

DRAFT

**CONSOLIDATED ANNUAL
PERFORMANCE & EVALUATION REPORT
(CAPER)**

Period covering July 1st, 2022, through June 30th, 2023



Town of Plymouth

Office of Community Development

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Peggy Whalen, Director

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This report covers the period starting **July 1, 2022** through **June 30, 2023** which is the second year of our Five year Consolidated Plan. **The Town of Plymouth's Strategic Plan and Action Plan** this program year is now comprised of seven components: 1.) Housing Rehabilitation Program 2.) Micro Enterprise Program. 3.) Down Payment Assistance Program 4.) Acquisition for Affordable Housing 5.) ADA Accessibility 6.) Economic Development through the CARES act funding. 7) Public Services

The **Housing Rehabilitation** has been the mainstay of the Town's Community Development Block Grant Program since 1987. The principal goal of the program is to provide financial relief to low and moderate income homeowners who do not possess the resources to maintain their homes in compliance with acceptable housing standards (to code) and to provide assistance with situations such as septic failure. Towards this end, approximately **687** units have brought up to compliance since 1987. As a result, our program assisted in the revitalization of our housing stock in older neighborhoods and provided a means by which homeowners could obtain the necessary capital to upgrade their properties to building code. CDBG funds assisted **12** homeowners this program year.

The **Micro Enterprise Program** is a successful program that is designed to provide financial assistance to low to moderate small business owners. The principal goal is to expand business and create jobs for low to moderate income individuals. During the **2022-2023** Program Year, the program assisted **1 small businesses in Plymouth**.

The **Down Payment Assistance Program** has been a success with closing **1** First Time Homebuyers this program year, affording them the opportunity to become homeowners by helping with the cost of down payment (50% of the required down payment) and allowable closing costs. The average loan was **\$15,000**. These loans are secured by a Mortgage on the property but are 0% interest payment deferred until sale or transfer of title. With rates increasing this past year and home prices still on the higher end there have been less applicants.

The CARES Act CDBG-CV Micro Enterprise Program funded 3 additional businesses that were affected by COVID

The Acquisition Program for Affordable Housing is a newer program. We did not acquire any new properties this past program year.

The ADA Accessibility Program We completed a Town Wide ADA study in the 2019 Program year for public buildings. We were planning to address some of the projects this year however they have been delayed since 2020 because of COVID. Hoping to revisit this plan and add some ADA projects.

In March 2020 with the additional CDBG funds allocated from the **CARES ACT** most of the businesses helped by that CARES Act funding were granted funds in 2021/2022 Covering lease/rent payments and utilities along with PPE costs. A total of **66** Businesses have benefited from the CARES Act. We had a max grant amount of up to **\$20,000** per business and funded a total of **735,300** which included **administration of the CARES act program funds**

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected - Strategic Plan	Actual - Strategic Plan	Percent Complete	Expected - Program Year	Actual - Program Year	Percent Complete
Accessibility	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	0	0	0	0
Accessibility	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	2	0	0%	2	0	0%
Affordability	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	20	1	5%	2	1	50%

CARES ACT		CDBG: \$	Businesses assisted	Businesses Assisted	30	66	45%	3	3	100%
Economic Development	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	65	14	21%	14	3	21%
Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	8	1	25%	3	1	33%
Housing Rehab Program	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	100	12	12%	20	12	60%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The CARES-CV Funds focusing on Economic Development job retention/creation helped to assist 66 total struggling businesses in Plymouth and has been the Office of Community Development's focus most of this program year. The Rehab program is the mainstay of our program and continues to be the biggest focus. Covid has affected this past year and the year prior however it is picking up again.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	9
Black or African American	1
Asian	1
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	12
Hispanic	1
Not Hispanic	0

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

Narrative

The Town of Plymouth is predominately white. However, there is a growing population of Brazilian residents who would be classified as Hispanic or Latino. Outreach is to the entire community for the Housing Rehab Program. Outreach is done through communication with community organizations and other social service agencies in Plymouth. A principal marketing tool for the Housing Rehab Program is a flyer which is mailed to each homeowner as part of their quarterly tax bill.

The Micro-Loan Program is marketed through our website and through the SCORE program which is operated by the Chamber of Commerce to support new businesses and help create a business plan for success.

The Down Payment Program is marketed through the local First Time Homebuyer classes and on our website along with through our developers to help fulfill the Affordable Housing requirement.

The Acquisiton Program is marketed through an Affordable Housing Marketing Agent for a 9 week period prior to the official lottery.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,572,916	\$574,725.21

Table 3 - Resources Made Available

Narrative

The breakout of the total funds (\$1,572,916) is as follows:

CDBG Grant \$378,844

Program Income \$230,000

Carry Over \$ 964,072 (Prior to partnership with Habitat for acquisition of an affordable property for deed restriction which was \$275,000.00)

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

The Housing Rehabilitation funds projects throughout the community. The Town of Plymouth is comprised of five villages. The Housing Rehab Program provided funds as follows:

- 1 - North Plymouth – 0
- 2 - Plymouth Center – 2
- 3 - Manomet – 4
- 4 - West Plymouth – 4
- 5 - South Plymouth – 2

The actual percentage of allocation is equally distributed throughout the community with the exception of the Plymouth Center which is a predominantly commercial district with limited housing units.

The Micro-Loan program is limited to areas that are zoned for business or in areas that allowed home-based occupations. The areas identified as commercial and allowing businesses are spread throughout the community.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Affordable Housing Trust: The Plymouth Affordable Housing Trust (PAHT) acted in partnership with the Office of Community Development to identify a few properties and research was done with the engineering and building dept to assess the ability to build affordable housing. Resources were used to evaluate those plans. The construction on the properties that are buildable will be in the next fiscal year.

AHT Trust Fund: The Affordable Housing Trust administers a trust fund which is comprised of funds from payments made by developers as part of our Inclusionary Zoning Bylaw. The Affordable Housing Trust's primary mission is to create affordable housing within the Town of Plymouth. Although not funded by: they have partnered with the CPA/CPC on some projects in the past to create affordable housing.

Inclusionary Zoning Bylaw: The Town of Plymouth has adopted a bylaw which requires developers working on large scale housing projects to either: 1.) create affordable housing units within the housing development; or 2.) provide a payment in lieu of to the Affordable Housing Trust equal to the cost of creating an affordable unit. This bylaw is one of the Town's primary tools in the creation of affordable housing in Plymouth.

Title V: The Office of Community Development administers the Title V Betterment Loan Program for the Town of Plymouth. Homeowners can apply, and receive, loans up to \$35,000 at a rate of 5% from the town to repair, or replace, their failed septic systems. In the past 15 years, we have had **301** households utilize the Betterment Loan Program in conjunction with CDBG funds to achieve compliance.

PRA: The Plymouth Redevelopment Authority offers several housing programs to assist first-time home buyers including 1.) a "First Time Home Buyers Program"; 2.) a "Get the Lead Out Program" in conjunction with Mass Housing; and in the past, "Foreclosure Counseling".

PROGRAM INCOME: During the period of July 1, 2022, to June 30, 2023. the Office of Community Development received a total of **\$390,648.98** from its **Housing Rehab Program and Micro Enterprise Program**. These funds were utilized for FY 22_23 CDBG projects.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	15	12
Number of Special-Needs households to be provided affordable housing units	5	0
Total	20	12

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	20	12
Number of households supported through Acquisition of Existing Units	0	0
Total	20	12

Table 6 – Number of Households Supported

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

The **Housing Rehabilitation Program** provides funds to a number of low to moderate income households and, in return, allows families to stay together and remain in their homes. A significant portion of the housing stock in Plymouth is older housing stock. These funds are essential to address code enforcement and correcting public safety issues (such as septic issues) in their homes. These funds are especially critical to low-income individuals and families that have little, or no, sources of income to make these repairs. The only real problems encountered with the Rehab goals and the actual are two

things, we are in New England so we have to work with the seasons and inclement weather when we are trying to accomplish outside activities and also the limited availability of contractors. **The Down Payment** assistance program also addresses the real obstacle for most young and older families trying to secure housing and need assistance with down payment and/or closing costs. This program provides loans, on a deferred repayment basis with 0% interest. In return, these homeowners agree to maintain these homes as affordable in perpetuity via a regulatory agreement between the homeowner and the Town which is recorded on the property. In addition to the obstacles noted above the Rehab program down payment assistance and microenterprise loan program were severely affected. The focus for approximately half of the program year was primarily on CDBG-CV funds and assisting small businesses with grant funds. There was only 1 Down Payment applicant for the past program year. I am assuming that is because of interest rising and home prices still high that has priced out most first time homebuyers.

Discuss how these outcomes will impact future annual action plans.

The Office of Community Development advertises the availability of the **Housing Rehabilitation Program** via a tax bill inserts in all homeowners tax bill. In addition, we are developing a pamphlet that will be available in public places to promote the program and explain how the program works. Since the program is available only to low to moderate-income individuals and families that meet income guidelines, we must guarantee that all program funds are targeted towards this population. We will continue to expand our outreach in the upcoming program year to include other channels of communication.

The other programs are moving along and getting more exposure, we are on slightly a bit off target with the Action plan for these programs, COVID and building materials being hard to come by is part of the reason.

In addition, the Office of Community Development will continue to explore opportunities to partner with public service agencies and non-profits to promote and create new affordable housing opportunities with the Town of Plymouth.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	5	0
Moderate-income	9	0
Total	12	0

Table 7 – Number of Households Served

Narrative Information

The number of extremely low-income, low-income and moderate-income is illustrated in the above chart. In addition, it is important to note the following demographics of the population served:

8 Elderly Individuals

3 Female Head of Households

1 Handicapped Households

The **Housing Rehab Program** is operated in strict conformance with all Federal guidelines. The application used for this program requests applicant income information. Program qualification is approved based on HUD guidelines for income based on household population. In addition, assets including banking information, credit card, mortgage and other relative financial data are required to determine eligibility. Our staff uses the HUD income calculator as a final determination for qualification for the program. In instances where the household is comprised of extremely low to low-income individuals, an outright grant may be extended to the applicants depending upon income and the nature of the work to be done.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

Father Bill's and MainSpring (FBMS) have been providing services and housing to people experiencing homelessness in Plymouth for over 20 years, many of whom are primarily living on the street and facing extreme challenges obtaining housing services. FBMS has a Plymouth Housing office centrally located in Plymouth. The program, Overnights of Hospitality, which is jointly run by FBMS and the Plymouth Taskforce to End Homelessness, is the sole provider of winter emergency (November through March) shelter for adults in Plymouth. The **Office of Community Development** serves as a referral agency to individuals and families seeking assistance.

Due to the Town's limited CDBG entitlement allocation, it is not able to provide any financial resources to activities to address the direct emergency shelter and transitional needs of homeless individuals and families in the past grant years, however due to the carryover amount the past couple of years we have put in our 2023 Action Plan to use public services funds for funding the winter homeless shelter at FBMS.

The Town of Plymouth continues to serve as an advocate and supporter of both Father Bill's/MainSpring.

In addition, the Plymouth Area Coalition for Homelessness is one of the primary non-profit agencies in Plymouth addressing the needs of the homeless. The Plymouth Area Coalition for Homelessness is open to all homeless regardless of origin.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Office of Community Development serves as a resource to other human service providers. The Office of Community Development has responded to several inquiries, this program year, from human resource agencies regarding the referral of individuals requiring emergency shelter and transitional housing. Referrals are made to Father Bill's/Main Spring with the corresponding action being provided by FBMS in addressing the individuals specific needs.

The Plymouth Redevelopment Authority is knowledgeable of the organizations and facilities to which they can refer homeless persons or potentially homeless persons.

Overall, there are **37** human service providers representing non-profits, state and federal agencies that offer a wide variety of programs specifically designed to address the issues of the homeless and provide

assistance for homelessness prevention. Commonly known as the Greater Plymouth Council of Human Service Agencies the Office of Community Development works with many of these agencies in their mission to serve their diverse constituencies.

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

Father Bill's/MainSpring (FBMS) in Plymouth and the surrounding communities. FBMS has proposed a program to serve the needs of individuals who need assistance and are on the verge of becoming homeless. The purpose of the program is to provide counseling and resource assistance and to help the individual(s) stay in their homes. Father Bill's has expressed an interest to apply for CDBG funds to partially fund their proposed program.

The Office of Community Development, through its Housing Rehabilitation Program, helps to ensure that low-income individuals and families do not become homeless by improving the physical condition of their homes and increasing the equity of their property.

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

The Plymouth Housing Authority administers a "Family Self Sufficiency Program". Through this program, all voucher participants are encouraged and guided to become self-sufficient by furthering their education, gaining employment and, ultimately, becoming a homeowner. This program also offers vocational, counseling, child care, substance abuse, homemaking and money management training.

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

Actions taken to address the needs of public housing

The Plymouth Housing Authority (PHA) continues to work closely with the Plymouth Affordable Housing Trust (AHT) and the Community Preservation Committee (CPC) to explore and develop affordable housing in the Town of Plymouth. The Office of Community Development has held discussions with the PHA, AHT and the CPC regarding the development of new affordable housing in Plymouth.

The PHA follows all state and federal regulations regarding the award of their units relative to marketing the units and maintaining a waiting list for vouchers. The PHA administers the Section 8 rental program and oversees Section 8 units that are privately owned, certifying the suitability of renters.

The Plymouth Redevelopment Authority offers programs on some housing-related issues (first-time buyer, lottery services, housing ownership counseling, etc.). Also, the PRA acts as a certified independent consultant in Plymouth, and other area communities, providing marketing and lottery services for single family homes, condos and for rental units.

The Office of Community Development provides CDBG funded home rehabilitation services to low and moderate income households and administers a state sponsored Title V betterment program.

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

In discussions and interactions with the Director of Plymouth Housing Authority and their organization, we are aware that the PHA takes a proactive role in communications with its residents by providing several channels of communication. Residents are encouraged to participate in PHA meetings, and the PHA holds approximately four of its monthly meetings in the various public housing developments to promote and foster resident participation.

Actions taken to provide assistance to troubled PHAs

The Plymouth Housing Authority is a successful social service agency that is administered by a highly capable Director and professional staff. In no way is the Plymouth public Housing Authority in trouble or in need of assistance.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The Zoning Bylaws in the Town of Plymouth do not unduly increase the cost of residential development. In recent years, the Town has adopted incentive zoning provisions which allow for increased density development. The provisions adopted by the Town to promote residential development include Section 310 Planned Unit Development, 401.23 Rural Density Development, Section 401.25 Open Space Mixed Use Development and Section 205.71 Inclusionary Zoning. The Town of Plymouth offers programs for tax relief as provided under the Massachusetts General Laws - Chapter 59, Section 5. Taxpayers are offered tax relief, if qualified, in the following categories: surviving spouse, minor children of deceased parents, elderly, hardship, blindness, tax deferral (age 65 or older), surviving spouse of a firefighter or police officer killed in the line of duty, and a minor child of a firefighter or police officer killed in the line of duty. The Town of Plymouth has also adopted an Elder Volunteer Property Tax Work-Off Ordinance which allows residents over the age of 60 to volunteer services for a tax reduction up to \$500.

The Land Use Boards - Planning, Zoning Board of Appeals and Conservation Commission - do not pose any impediment to fair housing or the creation of affordable housing. All of their actions are specifically defined in the Town Zoning Bylaws, Massachusetts General Laws or by Federal Regulation.

The State Building Code is used for all construction projects and presents no significant, or negative, impact on building projects.

There are no town policies, or bylaws, which regulate the rate of return of any residential development.

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

The Plymouth Office of Community Development through its Housing Rehab Program provides a means by which homeowners can stay in their homes while addressing safety and code issues.

Through the Micro Enterprise Loan Program, the Office of Community Development is actively engaged in assisting low to moderate income business owners and, in the process, create and expand job opportunities for low to moderate income individuals.

Both of these activities meet the National Objective of assisting low to moderate-income individuals and families.

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

All units in our Housing Rehabilitation Program are evaluated by our Housing Rehab Specialist to

ascertain the presence of lead paint hazards PRIOR to any housing rehab loan or grant. If detected, the lead paint hazard must be removed as part of the scope of services for the loan or grant.

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

The Housing Rehab Program is a pro-active program that provides financial assistance to families and households that need critical improvements to their homes. In many instances, this program is the only means available to these households to make the types of essential improvements to their homes and to bring them into compliance with health, safety and code issues. It is not a stretch to say that this program is a lifesaver to the many families that are impacted. The loans are deferred for a period of 15 years with ability to continue to defer, at a low-interest rate, this provides the program recipients with a way to improve their home and stay in their home without incurring a significant financial burden.

The Micro-Enterprise Program helps in the creation of new businesses and in the expansion of existing businesses. Targeted towards low-to-moderate income business owners, the Micro-Enterprise program creates new full and part-time jobs for low, and low-to-moderate income individuals. This program is a win-win for the businesses and its employees.

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

The Office of Community Development did not engage in any activities during the 2021-2022 Program Year involving capital or institutional structure.

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

The Office of Community Development developed a Microsoft Access Database as a means to be able to quickly and effectively reach out to our stakeholders. In addition, the OCD amended its Citizen Participation Plan, to be more inclusionary and provide increased participation in the decision-making process. As a result of the amended Citizen Plan, expanded our stakeholder base, improved the channels of communication to our stakeholders and constituents and provided a mechanism that our stakeholders can use to voice concerns about our programs and activities.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Housing Service Organizations: The Plymouth Housing Authority, the Plymouth Redevelopment Authority and the Office of Community Development all offer a plethora of programs that assist individuals, and families find affordable housing. The PHA conforms to all State and Federal regulations regarding the marketing of these units and procedures for the award of these units including the establishment of waiting lists. The Plymouth Redevelopment Authority offers several programs which are specifically targeted towards first time home buyers. The Office of Community Development

provides CDBG funds for home rehabilitation services to low-to-moderate individuals and families.

Lending Practices: There is no evidence of any discriminatory lending being practiced by banking institutions in the Town of Plymouth. Cape Cod Five Bank has taken a leadership position in providing funding to the Habitat

The banking community is aware of the need for safe and affordable housing in Plymouth. The Cape Cod Five Bank has taken a leadership position by providing funding to the Habitat for Humanity for the construction of two new affordable single-family residences on Long Pond Road. The Office of Community, Plymouth Affordable Housing Trust, Plymouth Redevelopment Authority and Plymouth Housing Authority continue to seek out opportunities to partner with lending institutions to develop new affordable housing in Plymouth.

Fair Housing Committee: The Town of Plymouth has established a Fair Housing Committee whose responsibility is to enforce fair housing practices. To date, no complaints have been filed. Also, there is no evidence of unlawful segregation or discrimination in Plymouth.

Affordability: The issue of affordability for purchased housing as well as rental housing has been discussed earlier in this document. In addition, this CAPER has addressed the actions taken to overcome the impacts of this impediment. The disparity between income and the affordability of housing continues to be a problem for our community. Market forces continue to impact the Town of Plymouth and directly impacting our towns residents through rising housing prices and higher rental costs. The increased demand for affordable housing is critical and is directly impacted by the availability of existing housing and the construction of new housing units. The availability of affordable housing in the Town of Plymouth is an impediment to Fair Housing.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Office of Community Development is in constant contact with businesses that participate in our Micro-Enterprise Program. Monthly statements are mailed out to each participant in our program and follow-up calls are made when payment is not received by the 15th of the month. Businesses are contacted periodically to document job creation and to keep the channel of communication open between the OCD and all of the businesses within our program. New businesses are required to participate in an introduction to business through SCORE.

Housing units are inspected to develop work specs and then monitored throughout the construction process.

Final inspections are conducted prior to final payment.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The Office of Community Development maintains a database of all human service agencies and stakeholders. This database is used to communicate, via email, program information as well as noticing for amendments to the Action Plan and draft copies of the Action Plan. All program notices are posted in commonly used public buildings such as Town Hall, Public Libraries, Community Centers in the Villages, etc. Notice is also sent out to all of the Village Steering Committees. Finally, notice of availability of information and reports is advertised in the Old Colony Memorial and sent out as a press release to other regional newspapers.

No Comments were recieved

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives

and indications of how the jurisdiction would change its programs as a result of its experiences.

The jurisdiction is not planning on changing any objectives. The program is a success.

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

N CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The jurisdiction is not planning on changing any objectives. The program is a success.

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

No

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

[B CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The jurisdiction is not planning on changing any objectives. The program is a success.

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

No

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

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

CR-58 – Section 3

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

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

Table 8 – Total Labor Hours

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

Table 9 – Qualitative Efforts - Number of Activities by Program