

HUMAN AFFAIRS COMMITTEE

APRIL 17, 2023

7:00 PM

Aldermanic Chamber

PUBLIC HEARING

FY 2024 ANNUAL ACTION PLAN FOR THE CITY OF NASHUA'S COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) PROGRAMS

ROLL CALL

TESTIMONY

REGULAR MEETING

PUBLIC COMMENT

PRESENTATION

- Stepping Stones

COMMUNICATIONS

From: Julian Long, Urban Programs Manager
Re: Urban Programs Department Updates – March/April 2023

UNFINISHED BUSINESS

NEW BUSINESS – RESOLUTIONS

R-23-105

Endorsers: Mayor Jim Donchess
Alderman John Sullivan
Alderman Patricia Klee
Alderman-at-Large Melbourne Moran, Jr.
Alderman Thomas Lopez
Alderwoman-at-Large Shoshanna Kelly
Alderman Alex Comeau
Alderman Richard A. Dowd
Alderman Tyler Gouveia
Alderman June M. Caron
Alderman Derek Thibeault
Alderwoman-at-Large Gloria Timmons
Alderman-at-Large Lori Wilshire

APPROVING THE USE OF U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS BY GREATER NASHUA HABITAT FOR HUMANITY FOR 14 GRANITE STREET

R-23-102

Endorsers: Mayor Jim Donchess
Alderman Patricia Klee
Alderman-at-Large Melbourne Moran, Jr.
Alderman Thomas Lopez
Alderwoman-at-Large Shoshanna Kelly
Alderman Richard A. Dowd
Alderman June M. Caron
Alderwoman-at-Large Gloria Timmons

AUTHORIZING THE MAYOR TO APPLY FOR AND EXPEND THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) AND HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS FOR FISCAL YEAR 2024

NEW BUSINESS – ORDINANCES

TABLED IN COMMITTEE

GENERAL DISCUSSION

PUBLIC COMMENT

REMARKS BY THE ALDERMEN

ADJOURNMENT



City of Nashua
Community Development Division
City Hall, 229 Main Street, PO Box 2019
Nashua, New Hampshire 03061-2019

Community Development	589-3095
Planning and Zoning	589-3090
Building Safety	589-3080
Code Enforcement	589-3100
Urban Programs	589-3085
Economic Development	589-3070
Conservation Commission	589-3105
FAX	589-3398

Memo

To: Human Affairs Committee
From: Julian Long, Urban Programs Manager (x3087 or longj@nashuanh.gov)
Date: April 7, 2023
Re: Urban Programs Department Updates – March / April 2023

Community Development Block Grant Updates

FY 2024 Community Development Block Grant (CDBG) Application

Eleven applications from ten organizations were received. Stepping Stones submitted a revised grant request on February 9th. The Community Development Division submitted a grant request on February 10th. The revised total of CDBG grant funds requested is \$592,158.06. CDBG funding available for FY 2024 is \$624,308 (with a 15% or \$93,646.20 cap for non-construction public services and 20% or \$124,861.60 cap for administrative and planning activities), plus \$80,423.48 available in prior-year unexpended CDBG funds. HOME funding available for FY 2024 is \$518,973.

In addition to the received grant applications, the Urban Programs Department requests the following funding for FY 2024:

- Home Improvements Program - \$125,000 – housing rehabilitation for homes owned by low to moderate income residents
- Rental Improvements Program - \$25,000 – housing rehabilitation for rental housing occupied by low to moderate income residents
- Project Delivery - \$125,000 - construction management related to physical CDBG projects and Housing Improvement Program

FY 2024 Annual Action Plan

Consultations with regional non-profits have indicated continuing needs for homeless services, transitional and permanent supportive housing, and affordable housing generally. The autumn 2022 community development survey, made available online, resulted in feedback showing that residents are also concerned about housing affordability, homelessness, and better maintenance of existing parks, playgrounds, and other municipal infrastructure.

The draft Annual Action Plan is attached for first review. Information still unavailable or tentative (such as the public comments period, funding allocations, etc.) has been highlighted in yellow.

CDBG Expenditures Timeliness

The U.S. Department of Housing and Urban Development (HUD) has contacted the City of Nashua regarding the city's expenditure timeline for CDBG funds. The calculation of a grantee's timeliness occurs 60 days prior to the start of its upcoming program year. Grantees who maintain an undisbursed balance of funds that exceeds 1.5 times their most recent entitlement grant are considered to be in non-compliance with the standard.

In January 2023, the City of Nashua was informed that it had exceeded the 1.5 ratio for FY 2023 funds. As of April 5th, the City of Nashua has reduced the ratio to 1.49 for FY 2023 funds. Please see the attached report.

HOME Investment Partnerships Program Updates

HOME-ARP Allocation Plan

The City of Nashua has submitted its final HOME-ARP Allocation Plan to HUD for review. HUD has conducted its initial review and submitted a set of questions for clarification, which the City has answered. Minor revisions to the submitted plan may be required to clarify client preferences, but the Urban Programs Department does not anticipate major changes or that HUD will reject the plan.

On-Site Monitoring Visits

The HOME program is required to conduct on-site project monitoring at least every three years for HOME-funded projects. The Urban Program Department conducted on-site monitoring for all active HOME projects from January 2023 through March 2023. No deficiencies were identified during inspection of the housing units. Two deficiencies related to documentation were identified, related to ensuring all required lease addendums, disclosures, etc. are signed by tenants, and Urban Programs staff has provided technical assistance to the HOME program participants to redress these deficiencies.

Lead Remediation Program Updates

The Urban Programs Department has signed a contract addendum with the City's lead inspection contractor, Alchemy Lead Management, increasing the overall payment for services by \$15,000. These additional funds have been transferred from surplus funds under the lead grant's training line item.

The Urban Programs Department and the Division of Public Health & Community Services have started holding monthly meetings to discuss community lead poisoning concerns and to better coordinate efforts between the two departments. A current area of focus is on increasing lead poisoning prevention efforts.

Other Activities

The Citizen's Advisory Commission has finished reviewing the received municipal funding grant requests for FY 2024 and has finalized its recommendations. The Commission's recommendations have been forwarded to the Mayor's Office for inclusion in the draft budget. A total of \$557,270 was made available for allocation. The Commission's recommendations are attached to this report.

Report Attachments

- FY 2024 CDBG Grant Application Summaries

- FY 2024 CDBG Grant Applications – electronic only - <https://www.jotform.com/tables/222784447339163>
- FY 2024 Grant Applications – Stepping Stones Revision
- FY 2024 Grant Applications – Downtown Façade Improvement Program Proposal
- Fall 2022 Community Development Survey Responses
- FY 2024 – DRAFT Annual Action Plan – electronic only - https://www.nashuanh.gov/DocumentCenter/View/26836/FY24-PY23-Annual-Action-Plan_v2
- PR 56 CDBG Timeliness Report – 4/5/2023
- Citizen’s Advisory Commission – Final FY 2024 Funding Allocation Recommendations



City of Nashua
Community Development Division
City Hall, 229 Main Street, PO Box 2019
Nashua, New Hampshire 03061-2019

Community Development 589-3095
Planning and Zoning 589-3090
Building Safety 589-3080
Code Enforcement 589-3100
Urban Programs 589-3085
Economic Development 589-3070
Conservation Commission 589-3105
FAX 589-3398
www.gonashua.com

Memo

To: Human Affairs Committee
From: Julian Long, Urban Programs Manager (x3087)
Date: February 28, 2023
Re: Community Development Block Grant FY 2024 Grant Applications - UPDATE

The City of Nashua receives an annual allocation of Community Development Block Grant (CDBG) funds and HOME Investment Partnerships Program (HOME) funds from the U.S. Department of Housing and Urban Development (HUD). The CDBG program aims to assist low- and moderate-income residents of the City of Nashua through funding public services, economic development initiatives, low-income housing rehabilitation, and public facilities projects. CDBG funding available for FY 2024 is \$624,308 (with a 15% or \$93,646.20 cap for non-construction public services and 20% or \$124,861.60 cap for administrative and planning activities), plus \$80,423.48 available in prior-year unexpended CDBG funds. HOME funding available for FY 2024 is \$518,973.

An announcement of a grant application for these funds was made in early November of 2022, and applications were due December 16, 2022. Eleven applications from ten organizations were received. Stepping Stones submitted a revised grant request on February 9th. The Community Development Division submitted a grant request on February 10th. The revised total of CDBG grant funds requested is \$592,158.06.

- Stepping Stones – Public Services - \$40,000 – operating expenses for drop-in center for homeless youth
- **Stepping Stones – Construction - \$150,000 – renovation of 15 leased housing units to provide temporary housing for homeless youth**
- Greater Nashua Habitat for Humanity - \$25,000 – operational support for building repairs for low-moderate income homeowners and non-profit agencies
- Nashua PAL - \$25,217.06 –magnetic fire door holder, sprinkler cages, fire escape rust protection, and front door security system upgrades for youth center
- Marguerite's Place - \$30,000 – hot water heater and bathroom repairs for transitional housing program for homeless families
- The Front Door Agency - \$28,000 – boiler replacement for transitional housing for single and expectant mothers
- First Church of Nashua / Family Promise of Southern NH - \$125,000 – renovation of a single-family house (32 Orange St.) into 2-3 units of permanent supportive housing
- Mary A. Sweeney Home - \$55,000 – HVAC upgrades/replacements for senior living facility serving elderly women

- Nashua Children's Home - \$10,000 – fire panel update/replacement for residential facility for foster children
- Nashua Senior Activity Center - \$53,941 – installation of a movable partition in the senior center to accommodate additional activity for elderly residents
- ***Nashua Community Development Division and Nashua Economic Development Division - \$50,000 – matching grants for façade improvements in downtown core area***

In addition to the above grant applications, the Urban Programs Department requests the following funding:

- Home Improvements Program - \$125,000 – housing rehabilitation for homes owned by low to moderate income residents
- Rental Improvements Program - \$25,000 – housing rehabilitation for rental housing occupied by low to moderate income residents
- Project Delivery - \$125,000 - construction management related to physical CDBG projects and Housing Improvement Program

The Urban Programs Department requests that Human Affairs Committee review the grant applications and vote on its recommended allocations. The City of Nashua must make its funding allocations and include its funding allocations in its FY 2024 Annual Action Plan, which must be submitted to HUD by May 15, 2023.

Dear Members of the Human Affairs committee,

On December 15th, 2022 Stepping Stones submitted a Community Development Block Grant request of \$90,000 for the project Emergency Housing Program Renovation. The project's budget was based on quotes from Chapman construction group's assessment of a rental space Stepping Stones intended to acquire next door at 3 Pine Street Extension in Nashua. Specifically, the request asked for funds to renovate the space's HVAC system and install bathroom plumbing to accommodate emergency housing units for homeless youth.

Since submitting that application, Stepping Stones has remained committed to the project of delivering more housing opportunities to homeless youth. We explored alternatives that better utilize available space and resources, and soon discovered that the build-outs proposed in the prior application for the neighboring unit would cost considerably more than rehabbing a property that is already tailored to residential living. Instead, we have pursued the option to use the warehouse space for storing items for our program, such as furniture, clothing, and food donations; once those items are moved out of our current unit, we will repurpose the vacated space to offer short-term emergency housing. The near-certainty of opening an emergency housing program in-house soon makes it even more important that Stepping Stones can offer youth who participate in that program, developmentally appropriate next-steps so they continue to make progress.

Emergency housing meets basic needs for youth at the earliest stages of their journey, so its importance should not be understated, but it is also just the beginning of a series of housing supports through Stepping Stones. We are developing a Level Up program that helps youth progress through the following levels:

- Level 1: Emergency housing: While in emergency housing, youth will stay in 12 emergency shelter beds at Stepping Stones from 8pm to 8am seven nights per week, but will offer no daytime shelter. Youth are welcome, however, to come to the drop-in center during open hours.. They will test out this program for a minimum of 3 weeks to demonstrate commitment to make progress and to decide if they want to participate in the Level Up program. If they choose not to join the program, they can still stay at the emergency shelter, but won't have the option to move up to the next levels.
- Level 2: Pre-transitional housing: Once youth have decided to continue with the Level Up program, and have completed the requirements for the next level, they will have access to a 2-person dorm-style room. They will be required to pay a weekly amount towards their room and board, and to make progress on more goals than in the typical drop-in center/short-term shelter program.

3 Pine Street Extension, Unit L, Nashua, NH 03060

www.steppingstonesnh.org



- Level 3: Transitional housing: individual one person dorm-style room for youth to continue to develop independent living skills. Youth are required to make progress on at least one goal per month, including full-time work or school; youth are required to pay a higher amount for room and board for this individual space.
- Level 4: Permanent housing: Youth will continue to have access to program staff, but otherwise live on their own in townhouse style apartments, signing one year leases and paying close to market rent. Youth are required to be self-sufficient, paying rent on time and meeting their needs without the use of social services.
- Graduation: Once they are ready to move on from permanent housing into the general housing market, they have reached the final stage of their transition out of homelessness!

Each of these housing opportunities requires an increase in youth responsibility and adherence to goal-oriented programming, so that they gradually build self-sufficiency. Though we are still in negotiations for a space to house the pre-transitional/transitional housing levels, we have submitted a proposal to lease 15 townhouse units at the property once occupied by Daniel Webster College for the purpose of Level 4: permanent supportive housing. The prior proposal submitted for the CDBG grant with the program title “Stepping Stones Emergency Housing” will instead be devoted to renovations to this town-house property. The requested funds will go towards some of the following anticipated renovations:

- ~Mold Remediation
- ~New carpeting
- ~Paint
- ~Drywall and patching of holes in wall
- ~Repair and replacement of broken appliances—refrigerator, stove, washer/dryer, etc.

In consideration of these anticipated renovations, Stepping Stones is requesting consideration for a revised proposal of \$150,000, which will allocate \$10,000 to refurbish each of the 15 units to house the first wave of graduates from the transitional housing program. This funding is also well-timed with the release of the CDBG funds, as we anticipate that by the autumn of 2023, we will be ready to start repairs on this property.

Thank you for your consideration and understanding of the fluidity of this situation. As further details come into focus, we will keep this committee updated, but in the meantime, please consider our prior proposal as a testament to the intentions of our project— providing housing opportunities to homeless youth. Though some of the specific renovations required to bring that vision to life are still under consideration, we remain open to alternative settings for this proposal as long as they can increase the likelihood of our youth becoming happy, self-sufficient adults.



Warmly,

Kathy Farland
Executive Director
Stepping Stones

3 Pine Street Extension, Unit L, Nashua, NH 03060
www.steppingstonesnh.org



Long, Julian

From: Sullivan, Matthew
Sent: Thursday, February 9, 2023 8:03 PM
To: Long, Julian
Subject: City of Nashua CDBG Project Submission - Downtown Facade Improvement Program

Good evening Julian:

Community Development, in partnership with the Division of Economic Development respectfully requests the submission of a \$50,000 request for CDBG funding to support façade improvements in the downtown core area. The intent of this program is to encourage beautification and revitalization of commercial and mixed-use properties, with a focus on those in areas of persistent poverty and historical disadvantage as shown below. The program would offer reimbursement grant funds to qualified property owners or tenants to be matched by their equal or greater investment of private funds for the purpose of restoring/renovating commercial storefronts and replacing deteriorated or poor quality commercial signs and awnings. The program is designed to encourage private investment in the visual improvement of storefronts, signs, building façades, and properties; enhance the appearance of the streetscape; reduce vacancies, strengthen or restore the original character of historic buildings; and perpetuate other downtown owners and tenants to improve their buildings, signs, and awnings. The evaluation of applications and program oversight will be administered by the Economic Development Division if awarded.

Participants in the program must incorporate design principles that coordinate with the existing architecture and character of the building where the improvement work is to take place. This is particularly important for historic buildings and those buildings that present unique or significant architectural qualities. Where applicable, designs will adhere to the Secretary of the Interior's Standards for the Treatment of Historic Properties. It is strongly suggested that designs and improvements performed on structures that fall into this category maintain and restore such features whenever possible. In addition, proposed designs should harmonize with the surrounding buildings and streetscape. All designs and improvements should be looked upon not only as a chance for the individual participant to improve the aesthetics and functionality of their property or space, but also as an opportunity to meaningfully contribute to the vibrant look and feel of Downtown Nashua.

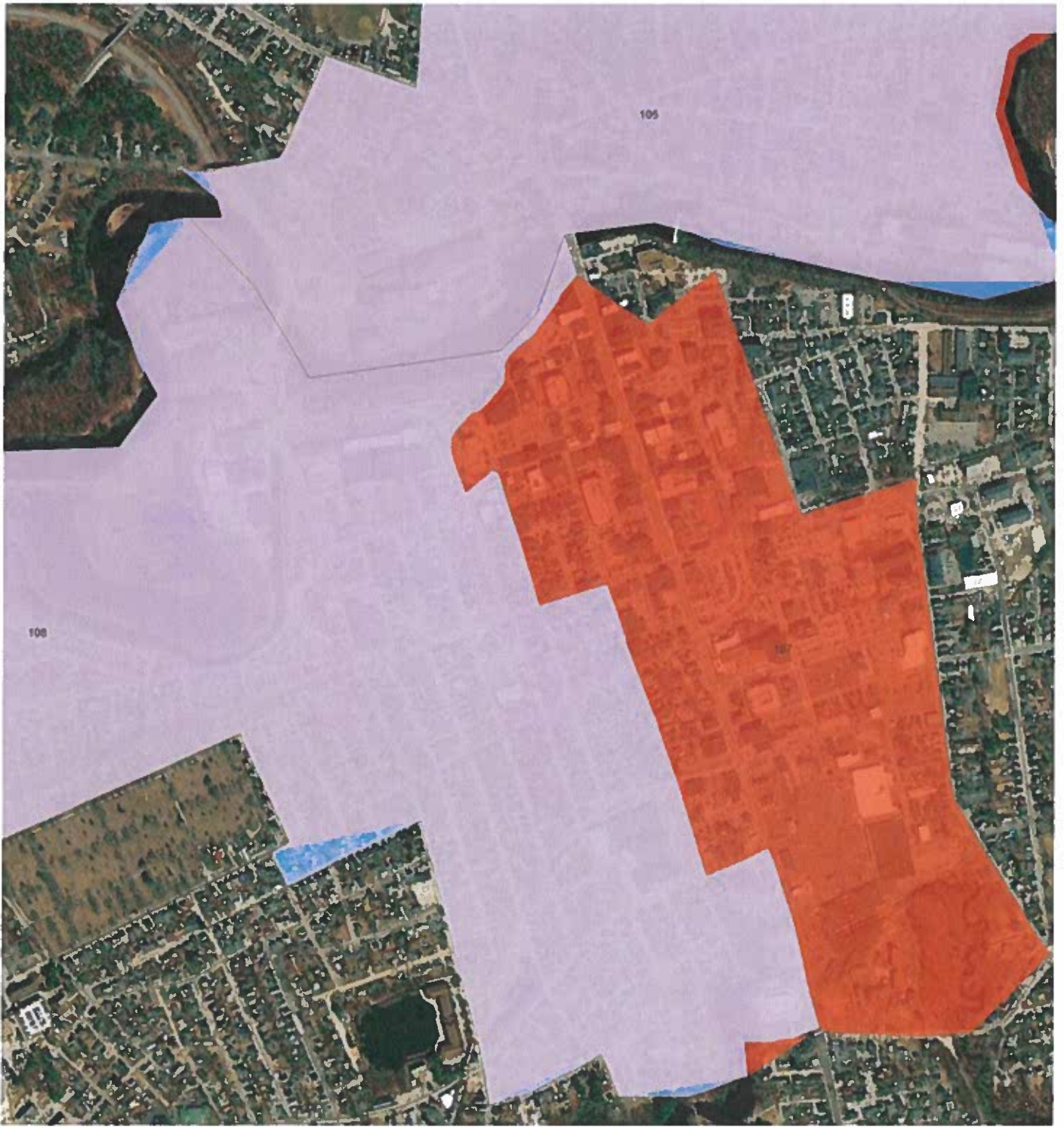
Please let me know if additional information is needed.

-Matt



MATT SULLIVAN
COMMUNITY DEVELOPMENT DIVISION DIRECTOR, CITY OF NASHUA
[603.589.3095](tel:603.589.3095) | SULLIVANM@NASHUANH.GOV
P.O. BOX 2019 | NASHUA, NH 03061-2019

THE RIGHT-TO-KNOW LAW (RSA 91-A) PROVIDES THAT MOST E-MAIL COMMUNICATIONS, TO OR FROM CITY EMPLOYEES AND CITY VOLUNTEERS REGARDING THE BUSINESS OF THE CITY OF NASHUA, ARE GOVERNMENT RECORDS AVAILABLE TO THE PUBLIC UPON REQUEST. THEREFORE, THIS EMAIL COMMUNICATION MAY BE SUBJECT TO PUBLIC DISCLOSURE.



2022 Nashua Community Development Citizen Survey

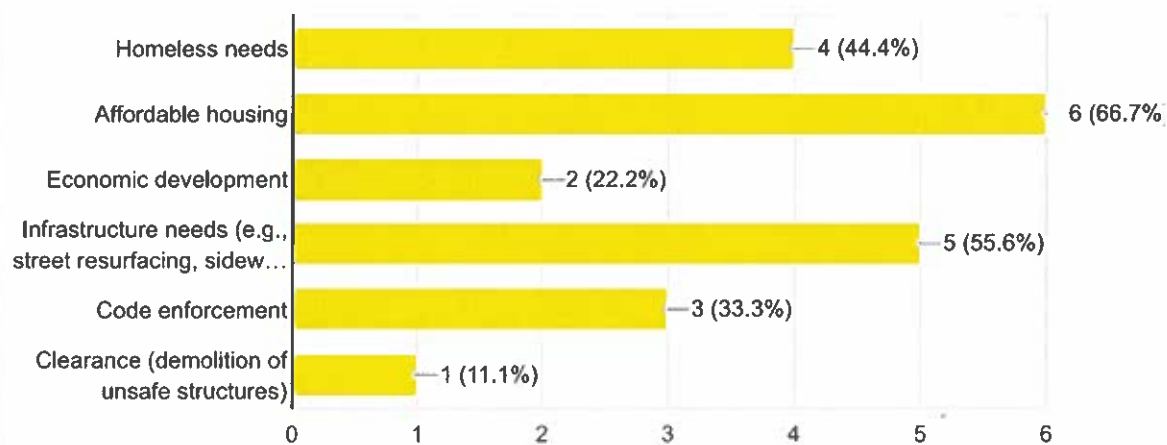
11 responses

[Publish analytics](#)

 Copy

Which issues do you consider to be a high priority in the City of Nashua?

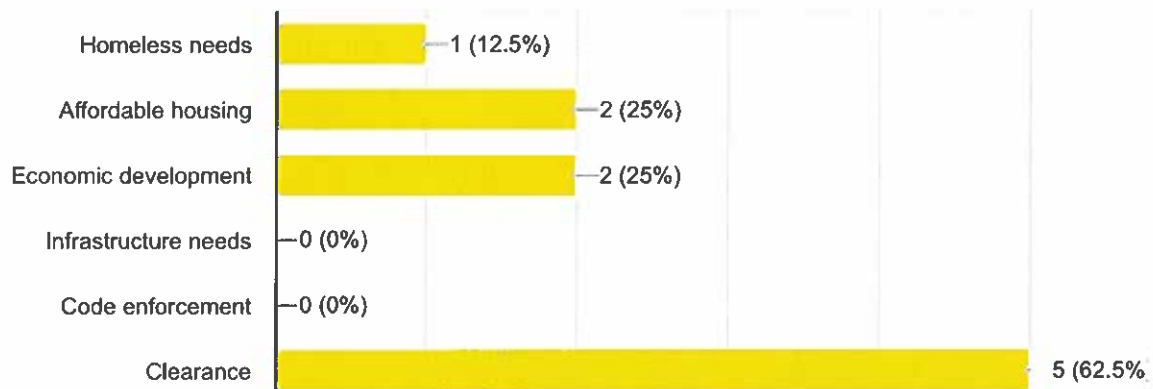
9 responses



Which issues do you consider to be a low priority or not a priority at all?

 Copy

8 responses





Are there any other issues, not listed above, that you consider to be a high priority in the community?

3 responses

Lack of cohesive communication from city departments. As a result, misinformation is spread among facebook groups like The Scoop.

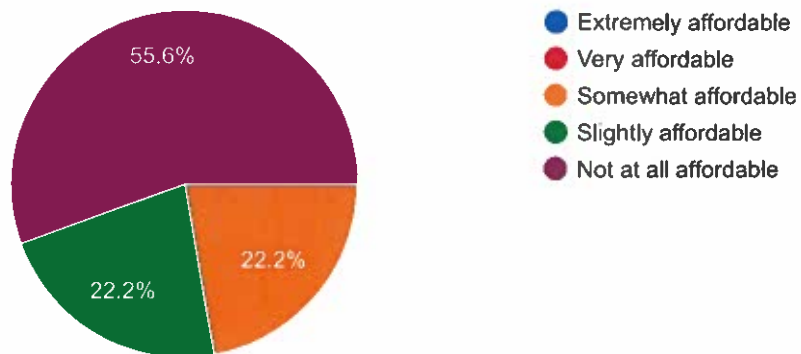
Transportation - traffic, public transportation, etc.

Not allowing out of town developers to come in and over develop established small residential areas

How affordable is housing in the City of Nashua?

 Copy

9 responses



(Optional) How affordable is housing in your neighborhood, specifically? Please identify your neighborhood.

5 responses

Outer Conant Road seems to be rather affordable Homes don't seem to stay on the market long, which would seem to indicate that the laws of supply and demand are working.

Fifield Street - somewhat affordable

I live in Crown Hill. I consider myself extremely lucky to have bought my house when the market was in better shape. I could not afford even the small house I live in now if I had to pay today's prices. The cost for renters is just as bad, and there are very few vacancies. I've had friends need to move to Manchester just because nothing was obtainable in Nashua and it was cheaper up there, even though they don't like the city as much as Nashua.

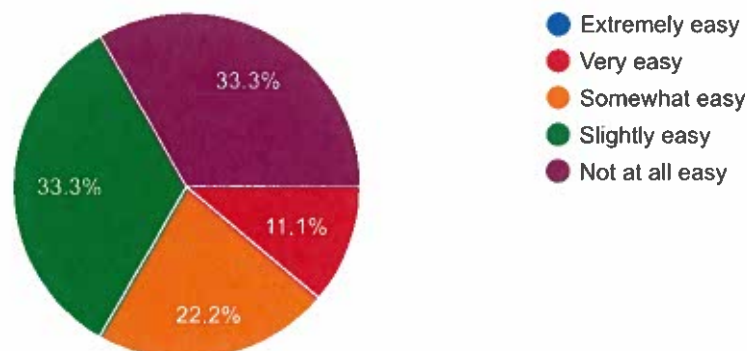
I live off of South Main Street. My housing is affordable only because I purchased in Sept 2008. With prices what they are now, I would not be able to afford rent if we for some reason lost our home.

Not affordable - single family homes near exit 4 Harris rd

How easy is it for people who have physical disabilities to get around the City of Nashua?

 Copy

9 responses



(Optional) How easy is it for disabled people to get around your neighborhood, specifically? Please identify your neighborhood.

5 responses

Outer Conant area, what sidewalks we have are almost all glorified goat paths, unmaintained since the neighborhoods were built 40-70 years ago.

Fifield Street - not at all.

Kinda tough here! My neighborhood in Crown Hill is one of the oldest in all of Nashua. And our sidewalks show it. On many streets, like Williams, Hollis, and many others, the sidewalks are impassable with a stroller or bicycle because they are cracked and broken apart by tree roots. I'm sure nobody in a wheelchair or that uses a cane could traverse those sidewalks. Even if the sidewalks are passable, there are many driveways that cut across the sidewalks and the people that live there park their vehicles across them, blocking the sidewalk for pedestrians (this is always the case at the top of Underhill St). There are many great things in my neighborhood like the community center, playgrounds, the pool, churches and small businesses. We have a lot of elderly in our neighborhood as well as small children, both groups would benefit from better accessibility to these great things.

My neighborhood has inconsistent sidewalks, but the streets are fairly wide and I do see people with disabilities walking, etc. The sidewalks are very bad on Benrus St with tree removal needed. It could use some traffic calming measures, though (speed bumps).

Easy - ample street parking, some sidewalks, and low traffic on side streets - side streets off Harris rd



What kinds of construction (bricks and mortar) projects, such as playgrounds, parks, sidewalks, community centers, etc., would you like to see in your neighborhood or in the city generally?

8 responses

Not so much new construction as better maintenance of existing infrastructure. A few miniparks might be nice (e.g: the extra wide ROW between Conant Road and the wetlands, or perhaps near NFR Station 6.

ROC manufactured housing, parks, sidewalks

We are so happy to have wonderful resources here in crown Hill, there are many nice parks, the pool, the community center. Better sidewalks would be much better since our school at Dr Crisp is a walking school with no buses, but the sidewalks are all in awful shape around there.

One other thing I'd like is a place for people to bring their dogs. Since there are not good dog parks around, many people let their dogs off leash in the fields at Rousell Memorial Park in my neighborhood, or elsewhere in the city, like in Mine Falls. It can be difficult for others that want to enjoy the park because of the off leash dogs and the dog waste that is always left behind by the sports fields, trails, and playgrounds. I wish there were a place for those people to take their pets so that there would be fewer encounters with unleashed dogs and less mess for the kids to step over.

Parks, community center

It would be awesome to have the walking path through the woods to Hudson (by circumferencial highway) be cleaned up, and have a kayak/canoe launch in this neighborhood. It's a shame that we live so close to the river and can't utilize it!

Investment in existing buildings like the library

Total upkeep of schools and grounds only

Expanded playground equipment at city parks, many are not designed for older kids. Add portapotties to more areas..



Do you have any other comments or concerns?

3 responses

I love living here overall!

Ward 5 alderman Jette needs to reach out to his constituents ASAP

Make library parking free

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Google Forms



DOCUMENT HOME

TOOLS

DATA

| |

DATASET OBJECTS

PR56 - CURRENT PERIOD - GRJ

- ◆ Grantee
- ◆ Grantee Flag
- ◆ Rpt Program Year
- ◆ Rpt Start Date
- ◆ Timeliness Test Date
- ◆ Year Availability
- ◆ CDBG Grant Amount
- ◆ Credit Adjusted PI
- ◆ Credit Unadjusted
- ◆ Min Disbursement Adjusted
- ◆ Min Disbursement Unadjus

PR56 - Header

- ◆ Grantee
- ◆ Grantee
- ◆ Org Type Code



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System

DATE: 04-05-23
TIME: 14:30
PAGE: 1

Current CDBG Timeliness Report
Grantee : NASHUA, NH

PGM YEAR	PGM START DATE	TIMELINESS TEST DATE	CDBG GRANT AMT	--- LETTER OF CREDIT BALANCE ---		DRAW RATIO		MINIMUM DISBURSEMENT TO MEET TEST	
				UNADJUSTED	ADJUSTED FOR PI	UNADJ	ADJ	UNADJUSTED	ADJUSTED
2021	07-01-21	05-02-22	670,751.00	756,973.73	785,873.73	1.13	1.17		
2022	07-01-22	05-02-23	645,484.00	964,330.16	964,330.16	1.49	1.49		

NOTE: If ***** appears in place of ratio, then ratio cannot be calculated because either the grantee's current year grant has not been obligated in LOCCS or the current program year start and end dates have not been entered in IDIS.

DATASET OBJECTS

NOTES

RELATED REPORTS

Legal Name of Organization	Program Name	FY 2024 Recommendation
Big Brothers Big Sisters of New Ha	Community Based Mentoring for Nashua Youth	\$ 4,000
Boys & Girls Club of Greater Nashu	Youth Outreach	\$ 10,000
Bridges: Domestic And Sexual Viol	General Operating	\$ 47,000
Community Council of Nashua, NH	General Operating	\$ 28,000
Court Appointed Special Advocate	Advocacy for Abused and Neglected Nashua Children	\$ 10,000
Family Promise of Southern New H	General Operating	\$ 26,000
Girls Inc. of New Hampshire	Nashua Girls Inc. Center	\$ 13,000
Granite State Children's Alliance	The Hillsborough County (South) Child Advocacy Center (CAC) - Nashua CAC	\$ 5,000
Greater Nashua Dental Connection	GNDC Operations	\$ 31,000
Greater Nashua Habitat for Human	Critical Home Repairs	\$ 2,500
Greater Nashua Habitat for Human	General Operating	\$ -
Greater Nashua United Way	Nashua Prevention Coalition	\$ -
Grow Nashua	General Operating	\$ 12,500
Harbor Homes, Inc. (d.b.a. Harbor	Residential Services of Keystone Hall	\$ 5,000
Harbor Homes, Inc. d/b/a Harbor	HIV/AIDS Services	\$ 5,000
Healthy at Home (an affiliate of Ha	Healthy at Home	\$ 5,000
Home Health & Hospice Care	Community Hospice House	\$ 7,270
Lamprey Health Care, Inc.	Financial Assistance Counseling services	\$ 29,000
Marguerite's Place, Inc.	Operational Support for Transitional Housing and Child Care Program	\$ 24,000
Mary A Sweeney Home	Mary A. Sweeney Home	\$ 12,000
Nashua Adult Learning Center, Inc	Early Childhood Adventures Program (ECAP)	\$ 22,000
Nashua Association for the Elderly	General Operating Funds	\$ 26,000
Nashua Center	The Children's Pyramid	\$ 5,000
Nashua Children's Home	Transitional Living Program	\$ 15,000
Nashua Police Athletic League	Nashua PAL Youth Safe Haven	\$ 30,000
Nashua Soup Kitchen & Shelter, In	Mobile Pantry	\$ 5,000
Nashua Soup Kitchen & Shelter, In	Emergency Shelter	\$ 35,000
National American Red Cross	Northern New England - American Red Cross	\$ -
New Hampshire Catholic Charities	CareGivers	\$ 2,500
Opportunity Networks Inc.	Health and Wellness	\$ 7,500
Stepping Stones	Stepping Stones	\$ 20,000
The Front Door Agency	Housing Stability Program	\$ 16,000
The Front Door Agency, Inc.	Transformational Housing	\$ 17,500
The Salvation Army	Social Service Program	\$ 2,500
The Youth Council, Inc.	Juvenile Court Diversion	\$ 42,000
United Way of Greater Nashua	Learn United	\$ 10,000
United Way of Greater Nashua_Gr	Building Resilience Through Family Engagement for Young Children (Birth to Age 8) and Their Families	\$ -
United Way of Greater Nashua/Ug	Upbeat New Hampshire	\$ -
Waypoint	Home Care	\$ 10,000
Young Men's Christian Association	YMCA Power Scholars Academy	\$ 15,000
	Total	\$ 557,270



RESOLUTION

APPROVING THE USE OF U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS BY GREATER NASHUA HABITAT FOR HUMANITY FOR 14 GRANITE STREET

CITY OF NASHUA

In the Year Two Thousand Twenty-Three

WHEREAS, the City of Nashua is an entitlement community and receives U.S. Department of Housing and Urban Development (HUD) HOME Investment Partnership Program funds under the provisions of Title I of the Housing and Community Development Act of 1974, as amended;

WHEREAS, the City of Nashua accepts applications for HOME funds on a rolling basis for which funds have been set aside through the Annual Action Plan, approved by the Board of Aldermen, for the development of affordable housing;

WHEREAS, the City has received an application for HOME funds from Greater Nashua Habitat for Humanity to construct a three-bedroom, single-family home on a currently vacant subdivided lot at 14 Granite Street;

WHEREAS, the proposed project will create one unit of affordable housing for lower-income homeowners, defined as housing affordable to residents earning between 30% to 60% of the area median income;

WHEREAS, Greater Nashua Habitat for Humanity has requested \$276,488 of HOME funds toward the estimated total development cost of \$368,650;

WHEREAS, the Urban Programs Department has made a recommendation of HOME funds for the project in the amount of up to \$125,000; and

WHEREAS, the creation of affordable homeowner housing for low-moderate income households is consistent with the goals of the HOME Investment Partnership Program.

RESOLUTION

R-23-105

NOW THEREFORE BE IT RESOLVED that the Board of Aldermen of the City of Nashua approves the allocation of funds in the amount of up to \$125,000 from the City's HOME Program, Affordable Housing Development line items, contingent upon Greater Nashua Habitat for Humanity obtaining and providing evidence of funding to cover the remaining estimated project costs within six months of receiving legislative approval from the Board of Aldermen.

BE IT FURTHER RESOLVED that the Mayor is authorized to execute all necessary understandings, assurances and agreements pursuant to this project.

LEGISLATIVE YEAR 2023

RESOLUTION:

R-23-105

PURPOSE:

Approving the use of U.S. Department of Housing and Urban Development Home Investment Partnership Program Funds by Greater Nashua Habitat for Humanity for 14 Granite Street

SPONSOR(S):

Mayor Jim Donchess

**COMMITTEE
ASSIGNMENT:**

Human Affairs Committee

FISCAL NOTE:

No fiscal impact; all federal grant funds.

ANALYSIS

This legislation approves the use of HOME Investment Partnership Program for an eligible affordable housing development project as described. HOME funds stack from year to year and are allocated generally using oldest funds first.

**Approved as to account number
and/or structure, and amount:**

Financial Services Division

By: 

Approved as to form:

Office of Corporation Counsel

By: 

Date: 16 March 2023



RESOLUTION

AUTHORIZING THE MAYOR TO APPLY FOR AND EXPEND THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) AND HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS FOR FISCAL YEAR 2024

CITY OF NASHUA

In the Year Two Thousand Twenty-Three

RESOLVED by the Board of Aldermen of the City of Nashua

That the Mayor be, and hereby is, authorized to file an application with the U.S. Department of Housing and Urban Development (“HUD”) for the annual Community Development Block Grant (“CDBG”) under the provisions of Title I of the Housing and Community Development Act of 1974, as amended, and the HOME Investment Partnership Program under the provisions of Title II of the Cranston-Gonzales National Affordable Housing Act, and to execute all understandings, assurances and agreements as required therein;

That the following CDBG activities shall be carried out with an estimated annual grant of \$624,308 (resulting in an estimated 15% or \$93,646.20 cap for non-construction public services and 20% or \$ 124,861.60 cap for administrative and planning activities); estimated program income of \$45,000; and reprogrammed FY 2023 funds in the amount of \$180,423.48, for a total of \$849,731.48:

1. Project Delivery - \$125,000
Construction management related to physical CDBG projects and Housing Improvement Program, including but not limited to the direct cost of the Urban Programs Department staff for conducting environmental reviews, drafting scope of work, preparation of bid documents, bidding, construction management and Davis Bacon compliance.
2. CDBG Grant Administration - \$124,861.60
General administration and planning costs of carrying out the CDBG and other related HUD projects by the Urban Programs Department, including but not limited to regulatory compliance monitoring, IDIS management, preparation of required grant reports, advertising, recording fees, etc.

3. Owner-Occupied Housing Improvement Program (“HIP”) - \$170,000 (\$125,000 entitlement funds + \$45,000 estimated program income)
Financial and technical assistance to eligible low-moderate income, owner-occupants in for essential repairs of 1-4 family residential properties. Financial assistance provided in the form of 0% deferred payment loans and/or grants for certain emergency work, as described in the Program’s Guidelines. Minor rehab work, including code and safety corrections, repairs, accessibility, etc. Emergency work, costing at least \$1,000 and up to \$5,000, may be offered in the form of a grant rather than a loan to owners at or below 30% AMI. Owners earning above 30% AMI may be offered assistance in the form of a loan. Repayment of prior HIP loans during the fiscal year, in excess of annual estimated program income, shall be distributed between this Program and the Rental Improvement Program.
4. Rental Improvement Program - \$25,000
Program offering 0% interest, deferred payment loans for essential repairs of residential rental properties containing 1-8 units, occupied by income eligible tenants. Financing and other terms more fully described in the Program’s Guidelines. Properties located in the City’s lowest income census tracts will receive priority.
5. Public Service Agency Activities – \$65,000
Non-construction operating expenses for area non-profit agencies providing services to low to moderate income clients located in Nashua.
6. Public Facilities Projects – \$339,869.88
Construction and renovation projects conducted by non-profit agencies and City of Nashua Departments to benefit low to moderate income clients located in Nashua.

That all open and active CDBG activities from previous Action Plans be carried forward and entered in the FY24 Action Plan as applicable; and

That the following HOME activities be carried out with an estimated annual grant of \$518,973:

1. HOME Grant Administration - \$51,897.30
Administration of the HOME Program by the Urban Programs Department, including determining eligibility, technical assistance to participants, compliance with program regulations, underwriting, preparation and review of construction specs, environmental review, long-term monitoring and reporting to HUD.
2. Community Housing Development Organization (CHDO) Reserve - \$77,845.95
Mandatory set aside, equal to 15% of the annual grant, for specific activities to be undertaken by a private nonprofit, community-based organization that has staff with the capacity to develop affordable housing for the community it serves. In order to qualify for designation as a CHDO, the organization must meet certain requirements pertaining to their legal status, organizational structure, capacity and experience as it relates to the project they are developing.

3. Homebuyer Assistance Program - \$0

Direct financial assistance toward down payment and closing costs for eligible low-income homebuyers purchasing a home in Nashua, including counseling, underwriting and other direct costs. This program will be funded through FY 2023 HOME funds in the amount of \$55,000.

4. Affordable Housing Development - \$389,229.75

Acquisition, rehabilitation and /or conversion of residential and/or non-residential buildings to create affordable rental and/or home-owner housing, occupied by HOME-eligible households. Projects may be developed by non-profit, for-profit, public or private entities.

LEGISLATIVE YEAR 2023

RESOLUTION:

R-23-102

PURPOSE:

Authorizing the Mayor to apply for and expend the Community Development Block Grant (“CDBG”) and Home Investment Partnership Program Funds for Fiscal Year 2024

SPONSOR(S):

Mayor Jim Donchess

**COMMITTEE
ASSIGNMENT:**

Human Affairs Committee

FISCAL NOTE:

Fiscal impact will be an estimated total of \$849,731.48 CDBG funds and an estimated total of \$518,973 in HOME Investment Partnership funds to be used for specific purposes.

ANALYSIS

This resolution authorizes the Mayor to apply for and expend the Fiscal Year 2024 annual Community Development Block Grant and HOME Investment Partnership Funds.

Approved as to form:

Office of Corporation Counsel

By: *Douglas Clark*

Date: *15 March 2023*