



U.S. Department of Housing and Urban Development

**Hartford Field Office
Office of Community Planning & Development
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January 14, 2022

Steve Stephanou
General Manager
Town of Manchester
41 Center Street
P.O. Box 191
Manchester, CT 06045-0191

Dear Mr. Stephanou:

SUBJECT: Consolidated End-of-Year Review – Program Year 2020

The Town of Manchester received \$573,047.00 in Community Development Block Grant (CDBG) and was allocated \$812,580.00 in CARES Act (CDBG-CV) funds in Program Year 2020, the year covered by this report, even though CDBG-CV funds were not obligated until 2021. This is the Department's assessment of the use of those funds.

The Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require that grant recipients submit annual performance reports for the programs covered under these Acts. The Acts also require the Secretary of HUD to determine annually that the grant recipient is in compliance with these statutes and has the continuing capacity to carry out the programs for which it received funds.

HUD's review includes an analysis of each grantee's planning process, its management of funds, progress in carrying out the strategies and goals expressed in the Consolidated Plan, compliance with statutory and regulatory requirements, accuracy of required performance reports, and evaluation of its accomplishments in meeting key departmental objectives. This annual assessment is directed not only toward meeting the mandates of the statutes, but to provide the basis for working together collaboratively to achieve the revitalization goals of Manchester. HUD congratulates Manchester on the community's many accomplishments during this past year regarding the achievement of departmental objectives.

Noteworthy Accomplishments

During the Program Year 2020, the Town of Manchester completed 16 housing rehab projects during the program year. The general rehab program completed one significant lead/code project this year on single-family homes. The project was a collaborative effort with CT Children's Healthy Homes Program (CCHHP) for a project that had significant lead work and was, therefore, too costly for CCHHP to handle on their own. The remaining fifteen households received assistance through the emergency replacement program. Several capital projects funded through regular CDBG appeased peoples' desire to spend more time outdoors during the pandemic. The newly completed Spruce St. Accessible Garden provides opportunities for all residents to grow their own food and spend time in the garden. The Cheney Rail Trail Phase 2 extends the paved path all the way down to Forest St. The trail now provides a safe connection to the trail through a busy apartment parking lot for residents of an LMA neighborhood.

General and Financial

On May 2, 2021, Manchester met their timeliness standard in not exceeding 1.50 times its current year grant. The Department adheres to the regulation 24 CFR 570.902, to determine if communities are delivering program activities to residents in a timely manner. By regulation, the grant recipient must have no more than 1.50 years of unexpended grant funds in its line of credit 60 days before the end of the program year. The Town's expenditure ratio was 1.40% as of the May 2, 2021 test date. The Town's current ratio is 1.98% (adjusted ratio for program income). The Town is strongly encouraged to monitor its expenditure rate by running an IDIS PR56 report.

In Grant Year 2020, Manchester expended 100% of its CDBG funds on projects or activities that benefited low-and moderate-income individuals, exceeding the 70% requirement. The Town has currently expended 100% of its CDBG-CV funds on projects or activities that benefit low-and-moderate-income individuals. Expenditures for planning and administration activities were below the 20% expenditure cap (17.53%). Additionally, expenditures for public services were (7.48%).

The Town's federal single audit for the period ending June 30, 2021, was submitted in a timely manner to the Federal Audit Clearinghouse (FAC).

Public Access

If the Town wishes to submit comments regarding the substance of this communication, please do so within 30 days of the date of this letter. HUD will consider any comments submitted and may revise the content of HUD's letter or attach comments received from the Town. If the Department does not hear from the Town, HUD will assume that the Town concurs and has no objections to HUD's letter. After 30 days have expired, this letter must be readily available to the public. There are several ways to make it available to the public. The Town can assist HUD in this regard by sharing the Department's letter with the media, with a mailing list of interested persons, with members of your advisory committee, or with those who attended hearings or meetings. HUD will make this information available to the public upon request.

Conclusion

The Department rates our Connecticut grantees' overall performance in carrying out their programs as either satisfactory or unsatisfactory. This determination is based upon information available to this office and does not reflect a comprehensive evaluation of specific activities. The Town of Manchester performance has been determined to be satisfactory. HUD further deems that Manchester has the continuing capacity to administer its programs.

If the Town has questions or would like to discuss any of the issue reviewed in this letter, please do not hesitate to call me or Brenda Turner, Community Planning and Development Representative, at (860)240-9733.

Sincerely,

Alanna Cavanagh Kabel

Alanna Cavanagh Kabel
Director
Community Planning & Development

Cc: Honorable Jay Moran, Mayor
Heather Guerette, CDBG Program Manager

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Correspondance Code	Originator IE	Concurrence	Concurrence	Concurrence	Concurrence	Concurrence
Name	B. Turner					
Date	1/18/2022					