable)	
Sort Order	5

Mode of Outreach	Newspaper Article
Target of Outreach	Non-targeted/broad community
Summary of response/attendance	Not applicable.
Summary of comments received	There was no direct response linked to publication of this article but funding requests received from new applicants may have resulted from the article.
Summary of comments not accepted and reasons	No comments were rejected.
URL (If applicable)	www.journalinquirer.com Wednesday, March 16 th run date “Manchester Seeks Proposals for Grant Funds”
Sort Order	6
Mode of Outreach	Public Hearing
Target of Outreach	Non-targeted/broad community
Summary of response/attendance	Public hearings were held as part of the Board of Directors' June and July meetings. The meetings had decent attendance.
Summary of comments received	No comments were received from the public regarding the Annual Action Plan for Program Year 42.
Summary of comments not accepted and reasons	No public comments were rejected.
URL (If applicable)	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The Town of Manchester receives an annual CDBG grant from HUD. We do not receive HOME, ESG or HOPWA funding. The town’s entitlement grant for program year 42 is \$534,623. In addition, the town will reprogram \$72,949 in unspent funds from previous program years to support year 42 projects. These funds are from prior projects that were completed under budget.

For the purposes of this strategic plan, we have assumed our entitlement grant to be relatively steady over the next 5 years. If this ends up not to be the case and our municipality experiences a drastic cut in CDBG funding, this will have a significant negative impact on the town’s ability to meet its housing and community development goals.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	534,623	0	72,949	607,572	1,590,000	Expected amount available assumes somewhat level funding over the remaining four years of this ConPlan.

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

Though not a requirement, Manchester continues to seek sub-recipients willing and able to provide some leveraged funds to broaden the impact of our CDBG entitlement grant. The town recognizes the limitations of our small entitlement and, therefore, attempts to work with organizations that can maximize the spending power of these funds.

The Housing Rehab Program continues to leverage funding from CCHHP for the rehabilitation of renter and owner-occupied units. This partnership is crucial to improving the safety and ensuring the affordability of housing in Manchester.

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

needs identified in the plan

The publicly owned land that consists of the Broad Street Redevelopment Area could potentially be used to address the need for additional affordable housing to meet the current demand in Manchester. If housing ends up a component of the redevelopment, the Redevelopment Agency (RDA) has suggested the incorporation of mixed-income properties. The RDA and the Town have engaged a development firm as master developer for the town-owned 18 acres. The master developer is currently seeking development and financial partners as well as prospective tenants for the mixed use project.

Discussion

Additional federal and state funding that will provide direct assistance to low- and moderate-income Manchester residents during Program Year 42 include the following:

FEDERAL	STATE
USDA School Breakfast Program Summer Food Service Program for Children	DOE Youth Services Bureau – Enhancement Child Nutrition State Matching Grant School Breakfast Youth Services Bureau
DOE Twenty-First Century Community Learning Centers	Office of Early Childhood Head Start Link Head Start Services Grant Program Head Start Enhancement Grant Program
DHHS Head Start Preventative Health and Health Services Block Grant Social Services Block Grant	OPM Youth Services Prevention Property Tax Relief for Elderly & Totally Disabled Homeowners Reimbursement of Property Taxes – Disability Exemption Property Tax Relief for Veterans
USDOJ Juvenile Accountability Block Grants	DSS Medicaid Community Services
Approximate annual funding: \$2,772,113	Approximate annual funding: \$1,135,107

In addition to sources listed above, funding such as Local Capital Improvement Program (LoCIP) will include portions allocated to benefit lower-income neighborhoods. Town departments will also pursue outside grants, such as SAFS' funding for their Security Deposit Program, to assist low-income residents.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve Affordable Housing Stock	2015	2019	Affordable Housing	MANCHESTER HOUSING REHABILITATION AREA	Housing Rehabilitation	CDBG: \$225,000	Rental units rehabilitated: 3 Household Housing Unit Homeowner Housing Rehabilitated: 16 Household Housing Unit
2	Increase Services for Low/Moderate Income Persons	2015	2019	Homeless Non-Homeless Special Needs		Public Services	CDBG: \$73,730	Public service activities other than Low/Moderate Income Housing Benefit: 124 Persons Assisted
3	Homeless Services	2015	2019	Homeless		Public Services	CDBG: \$28,718	Public service activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Public Improvements	2015	2019	Non-Housing Community Development		Public Improvements/Infrastructure	CDBG: \$130,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2,635 Persons Assisted
5	Maintain, Improve or Repurpose Public Facilities	2015	2019	Public Housing Non-Homeless Special Needs Non-Housing Community Development		Public Facilities	CDBG: \$72,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2,826 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve Affordable Housing Stock
	Goal Description	Improve the condition of owner- and renter-occupied housing occupied by low/moderate-income residents.
2	Goal Name	Increase Services for Low/Moderate Income Persons
	Goal Description	This total includes all public service activities except for CHR's counseling, which is accounted for under the "homeless" AP goals category.
3	Goal Name	Homeless Services
	Goal Description	Provide counseling and outreach to Manchester's homeless and low-income residents dealing with mental health and/or addiction issues.

4	Goal Name	Public Improvements
	Goal Description	Expanding and improving the town’s infrastructure to improve accessibility for disabled residents and those relying on walking or access to bus stops for transportation.
5	Goal Name	Maintain, Improve or Repurpose Public Facilities
	Goal Description	Improvements to public pools to enable disabled residents to safely enjoy these community assets.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Through the efforts of the Housing Rehab Program and Rebuilding Together, it is estimated that 19 households will be provided with improved affordable housing.

AP-35 Projects – 91.220(d)

Introduction

All of the projects funded during Program Year 42 are in support of the goals and objectives in the 2015-2019 Consolidated Plan.

#	Project Name
1	Housing Rehab Program
2	Rebuilding Together Roof Replacements
3	Swimming Pool Accessibility
4	Charter Oak St. Sidewalk Replacement
5	BrightStart Parenting Workshops
6	MCSC Scholarship Program
7	Pharmacy Technician Training Program
8	East Side After-School Program
9	PAL Academic Success Club
10	Raising Readers Program
11	CHR Counseling Services

Table 8 – Project Information

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

The two housing rehabilitation assistance projects are ranked top priorities because of the impact on the welfare of the individual families assisted as well as the general improvements to the neighborhood in which the property is located. These programs consistently receive support from residents and the Board of Directors.

Swimming Pool Accessibility is a priority so the town can ensure residents with disabilities have the same opportunity to enjoy these recreational assets (and form of exercise) as non-handicapped residents.

The sidewalk project will close a gap in the town's sidewalk infrastructure and will include ADA features to make the sidewalks more useful to handicapped residents.

The public service projects provide opportunities for low/moderate-income residents both very young (BrightStart, Raising Readers, and the two after-school programs) as well as older (MCSC Scholarships) to learn and improve their chances for academic achievement and success in life.

The homeless population has decreased significantly since the closing of the shelter. So although the beneficiaries of the CHR counseling are still a high priority population, the program is not serving nearly as many residents as it had when the shelter was open. As a result, CHR plans to broaden the scope to increase outreach to individuals dealing with substance abuse issues, especially those dealing with opioid addiction.

Projects

AP-38 Projects Summary

Project Summary Information

1	Project Name	Housing Rehab Program
	Target Area	MANCHESTER HOUSING REHABILITATION AREA
	Goals Supported	Improve Affordable Housing Stock
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$125,000
	Description	Address lead-based paint and property maintenance code deficiencies in Manchester homes. Going forward, Healthy Home hazards may be added to the program's scope. Also funds an emergency replacement program to address non-functioning boilers, furnaces, etc. which threaten the health and/or safety of residents.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	<p>We anticipate this year's funding will allow us to rehab 2 single-family homes and 2 multi-family properties (4 units). We estimate this will provide assistance to three rental units (all at the multi-family properties) and three owner units (two at single-family homes and one of the units at the multi-family). We also expect to help an additional three owner-occupied units through the emergency replacement program.</p> <p>We do have funds remaining from previous program years that can help us increase the total number of households served over this program year. And, of course, the type of households assisted will depend on the applications received and the urgency with which we need to complete a project.</p>

	Location Description	The Housing Rehab Program does have an applicable "Rehab Program Eligible Area" to target program investment primarily in the Town's core neighborhoods. Despite this, the program does venture outside of these boundaries under some circumstances: when the program is partnering with CCHHP (formerly LAMPP) or when completing an emergency replacement project. The Eligible Area does not apply to the emergency replacement portion of the program; this program is available town-wide to households that meet the eligibility criteria.
	Planned Activities	Continue Housing Rehab Program that focuses on lead-based paint and property maintenance code issues. Also continue emergency replacement program to address situations that, if left unaddressed, threaten the health and/or safety of residents.
2	Project Name	Rebuilding Together Roof Replacements
	Target Area	
	Goals Supported	Improve Affordable Housing Stock
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$100,000
	Description	Funds roof replacements and, if necessary, repair of chimneys.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Rebuilding Together proposes they will assist a minimum of 10 households through the provision of roof (and possibly related chimney) replacements. Though they do assist some rental households, their program requires that the property owner lives on-site. So the program is primarily geared to assist low-income owner-occupied households. Many homeowners assisted are seniors or disabled.
	Location Description	This activity will be made available town-wide.
	Planned Activities	Continue Rebuilding Together's supplemental program that funds roof replacements and chimney repairs for income-qualified households.
3	Project Name	Swimming Pool Accessibility
	Target Area	

	Goals Supported	Maintain, Improve or Repurpose Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$72,000
	Description	Fund installation of accessible ramps and lifts at three municipal swimming pools.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	This project would benefit the approximately 2,826 residents with ambulatory difficulties/disabilities according to the most current (2014) ACS data.
	Location Description	This project would fund installation at three different municipal pools: Waddell (163 Broad St.), Salters (123 Lydall St.) and Swanson (45 N. School St.) swimming pools.
	Planned Activities	Installation of accessible lifts and ramps at 3 different town pools to enable residents with physical disabilities to enjoy these recreational facilities.
4	Project Name	Charter Oak St. Sidewalk Replacement
	Target Area	
	Goals Supported	Public Improvements
	Needs Addressed	Public Improvements/Infrastructure
	Funding	CDBG: \$130,000
	Description	Install approximately 800 linear feet of sidewalk on Charter Oak St.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	This project will fill a sidewalk gap in a CDBG-eligible neighborhood. The census block group consists of 2,635 people and will provide residents with safer pedestrian walkways, especially to the nearby town park.
	Location Description	North side of Charter Oak St. between House #201 and Virginia Rd.

	Planned Activities	Install approximately 800 linear feet of sidewalk to fill a gap, thereby providing safer, contiguous sidewalk access for pedestrians.
5	Project Name	BrightStart Parenting Workshops
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Increase Services for Low/Moderate Income Persons
	Funding	CDBG: \$7,000
	Description	Fund an 8-week workshop to equip parents/caregivers with tools to promote healthy brain development and nurture long-term success in young children.
	Target Date	8/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Each workshop serves a minimum of 15 families with 15-30 children. It is for parents and caregivers who have at least one young child (prenatal to 4 years old).
	Location Description	The workshop will be at Washington Elementary School (94 Cedar St.), which serves a CDBG-eligible neighborhood.
Planned Activities	BrightStart is geared to prepare parents to provide their child with the brightest start possible - in school and in life. The program and activities focus on the building blocks for healthy development, known as the ABCD's: A (attention), B (bonding), C (communication) and D (diet).	
6	Project Name	MCSC Scholarship Project
	Target Area	
	Goals Supported	Increase Services for Low/Moderate Income Persons
	Needs Addressed	Public Services
	Funding	CDBG: \$1,500

	Description	Assist Manchester Community Services Council (MCSC) to fund two scholarships for low-income Manchester students who plan to attend Manchester Community College in the fall of 2017.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	These funds will provide scholarships for two low/moderate income Manchester students.
	Location Description	These scholarships will be made available town-wide. The scholarship is to be applied to tuition at Manchester Community College (MCC), 60 Bidwell St. in Manchester.
	Planned Activities	Two low/moderate-income students will be awarded a \$750 scholarship towards their tuition at MCC for the fall of 2017. CDBG funds will be leveraged by funds contributed by the sub-recipient, Manchester Community Services Council (MCSC) so that additional low/moderate-income students can benefit from such scholarships.
7	Project Name	Pharmacy Technician Training Program
	Target Area	
	Goals Supported	Increase Services for Low/Moderate Income Persons
	Needs Addressed	Public Services
	Funding	CDBG: \$22,000
	Description	Funds a 10-week pharmacy technician training program and 3 weeks of employability skills for 10 low/moderate income Manchester residents. Graduates are placed in an internship and provided job placement assistance.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 10 individuals will complete the entire training through graduation. The program manager enrolls at least double that number but numerous participants drop out during the process for a number of different reasons.

	Location Description	Training will be conducted at the East Side Neighborhood Resource Center, 153 Spruce St. in Manchester.
	Planned Activities	This program targets Manchester residents age 18-55 with a high school diploma or GED. It is a 10 week training program followed by placement in an internship upon successful completion of the program. After completion of the internship, program graduates are offered job placement assistance.
8	Project Name	East Side After-School Program
	Target Area	
	Goals Supported	Increase Services for Low/Moderate Income Persons
	Needs Addressed	Public Services
	Funding	CDBG: \$9,296
	Description	Funds will be used to hire two staff and for cleaning of the space used for this program. The program will provide after-school assistance with homework and activities for children to participate in with police officers and volunteers.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that a minimum of 25 youth in grades 1-4 will be assisted through this program. The program will focus on East Side residents; this area is a target neighborhood for CDBG funds in Manchester.
	Location Description	This program will be held at in a former neighborhood elementary school (160 Spruce St.) located in a CDBG-eligible area. Neighborhood resident surveys indicated a need for and interest in after-school programming and homework help. The Nathan Hale School building is the drop-off location for kids bussed to other elementary schools so it is a central location for parents to pick up their children.
Planned Activities	Students grades 1-4 from the East Side neighborhood will be provided a safe, supportive environment where they will receive homework help. Fun programs and activities will be run with the help of police officers and volunteers to keep kids healthy and build strong connections to the community.	
9	Project Name	PAL Academic Success Club
	Target Area	

	Goals Supported	Increase Services for Low/Moderate Income Persons
	Needs Addressed	Public Services
	Funding	CDBG: \$3,528
	Description	Fund a coordinator for Manchester Police Activities League (PAL) after-school Academic Success & Mentoring Program.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Staff's goal is to register 30-35 students for this academic success program, with at least 15 children attending each day the program is run.
	Location Description	This program is run out of PAL's space at the Hilliard Mills Building, 642 Hilliard St. in Manchester.
	Planned Activities	Provide funding to staff an after-school program to provide students with a place to focus and complete schoolwork amongst positive and encouraging adults.
10	Project Name	Raising Readers Program
	Target Area	
	Goals Supported	Increase Services for Low/Moderate Income Persons
	Needs Addressed	Public Services
	Funding	CDBG: \$1,688
	Description	Two four-week sessions will provide a group-based program to parents and caregivers around successful and effective reading engagement for young children.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Up to eight families will be served by the program. The programs are run in areas with a majority of affordable housing to target low/moderate-income households.

	Location Description	The program will be offered at the East Side Neighborhood Resource Center (153 Spruce St.) and at the Squire Village Apartment Complex (48 Spencer St.). Both locations are within CDBG-eligible neighborhoods that are predominantly low/moderate-income.
	Planned Activities	Program will provide books, group discussions, childcare, activities and visits to the public library for parents and their children.
11	Project Name	CHR Counseling Services
	Target Area	
	Goals Supported	Increase Services for Low/Moderate Income Persons Homeless Services
	Needs Addressed	Public Services
	Funding	CDBG: \$28,718
	Description	Provides mental health and substance abuse counseling services to visitors of the Manchester Area Conference of Churches' (MACC) soup kitchen and food pantry, and outreach to residents battling substance abuse and to unsheltered residents.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that the vast majority of persons served will be individuals, not families. Approximately 25 unduplicated individuals are expected to be served. Estimates for number served have declined significantly to reflect a decline in visitors to MACC after their shelter closed.
	Location Description	General outreach to unsheltered homeless and addicts will be made available town-wide. Visitors to the MACC soup kitchen and food pantry will be served on-site at 466 Main St.
Planned Activities	Though the number of unduplicated clients served has dropped significantly since the closing of the local shelter, repeat visits with established clients remains relatively high as the outreach clinician provides valuable linkages to housing, mental health services, job training programs, etc. The unsheltered population has remained relatively steady. CHR is broadening the outreach clinician's duties to directly serve persons battling addiction, specifically related to the opioid crisis.	

Table 9 – Project Summary

AP-50 Geographic Distribution – 91.220(f)

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

Overall, CDBG spending is not limited to specific geographic areas as long as it is an eligible census tract or the household receiving assistance is income-eligible. CDBG-eligible census tracts tend to be more concentrated in the center of town, so in terms of public infrastructure and capital improvements, such projects are likely to be more concentrated in the center of town.

Neighborhoods targeted for Rehab Program assistance are those with the highest percentages of low- and moderate-income households and aged housing stock and infrastructure. They are concentrated in the central area of Manchester and were originally built between the 1880s and 1930s. They are, for the most part, traditional neighborhoods in terms of urban design: grid streets, sidewalks, and large homes on generally smaller lots. Housing is typically one unit detached and duplex, with some four-unit buildings and some larger apartment projects dispersed throughout these neighborhoods. These neighborhoods also tend to have a higher percentage of minorities.

Geographic Distribution

Target Area	Percentage of Funds
MANCHESTER HOUSING REHABILITATION AREA	23%

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The town Board of Directors approved the “Housing Rehab Eligible Area” in 2010 to concentrate our housing investment where it seemed most needed and to create a greater impact on our core neighborhoods. Despite this targeted investment, the program allows flexibility in spending the general rehab funds outside of these boundaries when partnering with CCHHP or when performing emergency replacements.

Discussion

Except for Rehab Program funds, funding of individual projects is determined based on identified needs and the population served.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The charts below summarize work to be done by the Town through the use of CDBG funds but also outlines goals for rental assistance through the MHA and work performed by area nonprofits.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	19
Special-Needs	0
Total	19

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	515
The Production of New Units	5
Rehab of Existing Units	19
Acquisition of Existing Units	0
Total	539

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

Table 11

Though the town does not have any specific numeric goals this year for homeless households supported, CHR will continue to connect our homeless population with housing resources through the CDBG-funded outreach program. Journey Home will continue to advocate for additional vouchers and work to connect homeless within Hartford County to quality affordable housing. And Veterans, Inc. and Dinda House will continue to connect Manchester's homeless Veterans with permanent housing.

The CDBG-funded Rebuilding Together roofing program aims to assist a minimum of 10 households through roof replacements. The Manchester Housing Rehab Program will assist at least 9 households with the CDBG funding received for this program year.

As for the special-needs population, it is likely that some of the households assisted through Rebuilding Together and/or the Rehab Program will represent special needs populations.

Table 12

The Manchester Housing Authority is the primary provider of rental assistance through the use of housing vouchers and through project-based assistance at their properties. An additional 11 rental vouchers funded by DOH are being used at CHR's new Center St. Apartments 2 building. Local and regional organizations serving Veterans continue efforts to identify property owners in Manchester that will accept HUD-VASH vouchers for housing. These organizations will continue their outreach and will work with

participants to connect them with quality rental housing.

The 5 additional affordable units to be created at the Squire Village Complex are accounted for here. These units will be constructed through a partnership between the Manchester Housing Authority and the property owner, Jonathan Rose & Associates.

Rebuilding Together's roof replacement program will aim to replace at least 10 roofs. The Housing Rehab Program aims to rehabilitate at least 9 units with the funding received for this program year.

AP-60 Public Housing – 91.220(h)

Introduction

The Manchester Housing Authority has been exploring methods to reduce expenditures through means such as the installation of solar panels to reduce electricity costs. The project's feasibility and cost has faced some hurdles but MHA leadership recognizes the potential cost savings and continues to work towards making this idea a reality.

During the last year, a local project-based Section 8 property had its affordability term expire and the property was put up for sale. Thankfully, a well-respected developer with a track record of improving affordable housing complexes purchased and plans to improve the Squire Village Complex. This will not only improve the quality of affordable housing but they also plan to make a small increase in the number of units at the property. It is anticipated the plans under new ownership will lead to better housing conditions for residents, improved relations with the local police department and increased connectivity to the town as a whole.

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

The Manchester Housing Authority is submitting a revised annual statement for their 2016 Capital Spending Plan. Improvements outlined for this revised plan include: upgrading a parking lot at West Hill Gardens, electrical panel upgrades at Mayfair Gardens, roof upgrades, accessibility upgrades and reasonable accommodations.

As described above, the Squire Village Complex was recently purchased by Jonathan Rose & Associates, who plan to keep the property affordable. Planned renovations include construction of a community center with a property management office, a large space for gatherings, an exercise room and meeting rooms. Other physical improvements include roof replacements, solar panel installation, and parking lot and sidewalk improvements. Ten units will be outfitted to be ADA compliant and five affordable units will be added to the property through the conversion of a former storage area. These renovations will provide Manchester residents with more quality affordable (and accessible) units in an active community.

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

MHA Resident Advisory Board is made up of one representative from each public housing project: West Hill Gardens, Mayfair Village, Spencer Village, Ada Lane Congregate Housing, and scattered site public housing units. Also, the MHA Board of Commissioners includes an active Tenant Commissioner in its proceedings and decision-making processes.

The MHA is not currently participating in the Section 8 homeownership program, but would consider participation in the future.

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

MHA is not a troubled housing authority.

Discussion

See narratives above.

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

Introduction

Manchester's homeless shelter closed as of July 1, 2015 so Manchester no longer offers emergency shelter beds. Since then, there has been a noticeable decrease in the number of homeless individuals visiting the MACC facility where the shelter was formerly located. Despite the shelter closing, MACC continues to offer a soup kitchen, food pantry and a thrift store - as well as counseling, classes, etc. at their complex to provide support and assistance to Manchester's homeless.

The town's homeless population remains a noticeable presence along downtown Main St., especially near the bus stop, by the park and the library. MACC and CHR have recognized this and coordinate outreach efforts to both minimize the negative impact on downtown businesses and passersby (especially since many of these homeless are from out of town) and connect these individuals with needed services.

Interval House, the domestic violence shelter serving the area, has been full for an extended period of time. Staff reports ongoing challenges to finding employment for their clients.

At CoC meetings, town staff, MACC and CHR continue to comment on the effective coordination between their groups and how beneficial this has been for the populations they serve.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

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

The town will continue to allocate a portion of CDBG funds to CHR for their sheltered and unsheltered homeless outreach. This has been a successful and impactful program over the years. As of the current funding cycle however, this outreach program has been modified due to the closing of the shelter. Outreach is now performed in the MACC soup kitchen and food pantry; the number of persons assisted has dropped significantly but the need for this service remains. Unsheltered persons continue to be served by the CDBG-funded outreach clinician as well. The scope of this program will likely expand to include additional outreach to lower-income addicts, specifically those dealing with opioid addiction.

The state also funds homeless outreach at the regional level. CHR was awarded the contract for this region and a member of its staff provides mental health, substance abuse and housing counseling to the area's unsheltered homeless population.

Journey Home, a Hartford-based regional agency, has run a number of events to get homeless persons "document ready". Staff assists the homeless to acquire birth certificates, social security cards, etc. so they have the required documentation when housing opportunities become available to them.

Addressing the emergency shelter and transitional housing needs of homeless persons

In Connecticut, shelter bed referrals are now handled through the state's 211 system. SAFS and local agencies serving the homeless have provided direct assistance to those needing help navigating the system. According to Journey Home, the state will be moving to an online shelter wait list that will include some type of prioritization.

Eligibility for HUD VASH vouchers no longer requires chronic homelessness - individuals and families can be in transitional housing and still qualify. This will allow homeless Veterans and their families to seek immediate shelter while they wait for a more permanent solution in the form of a housing voucher.

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

Veterans Inc. has built a strong presence in Manchester over the last few years. Their efforts, especially combined with those of Dinda House, have created a strong network of support for local Vets. Efforts will continue during the upcoming program year to assist Veterans to transition into permanent housing with the necessary support structures; 2 Veterans have been housed in just the last four months.

The VA has established the goal of moving Veterans out of homelessness in 60-90 days. The VA does not provide housing without support services in place; this will help prevent those assisted from returning to homelessness.

Rapid Re-housing requires families to become homeless to be eligible but efforts are made to connect them with these vouchers as quickly as possible to limit the amount of time they face homelessness.

Organizations such as CHR and MACC and the town's SAFS department will continue to be the strongest presence in efforts to prevent individuals and families from extensive periods of homelessness.

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

Manchester Hospital has created a working group to address issues with frequent long-term users

of the hospital. They are seeking to create a support network that includes groups such as the Department of Corrections, Probate Court, and behavioral health providers.

The newly completed CHR Apartments II includes 4 units set aside for unaccompanied youth. Three units are for Veterans ineligible for HUD VASH vouchers, so this will fill a housing and service gap for these individuals. All of these units, including two more for chronically homeless with mental health and substance abuse issues, are supported.

Discussion

Rapid Re-housing will likely continue to be the primary source of homelessness prevention for families. Members of the CoC will collaborate to assist both individuals and families who are homeless or at-risk of homelessness.

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

Introduction

Manchester offers a wide variety of housing to persons of all income levels, ages and household size. Although the town has few public policies that create barriers to affordable housing, every community faces barriers that make securing affordable housing challenging for certain populations.

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

There is limited developable land remaining in Manchester. Though this creates a barrier, it has not prevented CHR from developing two new affordable housing buildings over the past few years. Developers will likely have to review opportunities for adaptive reuse or demolition and new construction for future affordable housing developments.

The building codes are designed to protect a property's inhabitants, though corrective action can result in significant costs to the owner. The town will continue to use CDBG funds for the Housing Rehab Program that will make renter- and owner-occupied units safe while limiting the associated costs for owners.

SAFS has secured an additional \$10,000 that will enable continuation of their Security Deposit Assistance Program over the upcoming program year. This will help reduce initial costs that could otherwise create barriers to affordable housing for low/moderate-income residents.

Discussion

See narratives above.

AP-85 Other Actions – 91.220(k)

Introduction

The Town of Manchester will continue to pursue a variety of methods to meet the needs outlined below. The town will continue to use CDBG funds to support the pursuit of a number of these goals.

Along with CDBG funds, town departments and local organizations will also use other available resources to meet residents' needs and provide an improved quality of life.

Actions planned to address obstacles to meeting underserved needs

Funding constraints continue to be the greatest obstacle to meeting underserved needs. Despite this, town government and area organizations continue to “do more with less” and attempt to stretch resources and leverage funds to continue providing necessary services. These efforts will be especially important as the State of Connecticut faces massive budget shortfalls and harsh programmatic cuts that will have a significant impact on the ability of state-funded programs to meet their clients' needs.

Actions will be coordinated to avoid duplicative efforts so resources can be reallocated to meet other needs. Programs are continuously evaluated to determine effectiveness and whether the consolidation of resources would be beneficial. When underserved needs are presented at a forum such as a CoC meeting, members work together to bridge gaps and provide the assistance needed or refer as necessary.

Actions planned to foster and maintain affordable housing

CDBG funds continue to be allocated to the Housing Rehab Program whose primary goal is to maintain and improve affordable housing. This program will also continue to partner with CCHHP to improve the safety of affordable units. CDBG also continues to fund Rebuilding Together's roof replacement program to improve the safety and quality of affordable housing.

The housing authority is working to apply funds to improve the quality of units as they are turned over. In addition, an affordable housing complex was recently sold and the new owner plans to maintain it as affordable housing. The complex will undergo capital improvements and a minor expansion as well as the construction of a community center under the new ownership. The town is working with the developer to make sure this process runs smoothly.

Local nonprofit developers will continue to pursue opportunities for new construction and acquisition of additional vouchers to increase the supply of affordable housing.

Actions planned to reduce lead-based paint hazards

The Town will continue to fund the Housing Rehabilitation Program that focuses on addressing lead paint hazards. In addition, CCHHP will continue to fund lead projects in Manchester and

the town's program will continue to partner with them to leverage funds and increase the capacity of both programs.

As the Planning Department becomes aware of RRP training programs in CT, this information is passed on to contractors visiting the department. Registration information is also made available on the Building Department's bulletin board within clear site of contractors stopping in for permits. This is in an effort to increase the number of RRP trained contractors who can help prevent unnecessarily exposing residents to lead hazards.

The Health Department will continue to send their Environmental Health Inspectors into the field for lead inspections and to investigate lead orders. The department also educates the public about the dangers of lead paint and ways to prevent exposure. The department's nurse attends numerous community fairs and events each year to provide information and education about lead-based paint and make brochures on the Housing Rehab Program available to interested parties.

Actions planned to reduce the number of poverty-level families

Manchester continues to use CDBG funding to support a Pharmacy Technician job training program to provide an improved skill set and better economic opportunities for low-income individuals. CDBG funds will also be used to help defray the cost of advanced education for two Manchester residents who will attend Manchester Community College. The hope is that this opportunity will lead to improved employment opportunities as well as increased earning potential.

Last year, MACC's new Executive Chef introduced a culinary and hospitality training program focused on low-income, homeless or those at-risk of homelessness. The 12-week course provides life skills while also preparing participants for a potential career in the hospitality or food services industry.

Manchester Adult & Continuing Education continues to work very closely with the local American Job Center office to provide residents with a smooth transition between education and job opportunities.

SAFS is set to receive an additional \$10,000 from a local organization to continue their security deposit assistance program. This program has been very successful in helping low-income families overcome a financial hurdle to securing housing. This is a revolving fund so participants are encouraged to pay back the funds to assist future residents in need of assistance.

The town is offering free preschool to income-eligible Manchester families. Participants are provided with transportation and health screenings such as dental, vision, hearing and mental health. These screenings can ensure a child is healthy and connect the families with support services, if needed. This is a significant cost savings for poverty-level families who otherwise could not afford childcare, transportation or medical bills. And the childcare provides parents with the time to pursue job opportunities knowing their children are being cared for while they are working.

Actions planned to develop institutional structure

Institutional structures within Manchester have been developed and improved over time to a point where they are relatively coordinated and efficient. We will continue efforts to improve coordination as opportunities are identified.

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

We try to maintain open lines of communication between agencies and departments serving the housing and social service needs of town residents. This coordination is improved through groups such as the Continuum of Care, Manchester Community Service Council and publication of the Human Services Directory. Referrals are frequently made between town departments, to local and regional service providers or even to 211 for general assistance.

The Human Services Department maintains a list of local landlords that have housed special needs populations in the past so they can be contacted when new potential tenants emerge.

The Executive Director and Resident Services Coordinator for the MHA maintain contact with the Planning and Human Services Department to discuss initiatives, consistency of plans and tenant needs that require referrals.

The Planning and Human Services Department Directors, as well as the Executive Director of the housing authority, all serve as ex-officio members of the Housing and Fair Rent Commission.

Discussion

See narratives above.

Program Specific Requirements

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

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(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
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income	100% (##.##)

Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

Discussion

The overall benefit calculation used by the Town of Manchester spans a three year period. The period of applicability for this Action Plan will include the following years: 2016, 2017, 2018.