



# Second Program Year Action Plan

The CPMP Second 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.

#### General

For 2011 - 2012, the City of Bristol will receive \$574,937 Community Development Block grant entitlement funds and will have available \$8,573 in program income and \$4,676 in reprogrammed funds for a total of \$588,186. The 2011 -2012 Action Plan for use of these funds proposes specific programs and projects to address the goal areas in Bristol's 2010-2015 Consolidated Plan for Housing and Community Development; although there may not be sufficient funding to address all the goals. These goal areas are:

- I. Housing Rehabilitation and Preservation: To provide for Decent Housing
- II. Public Services: To provide Suitable Living Environments
  - a) Homelessness
  - b) Special Populations of Youth and Seniors
  - c) Health Related Services
  - d) Financial Stability related services
- IIIa. Neighborhood Target Area: West End: To provide for Decent Housing and Suitable Living Environments
- IIIb. Public Housing Modernization: To provide for Decent Housing
- IV. Public Facilities: To provide for Suitable Living Environments
- V. Economic Development, including Commercial Rehabilitation – To provide Economic Opportunities

The Action Plan will provide most services on a city-wide basis and not to a particular geographic location. However, the 2010-2015 Consolidated Plan which was developed in consultation and with the assistance of the Bristol Housing Authority, the Continuum of Care Committee, the United Way and an array of

community agencies that provide services to low/moderate income individuals and families and to the public in general, a Target Area was identified. Three evening meetings were held in the community on November 4<sup>th</sup>, 10<sup>th</sup> and 30<sup>th</sup> 2010.

A Public Hearing to elicit comment on community development needs was held on February 17, 2011. The Policy Committee of the BDA met on March 16, 2011 to recommend a tentative Proposed Use of Funds. BDA Commissioners and staff were anticipating a significant cut in funding. A 30-day comment period from April 1, 2011 to May 1, 2011 was open using the tentative Use of Funds with the understanding that changes would be proposed by way of a Substantial Amendment. One comment was received during this time from the Executive Director of the Bristol Adult Resource Center (BARC). A second Public Hearing was held on April 20, 2011.

Two Substantial Amendments were proposed and open for overlapping 30-day comment periods from April 1, 2011 through May 20, 2011. After the HUD estimates were released, the Policy Committee approved a revised Proposed Use of Funds as a Substantial Amendment and set another distinct 30-day comment period between May 26, 2011 and June 25, 2011. The maximum 15% allocation was approved for Public Services, however, the Substantial Amendment to provide "up to" 15% will most likely be implemented for 2012-13 especially if there are additional cuts by Congress.

The Action Plan was approved by the Policy Committee of the BDA and referred to the BDA Board for approval at its June 27, 2011 meeting. The Bristol City Council approved the Plan on July 12, 2011. The Action Plan will be administered by the Bristol Development Authority (BDA) that is governed by a bi-partisan nine member Board of Commissioners. The Board is responsible for general oversight of the program and for developing funding recommendations.

The BDA will work with the Bristol Housing Authority on projects that involve housing development and rehabilitation. The Housing Authority will supply affordable housing units to income eligible residents using Section 8 and CIAP funds.

The BDA will also work with the Saint Vincent DePaul Mission as the lead agency for assessing the needs of the homeless and developing programs to address those needs. Other special needs and non-housing community development needs will be met by a variety of community agencies.

Monitoring of funded activities and projects will be conducted by the BDA to insure compliance with all applicable regulations including fair housing, labor laws and environmental issues. Site visits will be conducted and appropriate documents will be reviewed as part of this process and to the extent feasible, interviews will be conducted with program participants.

#### Specific Housing Objectives and Homeless Prevention Elements

The City will continue to use CDBG funds to rehabilitate owner-occupied single and multi-family housing units. It is expected that 85 low-moderate owner-occupied single-family homeowner households and 15 low-moderate rental households will be assisted in 2011 -2012. The city allocated ARRA funds to complete additional housing rehabilitation projects. ARRA funds will be expended prior to September 2012.

The Saint Vincent DePaul Mission (SVDP) operates a 25 bed homeless emergency shelter with a budget of \$411,298. SVDP expects to shelter 180 homeless individuals in 2011-2012. Two transitional living programs, a 10-unit program for women with children and a 13-unit program for single men have a budget of \$596,039 and will serve 15 homeless families and 20 homeless men respectively.

The Bristol Continuum of Care Committee voted to merge with the Connecticut Balance of State Continuum of Care on January 18, 2011 and continues to work on the development of permanent supportive housing for homeless individuals and families. The Continuum plans to seek additional units as State of Connecticut Department of Social Services or Department of Mental Health and Addition Services funding becomes available. Additionally, the Continuum is providing HUD Homelessness Prevention and Rapid Re-Housing Program services funded through the State of Connecticut and the regional agency Journey Home.

#### Needs of Public Housing

The Housing Authority of the City of Bristol's (BHA) Goals for the next Five Years include: Increase availability by undertaking measures to ensure access to affordable housing among families assisted by the BHA, regardless of unit size required

- Improve the quality of assisted housing by implementing capital improvements to the inventory by the utilization of the Replacement, Maintenance and Repairs (RMR) reserves, secure alternate finance options to upgrade housing stock in conjunction with the Capital Fund Program
- Increase assisted housing choices by leveraging affordable housing resources in the community through the creation of mixed-finance housing; Include "transit-oriented", "responsible growth" and "energy conservation" initiatives into its programs; Seek replacement of public housing units lost to the inventory through mixed-finance development or through Section 8 replacement housing resources; Implement project-based Section 8 Voucher program; and carry out the modifications/upgrades needed in public housing based on the Section 504/ADA Needs Assessment conducted by HUD for our Public Housing Program.
- Promote self-sufficiency and asset development of assisted households by improving access to services that support economic opportunities and quality of life and improve economic opportunities for families and individuals that reside in public housing
- Provide an improved living environment by providing a safe and secure environment in BHA developments; improve resident and community perception of safety and security in BHA housing developments
- Concentrate on efforts to improve specific management functions

- Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, or disability. BHA has also completed the Limited English Proficiency (LEP) Plan and will complete the Section 504 Transition Plan as agreed under the Voluntary Compliance Agreement between HUD and BHA and by providing staff and Commissioners with educational training in this field.
- In the next five years BHA priorities will focus on developing strategies to maintain fiscal balance in light of reduced federal funding; improving our housing stock; as well as maintaining basic services to residents. To achieve long-term financial stability BHA will continue with the implementation of a savings plan that includes initiatives to control spending as well.

The Housing Authority expects to receive \$5,543,268 in Section 8 funding. The Housing Authority was awarded a HUD \$225,000 Emergency Safety and Security grant and anticipates a formula amount of approximately \$866,336 for the Capital Fund Program.

The Bristol Housing Authority goals for 2011-2012 include these specific projects to enhance availability:

- Cambridge Park: unit rehabilitations and Site Work
- J.F. Kennedy: Fire Code upgrades and sprinkler repair in apartments; re-pointing exterior of building
- Gaylord Towers: Fire Code upgrades and sprinkler repair in apartments; re-pointing exterior of building and roof replacements in the balcony over the community room.
- Bonnie Acres: window replacements for egress (Fire Code)
- Dutton Heights: hiring a developer to rehab
- Beach and Marconi: up for sale
- Cambridge Park, JFK, Gaylord and Bonnie Acres are getting new security system upgrades (cameras, lighting, door locks, fencing)

### Community Development

Commercial Rehabilitation allocations made adopted in previous program years will provide for at least four projects, improving façades and/or code-related repairs to businesses. These projects will be located in low/moderate-income areas or will create employment.

The following programs and projects meet the goal areas in the Consolidated Plan and will provide decent housing, and/or a suitable living environment and/or expanded economic opportunities for low/moderate-income Bristol residents. Projects indicated by "To be reconsidered" will be revisited during the program year if there are re-programmed funds available.

<b>REHABILITATION AND PRESERVATION</b>	
Residential Rehabilitation	\$233,316
Support Staff for Rehab and Projects	\$150,647
<b>Sub-Total</b>	<b>\$383,963</b>

<b>PUBLIC SERVICE</b>	
St. Vincent DePaul – Women with Children Transitional	\$23,500
Boys and Girls Club – Outreach Program	\$28,000
Catholic Charities – Bristol Elderly Outreach	\$5,000
CW Resources – Homeowner Property Assistance	\$5,000
CFC Storehouse – Soup Kitchen/Food Pantry	\$12,000
YWCA – Sexual Assault Crisis Services	\$5,000
Bristol Visiting Nurses	\$4,000
Literacy Volunteers – Bristol Community Tutoring	\$3,750
Family Resource Centers – Emergency Needs	\$1,274
<b>Sub-Total</b>	<b>\$87,524</b>

<b>NON-HOUSING COMMUNITY DEVELOPMENT</b>	
West End Neighborhood - Sidewalk Replacement Project	To be reconsidered
Bristol Housing Authority – Komanetsky Lot Repair	To be reconsidered

<b>PUBLIC FACILITIES</b>	
Barc – Door Openers	To be reconsidered
Bristol Preschool – Exterior repair and Paint	To be reconsidered

<b>PLANNING AND ADMINISTRATION</b>	
Fair Housing	\$100,450
Reprogrammed/Program Income	\$3,000
	\$13,249
<b>Sub-Total</b>	<b>\$116,699</b>
<b>TOTAL</b>	<b>\$588,186</b>

During 2010-2011 the City of Bristol directed \$105,000 to the Target Area, i.e. West End Neighborhood; and previously allocated Commercial Rehabilitation dollars were used for two projects in the Target Area. The City provided three Fair Housing workshops and completed its updated Analysis to Impediments. The Housing Rehabilitation program was well utilized. The relatively optimistic Consolidated Plan 2010-2015 required some amending due to federal cuts; planning for future year(s) will be a challenge for the City.

## 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.

The City of Bristol will not direct residential rehabilitation funds to any particular geographic area of the jurisdiction. The City will assist any low/moderate-income household within the jurisdiction. Applicants will be required to certify their household income in order to establish their eligibility for the program. Commercial Rehabilitation projects are qualified by either being in a low/moderate-income area, as shown on the map, or to create jobs.

As the federal allocation allows, resources will be directed into the West End Neighborhood – a Target Area. The racial/minority concentrations shown in the Maps section were studied in the process of updating the Analysis of Impediments to Fair Housing. In light of the 2011-12 cuts, funding to the Target Area is jeopardized.

Commercial Rehabilitation policy changes were approved by the BDA Policy Committee and BDA Board to encourage West End participation. The 50% Owner, 50% City match was changed to 30% Owner/70% City.

**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.**

The new 5-Year Consolidated Plan for 2010-2015 includes reference to the West End Neighborhood Study, and Year 36 funding was provided to replace sidewalks. The draft document has been released and Recommendations indicate many activities that could be undertaken with Community Development Block Grant funds. Again, funding to Target Area projects will depend upon federal funding.

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

The Community Development Coordinator will continue to meet with officials from the Bristol Housing Authority, Continuum of Care and other local non-profit community organizations to identify future programs that would best meet unmet needs identified in the Consolidated Plan. As indicated in the 2010-2015 Consolidated Plan, the Bristol Development Authority will perform additional exploration of state and local resources to address unmet needs. In particular, BDA took some initial steps with the CT Department of Economic and Community Development to address multi-unit properties that require major rehabilitation costs.

With federal funding at its lowest point since 1993 obstacles are expected to grow with fewer resources to meet 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.**

HUD Section 8 funds: \$5,543,268  
 HUD Emergency Safety and Security Grant: \$225,000  
 HUD Capital Fund: \$866,336  
 McKinney-Vento Homeless Assistance Act: \$348,849

**Managing the Process**

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

The Bristol Development Authority (BDA) serves as the lead agency for administering the Community Development Block Grant Entitlement program. Other local non-profit community service organizations will assist the BDA in meeting the goals of the Consolidated Plan with CDBG eligible activities. The organizations include:

Bristol Boys and Girls Club	Catholic Charities
Christian Fellowship Center	Bristol Housing Authority
Literacy Volunteers	Greater Bristol VNA
St. Vincent DePaul Mission	Bristol Adult Resource Center (BARC)
YWCA of New Britain	United Way of North Central CT
Bristol Community Organization	West End Neighborhood Study team
CW Resources	

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.**

The BDA’s Community Development Coordinator routinely met with officials from the Bristol Housing Authority, Continuum of Care and other local non-profit community organizations to identify programs that would best serve unmet needs identified in the Consolidated Plan. A notice of the availability of funds was published in the local newspapers and posted at the City’s libraries and website, mailed to all City Departments and local social service agencies. Public hearings for citizen participation were held on February 17, 2011 and April 20, 2011. At the two hearings, the BDA solicited input from citizens on needs of the community and proposed programs for funding. The Policy Committee of the Bristol Development Authority met and recommended funding allocations for the Year 37. Members of the public as well as representatives of the applicant programs attended the hearings.

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

The Community Development Coordinator will continue to participate in meetings with health, social service agencies and the public housing resident advisory board to discuss the programs offered through these groups, as well as the potential for new programs to meet needs in the community. During the Second Program Year, the City through its Community Development Coordinator will also participate in the Continuum of Care process to develop strong relationships between local non-profit agencies, state and federal programs to provide safe, decent and affordable housing and to reduce the number of households below the poverty level. The Community Development Coordinator is attending meetings of the Fair Housing Association of CT and is serving as a board member of the CT Community Development Association and other professional groups to stay abreast of local, state and federal issues and to promote collaboration with colleagues on issues of mutual interest.

City personnel meets with private sector and not-for profit agencies on a monthly basis. The group, "Bristol Cares" is aware of the comprehensive nature of federal cuts and will be monitoring the effects on the residents of Bristol.

**Citizen Participation**

1. Provide a summary of the citizen participation process. ***NOTE amendment to Item #7.***

**BRISTOL CITIZEN PARTICIPATION PLAN**

Bristol has always endeavored to allow the greatest possible public participation in developing its Community Development Block Grant program (CDBG), and has followed similar procedures when it has had the occasion to reprogram CDBG funds. If at all possible, reprogramming is scheduled to coincide with the annual program development process to gain the widest possible public participation.

The City has been fortunate in maintaining a good working relationship with newspapers having a wide circulation in town, The Hartford Courant, The Bristol Press, and the Bristol Observer. Good year-round coverage of the Bristol Development Authority (BDA) activities is provided, especially during the time the agency solicits public input for its annual CDBG program. The news and feature stories are in addition to the advertisements published in local newspapers and posted to the City's website ([www.ci.bristol.ct.us](http://www.ci.bristol.ct.us)).

Specifically addressing the requirements of Section 91.105 for a Citizen Participation Plan, the City offers the following:

- (1) **Encouragement of citizen participation.**

The public and applicants for CDBG funding are urged to attend and speak at all meetings. When appropriate and feasible, neighborhood meetings have been and can be arranged. Efforts are made to consult with very low and low-income residents, including tenants of public housing, homeless individuals, local non-profits, public service agencies, and municipal agencies to discuss needs and strategies.

Bristol commences its public participation plan with the simultaneous solicitation of proposals by direct mail and public advertising. Two display ads are run in local newspapers and posted to the City's website ([www.ci.bristol.ct.us](http://www.ci.bristol.ct.us)) requesting proposals, listing eligible activities, offering assistance in formulating a proposal, and announcing the dates of Public Hearings. The mailing includes a proposal package and offers the assistance of the BDA in developing a proposal. The mailing list includes past applicants and recipients, local community agencies, social service agencies, homeless shelters, city departments, public housing tenant councils, and any interested persons or parties who during the prior year have expressed interest.

Public meetings are generally held in the Council Chambers of City Hall (a handicapped accessible building) in the evening. Following long-standing local procedure and the State of Connecticut laws, these hearings and meetings are scheduled in advance, posted; open to the public and minutes prepared and available to any interested party. The meetings receive advance publicity and are covered by the local media.

**(2) Information to be provided.**

The Consolidated Annual Plan process takes approximately six months to complete and provides ample time and opportunity for participation and comment. The first Public Hearing is held in January or February to receive proposals and citizen comments; and to discuss needs and strategies. After the first Public Hearing there is a public meeting of the Policy Committee of the BDA. The Policy Committee is responsible for the preparation of a proposed use of funds and oversight of CDBG allocations. The BDA generally receives requests for at least twice the amount of funds available and the Policy Committee gives very serious consideration to the comments heard at the hearings in developing the annual proposed use of funds.

When the Policy Committee has established the Proposed Use of Funds, the City holds another Public Hearing in March. Again, this hearing is advertised twice and the ads list the programs and dollar amounts, request public comment and invite public participation at the hearing. The Proposed Use of Funds is also referred to the Planning Commission for comment. The 30-day comment period begins after advertisement of the Proposed Use of Funds, continuing up to its approval by the Bristol Development Authority Board.

The Policy Committee considers the Planning Commission and the public comments in their Proposed Use of Funds. The Policy Committee's final recommendations are then presented to the full Bristol Development Authority Board in public meeting (late March or April) for approval and/or modification. The Proposed Use of Funds

is made available to the Bristol Housing Authority, Jerome Avenue, Bristol; Public Library; and City Hall offices. The BDA forwards its recommendations to the City Council for its approval and recommendation to the Board of Finance at the public meeting in April or May. The annual action plan is placed on the city website indicating it is not final until HUD approval.

Once HUD approval has been received, the Board of Finance, at public meeting, appropriates the funds.

Each and every meeting is public, covered and reported on by the local news media, and preserved in minutes available to the public. Comments and modifications are possible at any time prior to submission to HUD.

**(3) Access to records.**

The Bristol Development Authority will make available, at its office at City Hall, access to information and records relating to its Consolidated Plan and any programs assisted with CDBG funds to any interested citizens.

**(4) Technical assistance.**

Technical assistance has always been and will be offered at whatever level of needs of the applicant. When funds are not sufficient or a program is not eligible, the BDA office makes every effort to refer an applicant to another source of funds.

**(5) Public Hearings.**

The Bristol Development Authority will hold Public Hearings to obtain citizens views. See Items (1) and (2) above. In addition, the City annually publishes an ad and invites comments on the use of funds for the past program year.

If there is a need for an interpreter, the City will make every effort to secure interpreters.

**(6) Comments and complaints.**

The Bristol Development Authority will consider any comments of citizens regarding the Consolidated Plan. A summary of any comments, including those not accepted and the reasons therefore, will be attached to the Consolidated Plan. The BDA has always responded to written (and oral) complaints and will continue to do so.

**(7) Criteria for amendment to plan.**

HUD regulations require an amendment to a Consolidated Plan when the jurisdiction makes one of the following decisions.

- i. to make a change in its allocation priorities or a change in the method of distribution of funds;

- ii. to carry out an activity, using funds from any program covered by the consolidated plan (including program income), not previously described in the action plan; or
- iii. to change the purpose, scope, location or beneficiaries of an activity.

Within this range of amendments, there are amendments which are defined as Substantial Amendments. For purposes of the Bristol Consolidated Plan process, a Substantial Amendment shall be defined as one wherein the change in the distribution of funds for a revised or new activity exceeds 10 percent of the annual entitlement under the CDBG program.

For such Substantial Amendments, the BDA shall prepare a report on the nature of the amendment which shall be made available by public notice for 30-day public comment period. ~~and at a public hearing held by the BDA.~~ The amendment shall be approved by the Bristol Development Authority board and referred to the Bristol City Council for approval. Substantial Amendments shall be submitted to the U.S. Department of Housing and Urban Development (HUD) within 15 days of local approval.

For those amendments not defined as Substantial, the Bristol Development Authority shall approve such amendments at a regularly scheduled meeting and make the amendments public. All amendments approved during a program year shall be submitted to HUD with the submission of the consolidated plan for the next program year.

***(NOTE on the above change to the Bristol Citizen Participation Plan: There is no federal public hearing requirement for a Substantial Amendment. The change was part of the 30-day comment period for this Annual Plan, 4/1/11 – 5/1/11.)***

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The City held Public Hearings on February 17, 2011 and April 20, 2011 to receive proposals for CDBG funding and to elicit comment on community development needs. The BDA Policy committee met on March 16, 2011 to consider program proposals and recommend a spending plan to the full BDA. This meeting offered another opportunity for the public to speak to the use of funds. The CDBG program budget was also presented to and approved by the City of Bristol Planning Commission on March 30, 2011. The Policy Committee met again on May 23, 2011 to revise the Proposed Use of Funds after HUD allocation estimates were released; a 30-day comment period was open between 5/26 through 6/25, 2011. The program budget as recommended by the BDA Policy Committee and approved by the City Planning Commission was adopted by the full BDA Board on June 27, 2011 and by the City Council on July 12, 2011.

A second Substantial Amendment was proposed and reviewed at the April 20, 2011 Public Hearing. The Consolidated Plan 2010-2015 indicated that the City of Bristol would allocate the 15% maximum to Public Service. It is now apparent that the City may not be able to meet that expectation and still carry out the first goal of Housing Rehabilitation. The change indicates language of "UP TO" the 15%. More explanation on these changes is included in a separate tab. There was an open comment period from April 20, 2011 through May 20, 2011.

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

During the protracted planning process, the City disseminated information as it became available and encouraged citizen comments. The only comment received was from the Bristol Adult Resource Center expressing disappointment that there could be little or no funding to service providers in the community. This was addressed in the revised Proposed Use of Funds which included funding; and addressed by the Substantial Amendment explanations concerning the Housing Rehabilitation priority as the first priority.

**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 planning process is posted at the Bristol Housing Authority, the Public Libraries, and at various meetings of social service organizations. During the fall of 2010, three Community Meetings were scheduled for greater resident input. Notices of these additional meetings were posted at the above locations, printed in the Bristol Press, and was published in a news article. Flyers were distributed in both English and Spanish to the entire student population at Greene-Hills, Edgewood and O'Connell Schools.

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

The allocations to Public Service programs were recommended at 15% for 2011-2012. Unfortunately the issue may recur in planning for 2012-13.

## **Institutional Structure**

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

This Plan will be jointly administered by the Bristol Development Authority and the Bristol Housing Authority, with each organization having its own area of authority. Both BDA and BHA participate with the Bristol Continuum of Care.

The Bristol Development Authority is the public community development agency responsible for administering CDBG funds; including monitoring subrecipients (non-

profits) providing public service programs and for distributing funds for all other CDBG projects. The Bristol Development Authority has a bi-partisan nine-member Board that serves a rotating five-year term and is appointed by the Mayor. The Board is responsible for determining CDBG funding allocations, based on priorities set in the Consolidated Plan.

The Bristol Housing Authority (BHA) is a quasi-governmental agency with no fiduciary overlap between the municipality and the Housing Authority. The Commissioners who serve a rotating five-year term are appointed by the Mayor. A representative of the Bristol City Council services as a liaison to the BHA Board of Commissioners. The Executive Director is responsible for all hiring of staff and is the contracting officer for the Authority. Appropriate review by the jurisdiction will be sought for any proposed development sites, demolition or disposition of any development sites. The current Comprehensive Grant has been previewed by the Board of Commissioners, the Public Housing Residents, the Public and the Mayor prior to submission to HUD. The Housing Authority is the agency responsible for modernization of existing units and rental subsidies.

BHA owns and manages 546 Federal and 290 State public housing units, for a total portfolio of 836 units. The Federal stock is comprised of 206 family units, 120 "elderly only" units and 80 elderly/non-elderly disabled units. The State stock is comprised of 206 family units, 44 "elderly only" units and 40 elderly/non-elderly disabled units. In 2006 BHA completed a 20 year Capital Needs Assessment (CNA) Plan for all its developments. In general developments were found to be acceptable conditions overall and the Authority schedules improvements following the CNA plan.

St. Vincent DePaul Mission of Bristol (SVDP) is a private non-profit organization working with the City to provide housing needs for the homeless. This organization has been the lead agency in Bristol for assessing and developing the community-based response to homelessness in Bristol.

Through both the Housing Authority and SVDP, the City is able to provide services to a wide-range of persons, with the remainder of needs being met by other non-profit organizations in the City.

## 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.**

The City will assure that all CDBG affordable housing activities further fair housing and comply with the displacement and relocation plan, as well as compliance with Federal rules concerning housing quality standards, lead-based paint hazards, Davis Bacon wages and environmental issues.

Through periodically scheduled monitoring reviews, the City will monitor its Consolidated Plan. The monitoring reviews will ensure that all statutory and federal regulatory requirements are being met by the subrecipient. The City will review subrecipients' records to ensure that complete and accurate program and financial records are maintained.

Federal funds for housing rehabilitation are distributed by the Bristol Development Authority. All appropriate forms of verification of income are reviewed prior to accepting grantees into the program. Monitoring of BDA's actual spending will be carried out by an annual audit and subsequent reports to HUD.

The monitoring plan will include a review of where funding has been spent and the extent to which funding has increased the opportunities for affordable housing. The Bristol Development Authority staff provides monthly reports to the Board. The Board periodically reviews policy, and has approved the updated Analysis of Impediments to Fair Housing.

## **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.**

The Housing Authority of the City of Bristol will continue to address lead-based paint hazards as situations occur, i.e. outside trims will be stripped and repainted and encapsulated depending on the location

The City will continue to reduce lead-based paint hazards and provide abatement measures through its Residential Rehabilitation program. The City's Project Coordinator is a State certified Lead Inspector. The Project Coordinator and the Housing Rehabilitation Specialist attended training to become certified for compliance with the new regulations which became effective in 2010. A lead-based paint hazard inspection is completed for each application to the City of Bristol's Residential Rehabilitation program. Owners of properties found to have lead-based paint hazards are required to correct that condition prior to the completion of other approved rehabilitation work. Rehabilitation grants are made available to property owners for that purpose.

The Bristol Health Department, in the process of conducting housing inspections for violations, will check for lead-based paint hazards in units where children under the age of seven reside. Samples are taken for testing. If lead-based paint is present, the landlord is instructed in the proper procedures to correct the problem. In instances where lead paint poisonings are reported, the Health Department follows State of CT Department of Health Services Lead Poisoning Prevention and Controls Regulations (Section 19A-111-1 through 19A-111-11).

## 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 will use CDBG funding to continue their housing rehabilitation program. The program seems to maintain the quality standards of the City's housing stock for low/moderate-income residents, which is a priority identified in the five-year Consolidated Plan. The housing rehabilitation program seeks to assist (15) low/moderate-income rental households and (85) low/moderate-income single-family homeowner households in 2011-2012. The goal of this program is to rehabilitate (3) extremely low-income, (6) very low-income and (6) low-income rental units. The goal for single-family units is (25) extremely low, (30) very low and (30) low-income households. A 10-year grant recovery provision applies in order to promote long term owner-occupancy of the rehabilitated property. If the property is sold during the 10 year period a percentage of funds must be returned to the City: 100% within one year, reduced by 10% each year thereafter until the 10<sup>th</sup> year when the recovery period is satisfied. Rental units must be occupied by low/moderate-income tenants at affordable rents.

American Recovery and Reinvestment Act (ARRA) funds in the amount of \$163,138 were allocated to providing housing rehabilitation assistance. As of March 31, 2011 \$51,603 remains.

**2. 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 Bristol Housing Authority (BHA) expects to receive approximately \$5,543,268 in U.S. Department of Housing and Urban Development Section 8 funding. The Housing Authority anticipates a formula amount of approximately \$866,336 for the Capital Fund Program.

BHA Plans for Year two:

The Bristol Housing Authority works closely with the City Building Department, the Health Department, the Fire Department, and Police Department on any code enforcement violations and will continue attending the Code Enforcement meetings.

The Housing Authority currently has a Public Housing waiting list of 293 applicants. 126 of these applicants need 1BR units, 118 need 2BR units, 41 require 3BR units and 8 applicants require 4BR units. Twenty six percent of these applicants are working, 49% are receiving social security/pensions and 24% are not working. In

addition, there are 55 non-elderly disabled and 22 elderly households on the waiting list for senior/disabled housing. The turnover rate for the past 12 months was 17%.

BHA also administers 674 Housing Choice (Section 8) vouchers. BHA maintains a list of available units including handicap accessible units for its current participants. As of March 30, 2011 there were a total of 1,191 families on the wait list; 765 families, 18 elderly families and 36 disabled families. The annual turnover rate is 53, or 7% for this program.

The Housing Authority uses federal guidelines for income limits for low-income households and has established preference points as follows:

- Violence Against Women Act - VAWA – (11)
- Involuntary Displacement – (11)
- Homelessness – (11)
- Bristol Live or Work – (10)
- Elderly – (5)
- Non-Elderly Disabled – (5)
- Veteran – (2)
- Overcrowded – (2)
- Those currently enrolled in educational, training, or Upward Mobility Training Programs (3)
- U.S. Citizens or households with eligible status (1)
- Targeting/De-concentrating (1)

The housing units provided by the Bristol Housing Authority will supply low-income households with affordable units. The quality of units will be upgraded through rehabilitation, which is one of the City's major priorities.

All Section 8 and CIAP funds are distributed through the Housing Authority, using federal guidelines and established preference points as follows:

- Work and Live in Bristol - (1)
- Elderly – (2)
- Non-Elderly Disabled – (2)
- Disaster Affected Families – (2)
- Veteran – (2)

The St. Vincent De Paul Mission administers two annual HUD SHP grants for the Elms Transitional Living Center and the Women with Children Transitional Center. The SHP funds will be leveraged with CDBG, FEMA, City of Bristol, State of CT Department of Social Services and private funding. Both centers will address the highest priority need identified in the Consolidated Plan for Priority Homeless Needs.

CDBG funds and the Bristol Housing Authority subsidies and vouchers will assist low- to moderate-income households. Rehabilitation programs, housing and commercial, will equally leverage CDBG dollars with private funds for the total cost of individual improvement projects. The Housing Needs section of the Consolidated Plan identified the need to assist renters and homeowners whose housing costs

exceeds 30% of their household income. The rehabilitation programs will assist landlords with maintaining affordable units and low/moderate-income homeowners to remain in their homes.

## 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 Bristol Housing Authority (BHA) encourages tenant participation in its policy making process. BHA encourages and participates in the creation of Tenant Councils for all its sites. In addition, a Resident Advisory Board (RAB), consisting of Tenant Councils members, was created. This Board is a necessary step before implementing any changes to policies or new policies that will affect the residents.

The Resident Opportunity Self Sufficiency (ROSS) Program Grant was established in 2009. The ROSS Program is for families, seniors and disabled residents in Public Housing. During the past twelve months this grant has served an additional 145 residents. Since the inception of this grant, working relationships have been established with many local organizations and committees such as the Bristol Public Library, Bristol Board of Education, Tunxis School Readiness Council, Discovery Initiative, United Way, Literacy Volunteers, Community College, Prudence Crandall, Catholic Charities, Bristol Adult Education, Women Infant and Children (WIC), Visiting Nurses Association, Parent and Child Center, and Wheeler Clinic.

Through collaboration BHA now has onsite programs. GED classes are held on Mondays and Wednesdays and ESL classes are set to begin on Fridays. BHA has also established the Reading is Fun Program. This program is for families with children between the ages of three and ten. Dinner is served to participating families. Following dinner the children and families break out into concurrent sessions; the children have a story hour that is accompanied by a craft or creative play while the parents are educated on topics related to the importance of reading, education, health, and the community. BHA has also held Health Fairs, Education Fairs, Financial Workshops, and information sessions on topics such as, resume writing, job readiness, Medicare, bed bugs, and depression. These programs are created to encourage low-income families to work towards economic self sufficiency and to help seniors and disabled individuals on aging in place.

BHA has established two programs: The Family Self Sufficiency (FSS) Program and Homeownership Program for the Housing Choice Voucher Program (HCV) Program. These programs are designed to assist families in becoming financially independent of government assistance. The Homeownership Program enables HCV participants to become first-time homeowners by using

their rental subsidy to support the mortgage on a house. There are 26 families enrolled in the FSS Program and 7 families have been able to purchase their first home through the Homeownership Program.

BHA recognizes the need for additional Housing Choice vouchers and has applied to receive additional vouchers for families working with the Department of Children and Families.

BHA will expand the opportunities of resident employment through outreach and training programs in conjunction with contractors or agencies committed to our Public Housing function. This Agency will continue to seek grants related to self-sufficiency and economic empowerment of public housing residents and HCV participants.

BHA completed a feasibility study for the revitalization of Cambridge Park. and applied for the Choice Neighborhood grant. Unfortunately, Cambridge Park did not meet the definition of being blighted and the application was not accepted. BHA will continue to work on different venues to leverage funding to address the needs for this site. BHA continues to provide space; utilities and IT support services at the Cambridge Park public housing property for the Bristol Boys & Girls Club's satellite Outreach Program for middle school children of BHA residents. This year BHA donated 4 laptops to the program with necessary software and equipment.

BHA submitted an application to the CDBG Entitlement Program to receive funding for parking lot repairs at Komanetsky Estates, a property designated for frail elderly individuals.

- 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.**

BHA has been designated a "Standard Performer" for its Public Housing Program and a High Performer for its Housing Choice Voucher Program.

## **Barriers to Affordable Housing**

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

The City will continue to maintain high rehabilitation standards to maintain the existing stock of affordable housing. The City's zoning regulations promote development of housing and the ability to increase the number of multi-family and affordable units in the City. Activities related to the updated Analysis of

Impediments to Fair Housing Choice will have impact on barriers to affordable housing as well.

**HOME/ American Dream Down payment Initiative (ADDI) – Not applicable in Bristol**

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.

## HOMELESS

### Specific Homeless Prevention Elements

The jurisdiction relies on the Bristol Continuum of Care Committee (BCoC) to develop the appropriate response to homelessness in Bristol. The St. Vincent DePaul Mission of Bristol (SVDP), a member of the BCoC, is the main provider of homeless services in Bristol. The SVDP operates a 25 bed homeless emergency shelter for men, women and children, a 10 unit women with children transitional living program (WWC TLP), and a 13 room transitional living program for single men. The following funding sources are anticipated to operate these programs.

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.**

	<u>Shelter</u>	<u>TLP's</u>	
State of CT Dept of Social Services	\$263,710	\$ 47,184	
HUD – SHP		\$348,849	
City of Bristol	\$ 17,050		
CDBG		\$ 23,500	
FEMA	\$ 16,000		
Private Funding (United Way, Catholic Charities, etc.)	<u>\$114,538</u>	<u>\$176,506</u>	
<b>TOTAL</b>	<b>\$411,298</b>	<b>\$596,039</b>	<b>\$1,007,337</b>

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.**

The SVDP will provide emergency shelter services to 180 homeless men, women and children. The Women With Children Transitional Living Program (TLP) will work with approximately 15 homeless families and the men’s TLP will attempt to house

20 chronically homeless men. Both TLP's give preference to the chronically homeless.

The Bristol CoC Committee continues to work on the development of Permanent Supportive Housing (PSH) for homeless individuals and families. The Committee is coordinating efforts with the Corporation for Supportive Housing to develop funding for 1,000 units of PSH statewide. The Bristol Continuum of Care acquired funding from the State of Connecticut Department of Social Services and the Department of Mental Health and Addiction Services to create twelve (12) additional units of Permanent Supportive Housing for chronically homeless single individuals. These units became available for operational start-up in January 2008. The St. Vincent DePaul Mission, Community Mental Health Affiliates and Bristol Housing Authority partnered to secure the funding and to create the units. Bristol Continuum of Care hopes to be able to acquire additional resources from this pool to develop future units in Bristol. Additionally, the Bristol Community Organization has funding from the State of CT Department of Social Services to provide Beyond Shelter Case Management Services. This service is aimed at eliminating the recurrence of homelessness. Additionally, the Bristol Continuum of Care is working to recruit and develop relationships with local landlords to create a larger pool of apartments available to house formerly homeless individuals and families.

**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.**

The Women with Children Transitional Living Program allows for a longer term stay in order for the parent to obtain employment and save funds for permanent housing. The case management assists families to regain any ground lost in terms of health, legal or other areas. In addition to making good use of CDBG support for the Transitional Living Program, the Continuum of Care has the overarching goal of Permanent Supportive Housing and Permanent Housing for homeless people or those at risk of homelessness. The federal Homelessness Prevention and Rapid Re-Housing Program (HPRP) funds are currently assisting Bristol homeless.

The CoC will apply for 4 new CH units in the Next Steps program from the Department of Mental Health and Addiction Services PSH program during the next funding round that becomes available. In addition, the CoC will continue to work with the Bristol Housing Authority, area landlords and landlord associations to set aside housing units for the chronically homeless.

As a long-term plan for creating more chronically homeless (CH) permanent housing units, the Bristol CoC has merged with the Balance of State Continuum to improve efficiencies and more effectively utilize resources. The CoC will continue to prioritize housing for the CH and will apply for all applicable and available state funding for CH such as Next Steps through the Department of Mental Health and Addiction Services. Additionally, with the coordination of a recently funded Community Mental Health Affiliates, SAMHSA Grant, to provide services to the

chronically homeless in supportive housing, and the growing list of landlords willing to partner with Bristol COC agencies, there will be an increase in permanent housing units for the chronically homeless.

**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.**

The Bristol COC will continue coordination of efforts with the State of Connecticut Department of Social Services to provide services to the homeless and to prevent homelessness. The BCOC will coordinate services and efforts with the Connecticut Coalition to End Homelessness regarding the Homelessness Prevention and Rapid Re-Housing Program, shelter + care, supportive housing and other permanent housing services and programs.

Homelessness Prevention is accomplished through soup kitchens, food pantries, utility assistance and referral to mainstream resources such as Social Security, SNAP (Food Stamps), etc.

**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.**

The Bristol CoC will continue coordination of efforts with the State of Connecticut Department of Social Services to provide services to the homeless and to prevent homelessness. The BCoC will coordinate services and efforts with the Connecticut Coalition to End Homelessness regarding the Homelessness Prevention and Rapid Re-Housing Program, Shelter+Care, supportive housing and other permanent housing services and programs.

From St. Vincent DePaul Mission Continuum of Care Exhibit 1, 11/10/2010 pages 40-42:

**“Foster Care (Youth Aging Out):**

The discharge planning protocol for foster care is in the Policy Manual of the CT State Department of Children & Families (DCF). The policy requires a discharge plan which includes living arrangements and aftercare services. Discharge planning mandates participation from: Client, attorney, Adolescent Specialist, Adolescent Services Unit Social Work Supervisor, specialized staff, community service providers & family members. DCF's Independent Living Program offers life skills, education/training, supervised transitional & practice living in their own community housing. Youth are routinely discharged into: group homes; Community Housing Assistance Program (includes rent subsidy) and independent housing w/community supports. DCF gets \$1.3 million from the Chafee Foster Care Indep Program to fund housing/services to former foster care recipients 18-21 years old. In Bristol, the Safe Alternative in Living & Living in Safe Alternative programs

serve youth between 18-21 who exit the foster care system. A representative from Bristol Youth Services sits on the BCoC and makes the CoC aware of all available youth services. Through the annual renewal evaluation process, the Program Committee monitors all McKinney Vento funded projects to ensure that provides service only eligible participants who meet the HUD definition of homelessness. The CoC Program Committee provides training and technical assistance to agencies who fail to serve eligible participants.

**Health Care:**

The Department of Public Health (DPH) regulates hospitals in the state and the DPH Code outlines the requirements for hospitals regarding discharge planning. The requirements include that every hospitalized patient shall have a written discharge plan to identify needs of the patient including housing. When the patient needs assistance with placement post-discharge, the hospital social worker assists patients to complete and process applications; patients are routinely placed in extended care, rehabilitation, group homes, substance treatment facilities and other residential placements. Social work staff of hospitals evaluates financial & psychological needs, and helps complete housing applications. The BCoC works closely with Bristol Hospital to stop the cycle of homelessness; high risk clients are identified and shelter staff works with hospital case managers from Barnes III, the psychiatric ward, to find community services and make referrals to services such as the CMHA community response team, and the Bristol Counseling Center. Barbara Watson, the staff person in charge of discharge planning at Bristol Hospital Barnes III, is a member of the CoC. Through the annual renewal evaluation process, the Program Committee monitors all McKinney Vento funded projects to ensure that providers serve only eligible participants who meet the HUD definition of homelessness. The CoC Program Committee provides training and technical assistance to agencies who fail to serve eligible participants

**Mental Health:**

The State of CT Department of Mental Health & Addiction Services (DMHAS) discharge protocol specifies that every patient treated in a DMHAS facility must have a specialized treatment plan which includes the person's living situation at discharge. The person treating the patient and community-based providers collaborate to ensure that housing and aftercare services needed by the patient are provided. The policy states, under no circumstances shall an emergency shelter be considered appropriate housing disposition, & patients shall not be directly discharged by the inpatient facility to an emergency shelter. No patient shall be discharged from a DMHAS facility without documented evidence that discharge & aftercare plans have been part of the treatment plan. Persons discharged from DMHAS facilities are routinely discharged into: supportive housing; housing with subsidies & independent living depending on the intensity of on-going service needs. Through the annual renewal evaluation process, the Program committee monitors all McKinney Vento funded projects to ensure that providers serve only eligible participants who meet the HUD definition of homelessness. The CoC Program Committee provides training and technical

assistance to agencies who fail to serve eligible participants

**Corrections:**

The State of CT Department of Corrections (DOC) Administrative Directive 9.3 Discharge Planning mandates that housing & aftercare referrals be addressed in the discharge planning process. Discharge planning protocols are described in the Offender Accountability Plan & stipulate that offenders begin participation in discharge planning no less than 6 months before discharge; community service staff and other prison staff along with the inmate work on the discharge collaboratively. To prevent the release of inmates into homelessness, DOC has significantly increased staffing & housing options for inmates released; there are a number of halfway house beds & DOC contracts for a variety of residential & support services in the community. The new Forensic Supportive Housing program, a \$3 million collaboration between DMHAS and DOC, provides 60 housing subsidies and services statewide and can serve persons being discharged from jail or prison who are living with mental illness to prevent these persons from becoming homeless. The BCoC will identify eligible participants and make referrals to the program. Through the annual renewal evaluation process, the Program committee monitors all McKinney Vento funded projects to ensure that providers serve only eligible participants who meet the HUD definition of homelessness. The CoC Program Committee provides training and technical assistance to agencies who fail to serve eligible participants

**Emergency Shelter Grants (ESG) – Not applicable in Bristol**

(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.

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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 following activities proposed meet the objectives/goals set forth in the Consolidated Plan including homeless needs, affordable housing through rehabilitation, targeting resources to the West End Neighborhood, and fair housing

activities, as well as promoting social service programs, improving commercial facilities and improving properties through commercial rehabilitation.

The City approved the following projects to be funded with Program Year 37 CDBG funds: (See Projects section for detailed information)

**REHABILITATION AND PRESERVATION**

Residential Rehabilitation	\$233,316
Support Staff (for rehab and projects)	\$150,647
Reprogrammed/Program Income	

**PUBLIC SERVICE**

St. Vincent De Paul – Women w/Children Transitional	\$23,500
Bristol Boys and Girls Club – Outreach Program	\$28,000
CFC Storehouse – Soup Kitchen/Food Pantry	\$12,000
Catholic Charities – Bristol Elderly Outreach	\$5,000
CW Resources - Elderly Homeowner Assistance	\$5,000
YWCA – Sexual Assault Crisis Services	\$5,000
Greater Bristol Visiting Nurse – Home Care	\$4,000
Literacy Volunteers – Bristol Community Tutoring	\$3,750
O’Connell School Family Resource Center – Emergency Assistance	\$1,274

**NON-HOUSING COMMUNITY DEVELOPMENT**

West End Neighborhood - Sidewalk Replacement	To be reconsidered
Public Housing Modernization – Komanetsky Lot Repair	To be reconsidered

**PUBLIC FACILITIES**

BARC – Door Openers	To be reconsidered
Bristol Preschool – Exterior repair and Paint	To be reconsidered

**PLANNING AND ADMINISTRATION**

	\$100,450
Fair Housing	\$ 3,000
Reprogrammed/Program Income	\$ 13,249

2. **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.

Refer to Table 1C – Summary of Specific Objectives

- a) Decent Housing: The objectives of Subsidized Housing, Residential Rehabilitation, and Support Staff for Rehabilitation Programs are likely to be met .
- b) Suitable Living Environment: Objectives may not be met with CDBG funds if additional cuts are made. Transition Living programs could be assisted through new homelessness funding under the HEARTH Act. However many programs may not have alternative funding sources: Outreach to At-Risk Youth, Services for victims of Domestic Violence or Sexual Assault, Services that enhance financial stability, or Services for Elderly, Frail Elderly, physically disabled.

CDBG funds may also be unavailable to continue assistance to the West End Target Area, Public Housing Modernization, or Public Facilities. There are some prior year dollars committed to Commercial Rehabilitation.

- c) Economic Opportunity: The short-term objective of Supplemental Employment for Developmentally Disabled are being met currently, but may not be met in the longer-term depending upon CDBG cuts. The re-development of the Bristol downtown during the next five years is expected provide job opportunities and expanded with CDBG funding.

## Antipoverty Strategy

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

The City, through the Bristol Development Authority, provides residential rehabilitation grants at 50% of total costs up to \$5,000 for single-family units, and adds \$1,500 per unit up to a maximum of \$9,500 for 4-unit multi-family dwellings. In addition, single family, owner-occupied units that are extremely low-income and do work on major building components can be eligible to receive 100% of their grant paid for on a case-by-case basis. Our goal is to assist homeowners with needed repairs to their homes to keep a safe, decent and affordable place to live, while providing additional financial assistance to help them reduce or overcome poverty.

In the hope of assisting to reduce households with incomes below poverty, we will continue to fund public service programs, depending upon federal allocation:

- A literacy program to enhance reading and writing skills necessary to obtain employment and enter job training programs
- A transitional living program for homeless women with children that provides supports and training necessary to maintain an apartment and obtain employment.
- Outreach programs for at-risk youth
- Elderly outreach services
- Domestic Violence and Sexual Assault Crisis services
- Emergency food, and emergency assistance to families with children

The Bristol Housing Authority, and the Bristol Community Organization are focused on connecting low-income households with additional employment and/or benefits.

## NON-HOMELESS SPECIAL NEEDS HOUSING

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

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

The needs of persons who are not homeless but require support services will be addressed through various non-profits and the residential rehabilitation program.

**2. 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.**

Reduction of CDBG funding levels make it more difficult for the City of Bristol to provide support to organizations that are addressing identified non-homeless special needs. State of Connecticut budget reductions are expected as well.

### **Housing Opportunities for People with AIDS – Not applicable in Bristol**

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.

### **Specific HOPWA Objectives – Not applicable in Bristol**

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.

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### Other Narrative

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

#### TABLES:

- Housing Problems Output
- Table 1A Homeless and Special Needs Populations
- Table 1B Special Needs (Non-Homeless) Populations
- Table 1C Summary of Specific Objectives
- Table 2A Priority Housing Needs/Investment Table
- Table 2B Priority Community Development Needs

