



# First Program Year Action Plan

The CPMP Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## Narrative Responses

### GENERAL

#### Executive Summary

**The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.**

#### Program Year 5 Action Plan Executive Summary:

The 2010-2011 (36<sup>th</sup> Year) Consolidated Plan is being submitted by the City of Middletown to the U.S. Department of Housing and Urban Development (HUD) in accordance with 24 CFR (Code of Federal Regulations) Part 91. This document provides the activities that the City will implement through HUD's federal Community Development Block Grant program (CDBG).

#### Period of Implementation

The period covered by the 36<sup>th</sup> Year Action Plan is from September 1<sup>st</sup>, 2010 to August 31<sup>st</sup>, 2011. This is the first year of the City's 2010-2015 Consolidated Plan.

#### Funding Sources

The total budget for the 36<sup>th</sup> Year is estimated at \$586,965.85, as follows:

CDBG entitlement	\$454,428.00
CDBG program income	\$111,535.59
CDBG reprogrammed funds	\$21,002.26

The 36<sup>th</sup> Year budget includes federal entitlements, federal reallocation, program and administrative savings, and program income. The total budget has increased by \$170,430.26 from the 35<sup>th</sup> Year budget of \$416,642.00. This is due in large part to \$111,535.59 in funds available for reprogramming and an increase in entitlement funding of \$37,786 from the previous year. Detailed discussion on funding sources is provided in the Resources section.

#### Objectives

The City has 13 objectives it would like to address during 2010-2015 Consolidated Plan. Table 17 summarizes all 13 objectives along with past accomplishments and future estimated accomplishments. These objectives address the following priorities set out by the Citizens' Advisory Committee:

## Jurisdiction

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- Jobs, Jobs, Jobs!.
- Livable Neighborhoods.
- Access for all to the services that residents need to live productive independent lives.

### Outcomes

In 2006 HUD issued a formal notice in the Federal Register to implement performance measures to help report the relationship between accomplishment and the resources invested in them, and to determine if the funded programs and projects are operating in the most efficient and effective manner.

### Past Performance

The City of Middletown continues to work at improving its overall performance in address the needs for Middletown's low- and moderate-income residents. The City of Middletown maintains a record of its past performance going back to 2003 online at <http://www.middletownplanning.com/Committees/CAC/cdbg.html>. This Annual Action Plan is the fifth in the five year Consolidated Plan. As a result over the next year the City will be reassessing the needs of the community and how the CDBG program has operated. One item that we are trying to better address is how to better direct the annual entitlement to meet the goals set forth in the Consolidated Plan.

Table 1- Estimated 2010-2011 (36<sup>th</sup> Year) Action Plan Budget

<b>Organization</b>	<b>Project Name</b>	<b>Funding Source</b>	<b>Funding</b>
St. Vincent DePaul	Amazing Grace Food Pantry	Entitlement	\$7,500
Connecticut Legal Services	Housing Legal Aid	Entitlement	\$5,000
Russell Library	Job and Career Services	Entitlement	\$13,750
Middlesex Business & Industry Foundation	Worker Preparation Program	Entitlement	\$11,500
Downtown Business District	North End Improvements	Entitlement	\$15,581.74
Mercy Housing and Shelter Corp	Shepherd Home Bathroom Renovation	Entitlement	\$38,755
Nehemiah Housing Corp.	Ferry Street Improvements	Reprogrammed Fundsd	\$35,000
The Connection Inc	Eddy Shelter Improvements	Entitlement	\$5,630
Gilead Community Services	Liberty Street Acquisition	Entitlement	\$25,000
Gilead Community Services	High Street Window Improvements	Entitlement	\$15,000
Tonia's Tailoring	Business Improvement Grant	Entitlement	\$29,516
Middletown Public Schools	Accessibility Project	Program Income	\$82,583
City of Middletown	After-School Scholarship Program	Entitlement	\$27,250
City of Middletown	Micro-grant/loan	Entitlement	\$10,000

	program for Seniors		
City of Middletown	Blight Rapid Response Program	Entitlement	\$5,000
City of Middletown	Econ Dev Job Incentive Program	Entitlement	\$75,000
City of Middletown	Small Business Creation/Expansion Incentive	Entitlement	\$50,000
City of Middletown	Section 108 Loan Payments	Entitlement	\$55,219.50
City of Middletown	Program Administration	Entitlement, Reprogrammed funds, Program Income	\$80,0000
<b>Total</b>			<b>\$586,965.85</b>

### General Questions

- 1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.**

Projects in the 36<sup>th</sup> Year Action Plan Amendment are primarily distributed on the basis of need and the impact of program implementation on low- and moderate-income persons. The City’s policy is to direct Consolidated Plan resources wherever possible to areas of the city that are experiencing the highest rate of poverty, substantial unemployment, substandard or overcrowded housing, known gaps in public services, crime, or ideal project location. This is based upon a variety of sources of statistical and demographic data provided by various city departments or local organizations. As a result the geographic distribution of resources reflects a focus on the community development in the downtown and the North End. This area of the city continues to host the majority of Middletown’s low-income population as well as many of the social services that this population utilizes. It is also where there is the largest concentration of minorities in the City.

Table 2 and Map 1 shows the census tracts and blocks for the City of Middletown. The bolded portions are the Census Block groups that have a concentration of low and moderate income people of 50% and greater.

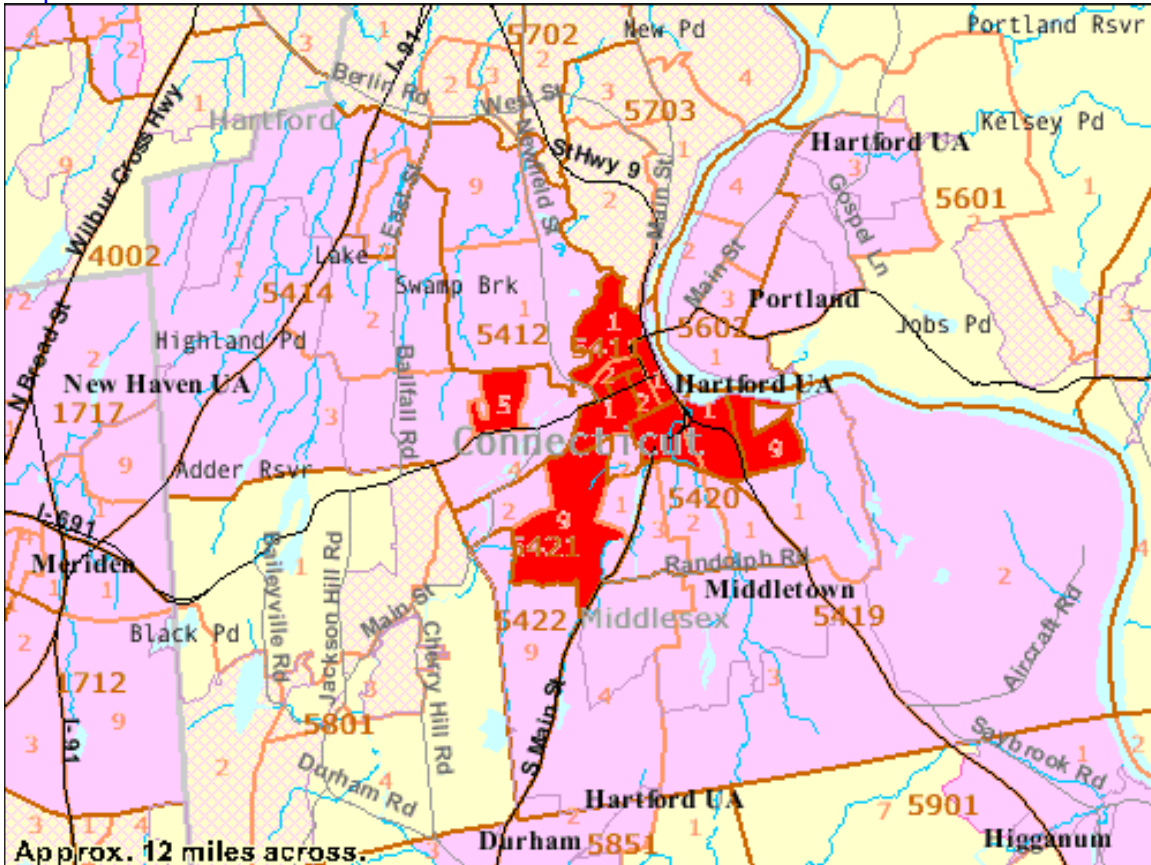
Table 2- Low- and Moderate-income Census Blocks

Low & Mod Residents	Total Population	Low & Mod Percentage	Census Tract	Census Block
<b>874</b>	<b>1220</b>	<b>71.64%</b>	<b>5411</b>	<b>1</b>
<b>742</b>	<b>1130</b>	<b>65.66%</b>	<b>5411</b>	<b>2</b>
1639	3456	47.42%	5412	1
155	1016	15.26%	5412	9
688	2523	27.27%	5413	1
736	3426	21.48%	5413	2
136	1189	11.44%	5414	1
335	1875	17.87%	5414	2

Jurisdiction

186	1149	16.19%	5414	3
983	2060	47.72%	5414	4
<b>821</b>	<b>1199</b>	<b>68.47%</b>	<b>5414</b>	<b>5</b>
<b>575</b>	<b>972</b>	<b>59.16%</b>	<b>5415</b>	<b>1</b>
346	761	45.47%	5415	2
<b>652</b>	<b>779</b>	<b>83.70%</b>	<b>5416</b>	<b>1</b>
<b>331</b>	<b>459</b>	<b>72.11%</b>	<b>5416</b>	<b>2</b>
<b>808</b>	<b>1449</b>	<b>55.76%</b>	<b>5417</b>	<b>1</b>
<b>1049</b>	<b>1543</b>	<b>67.98%</b>	<b>5417</b>	<b>2</b>
<b>47</b>	<b>47</b>	<b>100.00%</b>	<b>5418</b>	<b>9</b>
326	852	38.26%	5419	1
<b>772</b>	<b>1265</b>	<b>61.03%</b>	<b>5419</b>	<b>2</b>
434	1920	22.60%	5419	3
636	1582	40.20%	5419	4
313	1142	27.41%	5420	1
631	1698	37.16%	5420	2
642	1468	43.73%	5420	3
351	804	43.66%	5421	1
460	1011	45.50%	5421	2
<b>855</b>	<b>1667</b>	<b>51.29%</b>	<b>5421</b>	<b>9</b>
259	1630	15.89%	5422	9

Map 1- Low and Moderate Income Census Tracts



2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

Community Development Block Grant (CDBG) allocations must serve low- and moderate income Middletown residents. The framework with which we try to target these allocations are directed by the priorities and objectives set forth in the Consolidated Plan. The City has 13 objectives it would like to address during 2010-2015 Consolidated Plan. These objectives address the following priorities set out by the Citizens' Advisory Committee:

1. Jobs, Jobs, Jobs!.
2. Livable Neighborhoods.
3. Access for all to the services that residents need to live productive independent lives.

Middletown makes allocated base on these principles and their rank also determines the importance. Therefore if a program targeting the Jobs that meets Priority 1, will get a higher likelihood of funding over a program that meets Priority 3.

### **3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.**

The City of Middletown will continue to address obstacles in order to better meet the needs of the underserved. The main obstacle in the coming year is the budget situation, locally and at the state level. The result has been a reduction of funding to programs. The City of Middletown will use CDBG funds to try and address these funding cuts in order to meet these underserved needs.

### **4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.**

Recurrent federal resources expected to be made available to address the needs identified in the plan include, but are not limited to: Community Development Block Grant (CDBG) and Section 8 received through the Middletown Housing Authority.

Additionally, the following one-time funding sources under the American Recovery and Reinvestment Act of 2009 (ARRA) are expected to be released to Middletown during Year Five. The City is in the process of expending \$110,460 in Community Development Block grant funds through the ARRA program on five programs.

The City has worked with the Connecticut Department of Revenue Services to allow local non-profits to benefit from the neighborhood Assistance Act. The application has been submitted and we expect funding through the program in September or October of 2010.

Local resources come largely in the form of leveraged resources that sub-grantees have been able to secure due to the CDBG funding they have received. See leveraged funds table to see the amount of other resources that sub-grantees have secured.

## Managing the Process

### **1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.**

The City of Middletown Department of Planning, Conservation and Development is the lead agency for Middletown's Community Development Block Grant. The Department of Planning, Conservation and Development handles the Consolidated Plan and Annual Action Plan development process, as well as the Consolidated Annual Performance and Evaluation Report and any subgrantee monitoring. The Middletown Department of Finance handles subgrantee check requests and program administrative bill paying, upon approval by the Department of Planning, Conservation and Development.

### **2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.**

Each year the Annual Action Plan is developed through a solicitation of requests for proposals from City departments and local organizations. These proposals are reviewed by the Department of Planning, Conservation and Development and Citizens' Advisory Committee for eligibility and compliance with the City's priorities as determined by the Five Year Consolidated Plan. The Citizens' Advisory Committee recommends the application that should be funded to the City's Common Council. The Council accepts, rejects or revises the recommendations. Based on the Council's decisions a draft annual action plan is created and submitted to HUD after a public comment period. More information about the public comment process is discussed below.

### **3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.**

Over the next year the City will be implementing a new 5 year Consolidated Plan. This process will take months and involve numerous public meetings, stakeholder meetings and other forms of input to create a plan to address the needs of Middletown and its residents. Participants in this process will include the public, non-profit organizations, local churches and faith-based organization, the Housing Authority, local Continuum of Care, City Departments, and the US Department of Housing.

## Citizen Participation

### **1. Provide a summary of the citizen participation process.**

The City began its annual action plan development by requesting proposals from the public, local non-profits, stakeholders, City Departments, and any other organization interested in applying for Community Development Block Grant (CDBG) funding. This year applications were made available by January 2<sup>nd</sup>, 2010 with two public notices in the Hartford Courant. In addition invitations were mailed to those listed above. Applications were due on February 16<sup>th</sup>, 2010. The Citizens' Advisory Committee

(CAC) scheduled a public hearing on March 17<sup>th</sup>, 2010 to hear presentations on each proposal and to ask questions of the applicants.

To help increase participation the City held two seminars on the CDBG application process and how to fill out the application form. The two seminars were well attended.

The CAC adopted recommendations for 2010 CDBG funding at their regularly scheduled April meeting. The City's Common Council reviewed the recommendations at their May 3<sup>rd</sup> meeting and adopted the recommendations with on revision. The Common Council reduced the amount recommended for After-school Scholarships by \$2,750 and applied it to the Worker Preparation Program. The CAC held a public hearing on the 2010 Annual Action Plan on June 16<sup>th</sup>, 2010 with the plan being formally submitted to HUD on July 18<sup>th</sup>, 2010, forty-five days before the start of the grant year.

### A. Public Participation Process

#### Citizen Participation Plan

The Citizens' Advisory Committee (CAC) was established to fulfill the legislative mandate that residents of the community be involved in the Community Development Block Grant Program (CDBG). CAC has provided the overall review and resident input process for the CDBG since 1974. This element of direct resident participation is unique to the process of community development.

The City continuously provides its residents a wide range of opportunities to express their needs and comment on proposed programs. The City Council established Commissions, Advisory Boards and Committees to focus on specific programmatic areas of federal grants. These resident bodies represent a broad segment of the city population and are responsible for providing input on specific community needs, reviewing program policies, funding recommendations and overall program accomplishments for certain programmatic areas like housing, homelessness, as well as public services and economic development.

#### Public Meetings

The Citizens' Advisory Committee (CAC) scheduled and chaired three public meetings during the months of March, April, and July. To obtain public input on the Draft Annual Action Plan. The public notice, agenda, and minutes are all available online at [www.middletonplanning.com/Committees/cac.html](http://www.middletonplanning.com/Committees/cac.html). The public comment period for review of the draft Annual Action Plan was May 13<sup>th</sup>, 2010 to July 16<sup>th</sup>, 2010. This provided a comment period of 60 days. The draft Annual Action Plan was also made available online at [www.middletonplanning.com/Committees/CAC/cac.html](http://www.middletonplanning.com/Committees/CAC/cac.html).

#### CAC Public Hearing on the Annual Action Plan

The Citizen's Advisory Committee reviewed the Annual Action Plan on July 16<sup>th</sup>, 2010 to heard testimony from residents and agencies. The public notice for the meeting was published 33 days before the hearing and materials were posted on the website on June 9<sup>th</sup>.

## **2. Provide a summary of citizen comments or views on the plan.**

The City received .

**3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.**

The City published a notice in the paper that the 2010 Annual Action Plan was available for review on the City website and at City Hall and that the public was welcome to speak about 2010 Annual Action Plan at a public hearing before the Citizens' Advisory Committee.

**4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.**

There were.

**\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.**

## **Institutional Structure**

**1. Describe actions that will take place during the next year to develop institutional structure.**

**Program Year 5 Action Plan Institutional Structure response:**

The residents of Middletown and the U.S. Department of Housing and Urban Development have an interest in seeing that the Consolidated Plan programs and projects are implemented in a timely manner and information is provided to all in a timely manner.

The key to strong institutional structure is the ability to develop and share data on the progress and status of beneficiaries through the development of integrated and formalized system of obtaining information and disbursing information for evaluation and decision-making.

The Citizens' Advisory Committee has been busy at investigating and implementing procedures to ensure that the Consolidated Plan can be implemented. These reforms are as follows:

- The City of Middletown has gone from an annual reporting process to a quarterly reporting process, where subrecipients are required to provide a progress report detailing accomplishments and spending.
- The Community Development Specialist produces monthly financial reports using IDIS print-out that are review by the CAC that include the timeliness report, the underway and budgeted grantee summary activity report, and the HUD grants and program income report. The CAC and the City of Middletown are continuing to study ways in which the CBDG program can be better managed and implement those that will yield results.
- The City of Middletown has revised the on-site inspection process to ensure that subgrantees are being reviewed in a timely manner to ensure that all subgrantees are on track or implement procedures to prevent the need for extensions.

- The CAC has reviewed of how extensions are granted to subgrantees. Subgrantees previously were only required to submit a letter requesting an extension and when it expected to use their unused funds. Now subgrantees will be required to submit a plan that provides a timetable and benchmarks, so the CAC can evaluate if the subgrantee is indeed following through on its obligations.

The Citizens' Advisory Committee will continue to seek ways to increase the timeliness and problem solve slow moving projects sooner rather than later.

The Citizens' Advisory Committee also seeks to increase cooperation and information sharing with stakeholders in the community through staff and correspondence. Staff routinely meets with the Middletown Housing Authority, Middlesex Continuum of Care, North End Action Team, The Connection Inc, Mercy Housing and others to advise these groups on CDBG funding possibilities. Staff also hold seminars to educate groups and organizations about applying for Community Development Block Grant funds and to educate subgrantees on recent changes in the regulations. Staff provide technical assistance to those interested in applying for CDBG funds.

Over the next the City will be developing a new 5 year Consolidated Plan. This process will takes months and involve numerous public meetings, stakeholder meetings and other forms of input to create a plan to address the needs of Middletown and its residents. Participants in this process will include the public, non-profit organizations, local churches and faith-based organization, the Housing Authority, local Continuum of Care, City Departments, and the US Department of Housing.

## Monitoring

- 1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.**

### **Program Year 5 Action Plan Monitoring response:**

Residents, as well as HUD, must be assured that federal community development funds are safeguarded through procedures that regulate how funds are spent. Federal requirements prohibit expenditures for certain things, such as political activities. Accounting and budget systems must be in place to account for federal funds, and assure that they are being spent only on eligible project activities.

To meet this objective, the city, through the Community Development Specialist and the Citizens Advisory Committee conducts thorough financial and programmatic monitoring annually. A formal monitoring process has been developed over the past year to insure that projects are receiving timely inspections and oversight. The following is an overview of the Middletown CDBG Monitoring Process:

There are three events that can trigger a monitoring inspection: first, if 75% or more of the grant has been dispersed on a reimbursement basis; second, if all work is nearing completion; and third, if any problems or concerns become apparent.

Once one of these triggering events occurs the Community Development Specialist will send a notification letter one week prior to the visit. The letter will contain the following information: confirm the dates and scope of the monitoring visit; provide a description of the information that will be reviewed; provide a list of people that will be interviewed; and specify the expected duration of the monitoring visit.

Before the actual onsite inspection, the Community Development Specialist will conduct an entrance conference with the grantee. This entrance conference will provide an opportunity ensure that the subrecipient has a clear understanding of the purpose, scope, and schedule of the monitoring from the beginning. Once the grantee has a clear understanding about the inspection and how it will be conducted the Community Development Specialist will request and review each of the relevant items as listed on the Onsite Monitoring Checklist. A copy of the Onsite Monitoring Checklist is provided in the Appendix. A clear record of what was found will be recorded. Once all the relevant interviews are completed and all the relevant documents have been reviewed, the Community Development Specialist will conduct an exit conference with the subrecipient where tentative conclusions will be presented, more information will be requested, or suggest any improvements to their project.

Within thirty days a formal monitoring letter will be sent to the subrecipient, the Citizens Advisory Committee, and the Mayor that will present the conclusions of either the grantee if performing their responsibilities or detailing the deficiencies along. Recommendations or requirements for improvements will be listed, and specifying possible consequences for failure to comply within a reasonable timeframe.

### City of Middletown Monitoring

The City of Middletown also monitor's itself to ensure that it is allocating and expending Community Development Block Grant funds in the interest of the community and in line with its 5 year Consolidated Plan. Each fall during the creation and the review of the Consolidated Action Plan Evaluation Report the Citizens' Advisory Committee review the progress it is achieving against the objectives set out in the Consolidated Plan. Table 17 provides a summary of these objectives and the accomplishments achieved for year of the five years covered by the Consolidated Plan. Ideally the Citizens' advisory Committee will adjust allocations for the following grant year to try achieve all the objectives outlined in the Consolidated Plan.

### Monitoring of CDBG Line of Credit and Expenditures

Critical to the city's overall monitoring effort is vigilance in determining the amount of the city's outstanding line of credit. This responsibility is shared by the Community Development Specialist, Middletown's Department of Finance, and the Citizens' Advisory Committee. Middletown works hard to reduce its Line of Credit balance to the less than the 1.5 years. Over the past year the Citizens' Advisory Committee is updated monthly with financial reports detailing the status of all actively underway and budgeted projects. In the Citizens' Advisory Committee has undertaken a reprogramming action during the grant year if a sizable amount of CDBG funds become available to ensure that Middletown is expending its CDBG funds in a timely manner.

## Lead-based Paint

- 1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.**

### Program Year 5 Action Plan Lead-based Paint response:

The City of Middletown does not have any CDBG funds allocated to address lead-based paint hazards. The City does monitor lead-based hazards through the Health Department and work on a continuous basis to identify and correct lead-based hazard issues.

## HOUSING

### Specific Housing Objectives

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

- 1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.**

The City of Middletown continues to dedicate resources to address issues of housing in Middletown. Over the long term the City has 2 priorities and 5 objectives that deal with specific housing objectives.

The City has 2 priorities that pertain to housing are:

1. Livable Neighborhoods.
2. Access for all to the services that residents need to live productive independent lives.

These priorities are paired with 5 objectives it would like to address during 2010-2015 Consolidated Plan to address special housing needs.

1. Correcting structural problems that have caused a weak housing market in the Downtown and surrounding neighborhoods through targeted investment and proper project design.
2. Rapid Response Blight Revolving Fund Program.
3. Establish a Rental Housing Re-inspection License Program
4. -year grant to establish mirco-grant or loan program to elimination issues affecting the seniors and the disabled in their own homes or apartments
5. Support the Middlesex County 10-year plan to end homelessness.

For the 2010 Annual Action Plan year the City has funded seven programs with CDBG to assist new low and moderate homeowners and assist homeowners facing foreclosure.

### **Mercy Housing – Shepherd Home Bathroom Renovation \$38,755**

This project will enhance environmental and health code compliance and improve the sanitation, functionality and efficiency of the restroom facilities at Shepherd Home, a 70-bed long-term transitional residential facility for homeless men and women working toward self-sufficiency and permanent housing. This proposed project will include renovations of 4 resident restrooms and 1 handicapped restroom. Each of the restrooms has 3 toilets, 2 showers, 2 sinks, 1 exhaust fan. The ceilings and walls in these rooms are of varying materials. All surfaces are chipped and cracked, therefore they retain moisture and have developed mildew problems thereby producing health and sanitation issues. Moisture and mildew have taken a toll on each of the restrooms. Surface areas will be replaced with either tile or cement board which better stands up to humidity and moisture. The exhaust fan in the handicapped restroom will be replaced.

### **The Connection- Eddy Shelter Improvements \$5,630**

The Eddy Shelter provides 24-hour access to emergency shelter for adult females and males over the age of 18. The purpose of the Eddy Shelter is to engage each resident through comprehensive case management and provide access to substance abuse treatment, healthcare, employment assistance, housing and mental health services in an effort to end homelessness in Middlesex County. The Connection Inc. is also proposing the installation of new tile flooring for the Shelter Hallway areas. The previous flooring was ripped out due to an asbestos issue that was remedied by the State of CT. The area does not have any flooring on it since the remediation. The entire project will enhance the comfort and health of all residents and staff.

### **Gilead Community Services- Liberty Street Acquisition \$25,000**

Gilead Community Services is pursuing the purchase of residential property located at 169 Liberty Street. Once purchased, the property will allow low income housing for five residents who receive supportive case management services from Gilead Community Services. The current purchase price is \$175,000. Gilead Community Services is required to put down \$43,750 toward the purchase of the house in order to get a mortgage. Gilead is requesting \$25,000 in CDBG funding to put toward this down payment. Gilead has received \$5,000 from the Liberty Bank Foundation and Gilead will fund the remaining \$13,750. Gilead Community Services will also make numerous exterior improvements to the Liberty Street property once it is purchased. These improvements will include: siding, trim, windows, porch renovations, landscaping and a paved driveway. The estimated costs of these improvements is \$50,000

### **Gilead Community Services- High Street Window Improvements \$15,000**

Gilead Community Services provides residential and mental health rehabilitative services to nine Middletown residents at 451-453 High Street, also known as Gilead I. Gilead I is a home that was modified from a two-family house into a licensed group home. Individuals living in the home pay rent to Gilead. the current windows are wooden double hung windows. Gilead would like to replace them with new vinyl, double hung, tilt windows with Energy Star rated LoE insulated glass. We anticipate saving up to 35% on our heating expenses.

### **City of Middletown- Micro-grant/loan program for Seniors \$10,000**

Seniors and the disabled can be forced to leave the home they love, not because they can no longer care for themselves by aspects of their home have become a barrier to living independently. This program would provide either grants or loans to seniors and the disabled to make simple modifications to their homes. Grants would be available of up to \$1,000. The City's ADA Coordinator will assist in the identifying

and correcting accessibility issues. Grants will require a match based on a sliding scale.

**City of Middletown- Blight Rapid Response Program \$5,000**

Create a fund to address emergency conditions that threaten public health and safety. Use of CDBG funds in this program to allow the City to quickly address issues that require immediate action. When the Mayor has determined that an emergency condition threatens public health and safety within downtown, North End and South End census tracts, this revolving fund can be used to assist in providing an immediate resolution. Documentation about this determination would be required.

**Nehemiah Housing- Ferry Street Homeownership \$35,000**

This funding will provide the final step needed to remove blight and improve the overall safety of Ferry Street and the neighborhood. The CDBG funds will be used to abate the lead and asbestos hazards, demolish the buildings and remove the foundation, creating a clean lot at 25-29 Ferry Street. In June 2007, Nehemiah purchased four dilapidated properties on Ferry Street. All the buildings are currently vacant. 25-27 Ferry Street, the building targeted for this CDBG request, has lead paint hazards which in the past resulted in lead poisoning of a child. Nehemiah secured funding to provide for complete renovations of three of the four properties. Nehemiah was collaborating with Habitat for Humanity to redevelop the fourth property, 25-29 Ferry Street, but as of yet they have been unable to secure funding to demolish and rebuild the home. Construction is underway at the other three sites and the seven like new homes will be ready for sale in June 2010. The CDBG funds will be used to remove this hazardous and unsightly building, the last blighted building on the street. The removal of this building will make the neighborhood more attractive to the new moderate income home owners, the existing property owners and 96 families living in Wharfside Commons apartments, and help to make the neighborhood safer, increase property values, the grand list and thereby helping all of the residents of Middletown.

Other efforts

The City of Middletown continues to support the North End Homeownership project that has been underway for a number of years now. Two City designated developers, BroadPark Development Corporation and Nehemiah Housing Corporation, are working to do a mix of rehabilitation and new construction on 7 properties to create 17 affordable condo units. The project has received its full share of \$720,000 in CDBG funds for acquisition, relocation and rehabilitation activities. The remaining \$5 million for the project is coming from a Connecticut HOME funds, other grants and sales proceeds from the Condos. The developers are on track to begin construction this August and expect to have units available for low and moderate buyers in 2010.

**3. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.**

The City will allocate \$134,385 to the above mentioned housing programs and \$720,000 in previously allocated federal CDBG funds for the North End Homeownership project. In total this provides \$854,385 address special housing needs, mostly these resources will be used in the City's North End.

State resources are also being used to support the North End Homeownership Project. \$3 million in Connecticut Department of Economic and Community Development HOME funds have been allocated to the project.

## Needs of Public Housing

- 1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.**

The Middletown Housing Authority did not seek any CDBG funds for the 2010 years, but the City of Middletown and the Middletown Housing Authority work closely to support public housing in Middletown. The City of Middletown has conducted Environmental Reviews in a timely manner in order to expedite the federal resources from the US Department of HUD.

The Middletown Housing Authority will be utilizing federal funds for during the grant year. The following federal resources will be utilized by the Middletown Housing Authority:

Section 8 Voucher Program- \$4,342,782  
Capital Funds- \$380,040  
Operating Subsidy- \$732,761  
Stimulus Funding- \$ 1,067,777  
Total- \$6,523,360

As stated before, the City of Middletown will reach out to the Middletown Housing Authority through its Consolidated Plan development process to determine their needs for the next five years and how CDBG funds can help address those needs.

- 2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.**

Not Applicable to the Middletown Housing Authority.

## Barriers to Affordable Housing

- 1. Describe the actions that will take place during the next year to remove barriers to affordable housing.**

### Program Year 5 Action Plan Barriers to Affordable Housing response:

There are two efforts that will address barriers to affordable housing. The first are the actions of the Office of Human Resources that deal with tenant/landlord complaints and have funding to assist low-income residents remain in their housing when they are faced with short-term financial difficulties.

The other effort is the funding of \$5,000 in Community Development Block grant funds to the Connecticut Legal Services, Housing Legal Aid program.

**Connecticut Legal Services- Housing Legal Aid Program \$5,000**

This project helps low and moderate income Middletown residents who are in imminent danger of becoming homeless, through eviction or loss of housing subsidy, enforce their rights and find housing stability. Many Middletown residents are becoming or are in danger of becoming homeless because their landlords have defaulted on their mortgages and the buildings in which these families live are being foreclosed. This project gives priority to assisting these families in their evictions and ensuring that they can either remain in their apartments under the current lease after the foreclosure or receive an adequate amount of time, and in some cases a financial settlement from the foreclosing entity, to relocate to other appropriate housing.

**HOME/ American Dream Down payment Initiative (ADDI)**

- 1. Describe other forms of investment not described in § 92.205(b).**
- 2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.**
- 3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:**
  - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.**
  - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.**
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.**
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.**
  - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.**
  - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.**
- 4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:**
  - a. Describe the planned use of the ADDI funds.**

- b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
- c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

**Program Year 5 Action Plan HOME/ADDI response:**

The City of Middletown is not a recipient of HOME/ADDI funding.

## HOMELESS

### Specific Homeless Prevention Elements

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. **Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.**
2. **Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.**
3. **Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.**
4. **Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.**
5. **Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.**

**Program Year 5 Action Plan Special Needs response:**

The City is funding five projects to address specific homeless prevention elements. They are as follows.

**Mercy Housing – Shepherd Home Bathroom Renovation \$38,755**

This project will enhance environmental and health code compliance and improve the sanitation, functionality and efficiency of the restroom facilities at Shepherd Home, a 70-bed long-term transitional residential facility for homeless men and women working toward self-sufficiency and permanent housing. This proposed project will include renovations of 4 resident restrooms and 1 handicapped restroom. Each of the restrooms has 3 toilets, 2 showers, 2 sinks, 1 exhaust fan. The ceilings and walls in these rooms are of varying materials. All surfaces are chipped and cracked, therefore they retain moisture and have developed mildew problems thereby producing health and sanitation issues. Moisture and mildew have taken a toll on each of the restrooms. Surface areas will be replaced with either tile or cement board which better stands up to humidity and moisture. The exhaust fan in the handicapped restroom will be replaced.

**The Connection- Eddy Shelter Improvements \$5,630**

The Eddy Shelter provides 24-hour access to emergency shelter for adult females and males over the age of 18. The purpose of the Eddy Shelter is to engage each resident through comprehensive case management and provide access to substance abuse treatment, healthcare, employment assistance, housing and mental health services in an effort to end homelessness in Middlesex County. The Connection Inc. is also proposing the installation of new tile flooring for the Shelter Hallway areas. The previous flooring was ripped out due to an asbestos issue that was remedied by the State of CT. The area does not have any flooring on it since the remediation. The entire project will enhance the comfort and health of all residents and staff.

**Gilead Community Services- Liberty Street Acquisition \$25,000**

Gilead Community Services is pursuing the purchase of residential property located at 169 Liberty Street. Once purchased, the property will allow low income housing for five residents who receive supportive case management services from Gilead Community Services. The current purchase price is \$175,000. Gilead Community Services is required to put down \$43,750 toward the purchase of the house in order to get a mortgage. Gilead is requesting \$25,000 in CDBG funding to put toward this down payment. Gilead has received \$5,000 from the Liberty Bank Foundation and Gilead will fund the remaining \$13,750. Gilead Community Services will also make numerous exterior improvements to the Liberty Street property once it is purchased. These improvements will include: siding, trim, windows, porch renovations, landscaping and a paved driveway. The estimated costs of these improvements is \$50,000

**Gilead Community Services- High Street Window Improvements \$15,000**

Gilead Community Services provides residential and mental health rehabilitative services to nine Middletown residents at 451-453 High Street, also known as Gilead I. Gilead I is a home that was modified from a two-family house into a licensed group home. Individuals living in the home pay rent to Gilead. the current windows are wooden double hung windows. Gilead would like to replace them with new vinyl, double hung, tilt windows with Energy Star rated LoE insulated glass. We anticipate saving up to 35% on our heating expenses.

**Connecticut Legal Services- Housing Legal Aid Program \$5,000**

This project helps low and moderate income Middletown residents who are in imminent danger of becoming homeless, through eviction or loss of housing subsidy, enforce their rights and find housing stability. Many Middletown residents are

becoming or are in danger of becoming homeless because their landlords have defaulted on their mortgages and the buildings in which these families live are being foreclosed. This project gives priority to assisting these families in their evictions and ensuring that they can either remain in their apartments under the current lease after the foreclosure or receive an adequate amount of time, and in some cases a financial settlement from the foreclosing entity, to relocate to other appropriate housing.

## Emergency Shelter Grants (ESG)

**(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.**

**Program Year 5 Action Plan ESG response:**

The City of Middletown is not a recipient of ESG funding.

## COMMUNITY DEVELOPMENT

### Community Development

**\*Please also refer to the Community Development Table in the Needs.xls workbook.**

**1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.**

The City of Middletown continues to dedicate resources to address issues of Community Development in Middletown. Over the long term the City has 2 priorities and 4 objectives that deal with Community Development.

The City has 2 priorities set out by the Citizens' Advisory Committee:

1. Livable Neighborhoods.
2. Access for all to the services that residents need to live productive independent lives.

These priorities are paired with 4 objectives it would like to address during 2010-2015 Consolidated Plan to address Community Development.

1. Support programs that address and reduce crimes and quality of life problems in neighborhoods
2. Support the creation and improvement of neighborhood parks, community gardens, sidewalks, bike paths, public spaces and other public amenities in low and moderate income neighborhoods.
3. Eliminate architectural barriers that prevent seniors and the disabled from benefiting from public facilities
4. Reducing Hunger Grants

- 3. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.**

**\*Note:** Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

The following short-term programs are described in more detail than provided in the table above.

**St. Vincent DePaul- Amazing Grace Food Pantry \$7,500**

St. Vincent DePaul Place in Middletown was founded in 1980 to meet the needs of the poor and homeless in Greater Middletown. A four pronged mission, St. Vincent's provides food to individuals and families through our community Soup Kitchen, and offers assistance to connect people to basic support services and emergency funds that help address health needs, mental illness, additions, housing and unemployment through our Community Assistance Program. We also operate the Amazing Grace Food Pantry and a Supportive Housing Program that provides intensive support services to 56 individuals with disabilities. In 2009, St. Vincent DePaul Place provided approximately 307,000 meals between our Soup Kitchen and our Amazing Grace Food Pantry. Amazing Grace Food Pantry served 9,456 households to an average of 830 households per month.

**Connecticut Legal Services- Housing Legal Aid Program \$5,000**

This project helps low and moderate income Middletown residents who are in imminent danger of becoming homeless, through eviction or loss of housing subsidy, enforce their rights and find housing stability. Many Middletown residents are becoming or are in danger of becoming homeless because their landlords have defaulted on their mortgages and the buildings in which these families live are being foreclosed. This project gives priority to assisting these families in their evictions and ensuring that they can either remain in their apartments under the current lease after the foreclosure or receive an adequate amount of time, and in some cases a financial settlement from the foreclosing entity, to relocate to other appropriate housing.

**Downtown Business District- North End Improvements \$15,581.74**

Many Middletown residents call the north end of Main Street "home". We want the north end of Middletown, be it residential or commercial, to look appealing and charming. The DBD has installed planters within its district and we continuously receive compliments about them. We want to unite all of Main Street and make the sidewalks look pleasing to the eye. We will do this with well-designed floral planters that will be kept neat, clean and full of lavish flowers. We want the residents of the north end Middletown to walk out their front door, step foot on the sidewalk and see attractive flowers. The Downtown Business District will execute the following: purchase, install and maintain 12 sidewalk planters on Main Street and purchase flowers, plant and maintain flowers in the island and planters. The flowers will be changed seasonally: Fall, Spring and Summer.

**Middletown Public Schools- Accessibility Project \$82,583**

The Middletown Schools is applying for funding for accessibility code upgrades and capital improvements to the 310 Hunting Hill Avenue annex building. The annex building presently houses the district parent/family resources services staff and educational technology department. This project will include: installation of accessible ramping at front entryway, reconfiguration of the restroom facilities to meet accessibility codes, painting and upgrades of the interior office space, accessible classroom and conference space for the parent/family resources and educational technology programs.

**City of Middletown- Blight Rapid Response Program \$5,000**

Create a fund to address emergency conditions that threaten public health and safety. Use of CDBG funds in this program to allow the City to quickly address issues that require immediate action. When the Mayor has determined that an emergency condition threatens public health and safety within downtown, North End and South End census tracts, this revolving fund can be used to assist in providing an immediate resolution. Documentation about this determination would be required.

**Russell Library- Job and Career Services \$13,750**

Russell Library Job and Career Services provides services to meet the needs of unemployed and underemployed residents through a comprehensive program to help prepare individuals for work, find employment, stay employed, become more financially literate and learn about small business.

**Middlesex Business and Industry Foundation- Worker Preparation Program \$11,500**

The Middletown Worker Preparation Program has been a valuable asset to the Middletown community since 1991. The primary mission of the program is to help unemployed and displaced workers in the City of Middletown find employment. The program's goal has always been to put the people of Middletown in the best possible position to secure employment and earn wages that will allow them to provide for their family and contribute to the fabric of the Middletown Community. We like to describe our role as being a "bridge between job seekers and employers." As a business organization, the Chamber has strong links to a wide range of employers in Middletown and the Greater-Middletown area. One of the Chamber's main functions, therefore is to help its members as they seek to hire quality employees. Before beginning the job search, Chamber staff members help clients to create effective resumes and prepare for job interviews while providing job coaching with both clients and employers to foster the best possible environment for not only placement into employment, but long-term job retention as well.

**City of Middletown- After-school Scholarship Program \$30,000**

Middletown CDBG program receives more requests to fund after school programs than any other request. Since this type of funding is severely restricted by HUD regulations, the City is seeking to create a system that helps more organizations and more residents. The City believes an after-school scholarship program will help in this goal. This program will provide a grant of up to \$250 to low- and moderate-income households for after school tuition at qualified programs. Qualified programs would be reviewed through a Request for Qualifications (RFQ) process. There would be three rounds of scholarships each year, fall, spring and summer.

**4. Show that in the next year the grantee will not exceed the 15% CDBG**

**public service cap pursuant to 24 CFR 570.201(e)(1), nor will it exceed the administrative cap pursuant to 24 CFR 570.200(g).**

Table 4- Estimated Uses, Action Plan Expenditures

<b>Grant Uses</b>	<b>Program Year 2009-2010 Exp.</b>
Public Services	\$65,000 (Cap \$ 68,164.20)
Planning	\$80,000 (Cap \$ 90,885.60)
Public Facilities	\$257,065
Slum & Blight	\$5,000 (Cap \$136,328.40)
Other Projects	\$180,219.50
Revolving Loan Programs	\$0.00
Unallocated CDBG Funds	\$0.00
<b>Total Uses</b>	<b>\$586,965.85</b>

## Antipoverty Strategy

- 1. Describe the actions that will take place during the next year to reduce the number of poverty level families.**

### **Program Year 5 Action Plan Antipoverty Strategy response:**

The City will be undertaking six programs that are aimed at reducing the number of poverty level families and improving the quality of life for Middletown residents.

#### **Russell Library- Job and Career Services \$13,750**

Russell Library Job and Career Services provides services to meet the needs of unemployed and underemployed residents through a comprehensive program to help prepare individuals for work, find employment, stay employed, become more financially literate and learn about small business.

#### **Middlesex Business and Industry Foundation- Worker Preparation Program \$11,500**

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#### **St. Vincent DePaul- Amazing Grace Food Pantry \$7,500**

St. Vincent DePaul Place in Middletown was founded in 1980 to meet the needs of the poor and homeless in Greater Middletown. A four pronged mission, St. Vincent's provides food to individuals and families through our community Soup Kitchen, and offers assistance to connect people to basic support services and emergency funds that help address health needs, mental illness, additions, housing and unemployment through our Community Assistance Program. We also operate the Amazing Grace Food Pantry and a Supportive Housing Program that provides intensive support services to 56 individuals with disabilities. In 2009, St. Vincent DePaul Place provided approximately 307,000 meals between our Soup Kitchen and our Amazing Grace Food Pantry. Amazing Grace Food Pantry served 9,456 households to an average of 830 households per month.

**Connecticut Legal Services- Housing Legal Aid Program \$5,000**

This project helps low and moderate income Middletown residents who are in imminent danger of becoming homeless, through eviction or loss of housing subsidy, enforce their rights and find housing stability. Many Middletown residents are becoming or are in danger of becoming homeless because their landlords have defaulted on their mortgages and the buildings in which these families live are being foreclosed. This project gives priority to assisting these families in their evictions and ensuring that they can either remain in their apartments under the current lease after the foreclosure or receive an adequate amount of time, and in some cases a financial settlement from the foreclosing entity, to relocate to other appropriate housing.

**City of Middletown- Economic Development Jobs Incentive Program \$75,000**

Businesses that need to hire, especially for positions that require training, can receive a grant of up to \$2,000 per new position. The grant can be used at approved service providers that would design a recruitment and training program to fit their needs. Service providers selected through a request for proposals (RFP) process and would be qualified to participate in the program for the entire 5 year strategic plan.

**City of Middletown- Small Business Creation and Expansion Incentive \$50,000**

This strategy would seek to provide services to meets the needs unemployed and underemployed residents through a comprehensive program to help prepare clients for work, find employment and stay employed. Services that would be included would be, but not limited to; helping clients create effective resumes, preparing for job interviews, job coaching, employment retention training and on the job monitoring.

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**NON-HOMELESS SPECIAL NEEDS HOUSING**

**Non-homeless Special Needs (91.220 (c) and (e))**

**\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.**

- 1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.**

The City of Middletown continues to dedicate resources to address issues of housing in Middletown. Over the long term the City has 2 priorities and 5 objectives that deal with specific housing objectives.

The City has 2 priorities set out by the Citizens' Advisory Committee:

1. Livable Neighborhoods.
2. Access for all to the services that residents need to live productive independent lives.

These priorities are paired with 5 objectives it would like to address during 2010-2015 Consolidated Plan to address special housing needs.

1. Correcting structural problems that have caused a weak housing market in the Downtown and surrounding neighborhoods through targeted investment and proper project design.
2. Rapid Response Blight Revolving Fund Program.
3. Establish a Rental Housing Re-inspection License Program
4. -year grant to establish mirco-grant or loan program to elimination issues affecting the seniors and the disabled in their own homes or apartments
5. Support the Middlesex County 10-year plan to end homelessness.

For the 2010 Annual Action Plan year the City has funded one program with CDBG.

### **Nehemiah Housing- Ferry Street Homeownership \$35,000**

This funding will provide the final step needed to remove blight and improve the overall safety of Ferry Street and the neighborhood. The CDBG funds will be used to abate the lead and asbestos hazards, demolish the buildings and remove the foundation, creating a clean lot at 25-29 Ferry Street. In June 2007, Nehemiah purchased four dilapidated properties on Ferry Street. All the buildings are currently vacant. 25-27 Ferry Street, the building targeted for this CDBG request, has lead paint hazards which in the past resulted in lead poisoning of a child. Nehemiah secured funding to provide for complete renovations of three of the four properties. Nehemiah was collaborating with Habitat for Humanity to redevelop the fourth property, 25-29 Ferry Street, but as of yet they have been unable to secure funding to demolish and rebuild the home. Construction is underway at the other three sites and the seven like new homes will be ready for sale in June 2010. The CDBG funds will be used to remove this hazardous and unsightly building, the last blighted building on the street. The removal of this building will make the neighborhood more attractive to the new moderate income home owners, the existing property owners and 96 families living in Wharfside Commons apartments, and help to make the neighborhood safer, increase property values, the grand list and thereby helping all of the residents of Middletown.

### Other efforts

The City of Middletown continues to support the North End Homeownership project that has been underway for a number of years now. Two City designated developers, BroadPark Development Corporation and Nehemiah Housing Corporation, are working to do a mix of rehabilitation and new construction on 7 properties to create 17 affordable condo units. The project has received it full share of \$720,000 in CDBG funds for acquisition, relocation and rehabilitation activities. The remaining \$5 million for the project is coming from a Connecticut HOME funds, other grants and sales proceeds from the Condos. The developers are on track to begin construction this August and expect to have units available for low and moderate buyers in 2010.

**3. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.**

The City will allocate \$35,000 to the Nehemiah Housing Corp. and \$720,000 in previously allocated federal CDBG funds for the North End Homeownership project. In total this provides \$735,000 address special housing needs, mostly these resources will be used in the City's North End.

State resources are also being used to support the North End Homeownership Project. \$3 million in Connecticut Department of Economic and Community Development HOME funds have been allocated to the project.

Locally, the North End Action Team has been able to leverage \$36,942 for their Homeownership and Foreclosure Counseling program.

## **Housing Opportunities for People with AIDS**

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

- 1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.**
- 2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.**
- 3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.**
- 4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.**
- 5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.**
- 6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated**

**Plan.**

- 7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.**
- 8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.**
- 9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.**

**Program Year 5 Action Plan HOPWA response:**

The City of Middletown is not a recipient of HOPWA funding.

**Specific HOPWA Objectives**

**Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.**

**Program Year 5 Specific HOPWA Objectives response:**

The City of Middletown is not a recipient of HOPWA funding.

**Other Narrative**

Include any Action Plan information that was not covered by a narrative in any other section.

Since at least seventy percent (70%) of a CDBG funds are required to be allocated to projects and programs that benefit low- and moderate-income residents of Middletown, Table 12 shows how projects do benefit this segment of the populations. HUD has further defined four types of national objectives that benefit low- and moderate-income residents. These are program or project can either benefit low- and moderate-income residents by improving an area in which they live; benefit low- and moderate-income residents by improving their housing stock; benefit low- and moderate-income residents by creating or retaining jobs available to low- and moderate-income residents; or benefit low- and moderate-income residents that are part of a HUD designated limited clientele group, such as elderly or at risk youth.

About 1% (\$5,000.00) of all Consolidated Plan dollars are earmarked for the national objective of improving low- and moderate-income areas in Program Year 2010-2011 Action Plan.

About 64% (\$224,363.63) of all Consolidated Plan dollars are earmarked for the national objective of housing in Program Year 2008-2009 Action Plan. The bulk of

## Jurisdiction

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Consolidated Plan funds continue to be budgeted and spent on housing and it is expected that this will remain the case or increase in coming years.

About 7% (\$25,000.00) of all Consolidated Plan dollars are earmarked for the national objective of assisting low- and moderate-income residents to find and maintain jobs in Program Year 2008-2009 Action Plan.

About 34% (\$120,500.00) of all Consolidated Plan dollars are earmarked for the national objective of benefiting HUD designated limited clientele who are 51% low- and moderate- income residents in Program Year 2008-2009 Action Plan.

Table 12- Low- and Moderate-Income Benefit

Organization	Project Name	Funding	L/M Area	L/M Housing	L/M Jobs	L/M Limited Clientele
St. Vincent DePaul	Amazing Grace Food Pantry	\$7,500				X
Connecticut Legal Services	Housing Legal Aid	\$5,000				X
Russell Library	Job and Career Services	\$13,750				X
Middlesex Business & Industry Foundation	Worker Preparation Program	\$11,500				X
Downtown Business District	North End Improvements	\$15,581.74	X			
Mercy Housing and Shelter Corp	Shepherd Home Bathroom Renovation	\$38,755				X
Nehemiah Housing Corp.	Ferry Street Improvements	\$35,000		X		
The Connection Inc	Eddy Shelter Improvements	\$5,630				X
Gilead Community Services	Liberty Street Acquisition	\$25,000		X		
Gilead Community Services	High Street Window Improvements	\$15,000		X		
Tonia's Tailoring	Business Improvement Grant	\$29,516			X	
Middletown Public Schools	Accessibility Project	\$82,583				X

## Jurisdiction

City of Middletown	After-School Scholarship Program	\$27,250				X
City of Middletown	Micro-grant/loan program for Seniors	\$10,000				X
City of Middletown	Blight Rapid Response Program	\$5,000	X			
City of Middletown	Econ Dev Job Incentive Program	\$75,000			X	
City of Middletown	Small Business Creation/Expansion Incentive	\$50,000			X	
City of Middletown	Section 108 Loan Payments	\$55,219.50				
City of Middletown	Program Administration	\$80,000				
Total applied to Low & Mod		\$586,965.85	\$20,581.74	\$75,000	\$154,516	\$201,968
Total % to Benefit Low & Mod Residents		<b>77%</b>	4%	13%	26%	34%

Table 15- Leveraging of Resources

Organization	Project Name	CDBG Funding	Other Funding	Total Funding	% CDBG
St. Vincent DePaul	Amazing Grace Food Pantry	\$7,500	\$155,123	\$162,623	5%
Connecticut Legal Services	Housing Legal Aid	\$5,000	\$15,000	\$20,000	25%
Russell Library	Job and Career Services	\$13,750	\$25,484	\$39,234	35%
Middlesex Business & Industry Foundation	Worker Preparation Program	\$11,500	\$0	\$11,500	100%
Downtown Business District	North End Improvements	\$15,581.74	\$10,319.32	\$25,901	60%
Mercy Housing and Shelter Corp	Shepherd Home Bathroom Renovation	\$38,755	\$0	\$38,755	100%
Nehemiah Housing Corp.	Ferry Street Improvements	\$35,000	\$236,700	\$271,700	13%
The Connection Inc	Eddy Shelter Improvements	\$5,630	\$0	\$5,630	100%
Gilead Community Services	Liberty Street Acquisition	\$25,000	\$2,160	\$27,160	92%
Gilead Community Services	High Street Window Improvements	\$15,000	\$150,000	\$165,000	9%
Tonia's	Business	\$29,516	\$0	\$29,516	100%

## Jurisdiction

Tailoring	Improvement Grant				
Middletown Public Schools	Accessibility Project	\$82,583	\$5,000	\$87,583	94%
City of Middletown	After-School Scholarship Program	\$27,250	\$0	\$27,250	100%
City of Middletown	Micro-grant/loan program for Seniors	\$10,000	\$0	\$10,000	100%
City of Middletown	Blight Rapid Response Program	\$5,000	\$0	\$5,000	100%
City of Middletown	Econ Dev Job Incentive Program	\$75,000	\$0	\$75,000	100%
City of Middletown	Small Business Creation/Expansion Incentive	\$50,000	\$0	\$50,000	100%
City of Middletown	Section 108 Loan Payments	\$55,219.50	\$0	55,219.50	100%
City of Middletown	Program Administration	\$80,000	\$0	80,000	100%
<b>Total</b>		<b>\$586,965.85</b>	<b>\$599,786</b>	<b>\$1,187,072</b>	<b>49%</b>

Table 16 provides a comparison of Consolidate Plan expenditures for the period 2005-2010. This table reveals that nearly \$8 million on programs and projects has been allocated to benefit the low- and moderate-income residents of Middletown.

Table 16- 2010-2015 Action Plans Annual Budget Comparison

Category	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
CDBG	\$454,428	\$0	\$0	\$0	\$0
Reprogrammed	\$111,535.59	\$0	\$0	\$0	\$0
Program Income	\$21,002.26	\$0	\$0	\$0	\$0
<b>Total Budget</b>	<b>\$586,965.85</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Table - Allocation of Consolidated Plan Funds by Activity Category

Category	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Administration & Planning	\$80,000.00	\$0	\$0	\$0	\$00
Economic Development	\$154,516	\$0	\$0	\$0	\$0
Homeless	\$44,385	\$0	\$0	\$0	\$0
Housing	\$85,000	\$0	\$0	\$0	\$0
Neighborhood Improvements	\$60,000.00	\$0	\$0	\$0	\$0
Public Facilities	\$15,581.74	\$0	\$0.00	\$00	\$0
Public	\$65,000.00	\$0	\$0	\$0	\$0

## Jurisdiction

Services					
Slum and Blight	\$5,000.00	\$0	\$0	\$0	\$0
Other	\$54,900.50	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$586,965.85</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Table details what will be accomplished during project year 33, compared to what the 5-Year Consolidated Plan set as goals per year.

Table - Priority and Planned Accomplishments- Combined HUD Table 1C &2C

Obj. #	Specific Objectives	Expected Units	Prpsd Units PY36	Prpsd Units PY37	Prpsd Units PY38	Prpsd Units PY39	Prpsd Units PY40	% Accomplished
	<b>Homeless Objectives</b>							
1	Support the Middlesex County 10-year plan to end homelessness.	5 Facilities	2 facilities					40%
	<b>Special Needs Objectives</b>							
2	Multi-year grant to establish micro-grant or loan program to elimination issues affecting the seniors and the disabled in their own homes or apartments.	50 grants	10 grants					20%
	<b>Rental Housing Objectives</b>							
3	Correcting structural problems that have caused a weak housing market in the Downtown and surrounding neighborhoods through targeted investment and proper project design.	TBA	0	0	0	0		0%
4	Establish a Rental Housing Re-inspection License Program	1 Program	0					0%
	<b>Owner Housing Objectives</b>							
3	Correcting structural problems that have caused a weak housing market in the Downtown and surrounding neighborhoods through targeted investment and proper project design.	TBA						0%
	<b>Community Development Objectives</b>							
4	Rapid Response Blight Revolving Fund Program	20 Households	3 households					15%
5	Support programs that address and reduce crimes and quality of life problems in neighborhoods	5 programs	1 program	0	0	0		20%
6	Support the creation and improvement of neighborhood parks, community gardens, sidewalks, bike paths, public spaces and other public amenities in low and moderate income neighborhoods							
	<b>Infrastructure Objectives</b>							
	Support improvements to infrastructure within CDBG eligible areas.							
	<b>Public Facilities Objective</b>							
7	Eliminate architectural barriers that prevent seniors and the disabled from benefiting from public facilities.	25 Facilities	1 Facility					4%
	<b>Public Service Objectives</b>							

## Jurisdiction

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8	Develop an after-school scholarship program to assist low and moderate income household send their children to approved after-school programs..	500 children	100 children					20%
9	Reducing Hunger Grants.	625 People	125 People					20%
	<b>Economic Development Objectives</b>							
10	Middletown Job Launch Grants	100 jobs	10 jobs					10%
11	Multi-year grants to provide Career Services Job Placement and Job Coaching Programs to Middletown.	750 People	50 People					7%
12	Establish a \$1,500 grant program to assist small business creation or expansion tied to specific training, where an addition \$500 is available	250 jobs	20 Jobs					8%
	<b>Other Objectives</b>							
	<b>Lead-Based Paint Hazards</b>							
	Continue testing at-risk children and provide families with educational materials on the hazards of lead-based paint.	Ongoing						
	<b>Fair Housing</b>							
	Continue to actively support the involvement of housing activists with the Human Relations staff to unilaterally and expeditiously deal with inquires and complaints.	Ongoing						

CPMP Tables

Table 3's Project Workbooks

Housing Needs Table

Housing Market Analysis

Continuum of Care Homeless Population & Sub-population Chart

Non-Homeless Special Needs

Table 3B Annual Housing Completion Goals

Summary of Specific Annual Objectives

Attachment A- IDIS Tables

Attachment B- Public Notices